

RECORD OF PROCEEDINGS

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

Held

July 20,

2021

Vice Chair Kevin Cavener called the Mifflin Township Board of Trustees Meeting to order via an advertised conference call at 3:30 p.m. on Tuesday, July 20, 2021 with Vice Chair Cavener, Trustee Richard Angelou, Fiscal Officer Rick Duff, Township Administrator Nancy White, Assistant Fire Chief Brian Dunlevy, Police Chief Tammy Phillips, Human Resources Director Becky Kadel, Service Director Roger Boggs, PIO Melissa Rapp, IT Director Craig Main and Assistant Fiscal Officer Rebecca Rousseau attending in-person. Chair Lynn Stewart and Fire Chief Fred Kauser were on excused absences.

Vice Chair Cavener lead the Pledge of Allegiance.

TRUSTEES COMMENTS:

Mr. Angelou said he is very impressed with the progress of the MEC Center and looking forward to the grand opening event in the future.

MINUTES:

Res. 154-21 Approve the July 7, 2021, Meeting Minutes

Mr. Angelou moved to approve the July 7, 2021, Meeting Minutes. Mr. Cavener seconded. All voted yea. Motion carried.

CORRESPONDENCE:

Administrator White presented a request for the transfer of a liquor license at 2830 Johnstown Road from the Centerfold Club to 2828 Johnstown Road LLC dba Bucks Platinum. She said the Fire Prevention Bureau has no outstanding violations. Chief Phillips said she would research if runs have been made to the establishment and will contact Administrator with her findings. It was determined there was no objection at this time.

FISCAL OFFICER'S REPORT:

Fiscal Officer Duff said the tax budget has been filed with the county.

Fiscal Officer Duff requested a resolution to transfer the general funds portion of TIF proceeds that were applied to the Division of Fire since 2011, amounting to \$56,613.54 to be reduced from the original \$231,739.79 interest transfer.

Res. 155-21 Approve the transfer of the general funds portion of TIF proceeds that were applied to the Division of Fire amounting to \$56,613.54 to be reduced from the original \$231,739.79 interest transfer.

Mr. Cavener moved to approve the transfer of the general funds portion of TIF proceeds that were applied to the Division of Fire amounting to \$56,613.54 to be reduced from the original \$231,739.79 interest transfer. Mr. Angelou seconded. All voted yea. Motion carried.

Fiscal Officer Duff requested a resolution for the Fire interest money (net \$175,126.25) to be used to fund 1000 Ops Building accounts, instead of original transfer to Fire Transfers In (2191-105-493100).

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

July 20,

2021

Res. 156-21 Approve the Fire interest money (net \$175,126.25) to be used to fund 1000 Ops Building accounts, instead of original transfer to Fire Transfers In (2191-105-493100).

Mr. Angelou moved to approve the Fire interest money (net \$175,126.25) to be used to fund 1000 Ops Building accounts, instead of original transfer to Fire Transfers In (2191-105-493100). Mr. Cavener seconded. All voted yea. Motion carried.

Fiscal Officer Duff said there is 2.34 mills of available inside millage (approximately \$30,000 - \$50,000) for roads in the unincorporated areas of the township. He said the trustees' motion at the last meeting was sufficient to move it along to the county budget meeting which will be heard at the end of August. He said if approved it will take effect next year.

Fiscal Officer Duff requested to table the request for an Executive Session until the next meeting when Chair Stewart is present. He reminded the trustees that the nominating petitions and any local issues are due to the Franklin Co. Board of Elections by August 4th.

TOWNSHIP ADMINISTRATOR'S REPORT:

Administrator White said Rumpke was the only bidder for the solid waste, recycling, and yard waste collection in the unincorporated area. She said Mifflin Township is a member of Consortium #1; the contract with Rumpke expires at the end of this year. Rumpke was the only bidder for the unincorporated area. The new contract will run from January 1, 2022, through December 31, 2024. She said the rates have increased. Residents ages 60 and older and head of household may receive a discount of either 10% or \$1.50, whichever is the greater off the residential unit charge. She said the residents will be notified by Rumpke of this. In the City of Gahanna, Rumpke got the recycling contract and Local Waste got the trash collection contract. The trustees decided to table the resolution to approve the Rumpke contract until a future meeting where all three trustees are present.

Administrator White said annexations were discussed at the last meeting. She said she contacted Franklin County Economic Development and Planning and responded with the document attached to her memo (See Referral File.)

Administrator White said she was contacted by the Franklin Co. Drainage Engineer informing her of a meeting with the Franklin Co. Commissioners about the American Rescue Plan funds and how the funds should be spent. She agreed to speak at the meeting and expressed the needs of the township. Franklin Co. Engineer Cornell Robertson spoke also. He provided his testimony in which he stated that the money is needed for infrastructure, particularly drainage improvement projects, including Leonard Park and the Genessee Avenue project.

Administrator White said she recently had a Land Bank Property Acquisition Request for 2116 Myrtle Avenue (a two-lot vacant property). Administrator White said the township has been mowing and paying the property taxes for 2116 Myrtle Avenue since 2016. The applicant, Ms. Nodjia Bennett, who lives at an adjoining property, would like the vacant

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

July 20,

2021

property free-of-charge. She said Ms. Bennett has plans to clean up property, landscape and add a vegetable garden. Ms. Bennett also has agreed to maintain ownership of the property for a minimum of five years. Administrator White said that in the past, three lots with homes were sold for the value of the properties. Mr. Cavener requested Administrator White contact COCIC for guidance as he said he realizes any trustees' action will most likely set a precedent. He said this matter will be considered at a future meeting.

Administrator White said a company has purchased property at 5875 Taylor Road, .48 acres. To build on the property, two parcels would need to be combined into one parcel. The surrounding parcels are in the City of Gahanna (Gahanna, Jefferson Township), but this property is in Gahanna, Mifflin Township. She is awaiting information from the Franklin Co. Prosecutor's Office as to how to proceed and will provide more information at a future meeting.

Administrator White said she registered the township for the American Rescue Plan grant opportunity of \$272,000 over the next two years.

HUMAN RESOURCES:

Ms. Kadel said she has no requests today, only a couple updates: 1) She is working on the final four job descriptions and will continue moving forward on the performance review measures and process update. 2) She is working on a 2-to-3-year benefits plan design. She said that in early August she will be meeting with Jon Hastings, Assured Partners, to discuss. She said she was expecting a claims activity update from him later today. The trustees agreed that if the activity data is in line with expectations, Ms. Kadel can report the information to them at the next meeting. Mr. Hastings' attendance is not needed.

PIO:

Ms. Rapp provided the following updates:

Media and Digital Communications

Ms. Rapp said she has launched the Compliments & Complaints page on the website, as well as developed a news article about it for the home page.

Resident Outreach

Ms. Rapp said a recent call to the township was an opportunity to post a reminder to residents about spoofing. She said the term spoofing refers to when scammers use a fake ID to trick you into thinking the call is from someone you know or trust. In our case, the call to this resident appeared to come from our office. She said she provided an explanation and reminder about not trusting your caller ID but use your judgment if someone asks for private information. She said she linked to an article from the Federal Trade Commission with tips on spoofing and how to protect themselves.

Ms. Rapp said for the residents who were unable to participate in the RecycleRight webinar which was held last week for Gahanna, Mifflin, and Clinton Township residents, she shared the recorded webinar link on social media and our website. She said she has been posting a

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

July 20,

2021

series of messages on social media from both the Franklin Soil and Water Conservation (their summer promotions) as well as reminders about various code violation issues from our Service Department, such as high weeds and wrapping upholstered furniture before setting out for trash pickup.

Upcoming Events

Ms. Rapp said there will be a demonstration of equipment and the new joint MECC/Gahanna Police dispatching center next Monday, July 26 at 5:30 p.m. for members of the NENA 2021 (911 Association) attendees.

SERVICE:

Mr. Boggs said he was contacted by Mr. Jim Jewell, Chief Deputy of Operations, Franklin Co. Engineer's Office, to say he was unable to attend today's meeting to speak about the Earl Avenue project due to another important meeting he had to attend. Mr. Jewell provided an estimate of \$22,749.47 for the drainage project, although Mr. Boggs said he expects the cost to be lower than that. Mr. Boggs said ultimately this is a project that must be done.

Res. 157-21 Approve the estimate from Franklin Co. Engineer's Office in the amount not to exceed \$22,749.47 for the drainage project on Earl Avenue.

Mr. Cavener moved to approve the estimate from Franklin Co. Engineer's Office in the amount not to exceed \$22,749.47 for the drainage project on Earl Avenue. Mr. Angelou seconded. All voted yea. Motion carried.

Administrator White said she and Mr. Boggs attended a virtual meeting about Leonard Park, along with Matt Brown, Franklin Co. Economic Development & Planning and Curtiss Williams, COCIC, and Kerry Reed, Neighborhood Design Center. This group would like to make a presentation at the next meeting on August 2nd to discuss the direction for the area. After the meeting, she would like to schedule a public meeting with the residents of Leonard Park. The trustees agreed to these arrangements.

Mr. Boggs said he will be meeting with Moody-Nolan and Speer Mechanicals on Thursday, July 29th to examine the HVAC system for a second opinion on the mechanical issues in the building.

Mr. Boggs provided a draft of the Meeting Hall rental policy for review. He said usage is intended for Mifflin Cemetery and Riverside Cemetery services.

CODE ENFORCEMENT:

Mr. Boggs requested approval for code violations to be placed as a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$600 for 2625 Perdue Avenue for excessive trash and debris.

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

July 20,

2021

Res. 158-21 Approve a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$600 for 2625 Perdue Avenue for excessive trash and debris.

Mr. Angelou moved to approve a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$600 for 2625 Perdue Avenue for excessive trash and debris. Mr. Cavener seconded. All voted yea. Motion carried.

There was discussion about the excessive trash situation within the township and the possibility of having trash collection included in the property tax of the residents.

POLICE:

Chief Phillips requested the approval of the annual Lexipol subscription in the amount of \$6,455.00.

Res. 159-21 Approve the annual Lexipol subscription in the amount of \$6,455.00.

Mr. Cavener moved to approve the annual Lexipol subscription in the amount of \$6,455.00. Mr. Angelou seconded. All voted yea. Motion carried.

Administrator White said she will apply for the \$1,000 rebate from OTARMA once this amount is paid.

FIRE DIVISION:

Assistant Chief Dunlevy requested the position of a part-time Facility Director within the Fire Division at a rate of \$38.11/hour and authorization of up to 24 hours per week on average to oversee the OPS building, fire stations, and other township facilities. He said the duties include inventorying the township facilities and creating a task list for facility maintenance programming and dealing with vendors for repairs. He said this request includes authorizing the position for a 12-month trial basis.

Res. 160-21 Approve the part-time Facility Director position at the rate of \$38.11/hour up to 24 hours per week on average on a 12-month trial basis to be reevaluated in August 2022.

Mr. Cavener moved to approve the part-time facility director position at the rate of \$38.11/hour up to 24 hours per week on average on a 12-month trial basis to be reevaluated in August 2022. Mr. Angelou seconded. All voted yea. Motion carried.

Assistant Chief Dunlevy requested the appointment of Mr. Daril “DJ” Tharp as the part-time Facility Director, effective July 25, 2021. He said Mr. Tharp will report to the Fire Chief. This is a one-year appointment to assess the need and to identify the roles and responsibilities required of the position. He said Mr. Tharp will need to undergo the pre-employment background check.

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

July 20,

2021

Res. 161-21 Approve the appointment of Mr. Daril “DJ” Tharp as the part-time Facility Director, effective July 25, 2021, contingent on his passing a background check.

Mr. Angelou moved to approve the appointment of Mr. Daril “DJ” Tharp as the part-time facility director, effective July 25, 2021, contingent on his passing a background check. Mr. Cavener seconded. All voted yea. Motion carried.

Assistant Chief Dunlevy requested to table the next four requests on the agenda: 1. Request to Discontinue Pension Pickup Benefit for Fire Division Staff; 2. Request to discontinue OPERS pension pickup for the Fire Administrative Assistant, Public Safety Technology Director and 911 Dispatchers; 3. Request to discontinue OPFPF pension pickup for the Fire Department members; 4. Request to approve the revised pay schedule for the Fire Division. The trustees agreed that it would be best to table these requests until all trustees are present.

Res. 162-21 Table the four items on the agenda as listed above.

Mr. Angelou moved to table the four items on the agenda as listed above. Mr. Cavener seconded. All voted yea. Motion carried.

Assistant Chief Dunlevy requested approval for the permanent carryover of 50% of vacation hours for all Fire Division Staff. Upon discussion, Mr. Cavener requested this also be tabled for a later date when all trustees are present.

Assistant Chief Dunlevy requested the approval to suspend the requirement that firefighter paramedics possess a paramedic certification upon appointment. He said the applicant pool is dwindling due to the time and expense required. He said he would like applicants that have their level 2 card and preferably be in medic school to have the opportunity to apply. He said parameters will need to be established. The trustees agreed that Assistant Chief Dunlevy should investigate suspending the requirement for a paramedic certification at the time of appointment.

Res. 163-21 Approve the investigation of suspending the requirement of a paramedic certification at time of appointment.

Mr. Cavener moved to approve the investigation of suspending the requirement of a paramedic certification at the time of appointment. Mr. Angelou seconded. All voted yea. Motion carried.

Assistant Chief Dunlevy requested the approval to amend the master lease agreement with the Columbus Metropolitan Library. He said general provisions include building use, parking, dock management, security provisions and other items were not previously contained with the original lease agreement.

Res. 164-21 Approve the amendments to the master Lease Agreement with the Columbus Metropolitan Library.

Mr. Cavener moved to approve the amendments to the master Lease Agreement with the Columbus Metropolitan Library. Mr. Angelou seconded. All voted yea. Motion carried.

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

July 20,

2021

Assistant Chief Dunlevy said in anticipation of the retirements of Captain Steve Welsh and Battalion Chief Jeffrey Wright, he is requesting the promotional appointments of Lt. Matthew Crotty to the rank of Captain, Lt. Anthony Torres to the rank of Captain, and Captain Scott Davis to the rank of Battalion Chief, effective August 8, 2021.

Res. 165-21 Approve the promotional appointments of Lt. Matthew Crotty to the rank of Captain, Lt. Anthony Torres to the rank of Captain, and Captain Scott Davis to the rank of Battalion Chief, effective August 8, 2021.

Mr. Cavener moved to approve the promotional appointments of Lt. Matthew Crotty to the rank of Captain, Lt. Anthony Torres to the rank of Captain, and Captain Scott Davis to the rank of Battalion Chief, effective August 8, 2021. Mr. Angelou seconded. All voted yea. Motion carried.

Assistant Chief Dunlevy requested the approval to purchase 15 sets of structural turnout gear and 35 pairs of structural firefighting boots from Atlantic Emergency Solutions in the amount of \$77,082.00.

Res. 166-21 Approve the purchase of 15 sets of structural turnout gear and 35 pairs of structural firefighting boots from Atlantic Emergency Solutions in the amount of \$77,082.00.

Mr. Cavener moved to approve the purchase of 15 sets of structural turnout gear and 35 pairs of structural firefighting boots from Atlantic Emergency Solutions in the amount of \$77,082.00. Mr. Angelou seconded. All voted yea. Motion carried.

Assistant Chief Dunlevy requested the approval to purchase 6 complete SCBA and 12 spare SCBA cylinders from Atlantic Emergency Solutions in the amount not to exceed \$46,737.66.

Res. 167-21 Approve the purchase of 6 complete SCBA and 12 spare SCBA cylinders from Atlantic Emergency Solutions in the amount not to exceed \$46,737.66.

Mr. Angelou moved to approve the purchase of 6 complete SCBA and 12 spare SCBA cylinders from Atlantic Emergency Solutions in the amount not to exceed \$46,737.66.

Assistant Chief Dunlevy requested the approval to purchase fitness equipment of 3 treadmills for each fire station from G&G Fitness Equipment in the amount of \$13,749.00 and declare surplus replaced fitness equipment to auction.

Res. 168-21 Approve the purchase of fitness equipment of 3 treadmills for each fire station 131, 133, and 134 from G&G Fitness Equipment in the amount of \$13,749.00 and declare surplus replaced fitness equipment to auction.

Mr. Cavener moved to approve the purchase of fitness equipment of 3 treadmills for each fire station from G&G Fitness Equipment in the amount of \$13,749.00 and declare surplus replaced fitness equipment to auction. Mr. Angelou seconded. All voted yea. Motion carried.

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

July 20,

2021

OPS CENTER:

Assistant Chief Dunlevy requested approval for the purchase and installation of 2 pedestal signs for the OPS Center from Sign Vision in the amount not to exceed \$28,773.00. This includes removing and transporting the existing signs to the library warehouse. He said as a correction to the account number, it should be 2281-230-548304.

Res. 169-21 Approve the purchase and installation of 2 pedestal signs for the OPS Center from Sign Vision in the amount not to exceed \$28,773.00.

Mr. Cavener moved to approve purchase and installation of 2 pedestal signs for the OPS Center from Sign Vision in the amount not to exceed \$28,773.00. Mr. Angelou seconded. All voted yea. Motion carried.

MIFFLIN DISPATCH:

Assistant Chief Dunlevy requested an administrative request on behalf of the RCOG to approve the annual Dispatch-Now CAD software maintenance through the period of August 31, 2021, for Mifflin Township Dispatching with Central Square in the amount of \$83,583.56, a shared expense with RCOG and Licking County.

Res. 170-21 Approve the annual Dispatch-Now CAD software maintenance through the period of August 31, 2021, for Mifflin Township Dispatching with Central Square in the amount of \$83,583.56, a shared expense with RCOG and Licking County.

Mr. Cavener moved to approve annual Dispatch-Now CAD software maintenance through the period of August 31, 2021, for Mifflin Township Dispatching with Central Square in the amount of \$83,583.56, a shared expense with RCOG and Licking County. Mr. Angelou seconded. All voted yea. Motion carried.

Assistant Chief Dunlevy said that on July 31st a health day COVID19 clinic will take place at Station 132. This Thursday, July 22nd at 10:30 a.m., in the OPS Center, a survivor coin will be presented by the family of a young cardiac arrest survivor to the medics that were on the medic run.

MIFFLIN TECHNOLOGY:

Mr. Main requested approval to purchase of a Dell PowerEdge Server for the CAD System from Sophisticated System, Inc. in the amount of \$6,010.11.

Res. 171-21 Approve the purchase of a Dell PowerEdge Server for the CAD System from Sophisticated System, Inc. in the amount of \$6,010.11.

Mr. Cavener moved to approve the purchase of a Dell PowerEdge Server for the CAD System from Sophisticated System, Inc. in the amount of \$6,010.11. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Main said this weekend the UPS system for this building is getting replaced. The power to the building will be interrupted all day on Saturday. He said he has communicated this to all entities that will be affected by the outage. Mr. Main provided an update on the need for an Internet service provider for the second connection at the MEC Center. He said it is

RECORD OF PROCEEDINGS

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

Held

July 20,

2021

required to have multiple Internet providers through our 911 software. The current provider recently communicated that it is their company's policy not to handle life-safety data in their systems. This is a setback, he said. Mr. Main said he is working with the City of Gahanna to ensure another provider is found that can manage this facility, along with the WOW data center and the Bexley police department. He said he hopes to splice City fiber optics into this building. He said two separate providers, in two separate physical paths, into this building is necessary for a redundancy perspective.

OLD BUSINESS:

None.

VISITORS COMMENTS:

Ms. Rosemarie Moses, an online visitor, introduced herself.

An in-person visitor at today's meeting, Mr. Kevin Dangle, 956 Cordero Lane, said he is part of a committee with the Ohio History Connection working to honor the history of the Big Walnut Country Club, one of the country's first black country clubs (1927) located at what is now known as Friendship Park. He said Mifflin Township was listed on the articles of incorporation for the country club. He said the committee has been approved for a bronze Ohio historical marker to be installed at Friendship Park. He is seeking Mifflin Township's sponsorship for the plaque, along with a few other community organizations (The Arts Council, Historical Society, Ohio History Connection, Gahanna Parks & Rec Foundation, and the City of Gahanna) in the amount of \$1,200.00. Fiscal Officer Duff confirmed there were funds available to cover this donation. Mr. Dangle said the plaque will be installed along the path to the shelter house with a dedication event either this fall or next spring. Mr. Dangle said he will provide the text that will be on the plaque. He said he appreciates our support.

Res. 172-21 Approve the sponsorship to the Ohio History Connection to honor the history of the Big Walnut Country Club in the amount of \$1,200.00 for a historical marker at Friendship Park.

Mr. Angelou moved to approve the sponsorship to the Ohio History Connection to honor the history of the Big Walnut Country Club in the amount of \$1,200.00 for a historical marker at Friendship Park. Mr. Cavener seconded. All voted yea. Motion carried.

Mr. Cavener announced that the next meeting will be on Monday, August 2, 2021, at 10 a.m.

Mr. Angelou moved to adjourn today's meeting. Mr. Cavener seconded. All voted yea. Motion carried. The meeting adjourned at 5:42 p.m.

Lynn M. Stewart, Chair

Richard J. Angelou, Trustee

Kevin J. Cavener, Vice Chairman

Rick Duff, Fiscal Officer