

# RECORD OF PROCEEDINGS

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

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Held

**August 5,**

**2019**

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Chair Stewart called the Mifflin Township Board of Trustees meeting to order at 9:00 a.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
Melissa Rapp	Public Information Officer
DJ Tharp	Service Director
Rick Duff	Assistant to the Fiscal Officer

Also, in attendance was Ms. Rosemarie Moses, a township resident.

Absent was Becky Kadel, HR Director, who was on a scheduled vacation.

Chair Stewart presented the Jack L. Stewart Distinguished Service Award to Lieutenant Michael Cordell. Chair Stewart said the award goes to those who have dedication and love for the township, like her deceased husband Jack L. Stewart had.

Chief Kauser said Lt. Cordell is assigned to Rescue 134. Chief Kauser said like Jack Stewart, Lt. Cordell's heart is in the right place with his passion for his job and those he works with. He said Lt. Cordell's service attitude shines through and that he was instrumental in obtaining the Firehouse Sub's grant award of \$33,397.00 to purchase new battery-operated rescue extraction tools.

## **Res. 129-19 Approve the Special Meeting Minutes of July 9, 2019.**

Mr. Cavener moved to approve the Special Meeting Minutes of July 9, 2019. Mr. Angelou seconded. All voted yea. Motion carried.

## **Res. 130-19 Approve the Meeting Minutes of July 16, 2019.**

Mr. Angelou moved to approve the Meeting Minutes of July 16, 2019. Mr. Cavener seconded. All voted yea. Motion carried.

## **Res. 131-19 Approve the Warrants for September 2019.**

Mr. Angelou moved to approve the Warrants for September 2019. Mr. Cavener seconded. All voted yea. Motion carried.

## **TRUSTEES' COMMENTS:**

Chair Stewart led a moment of silence for those murdered in the weekend's mass shootings in Dayton and El Paso.

## **CORRESPONDENCE:**

- |                           |                   |
|---------------------------|-------------------|
| ○ 2140 Denune Avenue      | Yusuf A. Ali      |
| ○ 2781 Innis Road, Unit A | Normann Rafizadeh |
| ○ 2781 Innis Road, Unit C | Randy D. Cline    |
| ○ 2781 Innis Road, Unit D | Michael H. Brum   |

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- 2300 Oakland Park Avenue Latasha A. Tucker
- 2540 Johnstown Road John Boykin
- 3039 Perdue Avenue Kareem Ajimi
- 3035 Perdue Avenue JH Elite Properties, LLC
- 2820 Berrell Avenue JRP Properties III, LLC
- 2400 Melrose Avenue Jorge Salazar
- 2140 Denune Avenue Yusuf A. Ali (Prosecution referral)
- 2781 Innis Road, Unit C Randy D. Cline (Prosecution referral)
- 2781 Innis Road, Unit A Normann Rafizadeh (Prosecution referral)

Administrator White said the township received a notice from the Ohio Division of Liquor Control informing the trustees of a request for a new liquor permit from Gordons Gourmet LLC at 2820 Johnston Road. (See Referral File.) She said Chief Price was notified of this also. There were no objections from the trustees and a hearing was not requested.

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

No report.

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

Administrator White said she has received two requests to use the meeting hall: Gahanna Convention & Visitors Bureau for an herbal craft class on Saturday, December 14, 2019 from 2 pm – 5 pm; and Franklin Co. Engineer's Office for a public meeting about the bridge rehabilitation on Agler Road over Alum Creek during the weeks of August 19<sup>th</sup> or August 26<sup>th</sup>, 2019, 4:30 p.m. – 7:30 p.m. (See Referral File.)

Chair Stewart said the meeting hall will be taking on new uses; it is important that a rental policy be established. She said requests for weekend use pose an overtime pay issue as township personnel would be needed to open and close the building.

The trustees approved the request from the Franklin County Engineer's Office as that meeting affects the residents of the unincorporated areas of township.

Chair Stewart requested the trustees decline the request from the Gahanna Convention & Visitors Bureau due to the event being on a Saturday and the township currently not having a rental policy in place. Chair Stewart requested Administrator White provide meeting hall rental guidelines for review at the next trustees meeting. Mr. Angelou said he would like the service department's input on the guidelines as they will be involved in the set up and clean-up of the meeting hall.

Administrator White said discussions have occurred about replacing Station 132 and placing a levy on the ballot for the construction and payment of bond for the police portion of the building. Administrator White shared copies of what was sent to the auditor's office and their response showing the millage that would be generated by the tax levy. (See Referral File.)

Administrator White requested the approval of an amended resolution declaring intent to proceed with the election on the question of a 3.0 mill tax in excess of the ten-mill limitation

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for a continuing period of time. Administrator White then requested a modification to the resolution language to state the time period as “thirty (30) years” rather than “for a continuing period of time” to match the bond period. Administrator White said the tax levy will generate approximately \$100,000 per year.

**Res. 132-19 Approve the amended resolution declaring intent to proceed with the election on the question of a 3.0 mill tax in excess of the ten-mill limitation for thirty (30) years.**

Mr. Angelou moved to approve the amended resolution declaring intent to proceed with the election on the question of a 3.0 mill tax in excess of the ten-mill limitation for thirty (30) years. Mr. Cavener seconded. All voted yea. Motion carried.

Administrator White requested an Executive Session at approximately 10:00 a.m. to meet with the attorney to discuss the township-owned properties in the unincorporated area of the township as it relates to how to handle and/or dispose of the properties.

Administrator White said Chief Kauser, Mr. Tharp and she toured the Columbus Metropolitan Library Operation Center again and reviewed a floor plan. She said a proposed lease agreement was reviewed with the attorney; corrections were made and provided to the trustees for review. Once the corrections are reviewed again by the attorney, she said it will be brought before the trustees for approval and then sent to the library for review. She said she would like to keep the agreement process moving.

Administrator White said she has also received paperwork from the attorney to apply for the user variance for the building. She said she is awaiting the library’s signature on the paperwork.

Chief Kauser said Gahanna City Council will meet tonight and Police Chief Spence will present a resolution to publicly obtain council approval to work together to relocate their dispatch center to the Library Operations Center.

**HR:**

Although Ms. Becky Kadel, HR Director, is on vacation, Administrator White said Ms. Kadel has been meeting at each fire stations with personnel to discuss the workers’ compensation process, including reporting the injury and completion of the injury packet. Administrator White said she attended a few of the sessions and listened to the questions raised. It was emphasized that the employee has the choice of doctors for treatment. She said the employee and doctor need to ensure the diagnosis is correct. She said the claim then goes to CareWorks for review. She said some delay may be caused by the doctor not giving complete information. CareWorks then sends the claim to the Bureau of Workers’ Compensation (BWC). BWC’s review can take up to 45-days or longer if more information must be obtained from the doctor(s). She said it is important the employee’s Report of Injury (ROI) be turned into the employee’s department head and/or HR Office immediately to certify the work injury did occur enabling the claim to move forward. She said the Service Department, Police Department and MECC will receive the training on this as well.

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Administrator White said it is important to communicate during these sessions that an injury must be reported regardless if a claim is filed at that time. She said if issues arise from the injury months later, the township will have record of the injury. The ROI must be made within 24 hours of the injury.

## **PIO:**

Ms. Rapp said she attended MORPC's training on social media for government agencies. She said she learned of tools for measuring social media posts and engagement.

Ms. Rapp said we have had some issues with the township website in which Revise, the website hosting service, moved the website to a new server. She said there were issues with security implementation, but it has since been resolved.

Ms. Rapp said the Fire Department will play the Gahanna Police in a softball game on Sunday, September 29 at 4:30 pm at Academy Park. She said to contact her if interested in purchasing a t-shirt.

## **SERVICE:**

No report.

## **CODE:**

Mr. Tharp requested the approval to bill for clean-up (high grass and trash removal) on six (6) properties in the amount of \$300 each. (See Referral File.) The properties are:

- |   |          |
|---|----------|
| 1. 3703 Genessee (high grass)               | \$300.00 |
| 2. 2307 Agler Rd. (high grass)              | \$300.00 |
| 3. 2287 Agler Rd. (high grass)              | \$300.00 |
| 4. 2281 Eddystone (high grass)              | \$300.00 |
| 5. 2154 Minnesota (high grass and trash)    | \$300.00 |
| 6. Parcel #190-00778 (high grass and trash) | \$300.00 |

Mr. Tharp clarified that certified notices are sent first to the property owners. If action is not taken by the property owner, their taxes will be assessed for the clean-up, Mr. Tharp said.

## **Res. 133-19 Approve to bill for clean-up of six (6) properties in the amount of \$300 each.**

Mr. Cavener moved to approve the billing for clean-up of six (6) properties in the amount of \$300 each. Chair Stewart seconded. All voted yea. Motion carried.

## **POLICE:**

Chief Price said the two new cruisers have been delivered and he is awaiting the equipment to arrive for installation.

Chief Price said there are two part-time police officer hires pending.

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### **FIRE:**

Chief Kauser said he has been working with Ms. Becky Kadel, HR Director, on ways to get injured workers back to work sooner as it relates to workers' compensation claims.

Chief Kauser said the new Engine 132 is expected to be delivered at the end of August. Fire Prevention Week is October 6<sup>th</sup> – 12<sup>th</sup> with the Open House on October 6<sup>th</sup>; and the Creepside Fest is October 19<sup>th</sup>, on Mill Street.

Chief Kauser requested approval to purchase 3<sup>rd</sup> quarter EMS supplies from Bound Tree Medical, LLC in the amount of \$17,139.71.

### **Res. 134-19 Approve the purchase of 3<sup>rd</sup> quarter EMS supplies from Bound Tree Medical, LLC in the amount of \$17,139.71.**

Chair Stewart moved to approve the purchase of 3<sup>rd</sup> quarter EMS supplies from Bound Tree Medical LLC in the amount of \$17,139.71. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

### **MECC/MECC IT:**

Chief Kauser requested the approval to renew the Radio IP Software Agreement in the amount of \$6,013.49. Chief Kauser said this is a shared expense with the MECC Dispatch partners and Licking County 911.

### **Res. 135-19 Approve the renewal of the Radio IP Software Agreement in the amount of \$6,013.49.**

Chair Stewart moved to approve the renewal of the Radio IP Software Agreement in the amount of \$6,013.49. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

Administrator White said she received an acknowledgment letter from the charity Box 15 for the township's donation to the memoriam of Mr. John Eisel, Jr., Violet Township's former Fire Chief and Director of Operations. (See Referral File.)

Administrator White provided the trustees with a list of expenditures between \$2,500.01 and \$5,000 that she has approved.

Administrator White said that on August 12, 2019 at 9:00 a.m., the first hearing for the \$5 Motor Vehicle Registration tax will take place in the meeting hall. She said the second hearing will occur on August 20, 2019 at 3:30 p.m., during the trustees meeting.

Julie Donnan, attorney from Brosius, Johnson & Griggs, arrived for the Executive Session.

### **Res. 136-19 Recess into executive session pursuant to ORC 121.22(G)(2) to consider the sale of unneeded, obsolete, or unfit-for use property in accordance with Section 505.10 of the Revised Code.**

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Mr. Angelou moved to recess into executive session pursuant to ORC 121.22(G)(2) to consider the sale of unneeded, obsolete, or unfit-for use property in accordance with Section 505.10 of the Revised Code. Mr. Cavener seconded. All voted yea. Motion carried.

At 10:52 a.m., the trustees came out of executive session.

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