

RECORD OF PROCEEDINGS

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

Held **AUGUST 4,** **2014**

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

Also Present were:

Tim Taylor	Fire Chief
William Price	Police Chief
D.J. Tharp	Service Director
Becky Kadel	HR Director
Melissa Rapp	Public Information Officer

CONSENT AGENDA

Res. 151-14: Approve Minutes of July 15, 2014

Mrs. Stewart moved to approve the minutes of July 15, 2014. Mr. Spanovich seconded. All voted yea. Motion carried.

TRUSTEES COMMENTS

Trustees received a letter praising the service department and the work that they do.

CORRESPONDENCE

Fiscal Officer presented the following correspondence to the Board:

1. A Save The Date notice was received regarding the Franklin County Township Association Fall Meeting scheduled for Thursday, November 13, 2014.
2. A notice from Kerri Ritchie was received stating that the Franklin County Budget Commission will reconvene in an organizational session at 10:00 a.m. on August 4, 2014 and the public library fund and local government fund will be discussed.
3. A letter was received from the Franklin County Public Health with a 1st Observation Report Public Health Nuisance Program on the property at 2329 Lindale Road listing numerous conditions on this property.
4. Letters were received from Franklin County Economic Development and Planning Departments as it relates to code enforcement issues for the property at 2305 Oakland Park Avenue and the property at 2759 Woodland Avenue.
5. Letters were received from the Franklin County Prosecutor's Office regarding zoning violation cases for prosecution at the following properties: 2557 S. Ferris Park Drive, 2073 Minnesota Avenue, 2063 Myrtle Avenue and 2775 Berrell Avenue.

FISCAL OFFICER

The Fiscal Officer reported that the 2nd Half Real Estate Settlement had been received over the week-end and will be posted to the accounts this week.

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HR

HR Director provided to the Trustees the additional information to support her request to begin doing business with Clemans-Nelson for employment law matters. She said that these documents should provide you with a very thorough understanding of the types of inquiries considered to be routine telephone consultations. Also at the end of the document is an explanation as to when an inquiry might cross over from routine to more intensive. Mr. Esposito assured her that any inquiry requiring additional consultant fees will be brought to her attention for approval first before proceeding. HR Director reported that she received positive feedback from several Townships and that no one had any negative comments. They were praised for their vast knowledge and aggressive approach to handling employment law matters. HR Director commented that there is plenty of money in her budget to cover the monthly retainer of \$175.00 through the end of the 2014 calendar year.

Res. 152-14: To Retain Clemans-Nelson As Our Employment Law Consultant for \$175.00 a Month

Mrs. Stewart moved to approve to retain Clemans-Nelson as our employment law consultant for \$175.00 a month. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

HR Director reported that we will be eligible for up to \$2,500.00 of wellness credit from Medical Mutual.

Dawson has successfully been able to set up the substantiation file feed from Medical Mutual which will eliminate the majority of the substantiation requests made to our employees by Chard-Snyder.

PIO

PIO presented to the Trustees the July media packet detailing news coverage from all media outlets.

IT

Chief Taylor requested approval to purchase MobileEyes Inspection Web-Based Application for \$9,952.00. He said that the Fire Code Inspectors have a need for an inspection application that provides more versatility in functionality, integration with other programs, and ease of use with associated hardware. This is a web-based application for fire inspection, incident pre-planning, building permitting, and billing/collections. The cost for MobileEyes application includes loading, implementation, training, support and 1 year subscription fee/licensing.

Res. 153-14: Approve the Purchase of MobileEyes Inspection Web-Based Application for \$9,952.00

Mrs. Stewart moved to approve the purchase of MobileEyes Inspection Web-Based Application for \$9,952.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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SERVICE

D.J. Tharp requested approval to file an assessment in the amount of \$300 on 2304 Agler Road. This property needs general clean up and mowing. A notice of violation was given with no response.

Res. 154-14: Approve to File The Assessments on 2304 Agler Road For General Clean Up and Mowing for \$300.00

Mrs. Stewart moved to approve to file the assessment on 2304 Agler Road for general clean up and mowing for \$300.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

POLICE

Chief Price presented to the Trustees the detailed police runs for July.

FIRE

Chief Taylor requested approval to repair Engine 131 for \$3,585.72 at Jones Truck & Spring Repair Inc.

Res. 155-14: Approve to Pay Jones Truck & Spring Repair Inc. \$3,585.72 to Repair Engine 131

Mrs. Stewart moved to approve to pay Jones Truck & Spring Repair Inc. \$3,585.72 to repair Engine 131. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to retain PRADCO for the assessments of six (6) Battalion Chief Testing for up to \$10,500.00

Res. 156-14: Approve to Pay PRADCO up to \$10,500.00 for Assessments of Six (6) Candidates for Battalion Chief Promotion

Mr. Angelou moved to approve to pay PRADCO up to \$10,500.00 for assessments of six (6) candidates for Battalion Chief Promotion. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to hire Chad Mast and Shawn Davidson as a part-time Fire Safety Inspector with a pay rate of \$16.63 an hour and working 12-24 hours per week.

Res. 157-14: Approve to Hire Chad Mast and Shawn Davidson as a Part-Time Fire Safety Inspector at \$16.63 an hour and Averaging 12-24 hours Per Week.

Mrs. Stewart moved to approve to hire Chad Mast and Shawn Davidson as a Part-Time Fire Safety Inspector at \$16.63 an hour and Averaging 12-24 hours Per Week. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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Chief Taylor requested approval to hire Jessica Parramore, Brandon Staneluis and Ann-Marie King as a part-time dispatcher position with a pay rate of \$16.86. All three people would start as a candidate-in-training dispatcher and expected to work 8-12 hours/month, 1 major Holiday per calendar year and night shifts (7 p.m. to 7 a.m.)

Res. 158-14: Approve to Hire Jessica Parramore, Brandon Staneluis and Ann-Marie King as A Part-Time Dispatcher at \$16.86 per hour.

Mr. Spanovich moved to approve to hire Jessica Parramore, Brandon Staneluis and Ann-Marie King as a part-time dispatcher at \$16.86 per hour. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor presented to the Trustees the out-of-district training summary for July 2014.

Chief Taylor presented the Trustees with a memo outlining a proposed operational change realigning apparatus and personnel among the stations. The realignment is based upon usage and better service to residents. It is anticipated that the changes will take effect within the next 90-120 days.

Chief Taylor requested an executive session to discuss a personnel disciplinary matter.

Res. 159-14: Move Into Executive Session

Mr. Spanovich moved to go into executive session to discuss a personnel disciplinary matter at 11:18 a.m. Mr. Angelou seconded. All voted yea. Motion carried.

The Trustees came out of executive session at 11:57 a.m. and there being no further business, Mr. Spanovich moved to adjourn the meeting. Mrs. Stewart seconded. All voted yea. Motion carried.

Joseph F. Spanovich, Chairman

Richard J. Angelou, Vice Chairman

Lynn M. Stewart, Trustee

Nancy M. White, Fiscal Officer

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JANUARY 3,

2013

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JANUARY 3,

2013
