

# RECORD OF PROCEEDINGS

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

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Held

**March 4,**

**2019**

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Chair Stewart called the Meeting to order at 9:00 a.m. with Trustee Angelou, Trustee Cavener and Township Administrator White present.

Also present were:

Fred Kauser

Fire Chief

William Price

Police Chief

DJ Tharp

Services Director

Becky Kadel

HR Director

Melissa Rapp

Public Information Officer

Rick Duff

Assistant to the Fiscal Officer

Fiscal Officer Joseph Spanovich was absent.

## **Res. 44-19 Approve the Meeting Minutes of February 19, 2019.**

Mr. Angelou moved to approve the Meeting Minutes of February 19, 2019. Mr. Cavener seconded. All voted yea. Motion carried.

## **Res. 45-19 Approve the Meeting Minutes of February 25, 2019.**

Mr. Cavener moved to approve the Meeting Minutes of February 25, 2019. Mr. Angelou seconded. All voted yea. Motion carried.

## **TRUSTEES COMMENTS:**

Mr. Cavener announced that yesterday, a Columbus Fire Fighter of eight years, committed suicide. He emphasized support is available through various organizations, such as EAP, that can possibly prevent one taking his/her own life. Mr. Cavener requested Chief Kauser contact Chief O'Connor to offer assistance. He also requested Ms. Kadel reach out to our first responders letting them know of crisis options that are available in lieu of taking one's own life.

Chair Stewart wished Chief Price a happy birthday on behalf of the township.

## **CORRESPONDENCE:**

- Franklin Co. Economic Development & Planning:
  - 3799 Agler Road                      844 W Rhapsody LLC
  - 3743 E. Aberdeen Avenue      Ada C. Wallace
- Notice of Intent to Construct a Wireless Communications Facility – Eco-Site II, LLC
  - 2584 Woodland Avenue, Parcel #: 190-000134-00

## **GUEST SPEAKERS:**

Administrator White said the Trustees approved the renewal of the OTARMA insurance coverages for the township at the February 19, 2019 meeting. Administrator White said a mistake occurred in our reporting which subsequently changed the premium amount to \$130,114.00, which is approximately \$1,500 to \$2,000 more than last year, but approximately

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\$2,000 less than what was originally approved. Administrator White introduced Mr. Thomas Welsh and Mr. Andy Leitch of Burnham and Flower who represent OTARMA, who provided an overview of OTARMA and explained the insurance coverages. Chair Stewart requested Mr. Welsh research whether there is an option to purchase coverage for staffing. Mr. Welsh agreed to investigate it.

Mr. Welsh explained the slight increase in premium is due to the purchase of two vehicles and property.

## **FISCAL OFFICER'S REPORT:**

Administrator White said the 2018 Annual Financial Report has been filed with the state of Ohio Auditor's Office. It has been advertised that it is available for public inspection and will be made available on the township's website.

Administrator White said the permanent appropriations should be available for approval at the next Trustees meeting.

## **TOWNSHIP ADMINISTRATOR'S REPORT:**

Administrator White requested the approval of Mifflin Township's portion of the RCOG 2019 legal services in the amount of \$9,600.00.

### **Res. 46-19 Approve RCOG 2019 legal services in the amount of \$9,600.00.**

Chair Stewart moved to approve the RCOG 2019 legal services in the amount of \$9,600.00. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Administrator White requested the approval of the conditional hiring of MORPC intern Curtis Dickess for \$12 hourly rate. Ms. White said he will work on projects related to trash collection and code enforcement.

### **Res. 47-19 Approve the conditional hiring of a MORPC intern Curtis Dickess for \$12 hourly rate.**

Mr. Cavener moved to approve the conditional hiring of a MORPC intern Curtis Dickess for \$12 hourly rate. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

Administrator White said the position of accounting assistant has been added to the Administrative Pay Schedule. She requested the approval of the Administrative Office Pay Schedule Update. She also provided a position description for the accounting assistant position.

### **Res. 48-19 Approve the Administrative Office Pay Schedule Update**

Mr. Cavener moved to approve the Administrative Office Pay Schedule Update. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

Administrator White requested the approval of a pay step increase for Hollie Wonderly as Accounting Assistant.

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**Res. 49-19 Approve the pay step increase for Hollie Wonderly as Accounting Assistant.**

Mr. Angelou moved to approve the pay step increase for Hollie Wonderly as Accounting Assistant as evidenced by the newly updated pay schedule. Seconded by Mr. Cavener. All voted yea. Motion carried.

Administrator White reminded the Trustees of the Franklin Co. Engineer's Office/Public Health meeting is Thursday, March 21, 2019 at the Boat House at Confluence Park, downtown. Mr. Cavener said he will attend along with Administrator White.

Administrator White reminded the Trustees of the MORPC State of the Region on April 18, 2019 at the Greater Columbus Convention Center. She said lunch will begin at 11:30 a.m., registration at 11:00 a.m. – 11:30 a.m. Two tables have been reserved. Seating arrangements need to be finalized soon.

After discussion, the Workshop was rescheduled to 9:00 a.m. on Wednesday, March 20, 2019.

**HR:**

Ms. Kadel said she confirmed with Jon Hastings, Assured Partners, that open enrollment attendance cannot be mandatory.

**PIO:**

Ms. Rapp reminded the Trustees of the State of the City Address on March 14, 2019 at 6:00 p.m.

Ms. Rapp said she plans to have the new website completed by the end of August 2019.

Ms. Rapp said following the next Trustees meeting there will be a brief cemetery committee meeting.

**SERVICE:**

Mr. Tharp said the property at 2584 Woodland Avenue may be considered an improvement with the proposed cell tower, however, it is near a gas substation at the end of a dead-end street. He said a 48" gas line also runs along the ravine also. Chief Kauser said that cell towers are frequently struck by lightning. Chief Kauser said having a cell tower near the gas line is a huge safety concern.

Mr. Tharp said his department has been busy with burials and patching roads. He also said the electric has been run for the extractors at the fire stations.

**CODE:**

Mr. Tharp said six letters were sent out last week, but five were returned; all were also tagged. Five of the six properties have been cleaned up.

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## **POLICE:**

Chief Price requested the approval to purchase a radar from Ohio Calibration Laboratories LLC in the amount of \$1,820. He said this radar will go into Lt. Phillips cruiser. He said he plans to use the remaining funding from the L-Brands grant, approximately \$700, along with \$1,000 from the OTARMA grant for using LexiPol.

## **Res. 50-19 Approve the purchase of a radar from Ohio Calibration Laboratories LLC in the amount of \$1,820.00**

Mr. Angelou moved to approve the purchase of a radar from Ohio Calibration Laboratories LLC in the amount of \$1,820.00. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

## **FIRE:**

Chief Kauser said, about a year ago, he started asking questions of our insurance billing company why our volume of activities have increased over the years and payments have improved, but our revenues have remained flat. He said this was monitored for almost two years with no answers being found on the coding side. He discussed the matter with his peers around the country and believes that the same thing is happening with EMS billing as with medical billing. Lone Star VCS, LLC will perform an audit of the EMS billing company to gain access to some data. Preliminary reports show that we are approximately 20% underpaid. Although the statutes state that we are limited in collecting no more than two years' worth, we could possibly recoup \$500,000 to \$560,000, plus amounts going forward. The primary goal is to try to audit our current billing company, ensuring we are using the right company and that they are collecting the correct charges on our behalf and to recover some of the funds that have been lost. Lone Star VCS, LLC is the only company that has experience in doing EMS billing auditing. Their negotiated fee would be 40% of funds collected. If permitted to proceed, Administrator White would like time to pursue questions that she has raised and if those questions are satisfied, Chief Kauser would like the Board to provide her with permission to execute the contract in the future.

Chair Stewart asked Chief Kauser whether the contract states if Lone Star would be going after collections of actual patients or only the insurance companies. Chief Kauser said he would need to contact attorney Marc Fishel about that. Chief Kauser agreed to gather more information on the matter and return to the Board later.

Chief Kauser reported on the commercial fires in the Industrial Park.

## **MECC/MECC IT:**

None

## **IT:**

No Report

## **VISITORS COMMENTS:**

None

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There being no further business, Mr. Angelou moved to adjourn. Mr. Cavener seconded. All voted yea. Motion carried. The meeting adjourned.

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Lynn M. Stewart, Chair

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Richard J. Angelou, Vice Chairman

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Kevin J. Cavener, Trustee

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Joseph F. Spanovich, Fiscal Officer