

## RECORD OF PROCEEDINGS

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

Held

**SEPTEMBER 16,**

**2008**

Chairman Spanovich called the Regular Meeting to order at 3:30 P.M. with Mr. Angelou and Mrs. Stewart present. The Fiscal Officer, Nancy White, was absent.

Also present were:	Dolly Hanning	2354 Agler Rd.
	Paul Wenning	Franklin County Health Dept.
	Jennifer Fish	Franklin Soil and Water
	Dan Bender	Rocky Fork Enterprise
	Jim DeConnick	Fire Chief
	Michael Pocock	Police Chief
	Calvin McKnight	Service Director
	Steve Blake	Code Enforcement Officer
	Paul Adkins	IT Dept.

Mr. Spanovich dispensed with the Pledge and Prayer.

Paul Wenning from the Franklin County Board of Health was present to discuss the National Pollutant Discharge Elimination System (NPDES). He distributed copies of the Franklin County Stormwater Compliance NPDES Phase II Permit 2003-2008. The present permit has actually expired and a new permit has not been issued as yet. He said he is not sure what the new permit will look like but it will probably be similar to the old one. Mr. Wenning discussed the permit requirements that are needed from the different entities. Some of the key elements for townships are public education and outreach, public involvement and participation, Good Housekeeping (reporting incidents) and pollution prevention. He said there are training materials available from the Ohio EPA for employee training to prevent and reduce storm water pollution. He said that townships should document compliance and when asked to do the next report they should include related minutes, clean-ups (pictures), education programs, newspaper clippings, etc. He said that dumping in storm sewer drains is illegal and should be reported. The main purpose of the permits is to reduce storm water pollution to ensure clean water.

Jennifer Fish, Director of the Franklin Soil and Water Conservation District was also present to help discuss Stormwater Compliance. She said we will know the new permit requirements sometime in September and should continue keeping records on all activities related to our obligations for our next report which may be due as early as January 2009. She said that the County Stormwater Executive Committee meets on a regular basis and Jack Wilson, the Clinton Township Road Superintendent, currently represents townships at this meeting. She distributed information on the Central Ohio Rain Garden Workshop & Training at the Ohio Department of Transportation on October 21-22, 2008 and the Annual Banquet and Board of Supervisors' Election on October 23, 2008 at the Confluence Park Restaurant.

### **Res. 243-08: Approve Consent Agenda Consisting of September 8, 2008 Minutes and October Warrants**

Mr. Angelou moved to approve the Consent Agenda consisting of the minutes of the September 8, 2008 meeting and the October warrants for payroll and bills. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich said that a request for a "live-burn" training fire at 471 N. Hamilton Rd. was approved in the September 8, 2008 minutes. He said that he wanted to ensure again that we have learned from the last training fire accident and that Mifflin Township is in charge of this burn. Chief DeConnick said we will follow the NFPA procedures and guidelines when it is our training fire and also when we are participating with another entity but we will investigate that site to make sure that it is safe and all guidelines will be met. Chief DeConnick said he will check on the policies of the other entities to see if they match ours before we permit them to participate in a training fire with us.

### **TRUSTEES' COMMENTS**

Mrs. Stewart thanked the Department Heads for all the help their crews gave residents during the major windstorm. Service, Police and Fire personnel were all out with chain saws to clear sidewalks and roads from fallen trees and large branches. She commended all personnel for a job well done not only as a Trustee but also as a citizen.

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**CORRESPONDENCE** – There was no new correspondence at this time.

## **FISCAL OFFICER'S REPORT**

The Fiscal Officer sent letters to local banks advising that the Board of Trustees will accept written application from any institution legally eligible to be designated as a public depository of the Township's active and interim deposits for a period of (5) years. Our current depository agreement will expire October 31, 2008. Applications are to be received by October 15, 2008. The Fiscal Officer will have a recommendation to the Board for approval at their October 21, 2008 meeting.

## **IT (Paul Adkins)**

Paul Adkins said we have an Affiliated Invoice for Rick Deeds consulting services for \$1293.75. He was asked by the IT Committee to put together an IT strategy plan, however it was assumed that it would be covered under his allotted monthly hours. He spent 11.25 hours over his allotted 10 hours which resulted in a cost of \$1293.75. Under our contract with them, any billable hours are to be approved by a Department Head or Trustee. Mrs. Stewart asked that this be placed on hold until we have an appropriate explanation from Affiliated as to why they deviated from the policy. It will be discussed at the next IT meeting and placed on the agenda for the October 6, 2008 Staff Meeting.

Paul Adkins said we have two quotes from Time Warner for redundant connections at 2459 Agler Rd. and 501 Beecher Road to ensure they have service if the wireless is down. Mrs. Stewart said she understood that this would not happen again because of new lightning failsafe equipment that was put on the tower. Mr. Adkins said there is nothing completely failsafe if the tower takes a direct hit by lightning. He said the Time Warner service would be primary and the wireless (tower) would be secondary. The cost would be \$182.90/each per month. The third quote is a renewal for 155 Olde Ridenour Rd. which is what we have now for the whole township in the amount of \$260.05 per month.

## **Res. 244-08: Approve Renewal of Time Warner Cable Business Class Contract for 155 Olde Ridenour Rd. for Coverage to the Whole Township for \$260.05 per Month**

Mrs. Stewart moved to approve renewal of the Time Warner Cable Business Class Contract for 155 Olde Ridenour Rd. for coverage to the whole Township for the amount quoted of \$260.05 per month. Mr. Spanovich seconded. All voted yea. Motion carried.

Mrs. Stewart asked that the contract quotes for 2459 Agler Rd. and 501 Beecher be held and discussed at the next IT meeting and placed on the agenda for the October 6<sup>th</sup> Staff Meeting. Chief Pocock said for the record that the Police Department was down for two weeks without the ability to even type a letter and are still recovering from the failure of the wireless.

**SERVICE** – Calvin McKnight presented the Board with a request to remove two dead trees in the Riverside Cemetery for a total of \$1650.00 including grinding the stumps. He said he was surprised the windstorm took down several trees but these two remained standing. He said it was just a matter of time before they could fall.

## **Res. 245-08: Approve Removing Two (2) Dead Trees at Riverside Cemetery by Adams Tree Service Co. for a Total of \$1,650.00**

Mr. Spanovich moved to approve removing two (2) dead trees at Riverside Cemetery by Adams Tree Service Co for a total of \$1,650.00 as recommended by Calvin McKnight. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. McKnight said that regarding the fallen trees at the Mifflin Cemetery, he contacted the insurance company and there is a certain amount of the cost that can be covered by wind damage. He said that some of the trees will be removed by his Department. He said they have done what they can in the Township where the trees or branches are not on any lines. There are still many lines down and power outages in the unincorporated area and also the City of Gahanna.

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

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Mr. McKnight said that his Department cleaned up the area around the tower. He said they threw away things and stored others in their existing buildings. He withdrew his request to purchase a building for storage. Mrs. Stewart said it looks good and was a very cost effective solution.

**POLICE** – Chief Pocock said he has nothing new to report as the Board is aware of their IT situation and windstorm damage involvements. He said he will be testifying at Grand Jury drug case on Thursday on which he worked on undercover.

**CODE ENFORCEMENT** – Steve Blake reported on the statistics he compiled from the Leonard Park Water Survey forms he has received back. He said he spoke with the Fiscal Officer about setting a meeting with the County people to go over these figures and discuss what our options are and where to we go from here. All those surveyed want water from Columbus without annexation. The majority of the people bring water in from outside sources because if they have water it is not fit to use. Mrs. Stewart said she feels the Water Committee should meet to fine tune the survey before meeting with the County.

Steve Blake passed out information on the Mifflin Township Police K-9 Program. He listed the current status of the training progress which is excellent and the Police Department K-9 Unit Guidelines. Mary Jane Martin of the Prosecutor's Office reviewed the guidelines and wrote a letter indicating that the proposed policy appears sufficient to provide the requisite guidance for the operation of the township's new canine unit. Mr. Blake said that plans are to take the full OPOTA (Ohio Peace Office Training Academy) test for state certification of both Handler and Dog in early December of 2008 and after completion to be ready for active K-9 duties for Mifflin Township.

Steve Blake advised the Trustees that he will be having knee surgery on October 2, 2008. He said he spoke with Joe Bailey from the Franklin County Zoning Department and Mike Adair from the Franklin County Board of Health and both have agreed to step in and help out during his time off. Steve said he will keep Chief Pocock informed of his status and availability.

Mr. Spanovich mentioned that the Employee Handbook listed under Old Business has been sent back to the legal counsel for the final review and hopefully it will be ready for approval at the next meeting. Input from the Department Heads was included. Mr. Spanovich asked about the Fuel Savings Policy and was told by Chief DeConnick that it should be ready by the next meeting also.

**FIRE** – The Following items were brought before the Board by the Fire Department for approval:

**Res. 246-08: Approve Monitor Nozzles & Pressure Gauges from Finley Fire Equipment for a Total of \$7,887.00**

Mr. Angelou moved to approve Purchase Request No. 09.04.08 for Akron Monitor Nozzles and Akron Pressure Gauges from Finley Fire Equipment for a total of \$7,887.00 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 247-08: Approve Motorola Battery Charger & Batteries from B & C Communications for a Total of \$1,608.22**

Mrs. Stewart moved to approve Purchase Request No. 09.05.08 for a Motorola Battery Charger and batteries from B & C Communications as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Spanovich signed off on Purchase Request No. 09.06.08 for Deputy Chief Kauser to attend the Integrated Incident Command System Course held at the National Fire Academy in Emmitsburg, Maryland from October 20-25, 2008 for a total of up to \$500.00.

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**Res. 248-08: Approve Mifflin Fire Department Share of the Local 20% Match for the MECC Center Grant as Billed by Plain Twp. Fire Dept. for a Total of \$38,248.70**

Mr. Spanovich moved to approve Mifflin Fire Department's share of the local 20% match for the MECC Center Grant as billed by the Plain Twp. Fire Dept. for a total of \$38,248.70. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief DeConnick said he will give the Trustees figures on the amount of the Grant and the amount the other entities are paying for their share per their request.

**Res. 249-08: Approve Service Credit Bonus for Fire Chief L. James DeConnick for 34 Years of Service for \$1100.00**

Mr. Spanovich moved to approve a service credit bonus for Fire Chief L. James (Jim) DeConnick for 34 years of service for \$1100.00 per his recommendation. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 250-08: Approve Service Credit Bonuses for Firefighters Kaltenbach and DeMooy and Dispatcher Grizzle**

Mr. Angelou moved to approve service credit bonuses for Firefighters John Kaltenbach and Robert DeMooy for \$700/each and Dispatcher Gary Grizzle for \$1100 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

**Res. 251-08: Accept Resignation of Part-time Firefighter Adam Petitt per His Request Effective September 16, 2008**

Mr. Angelou moved to accept the resignation of Part-time Firefighter Adam Petitt per his request effective September 16, 2008 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 252-08: Accept Resignation of Part-time Firefighter Matt Dillon per His Request Effective September 16, 2008**

Mrs. Stewart moved to accept the resignation of Part-time Firefighter Matt Dillon per his request effective September 16, 2008 as recommended by Chief DeConnick. Mrs. Angelou seconded. All voted yea. Motion carried.

The Trustees asked that the Pro-Tech-Safety proposal be held for the next meeting. This is for an extension of Phase III to convert foreign documents into Mifflin format. Mrs. Stewart said she would like an explanation of the administrative costs for \$600. There was no attached rate sheet as stated.

Chief DeConnick reported on the following items:

1. There will be a Columbus Urban Area Homeland Security Equipment Expo on Friday, October 3, 2008 from 10:00 a.m. to 3:00 p.m. at The Ohio State University Airport Medflight Area. This event is open to first responders, elected officials and media and to attend, you must RSVP by September 26, 2008.
2. Lt. Jack Weidner's Mother died on September 13, 2008 and Jefferson Fire Chief Ingram's Father died on September 12, 2008. Chief DeConnick said he plans to attend both viewings.
3. The Committee is working on plans for Sta. 131. Both Fire Chiefs and the secretary will remain at Sta. 131. Chief DeConnick said he met with Mr. Spanovich last week and the Committee is gathering input from all Units for consideration.
4. The Chief said he will be out of the country on vacation this Thursday through Sunday and Deputy Chief Kauser will also be on vacation. Battalion Grossman will be in charge in their absence.
5. Chief DeConnick said he will be in town to do payroll on Monday, September 22<sup>nd</sup> but is leaving on Tuesday to go to Wisconsin for the pre-construction conference for Engine 132. He said he will be back on Friday.

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- 6. Rescue 133 will show up on the City's Maintenance invoice as a sublet for transmission work by W.W. Williams for over \$6,000.
- 7. The Fire Department did participate in the Airport Exercise Program on Friday. We had a Medic there and everything went well.
- 8. The Fire Department along with many other Departments put in a lot of hours responding to calls and helping people due to the windstorm on Sunday night. He said the MECC personnel did a great job.

**VISITOR COMMENT**

Dolly Hanning clarified a comment she made at a previous meeting. Road work is not more important than new cruisers but it is very important to keep cruisers and resident vehicles from being damaged. Police have to keep their speed down when responding to a call to avoid cruiser damage that could result in an accident or not being able to respond at all.

Mrs. Hanning said she is still very upset that there is no longer a Medic that stays at Sta. 132. The Medic that responded to a large lady in the Township did not have a cot large enough to put her on and had to use other means. Chief DeConnick said that the population has gotten larger since extra large cots were purchased a few years ago and they are no longer big enough. He said that they will be budgeting for motorized cots that will hold up to 750 lbs in next year's budget. He said they are also looking at tractor assisted stair chairs so Firefighters will not have to carry patients down stairs. The safety of Firefighters is also a concern.

**Res. 253-08: Move Into Executive Session**

Mr. Angelou moved to go into executive session to discuss a personnel matter at the request of the Fire Department at 5:05 p.m. Mr. Spanovich seconded. All voted yea. Motion carried.

**Res. 254-08: Move Back Into Regular Session**

Mr. Spanovich moved to go back into regular session at 5:15 p.m. Mr. Angelou seconded. All voted yea. Motion carried.

After discussion, the Trustees agreed to approve the following resolution.

**Res. 255-08: Approve Voluntary Demotion of Gary Grancey from House Captain to Regular Firefighter at Pay Rate Per Signed Agreement Presented and Made Part of the Record Effective September 16, 2008**

Mr. Angelou moved to approve the voluntary demotion of Gary Grancey from House Captain to Regular Firefighter at the pay rate per the signed agreement presented and made a part of the record effective September 16, 2008. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief DeConnick said that Lt. Broskie has been filling in for Gary Grancey without the authority of a House Captain. The Trustees asked that the Chief have a recommendation at the next meeting to officially appoint a temporary House Captain.

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

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Joseph F. Spanovich, Chairman

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The Trustees approved the September 26, 2008 payroll warrants for the period of September 7, 2008 through September 20, 2008 and the September warrants for bills, Numbers 45812 through 45940. Copies are on file with the Fiscal Officer.

The September Receipts are on file with the Fiscal Officer.  
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