

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

AUGUST 5,

2013

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:

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

CONSENT AGENDA

Res. 199-13: Approve Minutes of July 16, 2013, July 23, 2013 & July 29, 2013

Mr. Angelou moved to approve the minutes of the July 16, 2013, July 23, 2013 and July 29, 2013 Meetings. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS – None at this time.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. The Franklin County Public Health sent a copy of the 2nd Notice of Violation for the property at 2836 Johnstown Road regarding violations that were not corrected and must be complied with by August 12, 2013 or charges may be filed.

FISCAL OFFICER'S REPORT – Nancy White said that she reviewed the Fire budget with the Fire Chiefs and is recommending paying off the loan for the annex at 485 Rocky Fork Blvd. which would save over \$2200 in interest. She said the Fire Chiefs have the additional funds that can be appropriated for the principal on the \$23,607 remaining on the loan and are also recommending paying off the loan early to save interest.

Res. 200-13: Approve Paying Off the Loan Early for the Annex at 485 Rocky Fork Blvd. for Approximately \$23,607 to Save Interest Amounting to Over \$2200

Mr. Spanovich moved to approve paying off the loan early for the Annex at 485 Rocky Fork Blvd. for approximately \$23,607 to save interest amounting to over \$2200 as recommended by the Fiscal Officer and Fire Chiefs. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer said we received our second half settlement last Friday in the amount of approximately \$5,850,000 and she will be posting it to the correct funds. The Department Heads will then be able to see what their balances are and where they stand. She said we will be receiving a little additional money in October and November.

The Fiscal Officer requested an executive session at the end of the meeting to discuss some pending litigation.

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

AUGUST 5,

2013

PROPOSED RESOLUTIONS-CONSENT AGENDA (NEW BUSINESS):

ADMIN – Mr. Spanovich said there is a request from Lynn Bruno to attend a PIO Symposium on September 13, 2013.

Res. 201-13: Approve Request of Lynn Bruno to Attend the 2013 PIO Symposium on September 13, 2013 from 9:00 A.M. to 3:00 P.M. at No Charge

Mr. Spanovich moved to approve the request of Lynn Bruno to attend the 2013 PIO Symposium on September 13, 2013 from 9:00 a.m. to 3:00 p.m. at the Ohio Department of Transportation Auditorium at no charge. Mr. Angelou seconded. All voted yea. Motion carried.

SERVICE – D.J. Tharp said that he has a request from Eldon Sheffer and Karen Caldwell to sell back their four graves to the Township for a total of \$2000. They would then like to purchase a space in one of our columbariums.

Res. 202-13: Approve Request of Eldon Sheffer & Karen Caldwell for the Township to Purchase Back Their Graves at Lot 25, Section M, Block 4, Graves 1,2,3,4 for \$2000

Mr. Angelou moved to approve the request of Eldon Sheffer and Karen Caldwell for the Township to purchase back their graves at Lot 25, Section M, Block 4, Graves 1,2,3,4 for a total of \$2000. Mrs. Stewart seconded. All voted yea. Motion carried.

D.J. Tharp requested a resolution be passed to allow employees of the Service Department to clean and control nuisances in the Township at a rate of \$300 per hour within the authority established by the ORC 505.86 and 505.87 which defines high grass as over 12” tall.

Res. 203-13: Approve Resolution to Allow Service Department Employees to Clean and Control Nuisances in the Township at a Rate of \$300 Per Hour Within the Authority Established by the ORC 505.86 and 505.87 Which Defines High Grass as Over 12” Tall

Mr. Angelou moved to approve a Resolution to allow Service Department Employees to clean and control nuisances in the Township at a rate of \$300 per hour within the authority established by the ORC 505.86 and 505.87 which defines high grass as over 12” tall. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

D.J. Tharp requested the purchase of a small 36” ride on/walk behind mower to go through small gates and tight places where current mowers will not fit for \$5,903.18.

Res. 204-13: Approve the Purchase of a Small 36” Ride On/Walk Behind Mower to go Through Small Gates and Tight Places Where Current Mowers Will Not Fit from Buckeye Power Sales for \$5,903.18

Mr. Angelou moved to approve the purchase of a small 36” ride on/walk behind mower to go through small gates and tight places where current mowers will not fit from Buckeye Power Sales for \$5,903.18. Mrs. Stewart seconded. All voted yea. Motion carried.

RECORD OF PROCEEDINGS

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

Held

AUGUST 5,

2013

D.J. Tharp said there are 32 foundations for the month of August but they are going to make cleaning up properties a priority before the foundations get done. Mr. Spanovich suggested the option of raising foundation prices at the end of the year. He also said from what he has read, the trend is going toward cremations.

D.J. Tharp said that last month he sold three graves and one niche and had 12 funerals. He said that they were very busy because there were only two people working.

IT – Mrs. Stewart said at the last IT Meeting, our new website was discussed which is up and should be complete in early September. She said the VOIP is on the same track for early September. The Fiscal Officer said the new phones are sitting on our desks and can be used for interoffice and to the Fire Department only while they are installing new lines. She said that she, Deputy Chief Kauser and Chris Haley from Keytel met last week to discuss the many functions and options of the new phones. Mrs. Stewart said the video conferencing was discussed at the IT Meeting that was presented and recommended by the Fire Department. Chief Taylor said he will be putting together and bringing to the IT Committee uses and benefits for us. He said as was mentioned at a previous meeting, prices are coming down.

POLICE – Acting Chief Price said he had no report at this time. The Trustees were given a copy of the monthly detailed Police runs for July, 2013. As discussed, Mr. Angelou said that Acting Chief Price is in charge of the Police Department and all Officers need to go through him using the chain of command.

FIRE – Chief Taylor presented the Board with the following Purchase Requests:

Res. 205-13: Approve SCBA Brackets for E131 & L131 to Bring Brackets up to NFPA Standards from Finley Fire Equipment for \$3,750.00

Mrs. Stewart moved to approve Requisition for SCBA Brackets for E131 & L131 to bring the brackets up to NFPA standards from Finley Fire Equipment for \$3,750.00. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 206-13: Approve Kronos Support Services Renewal Through October 31, 2014 as Quoted for \$7,942.44

Mr. Angelou moved to approve Requisition for the Kronos Support Services Renewal through October 31, 2014 as quoted for \$7,942.44. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 207-13: Approve LifePack 12 Maintenance Agreement Renewal Through July 8, 2014 from Physio-Control for \$3,132.00

Mrs. Stewart moved to approve Requisition for LifePack 12 Maintenance Agreement Renewal through July 8, 2014 from Physio-Control for \$3,132.00. Mr. Angelou seconded. All voted yea. Motion carried.

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

AUGUST 5,

2013

Res. 208-13: Approve Declaring Two (2) Fire Prevention 1997 Ford Vans as Surplus as Presented to be Sold at Auction

Mrs. Stewart moved to approve declaring two (2) Fire Prevention 1997 Ford Vans as surplus as presented to be sold at auction. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Res. 209-13: Approve Annual Locutions Service Level Agreement Through May 19, 2014 for the MECC CAD Voice System from Locution Systems for \$9,029.00

Mr. Angelou moved to approve Requisition for the Annual Locutions Service Level Agreement through May 19, 2014 for the MECC CAD Voice System from Locution Systems for \$9,029.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief Taylor presented the Trustees with the Out of District Training monthly report for July, 2013

Chief Taylor updated the Trustees on the CAD Grant Project. He said that MECC expects to make its final recommendations in early August with selection of a recommendation to occur later in the month. On July 9, 2013, Licking County passed a resolution authorizing the cooperative use of the CAD system, as well as the payment of 50% of the local match funding required to receive federal funding for the CAD system as stated in a letter from Baker & Hostetler. He said that Baker & Hostetler is working on the Shared Services Agreement and it should be ready for review within two months or sooner. (See Referral File)

Res. 210-13: Move Into Executive Session

Mr. Spanovich moved to go into executive session at the request of the Fiscal Officer to discuss pending litigation at 11:03 a.m. Mrs. Stewart seconded. All voted yea. Motion carried.

The Trustees came out of executive session at 12:18 p.m. and resumed regular session.

Res. 211-13: Approve Advertising for the Position in the Administrative Office Due to the Retirement of Sandra Witham.

Mr. Angelou moved to approve advertising for the position in the Administrative Office due to the retirement of Sandra Witham. Mrs. Stewart 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

Lynn M. Stewart, Vice Chairman

Richard J. Angelou, Trustee

Nancy M. White, Fiscal Officer