

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

January 3,

2023

Fiscal Officer Nancy White called the Organizational meeting of the Mifflin Township Board of Trustees to order at 10:00 a.m. on Tuesday, January 3, 2023, with Chair Lynn Stewart, Vice Chair Richard Angelou, Trustee Kevin Cavener, Fiscal Officer Nancy White, Fire Chief Fred Kauser, Police Chief David Briggs, Assistant Fire Chief Brian Dunlevy, Service Director Roger Boggs, IT Director Craig Main, Administrative Services Manager Melanie Barnette present. Accounting/Payroll Assistant Rick Duff attended virtually.

Also present were: Angela & John Landry, 3754 Earl Avenue, Columbus, OH 43219 and Quanetta Batts, 3824 Emmons Avenue, Columbus, OH 43219.

Res. 1-23 Approve Lynn Stewart as Chairman

The Organizational Meeting began with Angelou nominating Stewart as Chairperson of the Board of Trustees for 2023. Cavener seconded the motion. All voted yea. Motion carried.

Res. 2-23 Approve Angelou as Vice-Chairperson

Cavener nominated Angelou as Vice-Chairperson of the Board of Trustees for 2023. Stewart seconded the motion. All voted yea. Motion carried.

Res. 3-23 Pay Trustees' and Fiscal Officer's Salaries

Stewart moved to pay the Trustees' and Fiscal Officer's salaries in equal monthly installments as permitted by the ORC and Resolution #19-81. Payment will be made at the end of each month for that month's services. Cavener seconded the motion. All voted yea. Motion carried.

Res. 4-23 Reimburse Trustees and Fiscal Officer for Expenses

Angelou made a motion to allow payment of parking and other expenses incurred by the Trustees and Fiscal Officer while on Township business. The dues and subscription for the 2023 Township Association will be paid from the General Fund. Also, mileage, at the rate prescribed by the IRS, will be paid to the Trustees and Fiscal Officer while doing business outside the Township except for travel to the Township office. Stewart seconded the motion. All voted yea. Motion carried.

Res. 5-23 Adopt Current Regulations on Business Expenses

Cavener moved to adopt the current regulations on business expenses modified to conform to the current guidelines established by the ORC and IRS and the regulations on business travel per diem rates as amended by Res. #147-02. Future modifications will be made to conform with ORC and IRS guidelines as they occur. Angelou seconded the motion. All voted yea. Motion carried.

Res. 6-23 Approve holding Staff Meetings on the First Monday of Each Month at 10:00 a.m. and Regular Meetings on Third Tuesday of Each Month at 3:30 p.m. or as Designated

Angelou made a motion to hold Staff Meetings on the first Monday of each month at 10:00 a.m. and Regular Meetings on third Tuesday of each month at 3:30 p.m. or as designated.

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

January 3,

2023

Stewart seconded the motion. All voted yea. Motion carried.

Res. 7-23 Adopt Personnel Procedures Evidenced in Employee Handbook

Cavener moved to adopt the current personnel procedures as evidenced by the Employee Handbook that was effective September 6, 2016, and any revisions thereof. Stewart seconded the motion. All voted yea. Motion carried.

Res. 8-23 Approve Offering Insurance Package and Opt-Out Insurance Provision to Full-time Employees and Elected Officials

Cavener moved to approve offering the Insurance Package including Health, Dental, Vision and Life and the Opt-Out Insurance Provision to Full-time Employees and Elected Officials. Angelou seconded the motion. All voted yea. Motion carried.

Res. 9-23 Approve Continuing to Pick-up the Employees Retirement Contribution for OPERS excluding the Fire Division Staff for 2023.

Angelou moved to continue picking up the employees' retirement contribution for OPERS excluding the Fire Division staff for 2023. Cavener seconded the motion. All voted yea. Motion carried.

Res. 10-23 Approve ORC §505.86 as it Applies to the Rehab of Fire Damaged Properties

Cavener moved to approve ORC §505.86 as it applies to the rehab of Fire Damaged Properties. Stewart seconded the motion. All voted yea. Motion carried.

Res. 11-23 Approve Authorizing Chairperson to Sign Contracts or Vice Chairperson in the Absence of the Chairperson

Angelou moved to approve authorizing the Chairperson to sign contracts or the Vice Chairperson in the absence of the Chairperson. Cavener seconded the motion. All voted yea. Motion carried.

Chair Stewart moved to adjourn the meeting. The motion was passed. The Organizational Meeting adjourned at 10:15 a.m.