

RECORD OF PROCEEDINGS

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

Held

August 2,

2021

Chair Lynn Stewart called the Mifflin Township Board of Trustees Meeting to order via an advertised conference call at 10:05 a.m. on Monday, August 2, 2021, with Vice Chair Cavener, Trustee Richard Angelou, Fiscal Officer Rick Duff, Township Administrator Nancy White, Fire Chief Kauser, Human Resources Director Becky Kadel, Service Director Roger Boggs, PIO Melissa Rapp, IT Director Craig Main attending in-person. Police Chief Phillips was absent due to a police matter. Online attendees included Sarah Jonassen, MORPC Intern; Keith Upton, Franklin Co. Sheriff's Office; Melanie Barnette, Administrative Assistant, and an unidentified guest. Chair Stewart led the Pledge of Allegiance.

TRUSTEES COMMENTS:

None

GUEST SPEAKERS:

- Matthew Brown, Planning Administrator, Franklin County Economic Development & Planning
- Jenny Snapp, Assistant Director, Franklin County Economic Development & Planning
- Curtiss Williams, President/CEO, Central Ohio Community Improvement Corporation
- Tonya Miller-Swift, Director of Real Estate Development & Property Management, Central Ohio Community Improvement Corp.
- Kerry Reeds, Neighborhood Design Center

Administrator White introduced the group listed above. She said they have been meeting for approximately two years about Leonard Park, including the new construction and drainage issues in the area. She said today's intent is to provide an update to the trustees. She said the group would like to learn of the trustees' concepts for the area to be on the same page. As a follow-up to today's meeting, the group would also like to have a meeting with the Leonard Park residents to develop a cohesive plan for the community. Mr. Brown provide a PowerPoint presentation overview. (See Referral File.)

MINUTES:

Res. 173-21 Approve the July 20, 2021, Special Meeting Minutes

Mr. Angelou moved to approve the July 20, 2021, Special Meeting Minutes. Mr. Cavener seconded. All voted yea. Motion carried.

Res. 174-21 Approve the July 20, 2021, Meeting Minutes

Mr. Angelou moved to approve the July 20, 2021, Meeting Minutes. Mr. Cavener seconded. All voted yea. Motion carried.

Res. 175-21 Approve the September 2021 Warrants

Mr. Cavener moved to approve the September 2021 Warrants. Mr. Angelou seconded. All voted yea. Motion carried.

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CORRESPONDENCE:

None

FISCAL OFFICER'S REPORT:

Fiscal Officer Duff reminded the trustees that nominating petitions and local issues are due to the Board of Elections on August 4, 2021.

Fiscal Officer Duff requested a resolution to appropriate the American Rescue Plan money totaling \$136,000. He said the money has been certified.

Res. 176-21 Appropriate the American Rescue Plan money

Mr. Cavener moved to appropriate the American Rescue Plan money totaling \$136,000. Chair Stewart seconded. All voted yea. Motion carried.

Fiscal Officer Duff requested to table his request for an Executive Session until a later date.

TOWNSHIP ADMINISTRATOR'S REPORT:

Administrator White said that at the last meeting she provided information on the Rumpke trash collection contract for the unincorporated area of Mifflin Township. She said the prices have increased. She said trash collection has been an ongoing issue with rental properties as it is up to the tenant to obtain trash collection. She said in years past, letters were sent to the landlords or property owners, however it did not do much good. She recommended selecting the largest 95-gallon trash containers to assist in curtailing placement of trash outside of the containers. She shared additional options for consideration to assist with trash collection. Chair Stewart requested Ms. White provide a report as to the number of residents that have trash collection; how many are paying for trash collection; the number of landlords; the number of residents; and the number of delinquencies. Administrator White agreed to do so.

Administrator White requested the authorization and direction to execute all documents necessary to participate in the settlement concerning the State of Ohio's Opioid litigation with distributors AmerisourceBergen, Cardinal Health, and McKesson. She said she did not yet know the amount the township may receive from the settlement as there are stipulations as to how any received money can be spent. Chair Stewart said the opioid epidemic has affected the township as it has in every community; we should be included in the settlement.

Res. 177-21 Authorize and direct the Township Administrator to execute all documents necessary to participate in the settlement concerning the State of Ohio's Opioid litigation with distributors AmerisourceBergen, Cardinal Health, and McKesson.

Chair Stewart moved to authorize and direct the Township Administrator to execute all documents necessary to participate in the settlement concerning the State of Ohio's Opioid litigation with distributors AmerisourceBergen, Cardinal Health, and McKesson. Mr. Cavener seconded. All voted yea. Motion carried.

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HUMAN RESOURCES:

Ms. Kadel reviewed the insurance claims experience report for this plan year. She said the pharmacy amount is 10% less than last year due to utilization of generic prescriptions when available. She said she is cautiously optimistic going into the next plan year.

PIO:

Ms. Rapp provided the following updates:

Media and Digital Communications

- Wrapped up our RecycleRight campaign with SWACO with the webinar and a postcard mailer to the unincorporated area with a magnet including the recyclable items highlighted. She said she will continue to intermittently post messages reminding residents what they can and cannot recycle.
- With it being summer, we've posted several environmental messages have been posted including Franklin Soil & Water summer promotions on available rebates, mosquito spraying and information about disposing of garbage properly. She said she has also added to our website in several places, links to the Ohio Department of Public Safety's Crash Report system hoping it will limit some of the public information requests Chief Phillips receives.
- Reviewing the township's public records policy with the advent of adding forms to our website. She said we are getting many more requests through this manner. She said it is important we research model public policies to enhance the township's considering the numerous requests we are receiving through the website.

Resident Outreach

- This past weekend two events were promoted including a vaccine clinic at Mt. Nebo Church in the unincorporated area and a Drug Take Back location in nearby Westerville for anyone who missed the township's event in the spring.

Upcoming Events

- We are beginning to plan for and create social media posts as well as add upcoming events to the website calendar, such as the Service Department's fall clean up days, Fire Prevention Week Open House, and other events as they are planned.

SERVICE:

Mr. Boggs provided updates. At the next meeting he said he will be making requests to have roads and cemetery work done through the Franklin Co. Engineer's Office.

Mr. Boggs said Steve Buskirk of the Franklin Co. Engineer's Office sent an e-mail to the contractor, Mr. Brengartner of Kenric Fine Homes, in Leonard Park with several items to address. Although Mr. Brengartner responded that he had started working on many of the items on the list, this is untrue, according to Mr. Boggs. Mr. Boggs said services performed by the county will be paid by the bond and the township would be reimbursed.

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Mr. Boggs said that at the next meeting, he will have a request to surface the road in the cemetery again at the advice of the Franklin Co. Engineer's Office. He said this is planned and budgeted. Mr. Boggs said he will also be requesting approval to do berms on Drake Road. He said currently there is puddling. The berms need to be cut down, graveled, tarred, and chipped. Due to lack of equipment, the Franklin Co. Engineer's Office has provided an estimate for the work. He said he will be researching grants to cover the cost.

CODE ENFORCEMENT:

Mr. Boggs said trash is a big issue and there are problems with landlords as repeat offenders of trash violations. He would like to develop a major plan to address this issue. Administrator White said she is concerned this may become more of an issue with the moratorium ending on evictions. Chair Stewart requested Mr. Boggs research whether there is a law to enforce. If so, we will place a tax lien on the properties that violate, she said. Fiscal Officer Duff said the City of Gahanna requires rental registration. He said Franklin County also has rental requirements with the Auditor's Office. Administrator White said she was contacted by a company that handles matters such as rental registration. She said she will reach out to them for more information. Chair Stewart requested Mr. Boggs and Administrator White put together a recommendation either separately or jointly and bring it before the trustees.

Mr. Boggs said the fall clean-up days and annual tire drive have been scheduled. The clean-up days will take place on the first four Fridays in October and the tire drive will occur on the first Friday in November.

POLICE:

None

FIRE DIVISION:

Chief Kauser requested the approval of the retirement of Fire Marshal Steve Welsh, effective August 2, 2021.

Res. 178-21 Approve the retirement of Fire Marshal Steve Welsh, effective August 2, 2021.

Chair Stewart moved to approve the retirement of Fire Marshal Steve Welsh, effective August 2, 2021. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 179-21 Approve the reappointment of Jeff Wright to the position of Deputy Chief.

Chair Stewart moved to reappoint Jeff Wright to the position of Deputy Chief. She said this does not change the classification or pay rate, only his job title. Mr. Cavener and Mr. Angelou both seconded the motion. All voted yea. Motion carried.

Chief Kauser provided updates: The plans for Station 132 are available for review. He is working on the bids for concrete for Stations 131 and 134. He said the mechanicals for the HVAC system are underway. He clarified that at one time it was thought that the system was over pressurizing for some unknown reason. He said he has now learned that the two systems

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were intended for one to be primary and the other as a backup for redundancy purposes. Both systems have been pumping simultaneously because something happened with the mechanical controls causing double the volume and double the pressure as a result. The issue was corrected before the assessment took place. Valves may need to be replaced as they were overworked, the Chief said. All the systems will be examined to ensure they are addressed in the right priorities and within budget. He said the good news is that the core issue has been fixed as it was a programming deficiency. Prior to purchase, it was found that the care and maintenance of the system was outstanding. He said he does not foresee any major replacement needs on the horizon.

Chief Kauser said he is still working on the general fund budget staffing levels. Chair Stewart requested a half-day formal planning meeting on Tuesday, August 17th, at 11:30 a.m., along with the other trustees, Fiscal Officer, and Township Administrator, to discuss it.

Chief Kauser said the Facility Director has been hired and will be getting up to speed over the next few weeks.

Chief Kauser said a meeting is being planned with the Mayor Jadwin and others to begin preliminary discussions for an MOU as more entities share space within the OPS Center. He said the City of Gahanna and the Township will be primary and the RCOG will be secondary. Chief Kauser said there is a rich repository of documents and decisions that can be framed to tell the story of this evolution.

Chief Kauser said the Pelotonia charitable bike event will be coming through the city on Tech Center Dr. with our EMS available as Pelotonia has lost their private ambulance services. He said the township will be reimbursed for any ambulance runs and special duty costs incurred.

Chief Kauser said planning is underway for a smaller-version of the Jazz & Blues Festival, September 17 – 19, 2021. The carnival will not be part of the event this year.

Chief Kauser distributed the Fire Inspection Report.

OPS CENTER:

Chief Kauser said approval has been granted for the occupancy inspection for Phase II as requested by the City of Gahanna. The shower pans will be manufactured for the shower room in a couple weeks. The Gahanna detectives have requested a permanent wall be built to separate the locker room from the corridor that goes to the IT room to control the access to the locker space. Chief Kauser said the exterior window coverings have been replaced and blinds have been ordered. Chief Kauser said the City of Gahanna approved the pedestal sign permit. He will present swatches of the final color at the next meeting.

MIFFLIN DISPATCH:

None.

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MIFFLIN TECHNOLOGY:

IT Director Craig Main requested to declare the old UPS as surplus.

Res. 180-21 Declare the old UPS as surplus.

Mr. Cavener moved to declare the old UPS as surplus. Mr. Angelou seconded. All voted yea. Motion carried.

OLD BUSINESS:

None.

VISITORS COMMENTS:

None.

The trustees presented a Certificate of Recognition to Fire Marshal Stephen Welsh upon his retirement from Mifflin Township after approximately 30 years of service.

Mr. Angelou moved to adjourn today's meeting. Chair Stewart seconded. All voted yea. Motion carried. The meeting adjourned at 12:29 p.m.

Lynn M. Stewart, Chair

Richard J. Angelou, Trustee

Kevin J. Cavener, Vice Chairman

Rick Duff, Fiscal Officer