

RECORD OF PROCEEDINGS

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

Held **September 18,** **2018**

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

Also present were:

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

RES160-18 Approve the Consent Agenda of Meeting Minutes of August 21, 2018 and the Warrants for October 2018.

Mr. Angelou moved to approve the Consent Agenda of Meeting Minutes of August 21, 2018 and Warrants for October 2018. Mr. Cavener seconded. All voted yea. Motion carried.

TRUSTEES COMMENTS:

Mr. Cavener said that he has officially retired with 31 years of service from the City of Columbus Fire Division, effective September 29, 2018.

CORRESPONDENCE:

Administrator White presented letters (see referral file) related to the following:

Franklin County Economic Development & Planning Department:

- 2593 Ferris Park Drive Tamara K. Kibler
- 2935 Perdue Avenue Keith A. Miller
- 3790 Agler Road 3790 Agler Road LLC
- 2836-2850 Baughman Brand Realty LLC

Franklin Co. Public Health Department:

- 2381 Park Court Donald J. Murphy

TOWNSHIP ADMINISTRATOR'S REPORT:

Regarding the design of the new safety admin building, Administrator White stated she has met with the building architect several times and will be applying to the Gahanna Area Commission on Thursday. After that, approval will be sought for a Re-zoning through the Planning and Zoning department. The preliminary drawings need to be changed. Another meeting with the architect of Moody Nolan will be held to discuss the changes next week.

Administrator White said the soil and environmental testing have been scheduled for the desired parcels, but a Topo and ALTA survey also needs done in the amount of \$7,500. The recommended company is OHM.

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RES161-18 Approve the Topo and ALTA survey by the company OHM in the amount of \$7,500.

Mr. Cavener moved to approve the company OHM to conduct a Topo and ALTA survey in the amount of \$7,500 on the proposed property and that currently owned by Franklin County and the City of Gahanna. Chair Stewart seconded. All voted yea. Motion carried. (See Referral File.)

Administrator White discussed the Rumpke recycling-cart purchase options which she plans to bring to the next Trustees meeting.

Administrator White said the SWACO legal counsel suggested she talk with Jackson and Madison Townships about residents who are delinquent in his/her trash collection. In such cases, Rumpke sends the bill to the entity and they, in turn, place it on the tax duplicate. Administrator White said Mifflin Township has the option to do so. She asked the trustees to consider this for the Mifflin Township residents who are not paying his/her trash bill. Mr. Tharp commented that this may reduce the amount of illegal dumping.

FISCAL OFFICER'S REPORT:

Mr. Spanovich said that he has received the 2019 Official Certificate of Estimated Resources along with the Resolution Accepting the Amounts and Rates. He said these are the funds that are estimated to be received from levies in place as of January 1, 2019. Mr. Spanovich said the estimates may change with any revaluation at the end of the year.

Chair Stewart moved to accept the amounts and rates as determined by the Budget Commission and authorized by the tax levies that were received.

RES 162-18 Approve the 2019 Resolution Accepting the Amounts and Rates as determined by the Budget Commission and authorized by the tax levies that were received.

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

Mr. Duff said that he is continuing to learn and work on the fiscal matters and benefits details that fill up his part-time hours. He said he finds the work interesting and enjoyable.

HR:

Ms. Kadel proposed a change to the compensatory time policy permitting employees who have transferred or promoted from non-exempt to exempt positions to cash out his/her compensatory time balance at the time of the transfer or promotion. The change currently affects DJ Tharp, Brian Dunlevy and Jeff Wright.

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63-18 Approve the compensatory time policy change permitting employees who have transferred or promoted from non-exempt to exempt positions to cash out his/her compensatory time balance at the time of the transfer or promotion.

Mr. Angelou moved to approve the current compensatory time policy permitting employees who have transferred or promoted from non-exempt to exempt positions to cash out his/her compensatory time balance at the time of the transfer or promotion. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File).

Ms. Kadel said a new employment application has been placed on the website considering the applicants' issues attempting to download the previous application.

PIO:

Ms. Rapp reviewed recent media coverage. She said upcoming events include:

- Guns & Hoses event to support GRIN at the Lincoln High School softball field, Sunday, September 30, 4:00 p.m. – 8:00 p.m.
- Fire Prevention Week Open House – October 7, 1 p.m. – 4 p.m., at Fire Station 131, on Rocky Fork Blvd. Ms. Rapp said she will be sending a promotional video via e-mail and posting it on social media, once it is complete.

Ms. Rapp reported that there was discussion on the social media site, "Take Back Gahanna," concerning cemetery regulations.

SERVICE:

Mr. Tharp said he has asked the landscaping crew not to mow until the ground dries out to prevent ruts in the grass.

Mr. Tharp requested retroactive approval for emergency repairs (condensing unit and control panel switch) made to the HVAC unit in the Administration building in the amount of \$2,613.25.

RES164-18 Approve the retroactive emergency repairs made to the HVAC unit in the Administration building in the amount of \$2,613.25.

Chair Stewart moved to approve the retroactive emergency repairs made to the HVAC unit in the Administration building in the amount of \$2,613.25. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Mr. Tharp said a date has been set for the community clean-up; each area will be done in one day, October 24 – 26, 2018, 8:00 a.m. – 2:00 p.m., with dumpsters being removed by 3:00 p.m. A tire clean-up will be held on October 26th at the Police department.

CODE:

Mr. Tharp requested \$2,250.00 for the clean-up of five (5) properties to be placed on the tax duplicate.

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RES165-18 Approve the clean-up (mowing of high grass) of five (5) properties in the amount of \$2,250 to be placed on the tax duplicate.

Mr. Angelou moved to approve the clean-up of five properties in the amount of \$2,250 to be placed on the tax duplicate. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Mr. Tharp said Franklin County has put the Drake Road re-paving project on hold until next year. In the spring, Franklin County will reassess the needed repairs, and he will apply for funding at that time.

POLICE:

Chief Price requested the approval to purchase three (3) bulletproof vests in the amount of \$2,956.14 from Vance Outdoors, Inc.

RES166-18 Approve the purchase of three (3) bulletproof vests in the amount of \$2,956.14 from Vance Outdoors Inc. with the condition that they correct their previous vest order error by providing level 1 vests in place of the level 3 vests that were received.

Chair Stewart moved to approve the purchase of three (3) bulletproof vest in the amount of \$2,956.14 from Vance Outdoors with the condition that they correct their prior vest order error by providing level 1 vests in place of the level 3 vests that were received.

Chair Stewart requested that at the next Trustees meeting, Chief Price report on the outcome of conversation with Vance Outdoors to rectify their incorrect order of vests. If Vance Outdoors does not comply, vests must be ordered elsewhere, perhaps through Franklin County Sheriff's Office or the Columbus Division of Police.

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

Chief Price provided an update on the rooster situation at Ferris Park. Chief Price said the property owner has cooperated by removing the roosters. Chief Price stated that the neighbor, Mr. Richard Locke, 2573 Ferris Park Drive S., is happy with the outcome.

Chief Price said that Pumpkins with Police will take place on October 27th, 12 p.m. – 2:00 p.m.

FIRE:

Fire Consent Agenda

Assistant Chief Dunlevy requested the approval of the consent agenda for the following items in the amount of \$46,561.08:

- Approve Tractor-Drawn Aerial Operator Training in the amount of \$3,000.
- Purchase 3rd Quarter EMS supplies in the amount of \$23,094.08.

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- Purchase replacement Supplied Air Breathing Apparatus Equipment in the amount of \$7,208.00.
- Approve hydrostatic testing of All SCBA Cylinders in the amount of \$3,159.00
- Approve a retroactive repair to Engine 131 (replacing the alternator and repair the voltage system) in the amount of \$4,300.00, and a current repair to Engine 132 (replacing the turbo system) in that amount of \$5,800.00) for a total amount of \$10,100.00. Assistant Chief Dunlevy stated he contacted Chair Stewart for the retroactive emergent repair approval for Engine 131.

RES167-18 Approve the Fire consent agenda in the amount totaling \$46,561.08.

Mr. Cavener moved to approve the Fire consent agenda in the amount totaling \$46,561.08. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

MECC/MECC IT:

Assistant Chief Dunlevy requested the renewal of the Radio IP annual maintenance software in the amount of \$5,670.00.

RES168-18 Approve the renewal of the Radio IP annual maintenance software in the amount of \$5,670.00.

Chair Stewart moved to approve the renewal of the Radio IP annual maintenance software in the amount of \$5,670.00. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Assistant Chief Dunlevy requested the purchase of Storage Craft Software License in the amount of \$11,268.92. This software replaces backup software that is no longer supported. This software automates and ensures that backups are copied and maintained at various storage locations across the MECC and Mifflin Township networks.

Chair Stewart tabled the request for Assistant Chief Dunlevy to verify whether it is proprietary software of Keytel Systems.

Assistant Chief Dunlevy made the following announcements:

1. The Fire Division participated in the First Responders Recognition Program, along with the police and Melissa Rapp. It was a great program and he hopes to grow the program in future years.
2. The new Rescue should arrive next week.
3. Fire Prevention Week Open House is on October 7th, 1:00 p.m. - 4:00 p.m.

IT: No Report

VISITORS COMMENTS:

Mr. Brian Carle, 2884 Northglen Drive, reiterated his interest in rehabilitating houses on Northglen Drive.

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Administrator White said she has been talking with Central Ohio Community Improvement Corporation (COCIC) about what kind of agreement is needed between Mifflin Township and Mr. Carle for him to start the home rehabs. She said is working on this agreement and it must be in place before Mr. Carle commences. She plans to have the agreement ready by the next Trustees meeting.

Chair Stewart said Mr. Carle should keep in touch with Ms. White and thanked him for attending today's meeting.

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

Lynn M. Stewart, Chair

Richard J. Angelou, Vice Chairman

Kevin J. Cavener, Trustee

Joseph F. Spanovich, Fiscal Officer