

# RECORD OF PROCEEDINGS

Minutes of

**MIFFLIN TOWNSHIP BOARD OF TRUSTEES**

Meeting

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Held

**AUGUST 20,**

**2013**

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Chairman Spanovich called the Regular Meeting to order at 3:30 P.M. with Mr. Angelou, Mrs. Stewart and the Fiscal Officer, Nancy White, present.

Also present were:

Tim Taylor	Fire Chief
William Price	Acting Police Chief
D.J. Tharp	Service Director
Becky Kadel	H.R. Director
Lynn Bruno	Public Information Officer

## **CONSENT AGENDA**

### **Res. 212-13: Approve Minutes of August 5, 2013**

Mrs. Stewart moved to approve the minutes of the August 5, 2013 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

### **Res. 213-13: Approve the Warrants for September, 2013**

Mrs. Stewart moved to approve the September, 2013 warrants for payroll and bills. Mr. Angelou seconded. All voted yea. Motion carried.

**TRUSTEES' COMMENTS** – Mr. Angelou said for the record that Mr. Spanovich and Mrs. Stewart are running unopposed for re-election which reflections that they are doing a very good job as Trustees.

## **CORRESPONDENCE**

The Fiscal Officer presented the following correspondence to the Board:

1. Faith Village Apartments sent a certified letter addressed to Chairman Spanovich to inform us that Wallick-Hendy Development Company plans to rehabilitate a residential rental development located within one-half mile of our political jurisdiction. They plan to utilize the multifamily funding program of the Ohio Housing Finance Agency (OHFA) for the development of this property at 3301 Imani Drive in the northeastern portion of Columbus that includes areas of Linden and Mifflin Township in Franklin County. We have the right to submit a written statement regarding disapproval or objections regarding this project.
2. Correspondence was received from OTARMA with a check for \$500 for our participation in the 2013 MORE Grant Program by the Police Department.
3. Notice was received from the Franklin County Budget Commission of a meeting and agenda on August 5, 2013 to discuss the public library fund and local government fund.
4. The OTARMA 2012 Annual Report was received with a letter stating that OTARMA was formed in 1987 for the primary purpose of providing Ohio Townships with an alternative to traditional insurance. The Fiscal Officer has a copy of the report for review.

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The Fiscal Officer said that the Auditors have finished the in housework, but are in the process of finalizing our audit and we should receive information from them in the next couple of weeks. She said we would probably request a post audit conference. She said they asked about the public records training and she was able to produce the certificates for everyone but Mr. Spanovich who requested PIO Lynn Bruno to be his appointee to attend the class in his stead. A resolution must be passed to officially designate someone to attend that training class. Lynn Bruno said she has already attended that training class, but in the future a resolution is needed to appoint a designee prior to the training.

**Res. 214-13: Approve Designating PIO Lynn Bruno as the Appointee for the Public Records Training Class for Mr. Spanovich**

Mrs. Stewart moved to approve designating PIO Lynn Bruno as the appointee for the Public Records Training Class for Mr. Spanovich. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer said that the Auditors would like to see the Department Heads sign at least the time summary for their Department's time sheets for each payroll.

**FISCAL OFFICER'S REPORT** – Nancy White said at the last meeting a list was turned in by the Code Officer to file tax liens as listed. The Acting Police Chief and Service Director felt that the assessments should not be filed on those properties. The Fiscal Officer said for the record, the Trustees should pass a resolution to waive those assessments. Mr. Spanovich asked that the Code Officer give us a list of the assessments he has already filed.

**Res. 215-13: Approve Waving Assessments for Filing Tax Liens on July 25, 2013 List from Code Officer**

Mr. Angelou moved to approve waving assessments for filing tax liens on July 25, 2013 list from Code Officer. Mrs. Stewart seconded. All voted yea. Motion carried.  
(See Referral File)

**PROPOSED RESOLUTIONS-CONSENT AGENDA (NEW BUSINESS):**

**ADMIN** – The Fiscal Officer presented the Trustees with two Requisitions for payments.

**Res. 216-13: Approve Paying the Frank Gates Service Fee to Re-Enroll for the 2014 Group Rating Program in the Amount of \$13,730.00 as Recommended by the Fiscal Officer**

Mrs. Stewart moved to approve paying the Frank Gates Service Fee to Re-Enroll for the 2014 Group Rating Program in the amount of \$13,730.00 as recommended by the Fiscal Officer. Mr. Angelou seconded. All voted yea. Motion carried.

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**Res. 217-13: Approve Paying HelpNet for EAP Services for One Year Ending July 31, 2014 in the Amount of \$3,840.00 as Recommended by HR Director Becky Kadel**

Mr. Angelou moved to approve paying HelpNet for EAP Services for one year ending July 31, 2014 in the amount of \$3,840.00 as recommended by HR Director Becky Kadel. Mrs. Stewart seconded. All voted yea. Motion carried.

Mrs. Stewart talked about scheduling a finance/audit committee meeting after the audit is complete to review it with them.

**IT** – Mrs. Stewart said there is nothing new to report since our last Staff Meeting, but there is an IT Committee Meeting scheduled for this week.

**SERVICE** – D.J. Tharp said that he actually has a full crew working this week along with two part-time personnel. He thanked the Trustees for approving the purchase of a new smaller mower to maneuver through tight places. He said they have completed 13 properties which are ready to be billed out and he will have a list ready for the next Staff Meeting. Mr. Tharp said Code Officer Blake sent a letter saying that they did a very good job. He also said they will continue to work on Code as they managed to complete the foundations in the cemeteries.

**POLICE** - Acting Chief Price requested to hire a college intern as a non-paid position under the Civilian Ride-Along Program contingent on a liability release form, insurance review and undergoing a background check and drug screening.

**Res. 218-13: Approve Hiring Brian Jones as a Non-Paid College Intern Position Under the Civilian Ride-Along Program Contingent on Signing a Liability Release Form, Insurance Approval and Undergoing a Background Check and Drug Screening as Recommended by Acting Chief Price**

Mr. Angelou moved to approve hiring Brian Jones as a non-paid College Intern Position under the Civilian Ride-Along Program contingent on signing a Liability Release Form, insurance approval and undergoing a background check and drug screening as recommended by Acting Chief Price. Mrs. Stewart seconded. All voted yea. Motion carried.

Acting Chief Price presented the Board with the Police Department Stats for July, 2013. (See Referral File)

Acting Chief Price requested an executive session at the end of the meeting to discuss a potential disciplinary matter.

**FIRE** – Chief Taylor presented the Board with the following purchase requests for approval and updates on other matters for discussion:

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**Res. 219-13: Approve Medical Supplies for New Medic from Bound Tree Medical for a Total of \$11,307.86**

Mr. Spanovich moved to approve Req. #13-Fire-0483-A for medical supplies for the New Medic from Bound Tree Medical for a total of \$11,307.86. Mr. Angelou seconded. All voted yea. Motion carried.

**Res. 220-13: Approve Radiator Replacement for Extra Engine 135 by Flora's Diesel Repair Service for a Total of \$9,000.00**

Mr. Spanovich moved to approve Req. #13-Fire-0550-A for a radiator replacement for XE135 by Flora's Diesel Repair Service for a total of \$9,000.00. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 221-13: Approve Fire Hose for Engine 134 from Finley Fire Equipment Required to Maintain Back-Up Supply for a Total of \$14,900.00**

Mrs. Stewart moved to approve Req. #13-Fire-0549-A for fire hose for E134 from Finley Fire Equipment required to maintain back-up-supply for a total of \$14,900.00. Mr. Angelou seconded. All voted yea. Motion carried.

Chief Taylor said the Firehouse Subs Foundation Donation Event will be at Station 131 on Thursday, August 22, 2013 at 3:30 p.m. for the HR Machine Forcible Entry Door Prop and Training System. Invitations to the event have been sent. (See Referral File)

Chief Taylor reported that the City of Columbus Fire Division announced that they will be updating their Mutual Aid and Automatic Aid Agreements, but no major changes are expected.

Chief Taylor said that the Central Ohio Trauma System (COTS) has asked him to represent the Central Ohio Fire Chiefs Association as the Liaison between the two organizations.

Chief Taylor advised the Trustees that the 2001 Medium Duty Medic sold on GovDeals for \$8,200.00. He also presented the Trustees with a memo regarding the CAD Grant Project recommendation to purchase the Tiburon CAD System. A formal request to approve the recommendation will be submitted for the next regularly scheduled Trustee meeting.

**OLD BUSINESS** – Mr. Angelou said that regarding the Leonard Park Water Access Status, there was an article in the Columbus Dispatch explaining what all has taken place to get to this point to provide water for the Leonard Park residents.

**Res. 222-13: Move Into Executive Session**

Mr. Spanovich moved to go into executive session at the request of Acting Chief Price to discuss a potential disciplinary matter at 4:15 p.m.

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The Trustees came out of executive session at 4:28 p.m. to resume regular session and approve the following.

**Res. 223-13: Approve Acting Chief Price's Request to Seek Legal Counsel for a Potential Officer Disciplinary Matter**

Mr. Angelou moved to approve Acting Chief Price's request to seek legal counsel for a potential Officer Disciplinary matter. Mrs. Stewart seconded. All voted yea. Motion carried.

The Fiscal Officer said there is one more item to bring before the Board regarding the repair of the Fire Safety Trailer for \$2800.00 approved at a previous meeting. The invoice for the repair came to \$3812.00 so the additional \$1,012.00 will need to be approved by the Board. The Trustees agreed that they will approve it since the extra repairs have been done, but they want Chief Taylor to find out who authorized the extra repairs without prior approval.

**Res. 224-13: Approve the Additional Cost of \$1,012.00 for the Repair of the Fire Safety Trailer by Post Traveland and Require that Additional Costs Above What was Originally Approved be Authorized Properly**

Mr. Spanovich moved to approve the additional cost of \$1,012.00 for the repair of the Fire Safety Trailer by Post Traveland and require that additional costs above what was originally approved be authorized properly. Mr. Angelou seconded. All voted yea. Motion carried.

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

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Joseph F. Spanovich, Chairman

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Lynn M. Stewart, Vice Chairman

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Richard J. Angelou, Trustee

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Nancy M. White, Fiscal Officer