

RECORD OF PROCEEDINGS

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

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

Held **January 16,** **2024**

Chair Stewart called the Regular Meeting of the Mifflin Township Board of Trustees to order at 3:30 p.m. on January 16, 2024, with Chair Lynn Stewart, Vice Chair Kevin Cavener, Trustee Richard Angelou, Fire Chief Brian Dunlevy, Service Director Roger Boggs, Police Chief David Briggs, Information Technology Director Craig Main, and Administrative Services Manager Melanie Barnette present. Attorney Marc Fishel also attended. Fiscal Officer Nancy White was absent due to illness. Human Resources Director (Policy) Fred Kauser was absent due to being on vacation.

Chair Stewart led the Pledge of Allegiance. Mr. Angelou led a prayer.

TRUSTEES COMMENTS:

None.

VISITOR COMMENTS:

None.

MINUTES:

Chair Stewart requested a motion to approve the meeting minutes from the January 2, 2024, Organizational Meeting.

Res. 28-24 Approve the meeting minutes from the January 2, 2024, Organizational Meeting

Mr. Angelou moved to approve the meeting minutes from the January 2, 2024, Organizational Meeting. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Administrative Services Manager Barnette requested a motion to approve the meeting minutes from the January 2, 2024, Regular Meeting.

Res. 29-24 Approve the meeting minutes from the January 2, 2024, Regular Meeting

Mr. Cavener moved to approve the meeting minutes from the January 2, 2024, Regular Meeting. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Administrative Services Manager Barnette requested a motion to approve the Warrants for February 2024.

Res. 30-24 Approve the Warrants for February 2024

Mr. Angelou moved to approve the Warrants for February 2024. Mr. Cavener seconded the motion. All voted yea. Motion carried.

CORRESPONDENCE:

None.

FINANCE:

None.

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ADMINISTRATION OFFICE:

Administrative Services Manager Barnette requested a motion to approve the 2023 Sick Leave Incentive for Service, Finance, and Administration in the total amount of \$1,800. (See Referral File.)

Res. 31-24 Approve the 2023 Sick Leave Incentive for Service, Finance, and Administration in the total amount of \$1,800

Mr. Cavener moved to approve the 2023 Sick Leave Incentive for Service, Finance, and Administration in the total amount of \$1,800. Mr. Angelou seconded the motion. Mr. Cavener and Mr. Angelou voted yea. Chair Stewart abstained. Motion carried.

Ms. Barnette said that a representative from the Mid-Ohio Regional Planning Commission (MORPC) would give a short presentation at the February 20, 2024, trustees' meeting to share strategies and updates to the MORPC 2024–2050 Metropolitan Transportation Plan.

HUMAN RESOURCES:

None.

SERVICE:

Service Director Boggs requested a motion to accept the resignation of Alex Gowans, effective January 12, 2024.

Res. 32-24 Accept the resignation of Alex Gowans, effective January 12, 2024

Mr. Angelou moved to accept the resignation of Alex Gowans, effective January 12, 2024. Chair Stewart seconded the motion. All voted yea. Motion carried.

Mr. Boggs requested a motion to approve the contingent hiring of Coltin Haney as Service Specialist II at the Step 2 rate of \$25.96/hr., with a tentative start date of January 29, 2024. Mr. Boggs said that the HR department would extend an offer letter on January 17, 2024.

Res. 33-24 Approve the contingent hiring of Coltin Haney as Service Specialist II at the Step 2 rate of \$25.96/hr., with a tentative start date of January 29, 2024

Mr. Angelou moved to approve the contingent hiring of Coltin Haney as Service Specialist II at the Step 2 rate of \$25.96/hr., with a tentative start date of January 29, 2024. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Mr. Boggs requested the trustees' signatures on the Ohio Department of Transportation (ODOT) 2023 Highway System Mileage Certification due back to ODOT by March 1, 2024. The trustees agreed to do so. (See Referral File.)

CODE ENFORCEMENT:

Mr. Cavener asked if the code violation addresses listed on the service memo were repeat offenders, and Mr. Boggs said that they were. Mr. Boggs said that, per the trustees' request, he spoke with both the assistant prosecutor with the environmental court system and with Franklin County, inviting them to attend a trustees meeting. The assistant prosecutor requested that the new code enforcement agent assigned to Mifflin Township be given the opportunity

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to work on the repeat offender cases before attending a trustees meeting. Mr. Boggs said that new code enforcement officer Kelsey Shires has already issued three additional violations for the property at 2140 Denune Avenue and that a court date of January 22, 2024, was scheduled for the property at 2399 Lindale Avenue. Mr. Cavener said that he appreciated that Officer Shires is working to resolve the repeat property owner code violations in Mifflin Township.

Service Director Boggs requested a motion to approve the following code violations to be placed as a lien on the tax duplicates per ORC §505.87(B)(2), totaling \$300: 2054 Republic Ave, trash \$300. (See Referral File.)

Res. 34-24 Approve the following code violations to be placed as a lien on the tax duplicates per ORC §505.87(B)(2), totaling \$300: 2054 Republic Ave, trash \$300

Mr. Angelou moved to approve the following code violations to be placed as a lien on the tax duplicates per ORC §505.87(B)(2), totaling \$300: 2054 Republic Ave, trash \$300. Mr. Cavener seconded the motion. All voted yea. Motion carried.

POLICE:

Chief Briggs provided department statistics for December 2023. (See Referral File.) Chief Briggs also said that a substantial drug arrest was made and that a disturbance call at Buck's Platinum resulted in the arrest of two people who attempted a physical altercation with a Mifflin Township patrol officer. Mr. Angelou said that he liked the format of the department's report. Chief Briggs said that it shows the complete breakdown of the monthly police operations.

FIRE:

Chief Dunlevy requested a motion to approve the promotion of Battalion Chief Scott Davis to the position of Deputy Fire Chief at the rate of \$70.50/hr., effective January 21, 2024.

Res. 35-24 Approve the promotion of Battalion Chief Scott Davis to the position of Deputy Fire Chief at the rate of \$70.50/hr., effective January 21, 2024

Chair Stewart moved to approve the promotion of Battalion Chief Scott Davis to the position of Deputy Fire Chief at the rate of \$70.50/hr., effective January 21, 2024. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested a motion to approve a conditional offer of employment to Harrison Ashcraft under the fire division's apprenticeship program at the rate of \$22.45/hr., effective January 21, 2024, contingent upon successfully completing pre-employment testing and a background check. Mr. Harrison is an EMT-Basic.

Res. 36-24 Approve a conditional offer of employment to Harrison Ashcraft under the fire division's apprenticeship program at the rate of \$22.45/hr., effective January 21, 2024, contingent upon successfully completing pre-employment testing and a background check

Chair Stewart moved to approve a conditional offer of employment to Harrison Ashcraft under the fire division's apprenticeship program at the rate of \$22.45/hr., effective January 21, 2024,

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contingent upon successfully completing pre-employment testing and a background check. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested a motion to approve an offer to Kimberly Foltz as a full-time dispatcher at the rate of \$32.77/hr., contingent upon successfully completing pre-employment testing and a background check. Chief Dunlevy said that Ms. Foltz currently works part-time in the MECC dispatch center. Chief Dunlevy asked that the HR department provide a lateral hire offer letter due to Ms. Foltz's current position and experience as a dispatcher, with a start date yet to be determined.

Res. 37-24 Approve an offer to Kimberly Foltz as a full-time dispatcher at the rate of \$32.77/hr., contingent upon successfully completing pre-employment testing and a background check, with a start date yet to be determined

Mr. Angelou moved to approve an offer to Kimberly Foltz as a full-time dispatcher at the rate of \$32.77/hr., contingent upon successfully completing pre-employment testing and a background check, with a start date yet to be determined. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested a motion to approve roof repairs at 485 Rocky Fork Blvd. by Kean Construction in the amount of \$16,695, (includes a 5% contingency), and that a requisition would be completed once VIP is accessible. (See Referral File.)

Res. 38-24 Approve roof repairs at 485 Rocky Fork Blvd by Kean Construction in the amount of \$16,695, (includes a 5% contingency)

Mr. Cavener moved to approve roof repairs at 485 Rocky Fork Blvd by Kean Construction in the amount of \$16,695, (includes a 5% contingency). Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested a motion to approve the 2024 annual service agreements that exceed the approval authority of the Fire Chief, do not require public bid, and generally include multi-year and long-term service agreements. (See Referral File.)

Res. 39-24 Approve the 2024 annual service agreements that exceed the approval authority of the Fire Chief, do not require public bid, and generally include multi-year and long-term service agreements

Chair Stewart moved to approve the 2024 annual service agreements that exceed the approval authority of the Fire Chief, do not require public bid, and generally include multi-year and long-term service agreements. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested a motion to approve the purchase of 1st Quarter EMS supplies from Bound Tree Medical in the amount of \$23,326.15. (See Referral File.)

Res. 40-24 Approve the purchase of 1st Quarter EMS supplies from Bound Tree Medical in the amount of \$23,326.15

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Mr. Cavener moved to approve the purchase of 1st Quarter EMS supplies from Bound Tree Medical in the amount of \$23,326.15. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested a motion to approve modifying Resolution 191-23 from October 17, 2023, which updates the Ring Central monthly fee from \$1,422.50 to \$1,471.50. Chief Dunlevy said that the \$49 difference would come out of the fire budget. Information Technology Director Main said that the modification was due to the fire stations requiring a same-station, inter-office paging licensing upgrade.

Res. 41-24 Approve modifying Resolution 191-23 from October 17, 2023, which updates the Ring Central monthly fee from \$1,422.50 to \$1,471.50

Chair Stewart moved to approve modifying Resolution 191-23 from October 17, 2023, which updates the Ring Central monthly fee from \$1,422.50 to \$1,471.50. Mr. Angelou seconded the motion. All voted yea. Motion carried.

OPERATIONS CENTER:

Chief Dunlevy requested a motion to approve repairing the OPS Center 3rd floor HVAC unit by Engineered Temperature Solutions (ETS) to include replacing an internal heating coil and labor at a cost not to exceed \$6,900. (See Referral File.)

Res. 42-24 Approve repairing the OPS Center 3rd floor HVAC unit by Engineered Temperature Solutions (ETS) to include replacing an internal heating coil and labor at a cost not to exceed \$6,900

Chair Stewart moved to approve repairing the OPS Center 3rd floor HVAC unit by Engineered Temperature Solutions (ETS) to include replacing an internal heating coil and labor at a cost not to exceed \$6,900.

Chief Dunlevy said that an official swearing-in would be held on February 20, 2024, prior to the start of the trustees' regular meeting.

Chief Dunlevy gave additional updates. (See Referral File.)

INFORMATION TECHNOLOGY:

IT Director Main said that he received a phone call from the MECC dispatch center at 1:30 a.m. on Monday, January 15, 2024, that network connectivity was lost, which also included Gahanna's dispatch, but that the 9-1-1 service was not affected. It was discovered that the cable conduit running under the bridge at U.S. Route 62 in Gahanna got water in it, the water froze, and the ice crushed half of the wire pairs inside the cable. Crews were still working to restore connectivity to buildings today, including the Joseph F. Spanovich Meeting Hall at 155 Olde Ridenour. Mr. Main said that today's meeting was being recorded on a device for the purpose of transcribing minutes, and that due to the network being down, the meeting was not available publicly. Mr. Main said that he would follow up with the City of Gahanna for plans on dealing with future cable issues and network outages.

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Mr. Main said that the new phone system launch was ready to go and scheduled for tomorrow, January 17, 2024, at 11:00 a.m. Mr. Main also said that the project to move servers from the WOW cloud to the IP Pathways cloud was 80% complete.

Chair Stewart wished those township employees with January birthdays a happy birthday.

Chair Stewart moved to enter into Executive Session per Ohio Revised Code Section 121.22(G)(1) Purpose: to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing. Mr. Angelou seconded the motion. All voted yea. Motion carried.

At 4:18 p.m. the trustees, and Attorney Marc Fishel went into Executive Session. At 4:55 p.m. the trustees came out of Executive Session.

Chair Stewart moved to adjourn the meeting. Mr. Cavener seconded the motion. All voted yea. Motion carried. The meeting was adjourned at 4:55 p.m.

Lynn M. Stewart, Chairperson

Kevin J. Cavener, Vice Chairperson

Richard J. Angelou, Trustee

Nancy White, Fiscal Officer