

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

AUGUST 4,

2008

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

Also present were:

Jim DeConnick	Fire Chief
Michael Pocock	Police Chief
Calvin McKnight	Service Director
Steve Blake	Code Enforcement Officer
Scott Davis	Firefighter
Kenneth Kinder	Firefighter

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

Res. 190-08: Approve Minutes of July 15, 2008

Mr. Angelou moved to approve the minutes of the July 15, 2008 meeting. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS

Mrs. Stewart who lives on Laurel Ridge said she witnessed a major fire down the street from her. Even though the house was pretty much destroyed, she was very impressed by the efforts of our Firefighters and the other Departments who came to assist. She said her grandchildren were so impressed, they now want to be firefighters. Mrs. Stewart said that in regards to another matter, she feels we need to revisit our communications with Gahanna as we seem to be at loose ends and she is getting phone calls and e-mails asking questions about what we are doing. She said that she is going to start attending the Gahanna meetings and would like to have anyone attending meetings with Gahanna which is primarily the Fire Department, give a report of what transpires at those meeting. She said she would like to see a report on a monthly basis from the Department Heads if they have had a meeting with Gahanna and if so, what was discussed and what was involved so we are all on the same page.

Mr. Spanovich agreed with Mrs. Stewart because there have been times he has received a call from someone from the City about a project or something that someone from the Township is involved in that he has not even been made aware of. He said he would like our officials to be made aware of these things in advance not only involving the City but other agencies as well.

Mrs. Stewart asked Chief DeConnick if the Trustees could receive a MECC/Creekside move status report. The Chief said he will look into it and see that they get an update.

Mr. Angelou said he feels the Trustees should be made aware of at the beginning of any in-house personnel projects being worked on. Also, he still feels we need some type of evaluations to backup personnel changes, good and bad. Mrs. Stewart suggested the Department Heads be asked to report how they are handling evaluations at the next Staff Meeting. Mr. Angelou said that one of the projects he is aware of involves the K-9 unit.

Mr. Blake sent out letters to businesses asking for donations and so far has received quite a bit of money with more promised. Mr. Blake has done some speaking regarding the training and a stationery company took pictures for a promotion and will donate 5% of profits for six months.

Firefighter Scott Davis was present to discuss the CSCC tuition reimbursement request that he and John Eing have before the Board for approval. This was tabled because it was not submitted 30 days in advance of the on-line class. He explained the class was full when they originally tried to sign up which was in advance and when openings became available they decided to go ahead and take the class because they do fill up fast. He said they are both taking classes for completion of their Associates degree. Chief DeConnick said the Department is trying to work with the schools and colleges to be aware of their schedules and deadlines to register for classes. The Trustees agreed to approve their request at this time but would like to see the policy made clear as to how it should be followed.

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Res. 191-08: Approve Tuition Reimbursement Request of Firefighters Scott Davis and John Eing for a CSCC On-line Summer Quarter Class for a Total of \$244/Each Paying One-half Now and Second Half Upon Successful Completion

Mr. Spanovich moved to approve the tuition reimbursement request of Firefighters Scott Davis and John Eing for a CSCC On-line Summer Quarter Class for a total of \$244/each paying one-half now and second half upon successful completion. Mrs. Stewart seconded. All voted yea. Motion carried.

CORRESPONDENCE

The Fiscal Officer presented the Board with the following correspondence:

1. A letter from Robert Bradley of Mecca Road with attached petitions signed by 101 registered voters of Mifflin Township supporting a 4 mill Road Levy. He also urged us to pursue CDBG funding for the purpose of road resurfacing. Mrs. Stewart said we need to check to see if these are actually registered voters and not just residents. The Trustees agreed to hold making a decision to place the Road Levy on the ballot until the August 19, 2008 meeting.

PROPOSED RESOLUTIONS (NEW BUSINESS):

SERVICE – Calvin McKnight presented the following items before the Board for approval:

Res. 192-08: Approve Request to Purchase Back (2) Graves in Riverside Cemetery Lot No. 71, Section C, Graves 4 & 5 from Charles H. & Joanne M. Blackwell for a Total Cost of \$450.00

Mr. Spanovich moved to approve to purchase back (2) graves in Riverside Cemetery Lot No. 71, Section C, Graves 4 & 5 from Charles H. & Joanne M. Blackwell for a total cost of \$450.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 193-08: Approve Service Credit Bonus for Service Director Calvin McKnight for 25 Years of Service

Mr. Angelou moved to approve a service credit bonus for the Service Director, Calvin McKnight for 25 years of service in the amount of \$1100.00 at the discretion of the Board and funds permitting. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 194-08: Approve Quality Air Proposal to Repair Air Conditioner at Fire Sta. 131 for a Total of \$1199.50

Mrs. Stewart moved to approve the Quality Air proposal to repair the air conditioner at Fire Sta. 131 for a total of \$1199.50 as recommended by Calvin McKnight and Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Mrs. Stewart told Mr. McKnight that she gets a lot of comments on how nice the cemetery looks but there have also been comments that the “junk” stored around the tower area does not look good. Mr. McKnight said he will look into some way to camouflage the area.

Mr. McKnight said that regarding the OPWC Grant Application, he spoke with Ted Beidler from the County Engineer’s Office, who assisted us last year in preparing the application and told him we are planning to submit it again. Mr. Beidler said there will be very little changes except for the price of materials which will change what our cost would be. Mr. McKnight said he will present the new figures to the Board as soon as he receives them from Mr. Beidler.

Mr. McKnight also advised the Trustees that he is planning on taking vacation time from August 11, 2008 through September 1, 2008. He said he will be in town and will be available if needed.

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ADMIN – The Fiscal Officer said we have a request from the Central Ohio Occupational Nurses to hold their monthly meetings in our Meeting Room from September through May as they have been doing for the past several years.

Res. 195-08: Approve the Meeting Room Rental Request of the Central Ohio Assoc. of Occupational Health Nurses to Meet on the First Thursday of the Month from September, 2008 through May, 2009

Mr. Spanovich moved to approve the Meeting Room rental request of the Central Ohio Assoc. of Occupational Health Nurses to meet on the first Thursday of the month from September, 2008 through May, 2009 as they have done for several years under the non-profit guidelines. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer said that she and our IT, Paul Adkins, have met with Tom Kneeland from Gahanna regarding the use of our tower for the development of their Tenant's Wi-Fi and automated meter reading capabilities. Terry Emery sent a copy of a lease agreement prepared by an attorney. Mr. Angelou said the City turned down our plans for a new tower and he would like to know if their addition would compromise what is already on our old tower. Mrs. Stewart said the City cost us a lot of money by refusing our new tower and for a \$1.00 they want to dominate our old tower. The Trustees agreed they are not happy with this lease agreement because there are too many open ends and they want to review it further. It was suggested we may want our own legal counsel to review it and possibly rewrite it.

POLICE – Chief Pocock presented the Board with the following items for approval:

Res. 196-08: Accept Resignation of Part-time Officer Justin Boyd Effective 08/01/08

Mr. Angelou moved to accept the resignation of Part-time Officer Justin Boyd per his request effective August 1, 2008 as recommended by Chief Pocock. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 197-08: Approve Moving Officer Thomas Baughn from Reserve Status to Part-time Paid Status at \$8.06/Hr. Effective 08/04/08

Mr. Angelou moved to approve moving Officer Thomas Baughn from Reserve Status to Part-time Paid Status at \$8.06/Hr. effective August 4, 2008 as recommended by Chief Pocock. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 198-08: Approve Declaring the 1995 Chevrolet Police Cruiser #303 as Surplus

Mr. Angelou moved to declare the 1995 Chevrolet Police Cruiser #303 as surplus as recommended by Chief Pocock. Mrs. Stewart seconded. All voted yea. Motion carried.

CODE ENFORCEMENT

Steve Blake said the Fiscal Officer gave him the name of a company that does mowing and clearing of high grass, etc. for Clinton Township called Greencuts. He said he gives our Service Department a list every Monday of properties that need to be mowed and if they are not too busy, they do it and if they are too busy, then he has Greencuts do it.

Mr. Blake said that regarding the Leonard Park Water Project, he has some residents lined up to help do the Water Survey this coming Saturday. He said he made the changes on the Survey that were suggested at the last meeting.

FIRE – The following items were presented by the Fire Department for approval:

Res. 199-08: Approve Misc. EMS Supplies from Bound Tree Medical for \$1632.68

Mr. Spanovich moved to approve Purchase Request No. 08.01.08 for misc. EMS supplies from Bound Tree Medical for a total of \$1632.68 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

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Res. 200-08: Approve the APCO Communication Center Supervisor On-line Course for MECC Supervisors for a Total of \$1516.00

Mrs. Stewart moved to approve Purchase Request No. 08.02.08 for an APCO Communications Center Supervisor On-line Course for MECC Supervisors for a total of \$1516.00 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 201-08: Approve APCO Fire Communication Center Course for MECC Dispatchers Broadway & Ruthers Held at Dublin Police Communication Center for a Total of \$718.00

Mr. Spanovich moved to approve Purchase Request No. 08.03.08 for an APCO Fire Communication Center Course for MECC Dispatchers Broadway & Ruthers held at the Dublin Police Communication Center for a total of \$718.00 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 202-08: Approve Thompson Building Associates Invoice for Sta. 131 Basement Sewage Backup Emergency Cleanup for a Total of \$3216.77

Mr. Spanovich moved to approve the Thompson Building Associates invoice for Sta. 131 basement sewage backup emergency cleanup after a heavy rain for a total of \$3216.77 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 203-08: Approve MECC Mapping Maintenance Agreement Quote from ESRI for \$2000.00

Mrs. Stewart moved to approve the MECC Mapping Maintenance Agreement Quote from ESRI for \$2000.00 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 204-08: Approve Service Agreement Quote from Radio IP for MECC Equipment for a Total of \$2490.00

Mrs. Stewart moved to approve the Service Agreement Quote from Radio IP for MECC equipment with the correct "bill to" address on it for a total of \$2490.00 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer asked the Department Heads to advise their personnel who place orders to use the correct "bill to" address of 155 Olde Ridenour Rd. on all invoices.

Res. 205-08: Approve Request to Pay Off Medic #131 Lease One (1) Year Early From EMS – 28 Account Using Surplus Funding of \$50,000

Mr. Spanovich moved to approve request of Chief DeConnick to "pay off" Medic #131 lease one (1) year early from EMS – 28 surplus funding of \$50,000 to save interest. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 206-08: Approve Request to Declare Listed 5.00" Fire Hose as Surplus Equipment as it No Longer Meet Standards for Fire Protection and Will be Discarded

Mr. Spanovich moved to approve request of Chief DeConnick to declare the listed 5.00" fire hose as surplus equipment as it no longer meets standards for fire protection and will be discarded after removing the couplings. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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Res. 207-08: Approve Transferring Funds in 28 Account for Payment of Engine 132 in the Amount of \$368,556.00 with Prepayment Discount and Replacing Those Funds When Bond Money Becomes Available

Mr. Angelou moved to approve transferring funds in 28 account for payment of Engine 132 in the amount of \$368,556.00 with prepayment discount and replacing funds when Bond money becomes available. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 208-08: Approve Request of Frank Caputo to Attend a Paramedic Refresher Training Course at CSCC Held in the Fall of 2008 for a Cost of \$180.00

Mr. Angelou moved to approve the request of Frank Caputo to attend a Paramedic Refresher Training Course at CSCC held in the Fall of 2008 for a cost of \$180.00 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 209-08: Approve Tuition Assistance Request of Anthony Torres to Attend CSCC for a 5-Credit Hour Class Toward an Associates Degree Held in the Fall of 2008 for a Cost of \$403.00 Paying One Half Now and Remainder Upon Successful Completion

Mr. Spanovich moved to approve the Tuition Assistance request of Anthony Torres to attend CSCC for a 5-Credit Hour Class Toward an Associates Degree held in the Fall of 2008 for a cost of \$403.00 paying one half now and remainder upon successful completion. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich read a "thank you" letter received commending the Fire Department for their quick response to a lightning strike fire at their home on Caroway Blvd. and for the extra care they provided in trying to save personal belongings from damage.

Res. 210-08: Approve Dispatcher David Stockdale to Attend the Emergitech Conference in Newark from 8/26/08 – 8/27/08 for a Total Cost of \$275.00

Mrs. Stewart moved to approve Dispatcher David Stockdale to attend the Emergitech Conference at Cherry Valley Lodge in Newark from 8/26/08 – 8/27/08 for a total cost of \$275.00 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Chief DeConnick said the Fire Department has three vehicles they would like to declare as surplus as follows: (1) 1986 Chev. Step Van used as a HazMat vehicle. (2) 1993 Ford Horton EMS Unit. (3) 1990 Wheeled Coach EMS Unit used as a Bike Medic. The Trustees said they would like to know what we paid for them new and what they are worth now.

It was discussed and agreed that the recognition program brought up at a previous meeting would be for the Fire Department only and held at the Creekside Conference and Event Center on September 5, 2008 for a rental fee of \$700.00. Mr. Spanovich signed off on the expense.

Chief DeConnick said that hopefully the Mifflin/Clinton discussions went well recently when Mrs. Stewart, the Mifflin/Clinton liaison, met with one of the Clinton Trustees. The Chief said that the developer for the shopping center at Westerville & Innis is starting construction and would like to know if we are still interested in relocating Sta. 132 at that location. We have been offered to have our own separate building and we will need to meet with the developer soon if we do plan on going ahead with this project. He said we need to work out our details and if Clinton decides to join us, we would need to add another space for another vehicle and more sleeping quarters.

Chief DeConnick asked about the status of the Handbook. The Fiscal Officer said the corrections suggested by the Prosecutor's Office are almost complete but she did send some additional policies to be reviewed and she has not received a response as yet.

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The Fiscal Officer said that at a previous meeting the Trustees approved \$2500.00 for legal expenses for a personnel issue for the Fire Department. She said we recently received an invoice from the attorney for \$2438.42 charged to the Fire Department. The Trustees agreed to approve an additional \$2500.00.

Res. 211-08: Approve an Additional Amount of \$2500 to the \$2500 Previously Approved for Legal Fees for a Personnel Matter to Attorneys Loveland & Brosius

Mr. Spanovich moved to approve an additional amount of \$2500 to the \$2500 previously approved for legal fees for a personnel matter to Attorneys Loveland & Brosius. Mr. Angelou seconded. All voted yea. Motion carried.

The Trustees agreed to hold the decision to place the Replacement Fire Levy on the ballot until the next meeting on August 19, 2008.

After discussion, it was agreed to pay Mifflin's portion of the \$25,000 Baker & Hostetler invoice for legal fees regarding the lease agreement for the MECC move to Creekside from the Fire General Fund. Each entity was billed \$4,166.67.

Res. 212-08: Approve Paying Mifflin's Share of the Baker Hostetler Invoice for Legal Fees Regarding the MECC Lease Agreement for Their Move to Creekside from the Fire General Fund in the Amount of \$4,166.67

Mr. Spanovich moved to approve paying Mifflin's share of the Baker Hostetler invoice for legal fees regarding the MECC Lease Agreement for their move to Creekside from the Fire General Fund in the amount of \$4,166.67 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

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

Joseph F. Spanovich, Chairman

Nancy M. White, Fiscal Officer

The Trustees approved the August 1, 2008 payroll warrants for the period of July 13, 2008 through July 26, 2008 and the August 15, 2008 payroll warrants for the period of July 27, 2008 through August 9, 2008. Copies are on file with the Fiscal Officer.
