

# RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

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Held **November 20,** **2018**

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

Also present were:

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

Chair Stewart welcomed visiting students to the meeting. Mr. Angelou provided a brief overview of the township.

## **RES192-18 Approve the Consent Agenda of Meeting Minutes of November 5, 2018 and Warrants for December 2018**

Mr. Angelou moved to approve the Consent Agenda of Meeting Minutes for November 5, 2018 and Warrants for December 2018. Mr. Cavener seconded. All voted yea. Motion carried.

## **TRUSTEES COMMENTS:**

Chair Stewart said for the new year, there will be some changes as to how the three trustees manage the departments. She said she does not want it to be a surprise to anyone. Chair Stewart wished everyone a happy thanksgiving.

Chair Stewart inquired of Ms. Rapp about the turkey distribution. Ms. Rapp said the turkeys will be distributed closer to Christmas and she is working on it.

## **CORRESPONDENCE:**

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

Franklin Co. Economic Development & Planning Department:

2584 N. Ferris Park	Chad Riegel
2329 Lindale Road	Liu Stanislaus TR

Franklin Co. Public Health Department:

2080 Aberdeen Avenue	Bob Perryman
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Mr. Spanovich presented a letter from Cassandra L. Hicks, Ohio Department of Commerce, Licensing Renewal, requesting any objections to the renewal of liquor applications within the township. Being there were none, no action was needed.

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

Mr. Spanovich requested the department heads submit their budget by December 3, 2018.

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

Administrator White presented the evaluations for HR Director Becky Kadel and the Police Chief William Price, as well as a memo from Administrator White. The Trustees accepted the evaluations.

Administrator White said the application for rezoning for the Carpenter Road property, which the township may purchase, was filed last week. Administrator White said it has gone through the review process and hearings should occur on December 4 and 18, 2018. Administrator White said a sign advertising the rezoning application will be printed and our Services Department will erect it.

## **HR:**

No report.

## **PIO:**

Ms. Rapp said the Holiday Lights event took place on Sunday, November 18. Mifflin Township featured Santa Claus and Sparky the fire dog, on the fire truck. Chair Stewart and Mr. Cavener requested that the Trustees be made aware of this event in the future for their possible participation. Ms. Rapp said a video of the event is on the township's website.

## **SERVICE:**

Mr. Tharp requested the purchase of a grave from Alan Matheny, Lot 35, Section F, Grave 2 at the original price of \$195.00.

## **RES193-18 Approve the purchase of a grave from Alan Matheny, Lot 35, Section F, Grave 2 at the original price of \$195.00.**

Ms. Stewart moved to approve the purchase of a grave from Mr. Alan Matheny, Lot 35, Section F, Grave 2 at the original price of \$195.00. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File).

## **CODE:**

No report.

## **POLICE:**

Chief Price presented performance evaluations for Officer Hardway and Lieutenant Phillips. Chief Price requested removing Officer Hardway from one-year probation as he has done exceptionally well. He also requested a pay increase from \$20.50 to \$20.91 per hour, effective 11/18/2018.

Chief Price said Lt. Phillips has also performed exceptionally well. He requested a pay increase for her from \$27.00 to \$27.54 per hour, effective 11/18/2018.

## **RES194-18 Approve the pay increases for Officer Hardway to \$20.91 per hour and Lt. Phillips to \$27.54 per hour, effective 11/18/2018.**

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Mr. Angelou moved to approve the pay increases for Officer Hardway to \$20.91 per hour and Lt. Phillips to \$27.54 per hour, effective 11/18/2018. Seconded by Mr. Cavener. All voted yea. Motion carried. (See Referral File.)

Chief Price said due to Officer Thomas' improved job performance he would like to request Officer Thomas be removed from FTO and placed back on patrol on probation for sixty (60) days rather than ninety (90) days of FTO, effective 11/17/2018 and ending 1/16/2019.

**RES195-18 Approve Officer Thomas be removed from FTO and placed back on patrol and on probation for sixty (60) days, effective 11/17/2018 and ending 1/16/2019.**

Mr. Angelou moved to approve Officer Thomas be removed from FTO and placed back on patrol and on probation for sixty (60) days, effective 11/17/2018 and ending 1/16/2019. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Chief Price presented the updated performance-based pay increases from 2016. He requested the part-time officers' pay increase from \$15 to \$16 per hour.

Chair Stewart asked Administrator White what affect this will have on the police budget. Administrator White said it will minimally affect the budget as it is for part-time officers. She said it may positively impact the retention of police officers.

**RES196-18 Approve the part-time police officers pay rate from \$15 to \$16 per hour.**

Mr. Angelou moved to approve the part-time police officers' pay rate from \$15 to \$16 per hour. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Chief Price presented the proposed budget for 2019.

Chief Price said Live PD, an A&E television series, has been filming in the township. Mifflin Township will be featured on the show over the next year. Chief Price said a recent episode, showed Officer Wolfel.

Chief Price said there has been two drive-by shootings and one homicide, all under investigation.

Chair Stewart said she would like to have an Executive Session after this meeting to discuss the discipline of an employee.

**FIRE:**

Chief Kauser said the property of the Fire Admin Building is awaiting rezoning. Conceptual drawings of the exterior have been reviewed by Ms. White and Ms. Stewart. He expects it will be January, after the rezoning, until there is more to review.

**Fire Consent Agenda**

Chief Kauser requested approval of the **2018 Fitness Challenge Incentive** in the amount of **\$64,000.00**.

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Chief Kauser requested the approval of the **bi-annual Sick Leave Incentive** in the amount of **\$61,400.00.**

Chief Kauser requested the approval of the **4<sup>th</sup> Quarter EMS Supplies** in the amount of **\$20,852.00.**

Chief Kauser requested the approval of the **renewal of the annual fire alarm, sprinkler and suppression systems** in the amount of **\$5,785.25.**

Chief Kauser requested the approval of the **repair to R134 transmission** in the amount of **\$9,800.00.**

Chief Kauser requested the approval of **Ladder 131 Replacement Tires** in the amount of **\$2,542.00.**

**Total**                    **\$164,379.25**

**RES197-18 Approve the Fire Consent Agenda in the amount of \$164,379.25.**

Mr. Cavener moved to approve the Fire Consent Agenda in the amount of \$164,379.25. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

Chief Kauser said Jefferson Township received a grant in 2016 on behalf of the MECC for radio consoles and software located at Gahanna Police and the MEC Center. Chief Kauser said this requested Resolution will transfer the asset from Jefferson Township to Mifflin Township, which will eventually be transferred as a package to the COG.

**RES198-18 Accept Jefferson Township's Resolution #2018-053**

Chair Stewart moved to accept Jefferson Township's Resolution #2018-053. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

**MECC/MECC IT:**

No Report

**IT:**

No Report

**VISITORS COMMENTS:**

None

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At 4:15 p.m., Chair Stewart moved to adjourn into Executive Session to discuss the discipline of an employee. Mr. Angelou seconded. All voted yea. Motion carried.

There being no further business, Mr. Angelou moved to adjourn. Mr. Cavener seconded. All voted yea. Motion carried. Meeting adjourned at 4:30 p.m.

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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