

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

SEPTEMBER 20,

2011

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:

Carolina Mason	Lincoln H.S. Government Student
Rachel Feierman	Lincoln H.S. Government Student
Curtis & Charlie Johnson	2073 Republic Ave.
Shirley Rhodes	2266 Rankin Ave.
Jim DeConnick	Fire Chief
Michael Grossman	Asst. Chief/MECC
D. J. Tharp	Service Director
William Price	Police Lieutenant
Steve Blake	Police/Code Officer

Res. 211-11: Approve Minutes of September 6, 2011 Meeting with Res. 203-11 Corrected to Read "Seconded by Mrs. Stewart"

Mr. Angelou moved to approve the minutes of the September 6, 2011 meeting with Res. 203 corrected to read seconded by Mrs. Stewart not Mr. Angelou. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 212-11: Approve Warrants of October, 2011

Mrs. Stewart moved to approve the October, 2011 warrants for payroll and bills. Mr. Angelou seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS – Mr. Angelou said that Chief Pocock's second surgery on his leg was a success and hopefully he will be back soon. Mr. Spanovich said that we will leave the discussion on the Community Center Renovation to a Police Station project until the end of the meeting. He said that hopefully it can be finalized at that time so they can get started on the project.

CORRESPONDENCE

The following correspondence was presented to the Board:

1. A request for proposals for the Franklin County Township Nuisance Abatement Program was received from James Schimmer. Local jurisdictions can participate in the program but will be limited to a total of \$15,000 for demolition by identifying their top candidate property eligible for demolition. Steve Blake said he will apply for this and feels he may be able to get more than one property torn down for \$15,000.
2. A Notice of Election to approve ballot language for the Mifflin Township Police Levy was received. The Trustees and Police Department had no corrections. We are to return a copy of the notice to acknowledge receipt.
3. An invoice was received from Loveland & Brosius for \$5,219.44 for legal services through August, 2011. Copies were given to the Trustees for review.
4. Quotes for HR Consulting Services were received from HR Butler at the request of the Fiscal Officer and will be put on hold for review.

PROPOSED RESOLUTIONS (NEW BUSINESS):

ADMIN – The Board was asked to approve the following:

Res. 213-11: Approve Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor

Mrs. Stewart moved to approve the Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor as recommended by the Fiscal Officer. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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Res. 214-11: Approve Language for Commitment Letter for MORPC Sustainable Communities Regional Planning Grant Application

Mrs. Stewart moved to approve the language for the Commitment Letter for the MORPC Sustainable Communities Regional Planning Grant Application. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Mrs. Stewart said we received notice from Sean Sprouse that we have been assigned a new UHC representative/contact for Mifflin Township. Her name is Wendy Shaffer and she is a UHC Senior Account Manager and can be reached at 614/410-7400 or by e-mail at Wendy.L.Shaffer@uhc.com. She has been working on contacting Mifflin participants who are having problems. Mrs. Stewart said the local CEO would like to meet with the Trustees. The Trustees agreed that they would like the meeting set for either before or after our next meeting on October 3, 2011.

IT – No Report at this time.

SERVICE – The Service Director, D.J. Tharp, had no report and was excused from the meeting.

POLICE – In the absence of Chief Pocock, Lt. Price requested approval of the following:

Res. 215-11: Approve Hiring Benny Haywood as a Reserve Non-paid Officer

Mr. Angelou moved to approve hiring Benny Haywood as a reserve Non-paid Officer. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 216-11: Approve Transferring \$2500 from 9-A-08A (Ammo Supplies) to 9-A-09 (Vehicle Repairs) Within the Police Funds

Mr. Angelou moved to approve transferring \$2500 from 9-A-08A (Ammo Supplies) to 9-A-09 (Vehicle Repairs) within the Police Funds as recommended by Lt. Price. Mrs. Stewart seconded. All voted yea. Motion carried.

Lt. Price presented the Board with copies of the Police stats for the month. He said thefts are up and also domestic violence. He gave the Trustees a copy of the new renewal DUI Task Force Contract for their signatures. He said there is no cost to us and the County reimburses the Police Department for the traffic enforcement that they work.

FIRE – Chief DeConnick said he has been on vacation and requested that the Board approve the list of Service Credit Bonuses that was not on the agenda.

Res. 217-11: Approve Service Credit Bonuses for Kaltenbach, DeMooy, Grizzle, Adkins and Chief DeConnick

Mrs. Stewart moved to approve service credit bonuses for Gary Grizzle & Chief DeConnick for \$1100/each; John Kaltenbach & Robert DeMooy for \$900/each and Paul Adkins for \$500 as listed at the discretion of the Board and funds permitting. Mr. Angelou seconded. All voted yea. Motion carried.

Chief DeConnick discussed the following:

1. The Fire Prevention Open House will be Sunday, October 2, 2011 at Station #131 from 12:00 – 3:00 p.m.
2. The Architect, Rich Pontius, sent a letter to the Trustees regarding the project closeout status of the Fire Station Improvements Project. There are still two issues that need resolved and we are holding back the retainage until they are complete. The Contractor, Robertson Const. has not respond to his requests to complete the project.
3. A revised copy of the Owner/Architect Agreement for the Fire Annex Remodel Project was received showing the correct Architect Fee to be \$33,500. If the project exceeds the approximate \$130,000 remaining from the building bond funds, it will be allocated in the 2012 budget. The Trustees asked that this be held until the next meeting.

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VISITOR COMMENT

Shirley Rhodes who lives on Rankin Ave. said that cars travel 60 – 70 miles an hour on her street putting kids and animals in danger. She said that the Police do the best they can patrolling but they can't be there all the time. She asked if we could put up another stop sign or speed bumps. Lt. Price said we can't do speed bumps because of the snow plows but he will talk with our Service Director, D.J. Tharp, regarding another stop sign. Mrs. Stewart asked that this be put on the agenda to determine what can be done.

Mr. Angelou welcomed the two government students from Lincoln High School and pointed out that we have brochures they can take on the History and Functions of Townships.

POLICE/CODE – Lt. Price said he has one other matter to bring before the Board that did not get on the agenda before we continue with the Police Station Construction Project. He said that we now have an invoice for the bullet proof vests that was discussed at the last meeting. The total amount we owe Galls is \$7106.10. One half of that will be reimbursed to us through the Federal Vest Program. He suggested it be paid by the General Fund at this time as funds are getting tight. Steve Blake said he has an appointment to meet with Steve Julian to discuss the Police funds. Mrs. Stewart recommended that the Fiscal Officer be included in that meeting because there are a lot of things Mr. Julian does not know about our business. She said if they need to know where their money is they need to get with the Fiscal Officer not Steve Julian.

Res. 218-11: Approve Paying Invoice from Galls for Bullet Proof Vests in the Amount of \$7106.10 from the General Fund with One Half Being Refunded from Federal Vest Program to the General Fund and the Remainder to be Repaid by Police Department Over Time Beginning in 2012

Mr. Angelou moved to approve paying invoice from Galls for Bullet Proof Vests in the amount of \$7106.10 from the General Fund with one half being refunded from the Federal Vest Program to the General Fund and the remainder to be repaid by the Police Department over time beginning in 2012. Mrs. Stewart seconded. All voted yea. Motion carried.

Community Center Renovation to Mifflin Township Police Station

The Trustees were given a complete package relating to the renovation project above. Lt. Price said that they received bids from M.O.E Contractors, T. Helmick Remodeling and L.A. Complete. Officer Blake said he went to Home Depot to go over the materials needed and found the Police Department could get a better price than the contractors so the bids were changed to labor only. T. Helmick had the lowest labor bid and was awarded the contract for \$6100.00. The Police Department will purchase the materials from Home Depot for \$6890.03. Mrs. Stewart asked if we had for T. Helmick Remodeling a time frame on the job and do we have a contract, do we have a warranty, do we have evidence of their insurance and their bonding, do we have their Worker's Comp Certificate and their County tax certificate? Officer Blake answered yes to all of these questions and the projected completion date is October 26, 2011. Mrs. Stewart said we will need to physically have copies of all that paperwork mentioned above. She said the Police have put a lot of work into this project and have been asked to jump through a lot of hoops for such a small project but it is important to follow all the guidelines required. The Trustees agreed that they are ready to approve the project.

Res. 219-11: Approve Awarding Contract for Labor Only to T. Helmick Remodeling LLC and Purchasing Materials from Home Depot for \$6,890.03 by the Police Dept. for the Community Center Renovation to the Mifflin Township Police Station Project

Mr. Angelou moved to approve awarding the contract for labor only to T. Helmick Remodeling LLC and purchasing materials from Home Depot for \$6,890.03 by the Police Dept. for the Community Center Renovation to the Mifflin Township Police Station Project. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Mr. Spanovich reminded the Police Department to include in their 2012 budget the additional expenses they will occur from this building such as electric, gas, water, etc.

