

## RECORD OF PROCEEDINGS

Minutes of

**MIFFLIN TOWNSHIP BOARD OF TRUSTEES**

Meeting

Held

**SEPTEMBER 11,**

**2009**

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

Also present were:

Jim DeConnick	Fire Chief
Fred Kauser	Deputy Fire Chief
Michael Pocock	Police Chief
Steve Blake	Code Enforcement Officer

Mr. Spanovich said this Special Meeting was scheduled for the purpose of discussing the Code Enforcement position. The media was properly notified.

Mr. Spanovich turned the meeting over to Mr. Angelou who explained that Steve Blake is a Part-time Police Officer and Part-time Code Enforcement Officer. Mr. Angelou said the option of making him a Full-time Employee has been brought before the Board due to the fact that his hours as a Code Enforcement Officer have had to be extended the last two years.

Mr. Angelou said that Chief Pocock presented the option that Steve Blake as a Code Enforcement Officer be part of the Police Department. He said the purpose of this meeting is to determine if this is doable and how it would be funded and worked into the budget. There is also an option on the table that beside the dual position with the Police Department Mr. Blake could also handle some inspections for the Fire Department.

Chief Pocock gave the Trustees figures that Steve Blake prepared regarding funding. Chief Pocock said he has been overseeing his Police and Code work for the last four years and feels that it is an advantage to have a Code Officer that is also a Police Officer. Under the new full-time position, Mr. Blake would be a Police Officer assigned to Code and possibly to assist the Fire Department with inspections also. Steve Blake said that the positive aspect of the new position would be that when he is at a location, he could handle a Police, Code or Fire Inspection violation just by spotting it. Deputy Chief Kauser said that regarding doing inspections for the Fire Department, Mr. Blake would need to take classes to be certified to do inspections. He said that serving multiple roles in the Fire Department is very common and while he was doing a Code Inspection he could also do a Fire Inspection. Deputy Chief Kauser said there is already money budgeted for additional Fire Inspectors. Mr. Angelou said to let the records show that this is not to create a Full-time Code Officer position but to change the status of Steve Blake to a Full-time employee who can serve multiple positions. He said that there are many things to consider such as financing.

Steve Blake presented the Board with a proposal to change his status to full-time and thanked Deputy Chief Kauser for his assistance. He said the position would be funded from existing funds and not additional funds. He went over the figures with the Board and said the Code budget would remain the same next year and the Fire Department would be billed \$7920.00 for their portion of his position. Mr. Blake said he plans to opt-out of our insurance. The Fiscal Officer explained what the total budget for Code is at this time and said when you go to full-time the retirement contribution rate changes for the employee and employer. She said there could be an issue with the Police & Fire Pension Fund if he is also working for the Fire Department doing Fire Inspections that will need to be checked into. She also said he may not be able to opt-out of our insurance until March when we would start a new contract. She said this is the first time she has seen these figures and feels there are several things that need to be worked out. Mr. Angelou said that one of the issues we have now is that Mr. Blake is out of hours as a part-time employee and would not be able to work for the next four months. He said that the Board extended his hours last year but this is something that cannot be done too many times as it could result in a Federal fine. Deputy Chief Kauser said the Fire Department received a written opinion in the past that hours can be extended if there is just cause and that the Fire Department has employees that are assigned to different type jobs within the Department. He said this just amounts to shifting funds which the Police Chief does also from different allocated funds.

After much discussion, Mr. Spanovich said he feels the best way to handle this situation would be to hire Steve Blake as a Full-time Police Officer assigned to Code Enforcement and assisting with Fire Department inspections. Mr. Angelou said the Code budget would need to be transferred into the Police budget to sustain him as a full-time employee.

## RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

**SEPTEMBER 11,**

**2009**

The Fiscal Officer said she feels this would be the best way to handle the situation. The Fire Department could be billed for Mr. Blake's services just as the Service Department bills them for the services they perform. Mr. Blake's retirement would be a part of the Police retirement fund. She said the amount budgeted for Code Enforcement in the General Fund of 53,250.00 would be placed in the Police budget at the beginning of each year. For the remainder of this year, the amount would be \$24,206.51. Mr. Blake would be a Full-time Police Officer assigned to Code Enforcement at the discretion of Chief Pocock and would report to him. He would also keep Mr. Angelou informed of his activities and any concerns that need addressed. After Mr. Blake is certified to do Fire Inspections, the Fire Department would be billed for his services.

**Res. 239-09: Approve Hiring Steve Blake as a Full-time Police Officer at \$16.12/Hr. Under PERS Retirement and Benefits Effective August 23, 2009 and Assigning Him to Code Enforcement at the Discretion of the Police Chief and Abolishing the Part-time Code Enforcement Officer Position under the General Fund**

Mr. Angelou moved to approve hiring Steve Blake as a Full-time Police Officer at \$16.12/Hr. under PERS retirement and benefits effective August 23, 2009 and assigning him to Code Enforcement at the discretion of the Police Chief and abolishing the Part-time Code Enforcement Officer position under the General Fund. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Blake said he plans to decline the Health Insurance benefits as he is covered under his wife's insurance.

**Res. 240-09: Approve Transferring \$24,206.51 from the General Fund to the Police Fund for Code Enforcement Activities for the Remainder of this Year**

Mr. Angelou moved to transfer \$24,206.51 from the General Fund to the Police Fund for Code Enforcement activities for the remainder of the year as recommended by the Fiscal Officer. Mr. Spanovich seconded. All voted yea. Motion carried.

**Res. 241-09: Approve Transferring the Code Enforcement Vehicle to the Police Department**

Mr. Angelou moved to transfer the Code Enforcement vehicle to the Police Department as recommended by the Fiscal Officer. Mr. Spanovich seconded. All voted yea. Motion carried.

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

\_\_\_\_\_  
Joseph F. Spanovich, Chairman

\_\_\_\_\_  
Nancy M. White, Fiscal Officer

**RECORD OF PROCEEDINGS**

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

---

Held

**SEPTEMBER 11,**

**2009**

---

**RECORD OF PROCEEDINGS**

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

---

Held

**SEPTEMBER 11,**

**2009**

---