

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

AUGUST 6,

2012

Chairman Spanovich called the Regular Staff Meeting to order with Mr. Angelou, Mrs. Stewart and the Fiscal Officer, Nancy White, present.

Also present were:

Tim Lenihan	590 Uxbridge Ave.
Tim Taylor	Fire Chief
Michael Pocock	Police Chief
D.J. Tharp	Service Director

CONSENT AGENDA

Res. 189-12: Approve Minutes of July 17, 2012

Mr. Angelou moved to approve the minutes of the July 17, 2012 meeting. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS

Mr. Angelou said that the Trustees and Fiscal Officer attended the first house demolition at 2096 Minnesota which is the first of three in our Township at no cost to the Township as a result of CDBG funds applied for by the County Commissioners and administered by MORPC. He said he would like to keep a running total of the funds we actually saved through our Code Enforcement to keep the citizens informed. Chief Pocock said he is keeping track of the savings and this program has nothing to do with the Land Bank which he will discuss during his report. The Fiscal Officer said that according to a MORPC representative, the other two houses in this round will be down by the 15th of August.

Mr. Spanovich said that working with the County and all the other agencies with the help of Code Officer Steve Blake is saving the Township thousands of dollars. He said he feels this is the beginning of the citizens taking pride in fixing up their homes which will better their neighborhoods and will increase property values. Mr. Spanovich said special thanks should go to Steve Blake and also Chief Pocock and D.J. Tharp for their help in cleaning up the neighborhoods. The Trustees agreed to pass a resolution commending Steve Blake for all the work he has done in initiating the paperwork and following through on this program saving the Township money and improving the neighborhoods and safety of our citizens. The Trustees also asked that thank you letters be sent to Steve Blake, Jim Schimmer and the County Commissioners.

Res. 190-12: Approve Resolution to Commend Steve Blake for All His Work in Initiating the Paperwork to Participate in the Demolition Program and His Dedication Beyond the Call of Duty to Follow-up Resulting in Blighted Houses Being Torn Down to Improve Neighborhoods and Safety of the Citizens of Mifflin Township

Mr. Spanovich moved to approve the Resolution to commend Steve Blake for all his work in initiating the paperwork to participate in the demolition program and his dedication beyond the call of duty to follow-up resulting in blighted houses being torn down to improve neighborhoods and safety of the citizens of Mifflin Township. Mrs. Stewart seconded. All voted yea. Motion carried.

Mrs. Stewart said we have had several inquires about resuming the education reimbursement program which has been suspended but before we make a decision she feels a study should be made. She asked that the HR Director do a study for the Trustees looking at not only what some of the municipalities were doing but what some of the large industries in Columbus are doing, for example Cardinal Health, Nationwide Insurance and maybe look at a couple of industry organizations that are under 15 to 20 million dollars in size that would be comparable to us and then come back and give the Trustees a report of what her findings are. Mr. Spanovich said he agrees that it should be re-examined.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. Copies of letters from Franklin County Public Health to the owners of 2493 N. Ferris Park Drive and 3296 Westerville Road regarding violations that must be eliminated or charges will be filed.

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2. Letters and Approved Applications were received from the Division of Liquor Control for St. Stevan of Dechani Serbian Orthodox Church at 1840 N. Cassady Ave. and Wolkyitt Tegede Corp. at 3790 Agler Rd. for temporary liquor permits. The Trustees and Police Department have no objections.

The Fiscal Officer said she has a legal matter for executive session regarding finalization of the Fire Station Improvements Project.

PROPOSED RESOLUTIONS-CONSENT AGENDA (NEW BUSINESS):

ADMIN – The Fiscal Officer presented the following for approval:

Res. 191-12: Approve Meeting Room Rental Request of the Frontier Scouts Troop 781 for August 9, 2012 and August 16, 2012 from 7:00 – 9:00 P.M.

Mrs. Stewart moved to approve the Meeting Room Rental Request of the Frontier Scouts Troop 781 for August 9, 2012 and August 16, 2012 from 7:00 – 9:00 P.M. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 192-12: Approve the Check Generating Software from F & E Check Protector for \$4,992.80 with Warranty and Support

Mr. Angelou moved to approve the Check Generating Software from F & E Check Protector for \$4,992.80 with warranty and support. Mrs. Stewart seconded. All voted yea. Motion carried.

The Fiscal Officer said we are moving ahead with our new accounting software training. We have had two training sessions and will have another next week. She said the departments will need workflow training on generating requisitions for purchases.

Res. 193-12: Approve the Fiscal Officer's Request to Attend the 2012 Annual GFOA Conference in Cincinnati from Sept. 12-14, 2012 for a Total Cost of up to \$800.00

Mr. Angelou moved to approve the Fiscal Officer's request to attend the 2012 Annual GFOA Conference in Cincinnati from Sept. 12-14, 2012 for a total cost of up to \$800.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 194-12: Approve Paying the Loveland & Brosius Invoices for a Total of \$6,782.86 to be Split Between the General and Fire Accounts and Amend Approval for Legal Fees to \$8,000.00

Mrs. Stewart moved to approve paying the Loveland & Brosius invoices for a total of \$6,782.86 to be split between the General and Fire accounts and amend approval for legal fees to \$8,000.00. Mr. Spanovich seconded. All voted yea. Motion carried.

The Fiscal Officer said we just received the second half settlement and after she has a chance to go over and post it, she will give a report at the next meeting. She said she submitted the budget directly to Kerri Ritchie on July 19, 2012 and we should receive our Estimated Certificate of Estimated Resources by the beginning of next month.

IT – Mrs. Stewart said that at the last meeting she discussed the meeting she had with Truro and Violet Townships to allow us to jump onto their primary line but that would still require us to make the investment in the primary phone system that would then eventually be utilized by the two townships and it didn't feel like it was an equitable situation. So we had further discussions with the MECC Chiefs and we are going back to the drawing board for interests with all the Townships sharing in the costs. She said we will come back at a later date with a proposal.

The Fiscal Officer said we received a renewal for a support agreement on our new SAN located at the MECC Center from Ohio Valley Storage Consultants for \$6,840.00 a year.

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Res. 195-12: Approve SAN Support Agreement with Ohio Valley Storage Consultants for One Year in the Amount of \$6,840.00

Mrs. Stewart moved to approve the SAN Support Agreement Renewal with Ohio Valley Storage Consultants for one year in the amount of \$6,840.00. Mr. Angelou seconded. All voted yea. Motion carried.

Mrs. Stewart said that Mr. Haley of Keytel has found that our past IT staff had not kept up with the licensing on some of our equipment. She said we went to purchase the new licensing to get us all up to date but Microsoft came back and said we would have to do it again in October because they are coming out with different licensing arrangements. It has been decided to go with what we have now and wait until October to make new purchases. Mrs. Stewart said that this does leave the Fire Inspectors unable to run their new software on their laptops, but they are able to run it in the office. They are asking to purchase the software now and again in October but if they can run it on their desktops perhaps they can wait. Chief Taylor said they are more productive if they can run it in the field as they are getting behind coming back to the office. He said he feels the cost of purchasing the licensing now for \$1300 and again in October is worth the cost for their job performance. Mrs. Stewart signed off on the purchase of the Fire Inspection Licensing for \$1300.00 now knowing that it will need purchasing again in October.

SERVICE – D.J. Tharp said that as mentioned before the Minnesota property is down and looks very good as the street there has been repaved along with Loretta and Republic Ave. He said he is working with the County now to get the cost to schedule two more streets. Mr. Angelou suggested we put before and after pictures on our website. Mr. Tharp said that three weeks ago we started to work with the management company for the 2843 Berrell property because the tenant had completely trashed the house and left garbage and building materials at the end of the street which Rumpke didn't pick up. He said his Department picked it up the first time and since then the company working on the house has cleaned everything up and it is now one of the better looking houses on the street. He said the management company has paid for trash pick-up for eighteen months in advance. Mr. Tharp also reported that they are working in the alleys and there was a mosquito that tested positive for the West Nile Virus, but they have not had any positive tests since July 17th. He said he gets a monthly report from Franklin County on their testing. Also, they will be starting foundations next week and they have sold five graves and had five burials in July.

Mr. Spanovich said he has received several compliments on our new fence but we need to make a decision on the pillars that seem to be leaning. Mrs. Stewart said she received an e-mail from the Gahanna Planning Commission thanking us for such a nice addition to the City. Mr. Tharp said he has had nothing but compliments also.

POLICE – Chief Pocock asked for approval to put Non-paid Officer Alex Choum on a leave of absence status until around the first of October but he will still hold his commission with us.

Res. 196-12: Approve Placing Non-Paid Officer Alex Choum on a Leave of Absence Status but Still Continue to Hold His Commission with us Until Around the First of October.

Mr. Angelou moved to approve placing Non-paid Officer Alex Choum on a Leave of Absence Status but still continue to hold his commission with us until around the first of October. Mrs. Stewart seconded. All voted yea. Motion carried.

CODE – Chief Pocock said that in the absence of the Code Enforcement Officer, Steve Blake, he would like to discuss the letter we received from the Franklin County Treasurer, Edward Leonard, regarding the Land Reutilization Corporation (Land Bank). He said this is a completely different program from the Demolition Program we are participating in. Chief Pocock said it is his recommendation that we do not participate at this time. The Land Bank program would make us liable for the properties torn down and we would have to have a plan to redevelop that property before it is torn down as we would actually take ownership of that property. The Trustees agreed that we decline participation in this program.

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FIRE – Chief Taylor presented the Trustees with the following:

Res. 197-12: Approve Accepting the Retirement Notice of MECC Dispatcher Stan Broadway Effective September 15, 2012

Mr. Spanovich moved to approve accepting the retirement notice of MECC Dispatcher Stan Broadway effective September 15, 2012. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 198-12: Approve (3) Precor Reconditioned Treadmills from Commercial Fitness Solutions for a Total Cost of \$7,785.00

Mr. Spanovich moved to approve Req. #08.03.2012.1 for three Precor reconditioned treadmills from Commercial Fitness Solutions for a total cost of \$7,785.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich said the Board received a letter from Karen Smith requesting to rescind her letter of June 4, 2012 of her intent to retire at the end of October. He said this will be held for executive session at the end of the meeting.

Chief Taylor presented the Board with figures to purchase two new EMS transport vehicles. He explained that the vehicles we are using for reserves have very high mileage and repairs are exceeding the value of the vehicles. The purchase of these vehicles are part of the Fire Department's Strategic Plan and are budgeted to continue our high level of service. The EMS reimbursement funds will be used to purchase these units and equipment and does not require the use of tax dollars. Chief Taylor said the current plan is to purchase the vehicles now for delivery in January of 2013 from Horton Emergency Vehicles for a Total Cost of \$407,602.00

Res. 199-12: Approve Purchase of (2) EMS Transport Vehicles from Horton Emergency Vehicles for a Total Cost of \$407,602.00 as Part of the Department's Replacement Plan Not Requiring the Use of Tax Dollars

Mr. Spanovich moved to approve the purchase of two (2) EMS transport vehicles from Horton Emergency Vehicles for a total cost of \$407,602.00 as part of the Department's replacement plan not requiring the use of tax dollars. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 200-12: Approve Fire Department Transfer of Funds from 10-A-1C Salaries-Support Staff to 10-A-15J Other Expenses-IT in the Amount of \$15,918.00

Mrs. Stewart moved to approve Fire Department transfer of funds from 10-A-1C Salaries-Support Staff to 10-A-15J Other Expenses-IT in the amount of \$15,918.00. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief Taylor said that Firehouse Subs Gahanna would like us to donate old fire gear and equipment from the Mifflin Township Fire Department to decorate their restaurant. They also plan to paint a large mural on their wall of a Mifflin Fire Truck. Chief Taylor said this would be very positive publicity for us as a large number of Gahanna residents do not understand that the Fire Department is operated by Mifflin Township and serves the City of Gahanna. The Chief said that their Public Safety Foundation also raises money in support of Fire Departments. Mr. Angelou said he feels we should not single them out for donations. It was agreed by the Trustees that we could loan them the old equipment with a plaque stating it is on loan to them. This could be done for any restaurant who requests the loan of old equipment.

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Res. 201-12: Approve the Loan of Outdated Firefighter Items as Requested by Firehouse Subs Gahanna or Any Restaurant Requesting Outdated Firefighter Items

Mr. Spanovich moved to approve the loan of outdated firefighter items as requested by Firehouse Subs Gahanna or any restaurant requesting the loan of outdated firefighter items Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 202-12: Move Into Executive Session

Mr. Spanovich moved to go into executive session to discuss personnel and legal matters at 11:24 a.m. Mrs. Stewart seconded. All voted yea. Motion carried.

The Trustees came out of executive session at 12:16 p.m. and acted on the following.

Res. 203-12: Table Karen Smith’s Request to Rescind Letter of Retirement until September 18, 2012

Mrs. Stewart moved to table Karen Smith’s request to rescind her letter of retirement until September 18, 2012. 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

Richard J. Angelou, Vice Chairman

Lynn M. Stewart, Trustee

Nancy M. White, Fiscal Officer

The Trustees approved the August 10, 2012 payroll warrants for the period of July 22, 2012 through August 4, 2012. Copies are on file with the Fiscal Officer.
