



# MIFFLIN TOWNSHIP BOARD OF TRUSTEES

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Lynn M. Stewart – Chairman

Kevin J. Cavener – Trustee

Richard J. Angelou – Vice-Chairman

Rick Duff – Fiscal Officer

Nancy M. White, Township Administrator

## ORGANIZATIONAL & REGULAR MEETING AGENDA

MONDAY, JANUARY 4, 2021

Township Meeting Hall

9:00 a.m.

In-person and via Microsoft Teams

1. Call Organizational Meeting to Order
2. Prayer and Pledge
3. Roll Call
4. Commence Organizational Meeting
5. Adjourn

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### 1. Call Regular Meeting to Order

### 2. Trustees Comments

### 3. Minutes & Warrants

- December 7, 2020 Meeting Minutes
- December 15, 2020 Meeting Minutes
- January 2021 Warrants

### 4. Correspondence

- Notice of Sheriff's Sale of 2625 Perdue Avenue

### 5. Fiscal Officer's Report

- Resolution to approve Heartland Bank for financing for the new Engine 133 Fire Truck, and to authorize the Fiscal Officer Rick Duff to borrow money, execute notes, execute security documents, negotiate items, and execute on Lines of Credit.
- Resolution to ask the county auditor to advance real estate tax payments. See Attached.

- Resolution to approve paying Software Solutions \$10,503.96 for Annual Software support for our Visual Intelligence accounting software covering 1/1/2021 thru 12/31/2021. See Attached.
- Resolution to request certification from the Auditor's Office to determine the amount a renewal of the Police 2.00 Mill level expiring this year will generate, as well as determining an amount for a replacement of the 2.00 Mill Police levy. The current levy is a 5-year levy in excess of the ten-mill limitation for five years for the police district.
- BWC bonus payments paid for all 2020 and 2021 premiums. Would like to spend excess on any true-up premium invoices in 2021, as well as the 2022 Worker's compensation premiums due in December 2021. Current balance in BWC General Fund account 1000-016-489101 is \$884,378.71 before our expenses for the 12/31/2020 payroll. After payroll, the account should have just over \$500,000.
- Instructions for entering purchase orders and requisitions into VIP, as well as general help FAQ will be emailed out to all Department Heads.

## 6. Township Administrator's Report

- Updates

## 7. Proposed Resolutions – (New Business):

### HR

- CARES Act and the Emergency Paid Sick Leave bank requirement
- 2021 HR Budget

### PIO

- Branding

### SERVICE

- Sell back two graves of Bryan & Vicky Molnar, graves 7 & 8, lot 34, Section M, Block 4, \$700 each, \$1,400 total
- Updates

### CODE

No requests.

### POLICE

- Amend pay scale to include part time increase from \$16/hr. to \$18/hr., effective December 27, 2020 payroll
- Updates

### FIRE DIVISION

- Provisionally appoint two full-time firefighter candidates: Scott Meyer & Jacob Hawkins

### OPERATIONS CENTER

- Ballistic Panels for Dispatchers area, DK Hardware Supply \$11,625.00
- Installation, drywall modifications of ballistic panels, Kean Construction \$23,810.00



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**MIFFLIN DISPATCH (and 911/CAD System Partners)**

No requests.

**MIFFLIN TECHNOLOGY:**

No requests.

**8. Old Business**

**9. Visitors Comments**

**10. Next Meeting**

Tuesday, January 19th at 3:30 p.m.

**11. Adjourn**