

# RECORD OF PROCEEDINGS

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

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Held **July 2,** **2018**

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

Also present were:

Brian Dunlevy	Assistant Fire Chief
William Price	Police Chief
Melissa Rapp	Public Information Officer
Becky Kadel	Human Resources Director
Rick Duff	Assistant to the Fiscal Officer

Absent were Fiscal Officer Joseph Spanovich, Fire Chief Kauser and Services Director DJ Tharp due to scheduled vacations.

## **RES 136-18 Approve the Consent Agenda of Meeting Minutes of June 19, 2018.**

Mr. Angelou moved to approve the Consent Agenda of Meeting Minutes of June 19, 2018. Mr. Cavener seconded. All voted yea. Motion carried.

## **TRUSTEES COMMENTS:**

Mr. Angelou encouraged everyone to attend the 4<sup>th</sup> of July parade.

## **CORRESPONDENCE:**

Administrator White said that she received an invitation from the City of Gahanna requesting she and the Trustees to be a part of the 4<sup>th</sup> of July celebration, offering a parking pass and access to the VIP area. (See Referral File.)

Administrator White said a representative from EntertainmentOne would like to film a documentary which will be on the Discovery Channel about Julie Popovich, a woman who was murdered and later found at Hoover Dam; the murderer was subsequently convicted. The documentary segment will be called "Last Goodbye." Administrator White said EntertainmentOne has obtained permission from the family to film the gravestone and they have requested to do an overview of the cemetery. Administrator White said that a drone will be used during the filming date of July 21<sup>st</sup>. Administrator White reported that she cautioned the EntertainmentOne representative that there may be a funeral taking place on that date, in which the representative responded that they would be respectful of the cemetery and would postpone the filming if there was a conflict. (See Referral File.)

Chair Stewart requested to see written permission from the Popovich family and a legal review of EntertainmentOne's release prior to a decision being made.

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

Administrator White requested permission for her and Rebecca Rousseau to attend the 2018 SSI User Conference. She said that next year she would possibly like to see Rick Duff and Hollie Wonderly attend.

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**RES 137-18 Approve Nancy White and Rebecca Rousseau to attend the 2018 SSI User Conference.**

Mr. Angelou moved to approve Nancy White and Rebecca Rousseau to attend the 2018 SSI User Conference. Mr. Cavener seconded. All voted yea. Motion carried.

Administrator White requested permission to attend the 2018 Ohio GFOA Conference.

**RES 138-18 Approve Nancy White to attend the 2018 Ohio GFOA Conference.**

Mr. Cavener moved to approve Nancy White to attend the 2018 Ohio GFOA Conference. Mr. Angelou seconded. All voted yea. Motion carried.

Administrator White requested that the Trustees conduct a special meeting on Thursday, July 5, at 9:00 a.m., with Chief Kauser and she to discuss the plans for the new building, issues with the property on Johnstown Road and a possible alternative location. Administrator White said that the press would be notified of the public meeting, however there would not be enough time to advertise it.

**FISCAL OFFICER'S REPORT:** None

**HR:**

Ms. Kadel reminded those present that Friday, June 29<sup>th</sup> was the deadline for the Anti-Harassment Training.

Ms. Kadel said that the insurance meeting originally requested for this meeting will take place in the Fall. She said the rate is locked for two years, however, the Trustees could make changes to the current Wellness program, if desired.

Ms. Kadel requested the approval of the Group Retrospective Rating Program Fee with CareWorksComp in the amount of \$10,821.00.

**RES139-18 Approve the Group Retrospective Rating Program Fee with CareWorksComp in the amount of \$10,821.00.**

Chair Stewart moved to approve the Group Retrospective Rating Program Fee with CareWorksComp in the amount of \$10,821.00. Mr. Angelou seconded. All voted yea. Motion carried.

**PIO:**

Ms. Rapp reviewed the media update packet. She reported that there has been an increase in media calls regarding summertime injuries and accidents.

Ms. Rapp said that the banner has been updated for the 4<sup>th</sup> of July parade and she will pick it up today.

**SERVICE:**

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Administrator White reported on behalf of Mr. Tharp that Mr. George Parker returned a call to Mr. Tharp on Saturday afternoon, leaving a message that he is willing to sell his parcel to the township. Administrator White agreed to handle the transaction in light of Mr. Tharp being on vacation for the next two weeks.

**CODE ENFORCEMENT:** No report.

**POLICE:**

Chief Price requested the approval to purchase a 37MM single shot bean bag launcher in the amount of \$1,231.55. He would like to use the donated funds by L Brands to pay for it. The launcher will be used when a taser is not effective due to distance. Discussion took place about when the launcher would be appropriate to use.

**RES140-18 Approve the purchase of a 37MM single shot bean bag launcher in the amount of \$1,231.55.**

Mr. Angelou moved to approve the purchase of a 37MM single shot bean bag launcher in the amount of \$1,231.55. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

**FIRE:**

**Fire Consent Agenda**

Assistant Chief Dunlevy requested the approval of the consent agenda for the following items in the amount of \$13,362.00:

- Purchase of the Rescue Medic EMS Reporting Annual Software and License Renewal in the amount of \$9,500.00
- Purchase of Image Trend Community Paramedic Software License Renewal in the amount of \$3,862.00

**RES141-18 Approve the fire consent agenda in the amount totaling \$13,362.00.**

Mr. Cavener moved to approve the fire consent agenda in the amount totaling \$13,362.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

Assistant Chief Dunlevy requested the approval of the purchase of CE Solution's 2-year License Renewal for EMS/Fire Online Continuing Education in the amount of \$9,624.00.

**RES142-18 Approve the purchase of CE Solution's 2-year License Renewal for EMS/Fire Online Continuing Education in the amount of \$9,624.00.**

Mr. Angelou moved to approve the purchase of CE Solution's 2-year License Renewal for EMS/Fire Online Continuing Education in the amount of \$9,624.00. Seconded by Mr. Cavener. All voted yea. Motion carried. (See Referral File.)

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Administrator White said that she and Deputy Chief Wright toured the new Violet Township Fire Station on June 29, 2018. She said she was very impressed with their “outside-the-box” design.

**MECC:**

Assistant Chief Dunlevy requested funds be appropriated in the amount of \$120,000 into the shared IT account 2901-330-459000.

**RES143-18 Approve the appropriation of funds in the amount of \$120,000 into the shared IT account 2901-330-459000.**

Mr. Angelou moved to approve the appropriation of funds in the amount of \$120,000 into the shared IT account 2901-330-459000. Seconded by Mr. Cavener. All voted yea. Motion carried. (See Referral File.)

**IT:** No report.

Administrator White reviewed the estimated 2019 Budget and requested its approval.

**RES144-18 Approve the estimated 2019 Budget.**

Mr. Angelou moved to approve the estimated 2019 Budget. Seconded by Mr. Cavener. All voted yea. Motion carried. (See Referral File.)

**VISITORS COMMENTS:** None

There being no further business, Mr. Angelou moved to adjourn. Seconded by Mr. Cavener. All voted yea. Motion carried. 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