

RECORD OF PROCEEDINGS

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

Held

May 21,

2019

Chair Stewart called the Meeting to order at 3:30 p.m. with Trustee Angelou, Trustee Cavener, Fiscal Officer Spanovich and Township Administrator White present.

Also present were:	Brian Dunlevy	Assistant Fire Chief
	William Price	Police Chief
	DJ Tharp	Service Director
	Becky Kadel	HR Director
	Melissa Rapp	Public Information Officer
	Rick Duff	Assistant to the Fiscal Officer

Chief Fred Kauser was absent due to a scheduled vacation.

Res. 97-19 Approve the Meeting Minutes of May 6, 2019.

Mr. Angelou moved to approve the Meeting Minutes of May 6, 2019. Mr. Cavener seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS:

Chair Stewart provided the highlights of the Franklin County Township Association Meeting which she attended on May 16, 2019.

Chair Stewart said the State's transportation budget calls for an additional vehicle license fee of \$5 to go to the township, however, there are stipulations to meet: two public hearings, two notices advertised in the newspaper, all which need to be done very specifically by July 1, 2019. Chair Stewart said it was announced that Mifflin Township, along with a few other townships, were not participating in the previous \$5 license fee collection but are still eligible to do so. Administrator White rebutted that Mifflin Township has been receiving the previous \$5 license fee. Administrator White agreed to investigate the matter, confirming Mifflin Township's participation in the previous license program as well as advertising the necessary meetings for the additional \$5 license fee, and the other necessary steps accordingly. Chair Stewart said if we are not participating in the previous license program, we are permitted to collect \$10 to make up for it.

VISITORS COMMENTS:

Chair Stewart welcomed Ken Upton, Franklin County Sheriff's Office Community Liaison Program. Mr. Upton said he is one of the original members of the unit that was formed about two years ago. He and four other deputies are assigned to Franklin County to act as a partner with the community to address long-term crime complaints. Liaison Deputies are not dispatched so they are available to go where needed, to attend township and block watch meetings to listen to and address community members' concerns. Mr. Upton said he attended the Franklin County Township Association meeting also.

CORRESPONDENCE:

- Franklin Co. Economic Development & Planning:
 - 2369 Mecca Road Charles W. McGrath
 - 2503 S Ferris Park Drive Santosh S. Khaira

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- 2524 S Ferris Park Drive Phillip L. Butts
- Franklin Co. Public Health:
 - 2136 Myrtle Avenue Donald & Gretta Hinkle (2nd observation)
 - 2724 Ferris Road George Hannah TR (Referral for prosecution)

TOWNSHIP ADMINISTRATOR'S REPORT:

Administrator White received permission from the trustees to allow the Gahanna Convention and Visitors Bureau to utilize the meeting hall on the evening of June 4th to train approximately 50 volunteers for the upcoming Gahanna Blues & Jazz Festival.

Administrator White said at the previous trustees' meeting, the board agreed to bond the purchase of Engine 132. Administrator White said the rate will be 3.64% through Andover Bank. The other quote was for 4.22%. Administrator White said she has bond counsel-prepared paperwork for the trustees' signatures.

Administrator White said she received the survey for the Columbus Metropolitan Library Operations Center building, which is the starting point for the use variance application which will be needed. Administrator White said an inspection was done last week, but she has not received a report about it yet.

FISCAL OFFICER'S REPORT:

Mr. Spanovich said the 2020 budget is due in July. The first public hearing on the budget will occur in July. He requested the department heads to speak with their employees to determine what their needs may be.

Mr. Duff reported the township roadwork will occur on Johnstown Road, between Stelzer Road to Cassady Road. Mr. Duff reminded the trustees of the Memorial Day celebration on Monday at the cemetery.

HR:

No report.

PIO:

Ms. Rapp said May 19 – 25, is National EMS Week. She requested the trustees recognize it also and present a proclamation recognizing the EMS staff for their outstanding service to the residents of Mifflin Township and City of Gahanna.

Res. 98-19 Recognize May 19 - 25, 2019 as National EMS Week and present a proclamation to the EMS staff.

Chair Stewart moved to recognize May 19 – 25, 2019 as National EMS Week and present a proclamation to the EMS staff. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

Ms. Rapp said she will post information on social media.

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She said she has also posted MORPC's weatherization information. Chair Stewart requested Ms. Rapp also find out about septic replacement assistance via Franklin County Public Health.

Administrator White said MORPC is providing social media training in which Ms. Rapp may be interested in attending.

Ms. Rapp said she will be meeting with Administrator White later this week as she has secured some materials from some on her partnering agencies in the area that have recently redeveloped their websites.

Chair Stewart requested Ms. Rapp inquire with the Franklin County Township Association for website design information as they recently created a website on a limited budget.

Ms. Rapp said she has not developed a Request for Proposal yet.

SERVICE:

Mr. Tharp requested the hiring of Gabriel Gerhart for the Service Specialist 1 position at \$16/hour, effective June 2, 2019 contingent upon his passing the drug screening and background check.

Res. 99-19 Hire Gabriel Gerhart as Service Specialist 1 at \$16/hour, effective June 2, 2019, contingent upon his passing the drug screening and background check.

Mr. Cavener moved to approve the hire of Gabriel Gerhart as Service Specialist 1 at \$16/hour, effective June 2, 2019, contingent upon his passing the drug screening and background check.

Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

Mr. Tharp requested to amend Resolution 63-19 to reflect an additional \$1,500 for the drainage boring project in the Mifflin Cemetery.

Res. 100-19 Amend the Resolution 63-19 for an additional \$1,500 towards the drainage boring project in Mifflin Cemetery for a total amount of \$11,500.

Mr. Cavener moved to Amend the Resolution 63-19 for an additional \$1,500 towards the drainage boring project in Mifflin Cemetery for a total amount of \$11,500. Chair Stewart seconded. All voted yea. Motion carried.

Mr. Tharp said a crushed field tile was causing most of the drainage problems.

Mr. Tharp said nine houses have been tagged for high grass and two houses were tagged for high grass and trash. They are due for re-inspection.

Mr. Tharp said his department has been busy preparing the cemeteries for Memorial Day.

Mr. Tharp said the new roof at station 133 has been completed. Mr. Tharp said three sheets of plywood were replaced. An inspection will check for mold and mildew in the attic. Ductwork

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cleaning will be performed also. Mr. Tharp said the HVAC system has been replaced and is operating appropriately.

Mr. Tharp said the overhead garage door on the shed at the Riverside Cemetery was vandalized with a vehicle. He does not believe anything was taken, however entry into the garage is not possible due to the damage. Mr. Tharp said only junk has been stored in the shed and it may be best to just tear it down as it has fallen into a state of disrepair. The trustees agreed it should be torn down.

CODE:

No report

POLICE:

Chief Price said at the May 6th Trustees meeting, he received approval to the Police Department Hourly Wage Schedule, however, his memo to the trustees was incorrect. He said his memo stated it was a 2% increase across the board. It should have said “from probation to step 1 is a 7% increase, from step 1 to step 2 is a 2% increase, step 3 through step 6 is a 3% increase. Chief Price agreed to provide a corrected memo to the trustees.

Res. 101-19 Amend Resolution 90-19 to state the step increment from probation to step 1 is a 7% increase, from step 1 to step 2 is a 2% increase, step 3 through step 6 is a 3% increase.

Chair Stewart moved to amend Resolution 90-19 to state the step increment from probation to step 1 is a 7% increase, from step 1 to step 2 is a 2% increase, step 3 through step 6 is a 3% increase. Mr. Cavener seconded. All voted yea. Motion carried.

Chief Price requested the approval of the Mobil Cop invoice, for four licenses for MDTs to access LEADS/NCIC in the police cruisers in the amount of \$1,475.34.

Res. 102-19 Approve the Mobil Cop invoice for four licenses for MDTs to access LEADS/NCIC in the police cruisers in the amount of \$1,475.34.

Mr. Angelou moved to approve the Mobil Cop invoice for four licenses for MDTs to access LEADS/NCIC in the police cruisers in the amount of \$1,475.34. Mr. Cavener seconded. All voted yea. Motion carried.

Chief Price requested the approval to Axon Enterprises annual invoice for the four body cams including Cloud storage in the amount of \$2,328.00.

Res. 103-19 Approve the Axon Enterprises annual invoice for the four body cams including Cloud storage in the amount of \$2,328.00.

Mr. Angelou moved to approve the Axon Enterprises annual invoice for the four body cams including Cloud storage in the amount of \$2,328.00. Seconded by Chair Stewart. All voted yea. Motion carried.

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FIRE:

Assistant Chief Dunlevy requested the approval of the bi-annual sick leave incentive expense for November 1, 2018 – April 30, 2019, in the amount of \$59,200.00. He said 69 staff members qualified for the incentive and 49 personnel used no sick leave during the six months.

Res. 104-19 Approve the bi-annual sick leave incentive expense for November 1, 2018 – April 30, 2019, in the amount of \$59,200.00.

Chair Stewart moved to approve the bi-annual sick leave incentive expense for November 1, 2018 – April 30, 2019, in the amount of \$59,200.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

OLD BUSINESS: (Previously tabled)

Assistant Chief Dunlevy requested the approval to appropriate funds and purchase a Special Events Utility Vehicle in the amount of \$23,215.00, along with the necessary firefighting and EMS Equipment in the amount of \$10,590.00, from The Toy Store.

Res. 105-19 Approve the appropriation of funds and the purchase of the Special Events Utility Vehicle in the amount of \$23,215.00, along with the necessary firefighting and EMS Equipment in the amount of \$10,590.00, from The Toy Store.

Chair Stewart moved to approve the appropriation of funds and the purchase of the Special Events Utility Vehicle in the amount of \$23,215.00, along with the necessary firefighting and EMS Equipment in the amount of \$10,590.00, from The Toy Store. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Mr. Cavener requested Assistant Chief Dunlevy inquire of the manufacturer if the roll cage is strong enough to place the hose reel on it.

MECC/MECC IT:

Assistant Chief Dunlevy requested the approval of the annual renewal of the locution software agreement in the amount of \$17,726.50. Assistant Chief Dunlevy said this is a pass-through purchase for Licking County and New Albany police department.

Res. 106-19 Approve the annual renewal of the locution software agreement in the amount of \$17,726.50.

Mr. Cavener moved to approve of the annual renewal of the locution software agreement in the amount of \$17,726.50. Chair Stewart seconded. All voted yea. Motion carried. (See Renewal File.)

IT:

No report.

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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.

Lynn M. Stewart, Chair

Richard J. Angelou, Vice Chairman

Kevin J. Cavener, Trustee

Joseph F. Spanovich, Fiscal Officer