

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held **June 3,** **2024**

Chair Cavener called the Regular Meeting of the Mifflin Township Board of Trustees to order at 10:00 a.m., with Chair Kevin Cavener, Vice Chair Richard Angelou, Trustee Jamie Leeseberg, Fire Chief Brian Dunlevy, Police Chief David Briggs, Service Director Roger Boggs, Information Technology Director Craig Main, Human Resources Director Mindy Owens, and Administrative Services Coordinator Melanie Barnette present. Fiscal Officer Nancy White was absent.

Chair Cavener led the Pledge of Allegiance.

TRUSTEES' COMMENTS:

Mr. Angelou said it was a nice turnout at the Memorial Day service. It reflected service, appreciation, and respect. Mr. Cavener said thanks to those that served.

VISITORS' COMMENTS:

None.

MINUTES:

Chair Cavener requested a motion to approve the meeting minutes from the May 21, 2024, Regular Meeting.

Res. 122-24 Approve the meeting minutes of the May 21, 2024 Regular Meeting

Mr. Leeseberg moved to approve the meeting minutes of the May 21, 2024 Regular Meeting. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chair Cavener requested a motion to approve the meeting minutes for the May 23, 2024, Special Meeting.

Res. 123-24 Approve the meeting minutes of the May 23, 2024 Special Meeting

Mr. Angelou moved to approve the meeting minutes of the May 23, 2024 Special Meeting. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

CORRESPONDENCE:

None.

FINANCE:

No report given.

ADMINISTRATION:

No report given.

HUMAN RESOURCES:

No report given.

SERVICE:

Service Director Boggs requested the acceptance of Coltin Haney's resignation, effective May 30, 2024. (See Referral File.)

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Res. 124-24 Accept the resignation of Coltin Haney, effective May 30, 2024

Mr. Angelou moved to accept the resignation of Coltin Haney, effective May 30, 2024. Mr. Cavener seconded the motion. All voted yea. Motion carried.

Mr. Boggs requested the annual signing of the Letter of Assistance to the Franklin Co. Engineer's Office for their assistance with filing for the OPWC Infrastructure Program. It is a way for the Engineer's Office to keep track of projects done within the townships. (See Referral File.) Once signed, he will send it to Mr. Foster of the Grants department.

Res. 125-24 Approve the signing of the Letter of Assistance to the Franklin Co. Engineer's Office for their assistance with filing for the OPWC Infrastructure Program

Mr. Cavener moved to approve the signing of the Letter of Assistance to the Franklin Co. Engineer's Office for their assistance with filing for the OPWC Infrastructure Program. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Mr. Boggs reminded the trustees that two weeks ago he had received their approval to pave the parking lot at 155 Olde Ridenour Road. He said it has been 23 years since the last paving. The paving company has Mifflin Township on the schedule for the second week of June. He said he would like to have a purchase order, if possible, and would like confirmation to move forward with the project. Mr. Boggs said the funds are available in the account that he has carried over for the past two years. Chair Cavener questioned whether this purchase is possible since there currently is not a 2024 budget. Mr. Leeseberg said since it is a maintenance item, he is comfortable approving the expenditure as it is fiscally responsible and also a planned purchase. Mr. Angelou said he fears that the unmaintained paving could become an emergency if not done. Mr. Boggs said he would contact Fiscal Officer White to obtain the purchase order.

Res. 126-24 Approve the parking lot paving at 155 Olde Ridenour Road

Chair Cavener moved to approve the paving of the parking lot at 155 Olde Ridenour Road. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Mr. Boggs said he will be out of the office on June 10th and 11th. Mr. Boggs said that the Service Specialist 2 position was posted last week, and interviews will be conducted this week.

CODE ENFORCEMENT:

Service Director Boggs said a code enforcement letter went to all residents of Leonard Park. He said he has received calls from the residents as a result questioning why they received a letter. He said he cleared up any confusion.

POLICE:

Chief Briggs referred to the April 2024 stats. (See Referral File.) Chief Briggs said his department participated in an extensive investigation that was turned over to the Franklin Co. Sheriff's Office Detective Bureau. On Friday, May 31st, it culminated into an incident, involving SWAT, where the Leonard Park resident was apprehended on the corner of Cleveland and Melrose and was later indicted on multiple counts of rape, abduction, and kidnapping. Chief Briggs said he will contact Fiscal Officer White to swear him in as a

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Constable. In doing so, it will provide him with more jurisdiction in such matters. Chair Cavener said he would arrange with Ms. White to conduct the swearing-in next week.

Chief Briggs said he is currently working on the Cops grant, but Ms. White must change the permission on the account. He said the person writing the grant has been in contact with Ms. White. Chair Cavener offered his assistance also.

Chief Briggs said he has been researching obtaining Flock cameras that read license plates on vehicles. He plans to apply for a grant as the cameras are expensive. He said that if the township can purchase a minimum of two cameras, the township will be provided access to all Franklin County cameras, over 100 in total. He would like to install cameras on Agler Road and on Stelzer Road.

Chief Briggs said that he will have a progressive discipline policy (HR reviewed) for approval at the next trustees' meeting.

FIRE:

Chief Dunlevy requested the acceptance of the resignation of Firefighter Tony Kroeger, effective June 3, 2024.

Res. 127-24 Accept the resignation of Tony Kroeger, effective June 3, 2024.

Chair Cavener moved to accept the resignation of Tony Kroeger, effective June 3, 2024. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested approval of a conditional offer to applicant Mitchell Leugers under the fire division's lateral program, with a hire date to be determined, pay step 4 of the fire's pay scale, contingent on successfully completing the pre-employment physical and psychological assessments.

Res. 128-24 Approve a conditional offer to applicant Mitchell Leugers under the fire division's lateral program, with a hire date to be determined, pay step 4 of the fire's pay scale, contingent on successfully completing the pre-employment physical and psychological assessments.

Mr. Cavener moved to approve a conditional offer to applicant Mitchell Leugers under the fire division's lateral program, with a hire date to be determined, pay step 4 of the fire's pay scale, contingent on successfully completing the pre-employment physical and psychological assessments. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested the approval of a conditional offer to applicant Michael Fichera as a dispatcher, with a hire date to be determined, pay step 1 of dispatchers' pay scale, contingent on successfully completing the pre-employment physical and psychological assessments.

Res. 129-24 Approve a conditional offer to applicant Michael Fichera as a dispatcher, with a hire date to be determined, pay step 1 of dispatchers' pay scale, contingent on successfully completing the pre-employment physical and psychological assessments.

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Chair Cavener moved to approve a conditional offer to applicant Michael Fichera as a dispatcher, with a hire date to be determined, pay step 1 of dispatchers' pay scale, contingent on successfully completing the pre-employment physical and psychological assessments. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chief Dunlevy provided a memo from Becky Swingle pertaining to social media updates. She thanked Ms. Barnette for ordering and installing yard signs at all fire stations, police station, and OPS Center for Ohio's First Responders' Day, May 24th.

Chief Dunlevy said the house at 384 W. Johnstown Road was razed. He thanked Facility Manager Tharp and Service Director Boggs for cleaning up the lot and continuing to improve its appearance.

OPERATIONS CENTER:

No report given.

INFORMATION TECHNOLOGY:

No report given.

At the request of IT Director Craig Main, Mr. Angelou moved to enter into Executive Session per Ohio Revised Code §121.22(G)(6) Purpose: Details relative to the security arrangements and emergency response protocols for a public body or public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office. Chair Cavener seconded the motion. All voted yea. Motion carried.

At 10:25 a.m., Chair Cavener, Vice Chair Angelou, Trustee Leeseberg, Human Resources Director Owens, and IT Director Main went into Executive Session. At 11:36 a.m., they came out of the Executive Session.

Chair Cavener said that the Fiscal Officer and the Trustees agree to contract with a CPA firm to assist in the Fiscal Office. Mr. Cavener moved to adjourn the meeting. Mr. Leeseberg seconded the motion. All voted yea. The meeting adjourned at 11:40 a.m.

Kevin J. Cavener, Chairperson

Richard J. Angelou, Vice Chairperson

Jamie D. Leeseberg, Trustee

Nancy White, Fiscal Officer, absent