

# RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

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Held

October 20,

2020

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Vice Chairman Richard Angelou called the meeting of the Mifflin Township Board of Trustees to order via an advertised conference call at 3:30 p.m. on Tuesday, October 20, 2020 with Trustee Kevin Cavener, Township Administrator Nancy White, Fiscal Officer Rick Duff, Fire Chief Fred Kauser, Acting Police Chief Phillips, HR Director Becky Kadel, Public Information Officer Melissa Rapp, and Service Director Roger Boggs attending in-person. IT Director Main could not attend due to a work-related emergency. Chair Stewart was absent due to a scheduled vacation.

Mr. Angelou requested a motion to approve the meeting minutes of October 5, 2020.

**Res. 186-20 Approve the Meeting Minutes of October 5, 2020.**

Mr. Cavener moved to approve the meeting minutes of October 5, 2020. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Angelou requested a motion to approve the special meeting minutes of October 13, 2020.

**Res. 187-20 Approve the special meeting minutes of October 13, 2020.**

Mr. Cavener moved to approve the special meeting minutes of October 13, 2020. Mr. Angelou seconded. All voted yea Motion carried.

**TRUSTEES COMMENTS:**

Mr. Angelou and Mr. Cavener reminded everyone to vote.

**CORRESPONDENCE:**

None

**FISCAL OFFICER'S REPORT:**

Fiscal Officer Duff requested the adoption of the Fifth Third Account Resolutions Certificate for Treasury Management. He said this certifies who is authorized on the bank accounts.

**Res. 188-20 Adopt the Fifth Third Account Resolutions Certificate for Treasury Management.**

Mr. Angelou moved to adopt the Fifth Third Account Resolutions Certificate for Treasury Management. Mr. Cavener seconded. All voted yea. Motion carried.

**TOWNSHIP ADMINISTRATOR'S REPORT:**

Township Administrator White said on September 11<sup>th</sup>, the trustees approved spending \$66,000 for office furniture with Continental Office Supply. She said we have since made some changes in the furniture and the total bill will be \$69,256.08. Ms. White requested the appropriation be increased up to \$70,000 for the purchase of the furniture for both Township Admin Suite and the Fire Suite.

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**Res. 189-20 Amend Resolution 145-20 to the increased amount up to \$70,000 for furniture for the Township Admin Suite and the Fire Suite.**

Mr. Angelou moved to amend Resolution 145-20 to the increased amount up to \$70,000 for furniture for the Township Admin Suite and the Fire Suite. Mr. Cavener seconded. All voted yea. Motion carried.

Mr. Kauser said both Suites will be ready for the furniture upon arrival in approximately 3 – 4 weeks. He said the painting is complete and a lot of good progress has been made.

Ms. White said there is Sunshine Law training this Friday, 10 am – 1:15 pm, and on November 19<sup>th</sup>, 9 – 12:15 pm. She said Mr. Cavener and Mrs. Stewart are required to take the training this year. She said the 3-hour training is available online. Mr. Cavener requested to take the training on Friday.

**HUMAN RESOURCES:**

Ms. Kadel said she did not have any requests today. She provided a status update on the Benefits Advisor Pro. She has had two more meetings to go over the set-up information. She has been told that it is still on track for being ready for Open Enrollment.

She said candidate Brian Dietz did not accept the job offer of part-time MECC Dispatcher as too much time had passed, and circumstances changed.

**PUBLIC INFORMATION OFFICER:**

Ms. Rapp said she has seen an uptick of inquiries on the website; 17 general questions and reports of code violations; three applications for employment; and a couple dozen requests for information via the new website “Contact Us” page.

Ms. Rapp said the events calendar on the website lists the upcoming meetings throughout the calendar year, including the remote dial-in information in the summary.

**SERVICE:**

Mr. Boggs said Drake Road is almost complete. He said the Fall Clean Ups are underway and work continues on the Sign project and patching the roads throughout the township.

**GUEST SPEAKERS:**

Mr. Boggs introduced virtually connected guest speakers Dave Reutter and Nathan Ralph of Franklin County Soil and Water Conservation. Mr. Reutter reviewed how to sign-up for weekly training sessions. He said it is Stormwater Awareness Week. Mr. Ralph reminded everyone to report any potential water pollution/storm water violations to his office.

**CODE:**

Mr. Boggs said Code Enforcement is still actively tagging properties. He said he was contacted by the Franklin County Environmental Courts about 2381 Park Court. He said clean-up of that property will take place on October 29<sup>th</sup>. He said the property owner, Mr.

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Murphy has been in and out of the court system for hoarding. He said the county is bringing in a crew of community service workers to clean up the backyard. He said the service department will be working with them to provide two dump trucks and will haul trash to one of the township's dumpsters. He said the township will help the Franklin County Environmental Court at no charge, which is doing the service. Mr. Boggs said the grass will be mowed after the clean-up.

### **POLICE:**

Acting Chief Phillips requested to declare as surplus the listed factory parts from the newly acquired 2020 Dodge Durango; the value exceeds \$500. She said she would like to place the items on GovDeals.com.

Acting Chief Phillips said in the future she will be bringing additional items to surplus as she is finding more items.

### **Res. 190-20 Declare listed factory parts from the newly acquired 2020 Dodge Durango as surplus as the value exceeds \$500.**

Mr. Cavener moved to declare as surplus the listed factory parts from the newly acquired 2020 Dodge Durango as the value exceeds \$500. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

Acting Chief Phillips said out of an abundance of caution for the police officers and the township, it has been decided not to distribute candy on Trick or Treat, October 29<sup>th</sup>. She said the officers will increase their patrols that night.

Acting Chief Phillips said the male officers have asked to participate in No-shave November, in which they will make donations to OSU James Cancer in lieu of shaving. She said by donating, the officers will not have to shave for the months of November and December. She said the officers understand that they must keep their facial hair neat and trimmed.

Acting Chief Phillips said the Gahanna-Jefferson teachers peacefully protested in Leonard Park. She said officers were dispatched for a couple parking complaints, but once the residents realized what the protest was for, they were very supportive.

Acting Chief Phillips reported on a homicide of a 15-year-old male that occurred on October 8<sup>th</sup> at Loretta Avenue and Hudson Avenue.

Fiscal Officer Duff said as a follow-up to a question from October 5<sup>th</sup> trustees meeting, he researched whether the police budget can support requested raises. He said there are funds available. He said at the next meeting he will request to recertify funds that haven't yet been certified by the county and then appropriate the funds. He said the funds total approximately \$123,000 and does not affect the two new cruisers whatsoever. Mr. Cavener requested discretion about discussing possible pay raises until it is voted on at the next meeting, November 2<sup>nd</sup>, as not to get the officers' hopes up.

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Acting Chief Phillips said they will not be participating in the Drug Take-Back Day this weekend but will do so in the Spring.

Acting Chief Phillips said she is seeing a steady increase in traffic violators; since October 1<sup>st</sup> there were three OVI arrests which is a lot for the small jurisdiction. Mr. Cavener said the officers are doing their jobs protecting the residents.

Acting Chief Phillips said there will be a police presence on the new Drake Road.

Fiscal Officer Duff reminded the trustees of the police levy that was enacted in 1996 will be expiring in 2021; a five-year renewable levy for 2 mills. He said he would need to file for the renewal in February.

## **FIRE DIVISION:**

Chief Kauser withdrew the fourth bullet point from the agenda, "Amend Fire Appropriations in the amount of \$500,000 for three real estate purchases and to deposit \$10,000 of these funds with Landsel Title Agency" in order to meet with the Township Administrator and Fiscal Officer to sort out the appropriations in his current budget.

Chief Kauser said there are two active firefighters that are also in the military. He said Mr. Fagan is an MP and was activated a couple of times outside of his normal guard duties this year, due to COVID19 and civil unrest. Chief Kauser requested to extend Firefighter Steve Fagen's Military Leave Time.

Mr. Angelou said as we are in uncertain time, he would like the record to show that these requests are handled on a case-by-case basis. Mr. Angelou said the request is justified, but this will not be standard policy.

## **Res. 191-20 Extend Firefighter Steve Fagen's Military Leave Time**

Mr. Angelou moved to approve the extension of Firefighter Steve Fagen's Military Leave Time. Mr. Cavener seconded. All voted yea. Motion carried. (See Referral File.)

Chief Kauser said Firefighter Matt Crotty is on a military medical unit. He does not feel his deployment is eminent, but it is possible. This is a precautionary request.

Chief Kauser requested to extend Firefighter Matt Crotty's Military Leave Time. Mr. Angelou again stated the request is justified, but this will not be standard policy.

## **Res. 192-20 Extend Firefighter Matt Crotty's Military Leave Time**

Mr. Cavener moved to approve the extension of Firefighter Matt Crotty's Military Leave Time. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

Chief Kauser requested the purchase of two replacement thermal imagers used from All-American Fire Equipment, Inc. in the amount of \$10,090.00. He said the cameras get

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used on a weekly basis. They were due for replacement a couple years ago but were overhauled getting a couple more years of useful life out of them. He said at this point, they need replaced. Mr. Kauser said the old ones will be traded in.

**Res. 193-20 Approve the purchase of two replacement Thermal Imagers from All-American Fire Equipment, Inc. in the amount of \$10,090.00.**

Mr. Cavener moved to approve the purchase of two replacement Thermal Imagers from All-American Fire Equipment, Inc. in the amount of \$10,090.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File.)

**OPERATIONS CENTER:**

Chief Kauser requested to purchase and maintain an Ionization Sterilization System to the HVAC air handling system. He said it is an effective process for airborne pathogen control; better than a HEPA filter as it strains the system. The Columbus Library System has agreed to share half of the total cost equating to \$12,987.00 each for a total purchase amount of \$25,954.00. He requested the Township's portion of the invoice be funded from Care Act funds. He said he is asking for the township to appropriate the full amount; the township will be reimbursed from the Columbus Library System upon invoicing.

**Res. 194-20 Approve the purchase of an Ionization Sterilization System from Speer Mechanical for the total amount of \$25,954.00, to be reimbursed by the Columbus Library System for its half of the amount of \$12,987.00.**

Mr. Cavener moved to approve the purchase of an Ionization Sterilization System from Speer Mechanical for the total amount of \$25,954.00, to be reimbursed by the Columbus Library System for its half of the amount of \$12,987.00. Mr. Angelou seconded. All voted yea. (See Referral File.)

Chief Kauser provided updates. He said two houses were burned on Armuth Avenue for training on active interior firefighting. He said good progress is being made at the Operations Center and the trustees should stop by and look it over. Chief Kauser said security cameras and entry system will be installed soon. He said physical security protocols and policies will be done over the next 3 - 4 weeks. The committee did final interviews with the Construction Manager at Risk (CMR) finalist firms and expects the committee to have a formal recommendation to the trustees as early as the next Trustees meeting, allowing to kick-off Phase II.

**MIFFLIN DISPATCH:**

No requests.

**MIFFLIN TECHNOLOGY:**

No requests.

**OLD BUSINESS:**

None.

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**VISITORS COMMENTS:**

None.

Mr. Angelou announced that the next meeting is Monday, November 2<sup>nd</sup> at 9:00 a.m.

Mr. Cavener moved to adjourn the meeting. Mr. Angelou seconded. All voted yea.  
Motion carried.

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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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Rick Duff, Fiscal Officer