

# RECORD OF PROCEEDINGS

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

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Held

**June 6,**

**2022**

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Chair Lynn Stewart called the meeting of the Mifflin Township Board of Trustees to order in the Joseph F. Spanovich Meeting Hall at 10:00 a.m. on Monday, June 6, 2022.

Fiscal Officer White performed the roll call: Trustees Lynn Stewart, Richard Angelou, Kevin Cavener; Fire Chief Fred Kauser, Assistant Fire Chief Brian Dunlevy, Service Director Roger Boggs, HR Director Becky Kadel, PIO Melissa Rapp, and IT Director Craig Main. The MORPC Intern, JJ Price was in attendance. Administrative Services Coordinator Melanie Barnette and Accounting/Payroll Assistant Rick Duff attended online. Police Chief David Briggs was excused from the meeting due to official police matters.

Chair Stewart led the Pledge of Allegiance. The Oath of Office was administered to Lieutenant Brandon Wogan.

## **MINUTES:**

Chair Stewart requested a motion to approve the meeting minutes of May 17, 2022.

## **Res. 119-22 Approve the Meeting Minutes of May 17, 2022.**

Mr. Angelou moved to approve the Meeting Minutes of May 17, 2022. Mr. Cavener seconded. All voted yea. Motion carried.

## **CORRESPONDENCE:**

Fiscal Officer White provided a memo from the Franklin County Engineer's Office stating the Agler Road bridge closure has been postponed. No start date was provided.

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

Fiscal Officer White requested the date of the July 4<sup>th</sup> trustees meeting be changed considering the holiday. Upon discussion, it was decided to change the date of the meeting to July 6<sup>th</sup> at 10 a.m.

Fiscal Officer White said the 2023 Budget is due on June 24<sup>th</sup>.

Fiscal Officer White provided a sample of a nameplate/placard engraving with the new township logo, name, and title, for the trustees' dais. The trustees concurred that they liked the look of the sample.

## **HUMAN RESOURCES:**

Ms. Kadel provided updates. (See Referral File.)

## **PUBLIC INFORMATION OFFICER:**

Ms. Rapp said there has been a fair amount of media coverage between the election in early May, the discovery of the body in Big Walnut which was the missing teen from the Gahanna area, and the kayakers that were rescued over the Memorial Weekend. She said there was a post on Take Back Gahanna social media site that garnered some discussion on some additional damage in the cemetery over the Memorial Weekend. She said she responded to some questions so that they would see that we were on top of it and working to remediate the

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problem. Ms. Rapp said the Communications Center Open House Event has been taking up quite a bit of her time including crafting messaging statements for the event, developing, and coordinating the printing for the invitations and event signage, and other logistics. She is also working on new branded banners in anticipation of the parade participation and requested that if any other departments need any vinyl signage or other needs, to let her know. Ms. Rapp said she is working on the June newsletter which is quarterly.

## **SERVICE:**

Chair Stewart requested Mr. Boggs to research the cost of purchasing a taller pole for the US flag and report back at the next meeting. Mr. Boggs agreed to do so. Ms. Rapp agreed to send the new Mifflin Township logo to the Flag Lady flag store.

Mr. Boggs requested a letter from the trustees stating that funds will be available for the construction of the salt/topsoil building. He said he has \$100,000 in his budget set aside for the building and expects it will be less than that. He said he has contracted with the Franklin County Engineer's office for the drawings of the building. Mr. Angelou requested Mr. Boggs find out how long it will take to obtain the drawing. Mr. Boggs agreed but said it should not take long. Mr. Boggs said it is a 3-sided building with either barn doors or a tarp.

## **Res. 120-22 Approve a letter to be sent by Mr. Boggs stating there is funding to build the storage building and an architect from the FCEO will design it.**

Mr. Angelou moved to approve a letter to be sent by Mr. Boggs stating there is funding to build the storage building and an architect from the FCEO will design it. Mr. Cavener seconded. All voted yea. Motion carried.

Mr. Boggs said to add street lighting to the unincorporated area, AEP has assisted in determining existing pole sites to add 13 new 100-watt cobra light to existing poles throughout the East Linden area, totaling \$118.69 per month. Mr. Boggs said a letter of intent containing a resolution is needed for AEP to proceed. He said he would eventually like to do Northglen. The pole lights will be maintained by AEP. Fiscal Officer White suggested the creation of a lighting district to fund the cost of the lights and possibly allowing the township to erect more poles in different areas to light Northglen or Leonard Park. She said research would be done to determine the cost to light the entire unincorporated area of the township and its cost to implement. It would be a small amount of money which would be taxed on the properties but shared by everyone to fund the project. The trustees agreed this was worth looking into.

## **Res. 121-22 Approve to Mr. Boggs to write a Letter of Intent to AEP to begin installing lighting in the 13 areas of East Linden.**

Chair Stewart moved to approve a Letter of Intent to begin installing lighting in the 13 areas of East Linden. Mr. Angelou seconded. All voted yea. Motion carried.

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Mr. Boggs requested approval to purchase a new John Deere 4066R Tractor with cab and front loader from Ag-Pro-FD Power Systems in the amount not to exceed \$41,789.91. He said this is on the State purchase contract and is budgeted.

**Res. 122-22 purchase a new John Deere 4066R Tractor with cab and front loader from Ag-Pro-FD Power Systems in the amount not to exceed \$41,789.91.**

Mr. Angelou moved to approve the purchase of a new John Deere 4066R Tractor with cab and front loader from Ag-Pro-FD Power Systems in the amount not to exceed \$41,789.91. Mr. Cavener seconded. All voted yea. Motion carried.

The trustees discussed the recent damage to the headstones. Mr. Angelou said the recent streak of damage to the lawn and headstones is unprecedented. Mr. Boggs said camera receivers will be reconnected to capture any further incidents on film. The Gahanna Police are also patrolling. Mr. Boggs said the damage has been reported to the insurance company.

**CODE ENFORCEMENT:**

Mr. Boggs said they continue to tag houses for high grass.

Fiscal Officer White said she has had the intern determine the rental properties in the area, approximately 400, and researching rental registration, as well as delinquent tax payments on those properties. She said she plans to have a program to present to the Board for implementation by the end of summer.

Mr. Boggs said he would like to hire a part-time code enforcement officer. He said his/her presence in the area would be effective. Mr. Boggs will need to review the budget to determine if this is feasible.

Mr. Boggs said he has interviewed two candidates for the Service Specialist II position. Both were excellent; he said he would like to hire both if his budget will allow. He said he will present this to the Board at the next meeting.

**POLICE:**

No report.

**FIRE DIVISION:**

Chief Kauser requested the approval to provisionally hire Anthony Lawson as a full-time Firefighter/Paramedic. He is a graduate of Gahanna Lincoln.

**Res. 123-22 Approval to provisionally hire Anthony Lawson as a full-time Firefighter/Paramedic.**

Chair Stewart moved to approve the provisional hiring of Anthony Lawson as a full-time Firefighter/Paramedic. Mr. Cavener seconded. All voted yea. Motion carried.

Chief Kauser said in anticipation of the new levy cycle, to ask for funding from the community, and to plan and project the next period, having orientation around the headcount

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and compensation has been key. He said the state and country has been struggling to fill firefighter/paramedic positions. He said the Fire Marshal's office recently kicked off an initiative to increase volunteerism as the number of volunteer firefighters have decreased. The shortages in career firefighters are critical. He said as many as half of the career firefighters come from the volunteer ranks. Thus, there is a correlation with the declining pool of candidates. He said the state is looking at removing the 1,500-hour restriction on part-time firefighters. Chief Kauser said full-time firefighting has worked very well for Mifflin Township as long as the candidates are available. During this downturn, he has seen agencies who were employing firefighters at a lateral level, meaning that to compete and fill vacancies quickly, and not having to depend on a cohort of new firefighters, a process was created to transfer a firefighter from one organization to another. He said a high percentage of our firefighters come with experience from smaller organizations, however, we have not hired laterally. He defined lateral as targeting and identifying firefighters who can be solicited to join our organization at the same place they are currently in their own organization in terms of compensation and vacation accrual. He said compensation impact our staff and we struggle to keep up. He said we are the only organization of this size that does not offer the lateral process.

Chief Kauser requested the approval of the lateral Firefighter/Paramedic Hiring Process with the below core policy differences from our traditional hiring process that include:

- Matching current salary (closest base salary on our pay schedule)
- Matching vacation accrual or close to existing established levels at the time of appointment
- Allowing the transfer of up to 1,000 hours (about 16 weeks) of sick leave
- Allowing the transfer of vacation time (funds paid to Township by transferring agency)

**Res. 124-22 Approve the lateral Firefighter/Paramedic Hiring Process as stipulated.**

Chair Stewart moved to approve the lateral Firefighter/Paramedic Hiring Process as stipulated. Mr. Cavener seconded. All voted yea. Motion carried.

Chief Kauser requested the approval of a mid-year 2022 and budget year 2023 pay schedule adjustment as part of a comprehensive response to recruitment and retention:

Effective the first pay period following July 1, 2022:

1. A 3.5% salary adjustment on the base hourly rate (new funds)
2. A \$1.37 hourly rate adjustment (existing funds from the reduction of three (3) full-time positions.

Effective the first pay period following January 1, 2023:

1. A 3% salary adjustment on the base hourly rate (new funds)
2. A \$1.76 hourly rate adjustment (existing funds from the elimination of ½ of Health Savings Account contributions, elimination of the sick

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leave incentive, elimination of the fitness incentive, and elimination of the longevity incentive for the Fire Division only

**Res. 125-22 Approve the compensation package as presented by Chief Kauser with the caveat that all the necessary details be provided to the Fiscal Officer for Payroll by June 18, 2022.**

Chair Stewart moved to approve the compensation package as presented by Chief Kauser with the caveat that all the necessary details be provided to the Fiscal Officer for Payroll by June 18, 2022. Mr. Cavener seconded. All voted yea. Motion carried.

Due to time constraints of today's meeting, it was decided to hold the pending agenda item, requesting authorization of the Fire Chief to implement a Fleet Maintenance Program and to publicly advertise for one EVT/Diesel Mechanic, until the next meeting.

At 11:40 a.m., Chair Stewart 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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Nancy White, Fiscal Officer