

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

February 22,

2022

Chair Lynn Stewart called the meeting of the Mifflin Township Board of Trustees to order at 3:30 p.m. on Tuesday, February 22, 2022, with Trustees Richard Angelou and Kevin Cavener, Fiscal Officer Nancy White, Fire Chief Fred Kauser, Service Director Roger Boggs, HR Director Becky Kadel, PIO Melissa Rapp, and IT Director Craig Main present. Accounting/Payroll Assistant Rick Duff attended virtually. Police Chief Briggs was required to address a matter which prevented him from attending today's meeting.

Chair Stewart led the Pledge of Allegiance. Mr. Angelou said a prayer. Fond personal and professional memories of the late Joseph F. Spanovich (former trustee and fiscal officer) were shared by those in attendance at today's meeting. Chair Stewart said it is appropriate to rename and dedicate the Mifflin Township Hall at 155 Olde Ridenour Road to the Joseph F. Spanovich Hall. She said Mr. Spanovich played a huge role in the building of the meeting hall which makes it fitting for this name change. The trustees all agreed that he will never be forgotten.

Res. 58-22 Rename and dedicate the Mifflin Township Hall to the Joseph F. Spanovich Hall.

Chair Stewart moved to rename and dedicate the Mifflin Township Hall to the Joseph F. Spanovich Hall. Mr. Angelou seconded. All voted yea. Motion carried.

Chair Stewart requested Chief Kauser to present his agenda topics first today so that he could be dismissed to attend to an urgent matter.

FIRE DIVISION:

Chief Kauser said there was an overnight drowning which will require him to leave the meeting to join his staff with the search and recovery.

Chief Kauser requested approval of 1st Quarter EMS replacement supplies from Bound Tree in the amount of \$22,265.22.

Res. 59-22 Approve 1st Quarter EMS replacement supplies from Bound Tree in the amount of \$22,265.22.

Mr. Cavener moved to approve 1st Quarter EMS replacement supplies from Bound Tree in the amount of \$22,265.22. Mr. Angelou seconded. All voted yea. Motion carried.

Chief Kauser requested the approval of a retroactive maintenance agreement with Stryker in the amount of \$7,446.67. He said this was on the master list of pre-approved items, however the quote was approximately \$1,300 more than anticipated because a unit that was added last year was missed on the inventory. He said it will be cancelled from the previously approved listing.

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Res. 60-22 Approve the retroactive maintenance agreement with Stryker in the amount of \$7,446.67, with the original approval being cancelled.

Chair Stewart moved to approve the retroactive maintenance agreement with Stryker in the amount of \$7,446.67, with the original approval be cancelled. Mr. Cavener seconded. All voted yea. Motion carried.

Chief Kauser said his next request was previously approved by Chair Stewart for an emergent transmission repair to frontline Medic 133 to Coughlin Ford in the amount of \$7,600.00.

Res.61-22 Approve the retroactive repair of Medic 133 to Coughlin Ford in the amount of \$7,600.00.

Mr. Angelou moved to approve the retroactive repair of Medic 133 to Coughlin Ford in the amount of \$7,600.00. Mr. Cavener seconded. All voted yea. Motion carried.

Chief Kauser requested the acceptance of retirement of firefighter Brian Henestofel, effective March 4, 2022.

Res. 62-22 Accept the retirement of firefighter Brian Henestofel, effective March 4, 2022.

Chair Stewart moved to accept the retirement of firefighter Brian Henestofel, effective March 4, 2022. Mr. Cavener seconded. All voted yea. Motion carried.

Chief Kauser requested the acceptance of retirement of firefighter Pete Rimoldi, effective March 4, 2022.

Res. 63-22 Accept the retirement of firefighter Pete Rimoldi, effective March 4, 2022.

Mr. Cavener moved to accept the retirement of firefighter Pete Rimoldi, effective March 4, 2022. Chair Stewart seconded. All voted yea. Motion carried.

Chief Kauser said a formal retirement ceremony is being planned for six members this Spring. Chief Kauser said at the March 7th trustees meeting the swearing in provisions will occur for five officers that have been promoted. He said two new full-time members are on the payroll and have begun their orientations. He said the next hiring process has become a continuous process and is open again. Applications are being reviewed to fill existing vacancies and expected vacancies in 2022. Chief Kauser was dismissed from the meeting to tend to the recovery efforts.

Chair Stewart requested a motion for the approval of the meeting minutes from February 7, 2022.

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MINUTES:

Res. 64-22 Approve the February 7, 2022, meeting minutes.

Mr. Angelou moved to approve the February 7, 2022, meeting minutes. Mr. Cavener seconded. All voted yea. Motion carried.

CORRESPONDENCE:

Fiscal Officer White said a letter was received from Dayspring Christian Community Development Corporation fulfilling a requirement to notify property owners within a half-mile radius about the upgrading and changes to its properties at Providence Glen Apartments.

FISCAL OFFICER'S REPORT:

Fiscal Officer White said notification was received from the Franklin County Board of Elections pertaining to the wording for the Police replacement levy of 3.0 mills and the additional Fire levy of 2.55 mills.

Fiscal Officer White said the OTARMA renewal is due on March 1, 2022. She pointed out changes pertaining to the fiber security coverage in which there is a \$10,000 deductible in the case of a cyber breach and telecommunications fraud. She said the premium is \$157,953.00 which includes credits for the CDL licensing and verification of employees' driver's license record. A rebate is also expected in the amount of \$4,500.

Res. 65-22 Approve the OTARMA renewal, effective March 1, 2022, in the amount of \$157,953.00.

Chair Stewart moved to approve the OTARMA renewal, effective March 1, 2022, in the amount of \$157,953.00. Mr. Angelou seconded. All voted yea. Motion carried.

Fiscal Officer White said the financing is complete for Station 132 additional building costs as well as phase 3 for the Ops Center. The money has been deposited into the township's bank account.

Fiscal Officer White said she would like to get the permanent appropriations budgets approved at the March 7th trustees meeting, if possible.

Fiscal Officer White said a representative from the Franklin County Engineer's Office will attend the March 7th trustees meeting to discuss the Agler Road bridge closure.

Fiscal Officer White said Acloche has provided a staffing service agreement for temporary staffing in Administration. Legal counsel has reviewed the agreement and had a few changes. Acloche agreed to the changes and revised the agreement which was sent to attorney Marc Fishel for another review. She requested contingent approval of the Acloche Agreement.

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Res. 66-22 Approve the Acloche Agreement upon the approval of attorney Marc Fishel.

Chair Stewart moved to approve the Acloche Agreement upon the approval of attorney Marc Fishel. Mr. Cavener seconded. All voted yea. Motion carried.

There was discussion as to whether the March 15th meeting should be moved to March 22nd. It was decided to keep the original meeting date of Tuesday, March 15th at 3:30 p.m. Fiscal Officer White provided information on the memorial service for the late Joseph F. Spanovich: Saturday, March 5, 12 pm – 2 pm for visitation followed by the memorial service at the Newcomer Funeral Home. She also provided the article about Mr. Spanovich's life and career created by PIO Melissa Rapp. Mr. Angelou said it was a very good article that she wrote.

HUMAN RESOURCES:

Ms. Kadel said Open Enrollment went smoothly with nearly 100% participation. She is working on the final preparations for the new plan year. She said she has been working in the bSwift (Paycor) benefits platform continuing to fine tune it. She said two new firefighters were onboarded along with a new police officer recently. She has been assisting the Fire Division with review of 80 applications and preparing disqualification letters to all but 19 candidates.

PUBLIC INFORMATION OFFICER:

Ms. Rapp said after the passing of former trustee and fiscal officer Joseph Spanovich she wrote a comprehensive and thoughtful article about him and included it on our website. She said the Columbus Dispatch used the information to write an article as well. She said she shared the article with Joe's daughter before posting it and she was very grateful and said it was beautiful. Ms. Rapp said she will include the Columbus Dispatch article in the monthly media packet. Chair Stewart requested Ms. Rapp compose a letter to the Spanovich family announcing the naming of the township hall in Mr. Spanovich's memory. Ms. Rapp agreed to provide a draft for the trustees' review and approval prior to sending the letter.

Ms. Rapp said she has been working with the Fire Division regarding the tragic events from last night. There have been multiple inquiries from media sites. She developed a short press release that was distributed this morning on the incident. She said she will continue to work with the Fire Division as the week progresses and will update the media as necessary.

Ms. Rapp said she has been testing the online permit package for the Fire Division that has been developed and, assuming all goes well, a digital version will be available online after this week, which should make that process a little easier for the fire personnel.

Ms. Rapp said she met with Service Director Boggs and the contact with iWorQ to coordinate getting the code enforcement tracking system on the township's website. She said the project is moving along and could be available for residents in the coming month.

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Ms. Rapp said business cards and some other materials are at the printer and will be finished this week. Melanie Barnette will have those cards at her desk as soon as they are delivered. Ms. Rapp said the newsletter has been drafted but she would like to distribute it closer to the election since it contains relevant information for voters. She said she will provide a draft to the trustees. Chair Stewart said information sharing about the levies cannot be overdone. Mr. Cavener said the Police 3.0 Mills replacement levy is not a tax increase; it is just a wording change to enable the use of money for additional purposes to benefit the police department and the residents of the unincorporated area; this cannot be emphasized enough. Mr. Angelou said the Police replacement levy corrects a technicality with the current Police levy; it is not requesting more money. Fiscal Officer White said it only replaces the wording, not the levy in place. Chair Stewart said, as the levy stands right now, it can only be used for the Police building and building supplies. She said the replacement levy will allow the money to only be used for the Police Department for expanded uses such as cruisers, salaries, etc. Chair Stewart said the money will not go to any other department or the general fund. The money will stay in the unincorporated area and the millage remains the same. Chair Stewart said a mailer to the residents in the unincorporated area is necessary. Ms. Rapp agreed to complete two newsletters at Chair Stewart's request: one for the unincorporated area; and one for the incorporated Gahanna area. Chair Stewart said she does not want an information sheet; she wants a digital and printed newsletters prepared for mailing or delivery. Ms. Rapp agreed to provide drafts to the trustees at the next meeting on March 7th.

SERVICE:

Mr. Boggs said he will wait to discuss his budget until the March 7th meeting. He said he has reviewed the job description for the full-time office assistant position and has finalized it with input from the HR Director. He requested approval of the job description for a full-time office assistant. He said the salary range for the position is \$47,000 - \$51,000, depending on qualifications. He said his budget can support this. Mr. Boggs agreed to look into utilizing the Acloche temporary agency for candidates.

Res. 67-22 Approve the Office Assistant job description for the Service Department

Mr. Angelou moved to approve Office Assistant job description for the Service Department as presented. Mr. Cavener seconded. All voted yea. Motion carried.

Mr. Boggs said he received the 2021 Township Highway System Mileage Certificate from the State of Ohio for the trustees' review and signatures. He said the township maintains 13.8 miles of roads.

Mr. Boggs requested approval to sell back a grave: lot 147, Section F, Grave 5 at Riverside Cemetery in the amount of \$400 to the children of Angel Seel, owners of the grave.

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Res. 68-22 Approve the sell back of a grave: lot 147, Section F, Grave 5 at Riverside Cemetery in the amount of \$400 to the children of Angel Seel, owners of the grave.

Mr. Angelou moved to approve the sell back of a grave: lot 147, Section F, Grave 5 at Riverside Cemetery in the amount of \$400 to the children of Angel Seel, owners of the grave. Mr. Cavener seconded. All voted yea. Motion carried.

Mr. Boggs provided updates. (See Referral File.)

INFORMATION TECHNOLOGY:

Mr. Main requested approval of the renewal of maintenance and support coverage on the Imron Access Control Systems, Sound Communications, Inc., in the amount of \$5,149.87.

Res. 69-22 Approve the renewal of maintenance and support coverage on the Imron Access Control Systems, Sound Communications, Inc., in the amount of \$5,149.87.

Chair Stewart moved to approve the renewal of maintenance and support coverage on the Imron Access Control Systems, Sound Communications, Inc., in the amount of \$5,149.87 with the condition Mr. Main meet with Chief Kauser to determine what funds to use to cover this cost. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Main said Whitehall and Bexley have been moved to the new XT911 system for Police Dispatching; New Albany is scheduled for March 1st. Mr. Main said Chief Briggs and he finalized the paperwork for the CJIS audit. He said all findings were addressed. Mr. Main said the various agencies worked together for the common cause.

VISITORS COMMENTS:

Today's visitor, who lives on Lindale Road, requested a way to get in touch with Mifflin Township about issues of concern. Fiscal Officer White said everyone is welcomed to call the main phone number for assistance: 614-471-4494. She expressed her concerns about the plight of the neighborhood. She said she feels that Code Enforcement has become slack in their efforts. She said, as taxpayers, she and her neighbors want to take pride in their neighborhood. She complained about a man living on a vacant lot in a shed. Mr. Boggs said the property, 2399 Lindale Road, has been turned over to Franklin County. Mr. Boggs said the Code Enforcement department is short-staffed. Many years ago, a part-time police officer/part-time code enforcement officer patrolled the area which was effective. He said that due to the multiple tenants in and out of the area along with the out-of-town landlords it is difficult to enforce, however properties do get assessed with tax liens for unaddressed violations. The visitor said that neighbors cannot come out of their homes due to the stench from the defecation on the property. Mr. Boggs agreed to visit the property. Mr. Boggs said Franklin County Code Enforcement has had many staffing changes and he is concerned that this property has fallen through the cracks. Mr. Boggs said he will contact the county again about this property first thing in the morning. Mr. Cavener suggested Mr. Boggs visit the property with Police Chief Briggs. Fiscal Officer White suggested that Mr. Boggs also contact Franklin County Public Health. Mr. Boggs agreed to do so. The visitor also commented on the illegal drug activity at 2381

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Lindale Road. She said three overdoses occurred there last summer. She has complained to the landlord to no avail. She said it is scary as it seems that no one is focusing on the matter. Chair Stewart introduced Mr. Cavener as he oversees the Police Department. The visitor expressed concern about illegal drug activity at 2372 Lindale Road. She said she is not used to seeing this illegal activity on the street. Chair Stewart recommended she meet with Chief Briggs about the issues also.

At 4:40 p.m., Chair Stewart moved to adjourn the meeting. Mr. Angelou seconded. All voted yea. Motion carried.

Lynn M. Stewart, Chair

Richard J. Angelou, Vice Chairman

Kevin J. Cavener, Trustee

Nancy White, Fiscal Officer