

# RECORD OF PROCEEDINGS

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

Joseph F. Spanovich Meeting Hall – 155 Olde Ridenour Road, Gahanna OH 43230

**Held**

**April 18,**

**2023**

Chair Stewart called the meeting of the Mifflin Township Board of Trustees to order at 3:30 p.m. on Tuesday, April 18<sup>th</sup>, 2023, with Chair Lynn Stewart, Vice Chair Richard Angelou, Trustee Kevin Cavener, Fiscal Officer Nancy White, Administrative Services Manager Melanie Barnette, Service Director Roger Boggs, Police Chief David Briggs, Fire Chief Fred Kauser, Assistant Fire Chief Brian Dunlevy, and Information Technology Director Craig Main present.

Chair Stewart led the Pledge of Allegiance.

## **TRUSTEES COMMENTS:**

None.

## **VISITOR COMMENTS:**

None.

## **MINUTES & WARRANTS:**

Chair Stewart requested a motion to approve the meeting minutes from the April 3<sup>rd</sup>, 2023 Regular Meeting.

### **Res. 81-23 Approve the meeting minutes from the April 3<sup>rd</sup>, 2023 Regular Meeting**

Mr. Angelou moved to approve the meeting minutes from the April 3<sup>rd</sup>, 2023 Regular Meeting. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Chair Stewart requested a motion to approve the Warrants for May 2023.

### **Res. 82-23 Approve the Warrants for May 2023**

Mr. Cavener moved to approve the Warrants for May 2023. Mr. Angelou seconded the motion. All voted yea. Motion carried.

## **CORRESPONDENCE:**

Fiscal Officer White said that Franklin County Engineer Cornell Robertson sent a copy of a letter his office issued to the Franklin County Commissioner's Office regarding a request for American Rescue Plan Act (ARPA) funding for thirteen bridge and other infrastructure projects to span years 2023 through 2026, four of which were in Mifflin Township. (See Referral File.)

Ms. White said that the Central Ohio Community Improvement Corporation (COCIC) applied for zoning variances for eight properties to build new homes in the East Linden area of the township and that the Franklin County Board of Zoning Appeals (BZA) approved the variances, allowing 50-foot frontage new builds with less than 60-foot frontages as required in R-8 zoning. Ms. White said that COCIC also has properties on Purdue Avenue they would like to improve and will present their ideas to the trustees at a later date. Ms. White said that in order to help facilitate future property improvement projects by COCIC for properties they own and possibly for properties that the township owns, she asked that the trustees consider allowing her to work with Franklin County Economic Development and Planning to permanently change the zoning in the area from R8 to R12. Mr. Cavener said that he

# RECORD OF PROCEEDINGS

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

Joseph F. Spanovich Meeting Hall – 155 Olde Ridenour Road, Gahanna OH 43230

Held

April 18,

2023

would support projects that bring good, quality housing to the area. Chair Stewart and Mr. Angelou both agreed to the same.

## **FISCAL OFFICER'S and FINANCE OFFICE REPORT:**

Fiscal Officer White said that an invoice in the amount of \$15,000 was received from Cordico Wellness to provide a comprehensive mental health wellness application for the firefighter first responders. Ms. White said payment out of the American Rescue Plan Act (ARPA) funds was approved at the December 6, 2021, trustees meeting for the total amount of \$18,500 and that the remaining \$3,500 included police department participation in the program. Fire Chief Kauser proposed including police with fire due to the small numbers on the police roster. Ms. White said that she would contract with Cordico Wellness in collaboration with Chief Kauser and Police Chief Briggs.

Fiscal Officer White said that the medical benefits committee met in early April, putting together a benefits comparison query for other entities. Ms. White said she received responses to the query and will provide this information for the next medical benefits committee meeting on May 3, 2023.

Fiscal Officer White said that the township's annual financial report is now filed with the Franklin County Auditor.

## **ADMINISTRATION OFFICE:**

Administrative Services Manager Barnette asked that the trustees look ahead to meeting dates that may need to change, and the following dates were amended as follows:

- Monday, July 3<sup>rd</sup>, changed to Wednesday, July 5<sup>th</sup>, at 10:00 a.m.
- Tuesday, August 15<sup>th</sup>, changed to Tuesday, August 22<sup>nd</sup>, at 3:30 p.m.
- Monday, September 4<sup>th</sup>, changed to Tuesday, September 5<sup>th</sup>, at 10:00 a.m.

## **HUMAN RESOURCES:**

Administrative Services Manager Barnette said that police officer full-time and part-time positions were posted and responses were being received. Ms. Barnette said that the HR Generalist position interviews were scheduled for Thursday, April 20<sup>th</sup>, 2023. Ms. Barnette said that the administration and fiscal offices would have their phone system meetings with Sophisticated Systems Inc. (SSI) on Friday, April 21<sup>st</sup>, 2023.

Administrative Services Manager Barnette requested approval for a township representative to be able to sign the cleaning contract with ABM Industries Inc. in Chair Stewart's absence.

## **Res. 83-23 Approve authorizing Fiscal Officer Nancy White, in Chair Lynn Stewart's absence, to sign the cleaning contract with ABM Industries Inc., effective May 1<sup>st</sup>, 2023**

Chair Stewart moved to authorize Fiscal Officer, Nancy White, in Chair Lynn Stewart's absence, to sign the cleaning contract with ABM Industries Inc., effective May 1<sup>st</sup>, 2023. Mr. Angelou seconded the motion. All voted yea. Motion carried.

## RECORD OF PROCEEDINGS

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

Joseph F. Spanovich Meeting Hall – 155 Olde Ridenour Road, Gahanna OH 43230

---

Held

April 18,

2023

---

Fire Chief Kauser said that in consideration of the future opportunity to share HR services with Regional Council of Government (RCOG) partners, Chief Kauser asked that an RCOG member be allowed to sit in on the final selection process for the HR Generalist position.

### **SERVICE:**

Service Director Boggs requested approval for the resurfacing of Ferris Park North and South, which will be a mill and fill project with the Franklin County Road Resurfacing Contract for 2023, at a cost not to exceed \$100,000.

### **Res. 84-23 Approve the resurfacing of Ferris Park North and South, which will be a mill and fill project with the Franklin County Road Resurfacing Contract for 2023, at a cost not to exceed \$100,000**

Mr. Angelou moved to approve the resurfacing of Ferris Park North and South, which will be a mill and fill project with the Franklin County Road Resurfacing Contract for 2023, at a cost not to exceed \$100,000. Chair Stewart seconded the motion. All voted yea. Motion carried.

Chair Stewart asked Administrative Services Manager Barnette to place the resurfacing details on the township website and in the township newsletter.

Mr. Boggs said that in preparation for Memorial Day, all but one spring cemetery foundation pour was done. Mr. Boggs also said that topsoil and grass seed would be added to all fresh and recently dug graves, flowers planted, mulch laid, and that he was looking into adding flower baskets to the cemetery fences. Mr. Boggs said that roads were being maintained and potholes were being patched. Mr. Boggs said that in Leonard Park, new home building was ongoing, and per a resident inquiry, he would be checking new home elevations for water runoff.

Mr. Boggs said that the new columbarium project would start soon, beginning with sod cutting for the concrete base and sidewalks, and that it could be three months before the granite benches and columbarium base arrive.

Mr. Boggs said that with the service department possibly losing a full-time employee in May, he would need to start the process of finding a replacement. Mr. Boggs also shared cemetery signage examples. Chair Stewart requested the photo be changed.

### **CODE ENFORCEMENT:**

Mr. Boggs said that Service worked with Franklin County code enforcement and Columbus Pest Control to remove thirteen chickens and two roosters from 2140 Denune Avenue and that one dog remained on the property.

Mr. Boggs said that he will contact the assistant prosecutor regarding the Lindale Road property where a storage unit is sitting. Mr. Boggs said that the company owning the storage unit will contact the person renting the storage unit to arrange for it to be moved and that the property itself is being cleaned up.

# RECORD OF PROCEEDINGS

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

Joseph F. Spanovich Meeting Hall – 155 Olde Ridenour Road, Gahanna OH 43230

Held

April 18,

2023

Mr. Boggs said that in a few weeks he would present to the trustees a proposal for hiring a part-time code enforcement officer.

## **POLICE:**

Chief Briggs said that with the warm weather, there has been a spike in violent crimes, and as an example, Patrol Officer Starrett made three domestic violence arrests in one shift. Chief Briggs also said that a suspicious death on Perdue Avenue was being investigated.

Chief Briggs said that the postings for police officers were gaining interest and that applications were being received.

## **FIRE DIVISION:**

Assistant Chief Brian Dunlevy requested a motion to amend Resolution 80-23, amending a conditional offer of employment under the Fire Division lateral transfer program from Kory Carter to Dylan Gabel.

## **Res. 85-23 Approve amending Resolution 80-23, amending a conditional offer of employment under the Fire Division lateral transfer program from Kory Carter to Dylan Gabel**

Chair Stewart moved to approve amending Resolution 80-23, amending a conditional offer of employment under the Fire Division lateral transfer program from Kory Carter to Dylan Gabel. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested an Executive Session at the conclusion of the department reports.

Chief Dunlevy said that June 9<sup>th</sup>, 2023, is tentatively scheduled for a swearing-in ceremony for new firefighters, with the ceremony location to be determined. Chief Dunlevy said that Safety Town registration is open and that the event is scheduled for May 30<sup>th</sup> through June 2<sup>nd</sup>. Chief Dunlevy said that paperwork was being processed in preparation for presenting to the trustees' new firefighter hiring. Chief Dunlevy said that Station 132's project is coming along, that finishing touches are being completed, and that an occupancy certificate is expected in May, with a dedication event possible for June.

## **INFORMATION TECHNOLOGY:**

Information Technology Director Main thanked Mifflin Township for the flowers sent for his father's funeral. Mr. Main said that in honor of his father's being a volunteer firefighter for 49 years, the Main family started a first responder scholarship fund in Stark County in his father's memory.

Mr. Main reiterated that SSI would hold their last meeting with the township admin staff on phone system requirements, that SSI was on schedule, and that they would present their vendor recommendation by July 2023. Mr. Main said that he will meet with SSI to discuss the plan to move Mifflin Township away from the shared WOW! connection to an OARNet connection, which would also disconnect the old MECC Center. Mr. Main said that the technology piece for the new Station 132 is coming together.

# RECORD OF PROCEEDINGS

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

Joseph F. Spanovich Meeting Hall – 155 Olde Ridenour Road, Gahanna OH 43230

Held

April 18,

2023

**Res. 86-23 Approve \$500 contribution to the first responders' scholarship fund created by the Main family in memory of IT Director Main's father**

Chair Stewart made a motion that, on behalf of Mifflin Township, a \$500 contribution be made to the first responders' scholarship fund created by the Main family in memory of IT Director Main's father. Mr. Angelou and Mr. Cavener both seconded the motion. All voted yea. Motion carried.

**OPERATIONS CENTER:**

See Referral File.

Chair Stewart requested an Executive Session per ORC Section 505.10. Purpose: to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. Mr. Angelou seconded the motion. All voted yea. Motion carried. At 4:18 p.m. they entered Executive Session.

The Trustees came out of Executive Session at 5 p.m., and Chair Stewart moved to adjourn the meeting. Mr. Cavener seconded the motion. All voted yea. Motion carried. The meeting adjourned at 5:02 p.m.

\_\_\_\_\_  
Lynn M. Stewart, Chair

\_\_\_\_\_  
Richard J. Angelou, Vice Chairman

\_\_\_\_\_  
Kevin J. Cavener, Trustee

\_\_\_\_\_  
Nancy White, Fiscal Officer