

RECORD OF PROCEEDINGS

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

Held

July 16,

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:

Fred Kauser	Fire Chief
William Price	Police Chief
Becky Kadel	HR Director
Melissa Rapp	Public Information Officer
DJ Tharp	Service Director
Rick Duff	Assistant to the Fiscal Officer

Also, in attendance was Mr. Curtis Dickess, a Mifflin Township intern.

Res. 119-19 Approve the Meeting Minutes of July 1, 2019.

Mr. Cavener moved to approve the Meeting Minutes of July 1, 2019. Mr. Angelou seconded. Chair Stewart abstained as she was not at the meeting. Mr. Cavener and Mr. Angelou voted yea. Motion carried.

TRUSTEES' COMMENTS:

Mr. Angelou said the Independence Day parade was very nice. He then led the group with the Pledge of Allegiance.

Mr. Cavener congratulated Mifflin Township on the Firehouse Subs grant award.

CORRESPONDENCE:

None

FISCAL OFFICER'S REPORT:

Administrator White said the 2020 Tax Budget has been filed with the Franklin Co. Auditor's Office.

Administrator White said the state auditors will be returning on Monday, July 22nd to wrap up their audit.

TOWNSHIP ADMINISTRATOR'S REPORT:

Administrator White presented a report showing the invoices she has approved between \$2,500.01 and \$5,000. (See Referral File.)

Administrator White also presented a report from the Community Paramedic about needed EMS supplies which she approved. After discussion, the trustees determined EMS supply purchases can be made more frequent, at least monthly, to ensure enough supply is on hand, however, orders over \$5,000 will continue to require trustees' approval. Mr. Cavener stated frequent ordering is preferred over one large order at the beginning of the year as some drugs have a shorter shelf life and could expire before use.

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Administrator White said she and Mr. Angelou attended the bid opening for the renovations at 485 Rocky Fork. Administrator White said a bid was received from a general contractor for all the trades and other bids were received piecemeal for electrical, HVAC and fire suppression.

Administrator White said the bid from the general contractor was much higher than expected. She recommends the bids be put aside and addressed later with ideas to lower the cost, such as combining the renovations needed at 485 Rocky Fork with renovations needed at other stations.

Administrator White said a meeting was held with the architect about Station 132, reviewed a drawing of the station and discussed adding the police station to it. She shared the rendering with the trustees but said a modification will need to be made. Administrator White requested a police levy be placed on the ballot to cover the cost of the police area. One requirement for placing a levy on the ballot is to ask the Franklin County Auditor's office for an estimate of what the millage would generate. She said the deadline to file is August 6, 2019. Chief Kauser said it is expected to require \$1.5M in revenue, requiring possibly 3 mills, approximately \$50 per township resident.

Chair Stewart requested Chief Kauser confirm the roof will not be flat. Chief Kauser said he is hoping to have renderings for review in August showing a combined fire/police station for the November ballot. Administrator White said the Fire Department will cover their portion of the new station with its operating revenue. She said if it does not pass in November, we will try again in May. The trustees requested a back-up plan, if the levy does not pass.

Res. 120-19 Approve Administrator White to Submit a Request to the Franklin County Auditor to determine what a 3 mills Levy will generate in revenue.

Mr. Angelou moved to approve Administrator White to submit a request to the Franklin County Auditor to determine what a 3 mills levy will generate in revenue. Mr. Cavener seconded. All voted yea. Motion carried.

Administrator White said she has been discussing with the attorney the user variance for the Columbus Metropolitan Library Operation Center building. She said we now have the title commitment and the Alta survey. Administrator White said she is hopeful to receive the lease agreement by the end of this week.

Administrator White received notification from Joe Mazzola, Franklin County Public Health Commissioner about their centennial celebration on October 24 at the Creekside Conference and Event Center, 9 a.m. – 3:30 p.m. She said this is a save-the-date request and registration will be communicated later.

HR:

Ms. Kadel presented personnel policy updates for approval.

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Res. 121-19 Approve the personnel policy updates.

Mr. Cavener moved to approve the personnel policy updates. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

PIO:

Ms. Rapp reviewed the Request for Quotation (RFQ) for a new township website and requested questions and changes from the trustees. (See Referral File.) She said she will incorporate previous feedback she received from Chair Stewart and will provide her with an updated RFQ.

Ms. Rapp said she met with Captain Scott Davis this morning to discuss plans for Fire Prevention Week. The event will be Sunday, October 6th, 1 – 4 p.m. Ms. Rapp said this year will have more outreach to senior citizens. She said teaching guides and materials will be provided to the teachers at Gahanna schools.

Ms. Rapp said the intern Curtis Dickess mailed letters about required trash collection service to the property owners who are registered as rental properties. She said the letter distribution was expanded/repurposed to include all property owners within the township to help them understand their responsibilities regarding required trash service.

SERVICE:

Mr. Tharp said Mr. Frank Duff would like to sell his grave back to the township, Lot 87, Section M, Block 4, Grave 8, for the original purchase price of \$1,000.00.

Res. 122-19 Approve the buy back of grave from Mr. Frank Duff, Lot 87, Section M, Block 4, Grave 8, for the original purchase price of \$1,000.00.

Chair Stewart moved to approve the buy back of grave from Mr. Frank Duff, Lot 87, Section M, Block 4, Grave 8, for the original purchase price of \$1,000.00. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Mr. Tharp said Mr. Roger Boggs applied for a sign grant a few months ago which was awarded to us. Mr. Tharp said because of the grant award, new stop signs and hazard signs will be received in the month of August. The trustees thanked Mr. Boggs for his effort in obtaining this award.

Mr. Tharp said 16 foundations have been poured. Mr. Tharp said they will now resume cutting trees again on the roadways.

CODE:

None

POLICE:

Chief Price presented a resignation letter from Officer Don Thomas effective 7/15/2019.

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Res. 123-19 Accept the resignation of Officer Don Thomas effective 7/15/2019.

Chair Stewart moved to accept the resignation of Officer Don Thomas effective 7/15/19. Mr. Cavener seconded. All voted yea. Motion carried.

Chief Price requested the approval to hire Seth Pinney as a part-time police officer at the rate of \$16 per hour. Chief Price said it has not been determined when he would start working.

Res. 124-19 Approve the hiring of Seth Pinney as a part-time police officer at the rate of \$16 per hour.

Mr. Angelou moved to approve the hiring of Seth Pinney as a part-time police officer at the rate of \$16 per hour. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Chair Stewart said Seth Pinney will be in training for about eight months.

Chief Price requested the promotion of Brooklyn Griffith from a part-time police officer to a full-time police officer at a rate of \$20.50 per hour, effective July 28, 2019.

Res. 125-19 Approve the promotion of Brooklyn Griffith to a full-time police officer at a rate of \$20.50 per hour, effective July 28, 2019.

Mr. Cavener moved to approve the promotion of Brooklyn Griffith to a full-time police officer at a rate of \$20.50 per hour, effective July 28, 2019. Mr. Angelou seconded. All voted yea. Motion carried.

FIRE:

Chief Kauser thanked the Service Department for their clean-up of the Carpenter Road property.

Chief Kauser thanked the trustees and staff for their condolences on the loss of his friend John Eisel Jr., Violet Township Director of Operations.

Chief Kauser requested approval to recognize Lt. Mike Cordell for the “Jack L. Stewart Distinguished Firefighter Service Award” for his persistent efforts in obtaining the Firehouse Subs award of approximately \$34,000 for extrication equipment on Rescue 134 that would not have been replaced for about 3 years.

Res. 126-19 Approve to recognize Lt. Mike Cordell for the “Jack L. Stewart Distinguished Firefighter Service Award.”

Mr. Angelou moved to approve the recognize Lt. Mike Cordell for the “Jack L. Stewart Distinguished Firefighter Service Award”. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Chief Kauser said Local 2818 has requested allowing the donation of vacation, holiday, comp time or sick leave time if needed to Firefighter Fey due to his non-work-related serious surgery that may exhaust his accrued time.

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Administrator White pointed out the trustees' packet included a copy of a leave donation resolution, Res. 120-18. Chief Kauser agreed that this request for Firefighter Fey would be based on the past practice also.

Res. 127-19 Approve the members of Local 2818 to donate leave if needed to Firefighter Fey based on past practice.

Chair Stewart moved to approve the members of Local 2818 to donate leave if needed to Firefighter Fey based on past practice. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Chief Kauser requested the approval to renew the annual software agreement with MobileEyes in the amount of \$6,201.00.

Res. 128-19 Approve the renewal of the annual software agreement with MobileEyes in the amount of \$6,201.00.

Mr. Cavener moved to approve the renewal of the annual software agreement with MobileEyes in the amount of \$6,201.00. Chair Stewart seconded. All voted yea. Motion carried. (See Referral File.)

Mr. Cavener said he was concerned for the firefighters across the nation responding to overdoses in which the patient is combative and aggressive, possibly causing harm to the firefighters. Chief Kauser said our firefighters are fortunate as there is always a police presence on the scene. Chief Kauser said we have a great working relationship with Gahanna and Columbus police. Chief Kauser said a Franklin County Fire Chiefs workgroup has been established to study the Narcan dosage policy due to Mr. Cavener's request.

MECC/MECC IT:

No report.

IT:

No report.

There being no further business, Mr. Cavener moved to adjourn. Mr. Angelou 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