

RECORD OF PROCEEDINGS

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

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

Held

May 16,

2023

Chair Stewart called the meeting of the Mifflin Township Board of Trustees to order at 3:30 p.m. on Tuesday May 16th, 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, 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:

Mr. Angelou said that the flags flying at half-staff were in honor of National Police Week and paid tribute to first responders, both police officers and firefighters, who risk their lives for others. Mr. Cavener said that he was thankful for first responders of all kinds, to which Chair Stewart added that the township had some of the very best.

VISITOR COMMENTS:

None.

MINUTES & WARRANTS:

Chair Stewart requested a motion to approve the meeting minutes from the May 1st, 2023 Regular Meeting.

Res. 98-23 Approve the meeting minutes from the May 1st, 2023 Regular Meeting

Mr. Angelou moved to approve the meeting minutes from the May 1st, 2023 Regular Meeting. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Chair Stewart requested a motion to approve the meeting minutes from the May 5th, 2023 Special Meeting.

Res. 99-23 Approve the meeting minutes from the May 5th, 2023 Special Meeting

Mr. Cavener moved to approve the meeting minutes from the May 5th, 2023 Special Meeting. Chair Stewart seconded the motion. All voted yea. Motion carried.

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

Res. 100-23 Approve the Warrants for June 2023

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

CORRESPONDENCE:

Fiscal Officer White said that a tax district report card for Mifflin Township tax districts 190 (the East Linden area) and 191 (the Leonard Park and surrounding areas) were received from the Franklin County Treasurer's office. (See Referral File).

Ms. White provided legislative updates published in the May/June issue of the Ohio Township News, a publication of the Ohio Township Association (OTA). (See Referral File).

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FISCAL OFFICER'S REPORT:

No report.

FINANCE OFFICE REPORT:

No report.

ADMINISTRATION OFFICE:

Administrative Services Manager Barnette requested approval of the OPS Center Meeting Rooms Use and Reservation Policy. After discussion, the after-hours section of the policy was amended to an after-hours rate of \$75 per hour with a four (4) hour minimum paid in advance to cover the cost of a township employee being present and a \$250 cleaning/damage deposit for after-hours meeting room use.

Res. 101-23 Approve the OPS Center Meeting Rooms Use and Reservation Policy as amended

Mr. Cavener moved to approve the OPS Center Meeting Rooms Use and Reservation Policy as amended. Mr. Angelou seconded the motion. All voted yea. Motion carried.

HUMAN RESOURCES:

Fire Chief Kauser said that there were two additional candidates to interview for the HR Generalist position. Chief Kauser requested a motion authorizing a trustee on behalf of the Board to approve extending a hiring offer for the position of HR Generalist.

Res. 102-33 Authorize Chair Stewart on behalf of the Board to approve extending a hiring offer for the position of HR Generalist

Mr. Angelou moved to authorize Chair Stewart on behalf of the Board to extend a hiring offer for the position of HR Generalist. Mr. Cavener seconded the motion. Mr. Angelou and Mr. Cavener voted yea, and Chair Stewart abstained. Motion carried.

SERVICE:

Service Director Boggs requested a motion to accept the resignation of Justin Jones, effective June 2nd, 2023.

Res. 103-23 Accept the resignation of Justin Jones, effective June 2nd, 2023

Mr. Angelou moved to accept the resignation of Justin Jones, effective June 2nd, 2023. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Mr. Boggs requested a motion to approve posting the position for a full-time service specialist.

Res. 104-23 Approve posting the position for a full-time service specialist

Mr. Angelou moved to approve posting the position for a full-time service specialist. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Mr. Boggs requested a motion for retroactive approval of additional funds for unforeseen issues in the Allwine Road storm water project in an amount not to exceed \$7,000.

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Res. 105-23 Approve retroactive additional funds for unforeseen issues in the Allwine Road storm water project in an amount not to exceed \$7,000

Chair Stewart moved to approve retroactive additional funds for unforeseen issues in the Allwine Road storm water project in an amount not to exceed \$7,000. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Mr. Boggs requested a motion authorizing the Franklin County Engineer to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts as required, and for the Franklin County Engineer to represent Mifflin Township in the Ohio Public Works Commission's (OPWC) web portal, WorkWise, in the OPWC grant process for East and West Genessee Avenue.

Res. 106-23 Approve authorizing the Franklin County Engineer to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts as required, and for the Franklin County Engineer to represent Mifflin Township in the Ohio Public Works Commission's (OPWC) web portal, WorkWise, in the OPWC grant process for East and West Genessee Avenue

Mr. Angelou moved to authorize the Franklin County Engineer to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts as required, and for the Franklin County Engineer to represent Mifflin Township in the Ohio Public Works Commission's (OPWC) web portal, WorkWise, in the OPWC grant process for East and West Genessee Avenue. Chair Stewart seconded the motion. All voted yea. Motion carried.

Mr. Boggs said that the grant process would include holding a public meeting in June or July to present the proposed East and West Genessee Avenue improvements and project funding details. Mr. Boggs said that American Rescue Plan Act (ARPA) funds can be used and that he would be requesting the use of ARPA funds at a future trustees meeting.

Mr. Boggs also said that the concrete pad for the new columbarium was installed and that the columbarium project was progressing.

CODE ENFORCEMENT:

Service Director Boggs requested a motion to approve the following code violation to be placed as a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$850 : 2140 Denune Avenue, for removal of roosters and chickens.

Res. 107-23 Approve the following code violation to be placed as a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$850 : 2140 Denune Avenue, for removal of roosters and chickens

Mr. Angelou moved to approve the following code violation to be placed as a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$850 : 2140 Denune Avenue, for removal of roosters and chickens. Mr. Cavener seconded the motion. All voted yea. Motion carried.

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Mr. Boggs said that the service department was still actively tagging homes and returning to check the tagged homes, with most residents complying.

POLICE:

Police Chief Briggs requested a motion to approve the promotion of Officer Kevin Starrett from the rank of Acting Police Sergeant to the rank of Police Lieutenant, at a pay rate of \$37.50/hr., effective on May 28th, 2023.

Res. 108-23 Approve the promotion of Officer Kevin Starrett from the rank of Acting Police Sergeant to the rank of Police Lieutenant at a pay rate of \$37.50/hr., effective on May 28th, 2023

Mr. Cavener moved to approve the promotion of Officer Kevin Starrett from the rank of Acting Police Sergeant to the rank of Police Lieutenant at a pay rate of \$37.50/hr., effective on May 28th, 2023. Chair Stewart seconded the motion. All voted yea. Motion carried.

Chief Briggs requested a motion to sell police car 19, a 2019 Dodge Charger, vehicle identification number (VIN) 2C3CDXAG6KH660679, with over 55K miles, to the Thornville Police Department for the amount of \$20,000, to include all cruiser equipment, with the exception of the radio, radar, and laptop stand.

Res. 109-23 Approve the sale of police car 19, a 2019 Dodge Charger, vehicle identification number (VIN) 2C3CDXAG6KH660679, with over 55K miles, to the Thornville Police Department for the amount of \$20,000, to include all cruiser equipment, with the exception of the radio, radar, and laptop stand

Mr. Cavener moved to approve the sale of police car 19, a 2019 Dodge Charger, vehicle identification number (VIN) 2C3CDXAG6KH660679, with over 55K miles, to the Thornville Police Department for the amount of \$20,000, to include all cruiser equipment, with the exception of the radio, radar, and laptop stand. Chair Stewart seconded the motion. All voted yea. Motion carried.

Chief Briggs said that for the second year in a row, the police department received the Silver Award from Lexipol for Excellence in Law Enforcement Policy Management, achieved by their diligence in keeping current and testing on the department's policies monthly.

Chief Briggs said that in April, two crimes were solved at the same time when, after a burglary on Stelzer Road, the suspect's vehicle was stopped, the suspect was apprehended, and the vehicle turned out to be stolen. Chief Briggs said that overdoses were on the rise due to a new synthetic drug on the street that, normally used to tranquilize large animals, was resistant to Narcan, and that an armed robbery occurred at Circle K. Chief Briggs also said that he was filing an insurance claim due to a cruiser being t-boned while responding to a police call.

Chief Briggs said that Ms. McCoy on Circle Court stopped by the police station to thank both the Mifflin Township police and the service department personnel for all that they do to take care of the township and its residents and said that she is excited to attend the new Fire Station 132 open house.

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FIRE DIVISION:

Assistant Chief Dunlevy requested a motion to approve six replacement SCOTT Self-Contained Breathing Apparatus (SCBA) and twelve (12) air cylinders from Municipal Emergency Services (MES), in the amount of \$59,820.

Res. 110-23 Approve six (6) replacement SCOTT Self-Contained Breathing Apparatus (SCBA) and twelve(12) air cylinders from Municipal Emergency Services (MES), in the amount of \$59,820

Chair Stewart moved to approve six (6) replacement SCOTT Self-Contained Breathing Apparatus (SCBA) and twelve (12) air cylinders from Municipal Emergency Services (MES), in the amount of \$59,820. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Assistant Chief Dunlevy requested a motion to approve SINES Painting to paint the interiors of Stations 131, 133, and 134, at an amount not to exceed \$47,040, with a 5% contingency for any unforeseen alterations that may be needed.

Res. 111-23 Approve SINES Painting to paint the interiors of Stations 131, 133, and 134, at an amount not to exceed \$47,040, with a 5% contingency for any unforeseen alterations that may be needed

Chair Stewart moved to approve SINES Painting to paint the interiors of Stations 131, 133, and 134, at an amount not to exceed \$47,040, with a 5% contingency for any unforeseen alterations that may be needed. Mr. Angelou seconded the motion. All voted yea. Motion carried.

OPERATIONS CENTER:

Assistant Chief Dunlevy requested a motion to approve increasing PO# 23-0000349 by \$6,400 to cover demolition by Kean Construction for Phase III improvements to the OPS Center café and fire prevention suite.

Res. 112-23 Approve increasing PO# 23-0000349 by \$6,400 to cover demolition by Kean Construction for Phase III improvements to the OPS Center café and fire prevention suite

Chair Stewart moved to approve increasing PO# 23-0000349 by \$6,400 to cover demolition by Kean Construction for Phase III improvements to the OPS Center café and fire prevention suite. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Assistant Chief Dunlevy gave the following fire department updates:

- Quotes were being obtained for carpet replacement at Station 134
- New Fire Station 132 was in the final phase of construction, with inspections and occupancy permits to be completed, and that an open house/ribbon-cutting was scheduled for June 11th, from 2:00 p.m.–4:00 p.m.
- Fire Chief Kauser's retirement luncheons were scheduled for June 20th, 21st, and 22nd, from 12:00 p.m.–2:00 p.m. at the OPS Center
- The formal swearing-in of new firefighters and dispatchers was scheduled for June 9th at 6:00 p.m. at the Gahanna Sanctuary
- Safety Town was scheduled for May 30th – June 2nd at Lincoln Elementary School

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INFORMATION TECHNOLOGY:

Information Technology Director Main said that SSI completed the replacement phone analysis and scoping project, providing a very well-formatted report that he could transfer to an RFQ for sending to potential vendors. Mr. Main said that he was completing the IT requirements of the new Fire Station 132.

Chair Stewart moved to adjourn the meeting. Mr. Cavener seconded the motion. All voted yea. Motion carried. The meeting adjourned at 4:38 p.m.

Lynn M. Stewart, Chair

Richard J. Angelou, Vice Chairman

Kevin J. Cavener, Trustee

Nancy White, Fiscal Officer