

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

AUGUST 2,

2010

Vice Chairman Angelou called the Regular Staff Meeting to order at 9:00 A.M. with Mrs. Stewart and the Fiscal Officer, Nancy White, present. Chairman Spanovich was absent.

Also present were:

Jim DeConnick	Fire Chief
Michael Grossman	Asst. Fire Chief/MECC
Michael Pocock	Police Chief
Calvin McKnight	Service Director
Steve Blake	Police/Code Officer

CONSENT AGENDA

Res. 203-10: Approve Minutes of July 20, 2010

Mrs. Stewart moved to approve the minutes of the July 20, 2010 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS

Mrs. Stewart asked Chief DeConnick if he was aware that Chief Murphy has a Chief's Meeting once a month on the third Thursday of the month. She suggested that Deputy Chief Kauser contact Chief Murphy to see if we can get on the agenda for the next meeting to discuss our upcoming Levy. Mr. Angelou said that our Police have scheduled a Community Meeting at the Community Center on Wednesday, August 25th and suggested that the Fire Department should consider having a representative at that meeting.

Mrs. Stewart said she received an inventory from the Fiscal Officer for the Administration Department and she would like the Department Heads to turn in a plan for their inventory by the next Staff Meeting in September and have it accomplished by October. She said it is time we get this done.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. A "thank you" letter was received for our support and participation in the 2010 Safety Town program especially the Fire Department who is a vital part of this program.
2. A copy of a letter was received from Attorney La Fayette to the opposing attorney in an accident case involving one of our Firefighters who was not on duty at the time. He is asking that the claim against Mifflin Township, the Board and Fire Department be dismissed.
3. The Notice and Agenda for the Budget Commission Organizational Meeting was received for a meeting being held today at 2:00 p.m. in the Franklin County Courthouse.

FISCAL OFFICER'S REPORT

The Fiscal Officer said she gave the Trustees a copy of the Cash Summary of all the balances which shows one that is a negative and another one that is very shortly going to be a negative again. We have not received our second half settlement as yet but according to the Settlement Officer, Rick McGivern, we should receive it this week or early next week. She was asked why the Fire Department was in a negative and explained it could be several factors such as overspending and the extra expenses for the Fire Station Improvements. She said she will give everyone an updated report at the end of the meeting.

POLICE – Chief Pocock recommended the Board approve hiring Jennifer Burkowitz as a Reserve Officer.

Res. 204-10: Approve Hiring Jennifer Burkowitz as a Reserve Officer

Mrs. Stewart moved to approve hiring Jennifer Burkowitz as a Reserve Officer as recommended by Chief Pocock. Mr. Angelou seconded. All voted yea. Motion carried.

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Mr. Angelou reminded everyone again that the Police Department is holding a Community Meeting at the Community Center on August 25, 2010 from 6:00 – 8:00 p.m.

CODE – Steve Blake said the property abatements are going very well. He turned in a bill for \$1230.00 for work that has been completed by Nowlin and Sons. A lady hit Mr. Nowlin's trailer and left the scene but was only charged with assured clear distance by the Columbus Police. Mr. Blake said he was advised there is a Pit Bull kennel operating on Baughman. He said he will be working with the Chief to try to get them closed down. The Trustees agreed to Mr. Blake's request to put regular license plates on his unmarked car rather than County plates. Mr. Blake said that Phil Nowlin lives in the Township and has been a big promoter of the Police Levy and is generating a lot of good responses from people who see what is being done to clean up the Township. Mr. Blake said that his K-9 dog Gracie had a medical emergency which resulted in a bill of almost \$900.00. He thanked Chief Pocock for his support and for paying part of the bill. He asked the Fiscal Officer regarding the status of his insurance reimbursement check and was told it has been done.

Mrs. Stewart asked the Fiscal Officer to keep all the Department Heads advised of the status of their accounts so they will not overspend. Mr. Angelou agreed that communication is very important and giving the Department Heads weekly reports may be helpful. The Fiscal Officer said she will be scheduling an Audit Committee Meeting very soon when she has a firm date when everyone is available.

SERVICE – Calvin McKnight said that due to a paperwork error two graves belonging to the Ray Family were resold. He said he offered them two new graves next to their daughter and a free foundation which they accepted. He is asking them to sign a letter accepting these terms and releasing Mifflin Township Trustees of all current and future claims pertaining to this situation. The Trustees thanked Calvin McKnight for handling this situation and a previous situation that were not of his doing.

Calvin Mcknight said that regarding the OPWC Project, we signed a Notice to Proceed and they will be accepting the bids at the August 8th meeting and awarding the project. They will then be starting the project for the work on Rankin, Myrtle and Melrose. Franklin County is overseeing the project. Franklin County has already started on the road resurfacing project we approved for over \$80,000.00. Mrs. Stewart said if new work shirts are needed for the Service Department to go ahead and purchase them.

Res. 205-10: Approve a Service Credit Bonus for Service Director, Calvin McKnight

Mr. Angelou moved to approve a service credit bonus for the Service Director, Calvin McKnight for 27 years of service in the amount of \$1100.00 at the discretion of the Board and funds permitting. Mrs. Stewart seconded. All voted yea. Motion carried.

FIRE – Chief DeConnick presented the following items to the Board for approval:

Res. 206-10: Accept Resignation of Career Firefighter Specialist Chris Antle per His Request Due to a Medical Condition Effective July 31, 2010

Mrs. Stewart moved to accept the resignation of Career Firefighter Specialist Chris Antle per his request due to a medical condition that has been ongoing from a past injury while on duty effective July 31, 2010 and to wish him well as recommended by Chief DeConnick with regret. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 207-10: Approve Moving Jason A. Frankle from a Career Firefighter Technician Position to a Career Firefighter Specialist Position Effective the Pay Period Beginning July 25, 2010

Mrs. Stewart moved to approve moving Jason A. Frankle from a Career Firefighter Technician position to a Career Firefighter Specialist position effective the pay period beginning July 25, 2010 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

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2010

Res. 208-10: Approve Request of Lt. Jack Weidner to Draw from the Employee Sick Leave Bank After All His Accrued Time Balances are Depleted

Mrs. Stewart moved to approve the request of Lt. Jack Weidner to draw from the Employee Sick Leave Bank after all his accrued time balances are depleted as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 209-10: Approve Retirement Request of Part-time Fire Safety Inspector Jim King Effective on a Date to be Determined Allowing Him to Collect Benefits from OPERS

Mrs. Stewart moved to approve the retirement request of Part-time Fire Safety Inspector Jim King effective on a date to be determined allowing him to collect benefits from OPERS as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 210-10: Approve Rehiring Part-time Fire Safety Inspector Jim King Under Social Security per His Request Effective on a Date to be Determined

Mrs. Stewart moved to approve rehiring Part-time Fire Safety Inspector Jim King under Social Security per his request effective on a date to be determined. Mr. Angelou seconded. All voted yea. Motion carried.

Chief DeConnick said he would like to discuss and finalize all the details regarding the Cellular Phone Program that was approved at the July 6, 2010 meeting. The Fiscal Officer had some concerns that she outlined in a memo. After much discussion, it was agreed upon that after receipt of monthly bills to the Fiscal Officer by personnel who have cell phones the Township will reimburse 75% or up to \$75.00 of the bill on a monthly basis beginning August 1, 2010. The cell phones are the personal property of each individual and they are responsible to pay their bill and turn in the receipt to the Fiscal Officer on a monthly basis to be reimbursed. This policy applies to all Township Department Heads and all personnel deemed to have a cell phone. They will receive a 1099 for this at the end of the year.

Res. 211-10: Approve Amending Cellular Phone Program Approved 7/6/10 Stating that After Receipt of Monthly Cellular Phone Bills Paid by the Employees Deemed to Have a Cell Phone the Township will Reimburse 75% or up to \$75.00 of That Bill on a Monthly Basis with Submission to the Fiscal Officer Beginning August 1, 2010

Mrs. Stewart moved to approve amending the Cellular Phone Program approved July 6, 2010 stating that after receipt of monthly cellular phone bills paid by the employees deemed to have a cell phone the Township will reimburse 75% or up to \$75.00 of that bill on a monthly basis with submission of that bill to the Fiscal Officer beginning August 1, 2010. Mr. Angelou seconded. All voted yea. Motion carried.

The Trustees asked that Chief DeConnick's request to declare the 1998 Pierce Engine/Rescue 133 as surplus and sell it on GovDeals be placed on hold for the next meeting until an appraised value of the vehicle is received from Finley Fire.

Chief DeConnick said that he met with the Bureau of Workers' Compensation along with Deputy Chief Kauser and Asst. Chief Grossman to have a better idea of what to budget for the rates to pay premiums for 2011. He said they were told the Township was sent a letter in January with the factor to determine the rates for premiums in 2011. The Fiscal Officer said she is not aware of receiving this letter but will check on it and ask for another copy. Asst. Chief Grossman said the person they met with at Workers' Comp was very helpful and advised them on ways to help reduce our costs.

MECC – Asst. Chief Grossman said that everything has been going well at MECC and he only has one item to bring up. He is requesting approval to send Dispatcher Ongaro to an EMD Priority Dispatch course which is being hosted by Delaware. He was unable to attend earlier with the other new personnel. The Trustees agreed to this request as long as there was money available. Asst. Chief Grossman said there is still money available in the training account.

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Regarding the Clearwire/Mifflin Township Lease, Clearwire has requested that a resolution be passed to authorize the Chairman to sign the contract. The Trustees were in agreement to this request.

Res. 212-10: Approve Authorizing Chairman Joseph Spanovich to Sign the Clearwire/Mifflin Township Lease Agreement

Mrs. Stewart moved to approve authorizing Chairman Joseph Spanovich to sign the Clearwire/Mifflin Township Lease Agreement. Mr. Angelou seconded. All voted yea. Motion carried.

The Trustees reminded the Department Heads to have an inventory plan to present at the next Staff Meeting.

NEXT MEETING

The Regular Meeting is scheduled for Tuesday, August 17, 2010 at 3:30 p.m. and the next Staff Meeting will be held on Tuesday, September 7, 2010 at 9:00 a.m. due to Labor Day.

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

Richard J. Angelou
Acting Chairman

Lynn M. Stewart
Trustee

Nancy M. White
Fiscal Officer

The Trustees approved the August 13, 2010 payroll warrants for the period of July 25, 2010 through August 7, 2010. Copies are on file with the Fiscal Officer.
