

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

JULY 9,

2007

Chairman Spanovich called the Regular Staff Meeting to order at 10:00 A.M. with Mr. Angelou and the Fiscal Officer, Nancy White, present. Mr. Stewart was absent.

Also present were:

Nora Hiland	Franklin Soil & Water
Dolly Hanning	2354 Agler Rd.
John Eing	Firefighter, Sta. 134
Jim DeConnick	Fire Chief
Michael Pocock	Police Chief
Steve Blake	Code Enforcement Officer

Mr. Spanovich asked to dispense with the Pledge and Prayer.

Mr. Spanovich welcomed and turned the meeting over to Nora Hiland, the Outreach Coordinator for the Franklin Soil & Water Conservation District. Ms. Hiland said she was present to discuss the NPDES Phase 2 which Mifflin Township is a part of. She said the County Commissioners hold their permit and they have charged us (17 Townships and 5 agencies) to address the permit department mandates of the Ohio EPA and we have been doing a very good job and moving along. One thing the Sanitary Engineer has done for Mifflin Township is to get our own sewers. MORPC has been brought in to join our group because of their environmental concerns for the County and Central Ohio. She said she wanted to advise us that the permit ends in March, 2008 and they will be doing the last report for this permit coming up in April. Mifflin will need to send in our report to them by the end of February to be put in the final report. The Ohio EPA will be sending out wording for the next permit probably next month. She said she hopes it is in time for the Road Superintendent to look over the good housekeeping section to see if they can address what is required of us in hopes to make it an easier transition for the next permit. The Notice of Intent will need to be filed by December and a \$200 fee goes with that which the County Drainage Engineer will probably pay. The new permit will begin in March of 2008 and will go until March of 2013 with the six goals that we have now. The three that the Townships are responsible for are Public Education & Outreach, Public Participation & Involvement and Good Housekeeping & Pollution Control. She said Townships are doing a good job but we need to educate the public which is not easy. Once they realize there is a real need for a change such as dumping pollutes our drinking water, they start changing. Public participation in clean-ups is also very good. Steve Blake our Code Enforcement Officer said we do Township clean-ups twice a year. Ms. Hiland said that is great and we are even doing more than she knew.

CORRESPONDENCE

The following correspondence was presented to the Board by the Fiscal Officer:

1. Franklin County Board of Health letter to Kenny Bing regarding his property at 2583 Ferris Park Dr. and 0 Ferris Rd. citing violations of Franklin County Board of Health Sanitary Regulations 717 and 718. If these violations are not corrected criminal charges may result. The Fiscal Officer suggested that we write letters to the Prosecutor and Judge Hale asking that they enforce the fines and sentences for this man as this has been going on for years and neighbors are complaining because he keeps getting reduced fines and sentences and doesn't correct the violations for very long before he is doing the same thing again.
2. Franklin County Commissioners Office letter stating the Expedited Two Annexation Petition filed with the Franklin County Economic Development and Planning Department will be heard on Tuesday, July 31, 2007 at 9:00 a.m. The Airport is annexing the area that is in the flight path. The Fiscal Officer questioned if we should still receive the taxes for property that was annexed within the last 12 years according to the law. It was agreed this was something we should look into to see what type of annexations the law pertains to.

Res. 183-07: Authorize Fiscal Officer to Sign a Contract with Attorney Jack Reynolds of Smith & Hale to Handle Annexation Matters for Mifflin Township

Mr. Spanovich moved to authorize the Fiscal Officer to sign a contract with Attorney Jack Reynolds of Smith & Hale to handle annexation matters for Mifflin Township. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

JULY 9,

2007

The Fiscal Officer said she will invite him to attend our next meeting or a future meeting to explain the annexation questions brought up at this meeting.

The Fiscal Officer said that Safety Town was held two weeks ago and we received a bill to pay our portion of the Safety Town 2007 instructor expenses. She said we paid \$2250.00 last year and is asking for the Board's approval for the same amount this year.

Res. 184-07: Approve Paying \$2250.00 for Safety Town 2007 Instructor Expenses

Mr. Angelou moved to approve paying \$2250.00 for Safety Town 2007 Instructor Expenses as recommended by the Fiscal Officer. Mr. Spanovich seconded. All voted yea. Motion carried.

The Fiscal Officer said she met with the City of Gahanna this morning regarding the new Joint Maintenance Agreement beginning October 1, 2007. Copies of what they presented were given to the Trustees and Department Heads. The bottom line shows our administrative cost is going to go from \$4,224 a month to \$6,318 a month which is a large increase. Our current contract expires September 30, 2007 so a decision will need to be made before that time as to whether or not we wish to renew. They are showing that in this current contract period we have paid \$12,224.00 less that what we owed and they would like to collect that amount. Mr. Angelou said that if we don't renew with them, what would our option be because of the size of the equipment from the Fire Department. This is usually the main issue when the contract is up for renewal. He said there may not be a Plan B and this is our only option. Chief DeConnick said we may have lost some money due to TIF's and abatements and maybe Gahanna should give us some credit for money that was taken away from us. The Fiscal Officer said this is something that can't be settled today and asked everyone to review all the information for further discussions.

The Fiscal Officer said that Paul Adkins, IT, was short 29 hrs. of the vacation time he recently took. This was discussed with Mr. Angelou and it was agreed to advance Mr. Adkins 29 hrs. of accrued time this year. He has agreed to sign that he realizes he will be short 29 hrs. of vacation time next year.

Res. 185-07: Approve Advancing Paul Adkins 29 Hours of Vacation Time That Was Being Accrued for Next Year

Mr. Angelou moved to advance Paul Adkins 29 hours of vacation time that was being accrued for next year. Mr. Spanovich seconded. All voted yea. Motion carried.

PUBLIC HEARING – 2008 Estimated Budget – The Fiscal Officer gave the Trustees a copy of the budget she put together from figures she received from the Department Heads. She said she still needs to finalize some figures with the Fire Department before she sends it to the County Auditor.

Res. 186-07: Approve 2008 Estimated Budget as Presented To Be Submitted to the County Auditor as Required

Mr. Spanovich moved to approve the 2008 Estimated Budget as presented with figures to be finalized with the Fire Department to be submitted to the County Auditor as required. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

OLD BUSINESS

Mifflin/Clinton Partnership Project – Mr. Spanovich said we will hold off approving our minutes of the June 21, 2007 joint meeting with Clinton until we receive their minutes.

Health Insurance Committee/2008 – Mr. Spanovich said he spoke with Lynn Stewart and she said she would like to be a part of the committee as a lay person. The Fiscal Officer said that Brian Dunlevy who was the chair of the committee last year should be notified that a committee is being formed again to start researching for the best Health Insurance for our employees in 2008.

RECORD OF PROCEEDINGS

Minutes of **MIFFLIN TOWNSHIP BOARD OF TRUSTEES** Meeting

Held

JULY 9,

2007

Fire Dept. Building Improvements – Chief DeConnick said that he and Deputy Chief Kauser met with the Fiscal Officer regarding possible financing for this project. Mr. Spanovich said he would like to meet again with the Architect, Rich Pontius, to determine if we are going to do the whole project at once or just a little at a time starting with the areas that need it the most.

Chief DeConnick said the house has been demolished at 4301 E. Johnstown Road next to Fire Sta.133 and was filled in with dirt from the Cemetery.

Tuition Reimbursement Policy – Chief DeConnick prepared a new policy which he presented to the Board for review. It was agreed that there should be one policy that applied to all employees and that it should be a part of the Employee Handbook. The Chief said that this policy does not apply to seminars or conferences which he allows for in his budget.

The Fiscal Officer said that according to our attorney, a policy needs to be adopted by the Board regarding employees who decline our health insurance coverage. It should not be a part of their pay package but a percentage paid to them on a quarterly basis.

Personnel Evaluations – Mr. Angelou asked the Department Heads what type of evaluations were being done. Chief Pocock said the Police Department does theirs by hand. Chief DeConnick said the Fire Department does not do an evaluation every time an employee gets a pay raise but they are working on a performance evaluation based on how they do their job not on personality or behavior. The Chief said they do give written promotional recommendations to the Board. The Trustees agreed that they would like to see some storable account on personnel. He said they are phasing out the Knowledge Point evaluation system they purchased a few years ago and a new system will cost a lot more money and they do not have that planned in their budget. The Fiscal Officer said that when someone reviews a personnel file, they usually ask for evaluations so it should be a part of their personnel records that we keep here.

Mr. Spanovich inquired about the status of the TeleStaff system and how soon before it can be used. Chief DeConnick said there have been some issues and a firefighter has been assigned to work with the support people to try to get this project implemented. The Chief said that this has been a very big project and is taking a lot of time to get it completely in place. Mr. Spanovich said the Board would like a report on what the problems have been and how soon it may be before it is completely operational.

Mr. Spanovich said that regarding the Gahanna Maintenance Contract that was discussed earlier, he feels we should set up a meeting with them once we get some numbers on how much money was taken away from us due to TIF's and abatements.

NEW BUSINESS

Longevity Pay – Mr. Spanovich said the Board received one request for a service credit bonus from the Service Department.

Res. 187-07: Approve Service Credit Bonus for Daril Tharp of the Service Department

Mr. Spanovich moved to approve a service credit bonus for Daril Tharp from the Service Department in the amount of \$900.00 at the discretion of the Board and funds permitting as recommended by Calvin McKnight. Mr. Angelou seconded. All voted yea. Motion carried.

Next Meeting – The next scheduled meeting is the Regular Meeting on Tuesday, July 17, 2007 at 6:00 P.M.

The Fiscal Officer said she distributed a memo to all the Departments because of an issue involving not adding a dependent to our Health Insurance within the time period allowed for them to have coverage. The insurance company must be notified on the birth or adoption of a baby within 60 days, marriage within 30 days, divorce within 30 days and change of address as soon as possible. If a dependent is not added within the allowable time period, they may have to wait until the next enrollment period to have coverage.

RECORD OF PROCEEDINGS

Minutes of **MIFFLIN TOWNSHIP BOARD OF TRUSTEES** Meeting

Held

JULY 9,

2007

REPORTS OF DEPARTMENT HEADS

POLICE – Chief Pocock had no report at this time.

SERVICE – Calvin McKnight is on vacation and the only matter he had before the Board has been addressed.

CODE ENFORCEMENT – Steve Blake said that things are moving along regarding the properties Miracit is planning on buying and rebuilding. He presented the Board with a list of the work performed by our Service Department crew on properties at 2049 Loretta Ave., 2322 Parkwood Ave. and 2326 Ranklin Ave. on June 29, 2007. He requested a motion for assessment on these properties to be added to their tax duplicate.

Res. 188-07: Approve Assessing Property Owners of 2049 Loretta Ave., 2322 Parkwood Ave. and 2326 Rankin for Expenses to Board and/or Cut High Weeds and Grass

Mr. Spanovich moved to approve assessing the property owners for the expenses to board and/or cut high weeds and grass as follows:

2049 Loretta Ave.	\$450.00
2322 Parkwood Ave.	\$375.00
2326 Rankin Ave.	\$225.00

Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

FIRE – Chief DeConnick said that Firefighter John Eing was present today to explain a program that is being set up through Columbus State for a firefighter to receive an Associates Degree. Firefighter Eing gave the Trustees information regarding this program and said the main purpose for a firefighter to receive an Associates Degree is to be considered for a promotion. Columbus State has agreed to give credit hours for classes already taken of 52 hours. Normally, 109 credit hours are required. He said they are also setting up a co-work program which will be for 9 to 12 firefighters to start the program together, study and work together and finish together which will help keep everybody on track. He said they hope to start this program in the Fall quarter.

Chief DeConnick presented the Trustees with the following requests for approval:

Res. 189-07: Approve Keith Higgins Attending NAED-Emergency Medical Dispatcher Certification Course in Pennsylvania, Including Hotel, Meals and Mileage for Approximately \$1132.00

Mr. Angelou moved to approve Purchase Request No. 07-01-07 for Keith Higgins to attend the NAED-Emergency Medical Dispatcher Certification Course in Chambersburg, PA, including hotel, meals and mileage for approximately \$1132.00 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 190-07: Approve Tami Wass Attending NAED-Emergency Medical Dispatcher Certification Course in Indiana, Including Hotel, Meals and Mileage for Approximately \$1010.00

Mr. Spanovich moved to approve Purchase Request No. 07-02-07 for Tami Wass to attend the NAED-Emergency Medical Dispatcher Certification Course in Noblesville, Indiana, including hotel, meals and mileage for approximately \$1010.00 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 191-07: Approve Haz Mat Supplies from New Pig Corporation for a Total of \$1744

Mr. Angelou moved to approve Purchase Request No. 07-03-07 for Haz Mat supplies for containing chemical spills from New Pig Corporation for a total of \$1744.00 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

JULY 9,

2007

Res. 192-07: Approve Haz Mat Supplies from Lab Safety Supply for a Total of \$1399.33

Mr. Spanovich moved to approve Purchase Request No. 07-04-07 for Haz Mat supplies for testing and neutralizing spills from Lab Safety Supply as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 193-07: Approve CAD Work Station for MECC from Dell as Quoted for \$1788.42

Mr. Angelou moved to approve a CAD Work Station for MECC from Dell as quoted for \$1788.42 as recommended by IT Personnel and Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 194-07: Approve Deputy Chief Kauser Attending Ohio Fire Chief's Conference & ICS 300 Seminar at Easton from July 20-25, 2007 for a Total of Approximately \$470.00

Mr. Spanovich moved to approve Deputy Chief Kauser attending the Ohio Fire Chief's Conference and the ICS 300 Intermediate Incident Command Seminar held at Easton from July 20-25, 2007 for a total cost of approximately \$470.00. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 195-07: Approve Paid Family Medical Leave for Firefighter Neil Cline from July 26, 2007 to September 9, 2007 Per His Request

Mr. Spanovich moved to approve paid Family Medical Leave for Firefighter Neil Cline from July 26, 2007 to September 9, 2007 per his request as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 196-07: Accept Resignation of Part-time MECC Dispatcher Steven Lavender Effective July 6, 2007 Per His Request

Mr. Angelou moved to accept the resignation of Part-time MECC Dispatcher Steven Lavender effective July 6, 2007 per his request due to his accepting another position. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief DeConnick brought the following matters to the Board:

1. Bruce Day stopped by the Station and advised that his doctor may release him to come back to full duty sometime this month. His request for longevity pay is still being reviewed.
2. The Firefighters Union is still requesting a response from the Board on the items listed in their letter dated March 1, 2007 that was discussed at the last meeting.
3. If there are any questions on the updated Tuition Assistance Policy that the Trustees were given, the Chief said he will be glad to answer them.
4. There are some MECC employee payroll issues that were brought to the Chief's attention. The Fiscal Officer said she thinks they have all been addressed but she would look into them.
5. The Chief asked about the status of the credit card changes. The Fiscal Officer said she requested limit changes for existing cards but paperwork needs to be filled out for new cards.
6. The Chief said that because of our work here regarding the MECC, he was invited to attend a meeting in which Senator Voinovich was to receive an award. Since he could not attend due to our meeting here today, Deputy Chief Kauser is taking his place and this may be on the news tonight. The Fiscal Officer said as a follow-up, she is on a committee at MORPC that is also dealing with legislature giving incentives for entities to work together and share expenses like what we have done with MECC and those working together on hazmat incidents.

POLL VISITORS FOR COMMENTS

Dolly Hanning of Agler Road said there are gangs and drug houses in the neighborhood and she has been asked to notify the Police because people are afraid and do not want any retaliations. She said she not getting any cooperation from the Police Department or even the

RECORD OF PROCEEDINGS

Minutes of **MIFFLIN TOWNSHIP BOARD OF TRUSTEES** *Meeting*

Held **JULY 9,** **2007**

Police Chief. The gangs spray paint houses and other destructive things. She said she has done all she can do and would like the Board's help to resolve this problem. The kids in these gangs are 16 and 17 years old and out at night after curfew. The Trustees said they will discuss this with the Chief and see what can be done. One of the problems is that the kids hide when a cruiser goes by and without backup, one Officer can not handle a large group of older kids.

Res. 197-07: Move Into Executive Session

Mr. Spanovich moved to go into executive session at the request of the Fire Chief at 12:20 p.m. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 198-07: Move Back Into Regular Session

Mr. Spanovich moved to go back into regular session. Mr. Angelou seconded. All voted yea. Motion carried.

There being no further business, Mr. Angelou moved to adjourn the meeting. Mr. Spanovich seconded. All voted yea. Motion carried.

Joseph F. Spanovich, Chairman

Nancy M. White, Fiscal Officer

The Trustees approved the July warrants for payroll and bills as follows: July 6, 2007 payroll for the period of June 17, 2006 thru June 30, 2007 and July 20, 2007 payroll for the period of July 1, 2007 thru July 14, 2007 and the July warrants for bills, Numbers 44174 thru 44303. Copies are on file with the Clerk.
