

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held July 3, 2024

Chair Cavener called the Special Meeting of the Mifflin Township Board of Trustees to order at 1:00 p.m., with Chair Kevin Cavener, Vice Chair Richard Angelou, Trustee Jamie Leeseberg, Human Resources Director Mindy Owens, Service Director Roger Boggs, Fire Chief Brian Dunlevy, Information Technology Director Craig Main, Administrative Communications Coordinator Becky Swingle, Assistant Fire Chief Scott Davis, and Deputy Fire Chief Tommy Lee present. Police Chief David Briggs and Administrative Services Coordinator Melanie Barnette were absent.

Also present was Kelly Cararo with two additional guests.

Chair Cavener led the Pledge of Allegiance.

Chair Cavener requested a motion to approve the appointment of Kelly Cararo as Mifflin Township Fiscal Officer for the seat vacated by Nancy White.

Res. 137-24 Approve the appointment of Kelly Cararo as Mifflin Township Fiscal Officer for the seat vacated by Nancy White

Mr. Angelou moved to approve the appointment of Kelly Cararo as Mifflin Township Fiscal Officer for the seat vacated by Nancy White. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Chair Cavener requested a motion to approve the appointment of Cynthia Lampkins to the position of Assistant Fiscal Officer effective July 29, 2024, with the Full Time Equivalent (FTE) of seventy-five percent (.75) fiscal department and twenty-five percent (.25) administration department at \$3,076.93 per pay.

Res. 138-24 Approve the appointment of Cynthia Lampkins to the position of Assistant Fiscal Officer effective July 29, 2024, with the Full Time Equivalent (FTE) of seventy-five percent (.75) fiscal department and twenty-five percent (.25) administration department at \$3,076.93 per pay

Mr. Leeseberg moved to approve the appointment of Cynthia Lampkins to the position of Assistant Fiscal Officer effective July 29, 2024, with the Full Time Equivalent (FTE) of seventy-five percent (.75) fiscal department and twenty-five percent (.25) administration department at \$3,076.93 per pay. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chair Cavener requested a motion to approve a service agreement to outsource the processing of payroll on a temporary basis with HR Butler at a rate of \$4.62 per employee per pay.

Res. 139-24 Approve a service agreement to outsource the processing of payroll on a temporary basis with HR Butler at a rate of \$4.62 per employee per pay

Mr. Angelou moved to approve a service agreement to outsource the processing of payroll on a temporary basis with HR Butler at a rate of \$4.62 per employee per pay. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

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Chair Cavener requested a motion to approve to contract with Acloché Staffing Agency to provide temporary assistance with fiscal duties.

Res. 140-24 Approve to contract with Acloché Staffing Agency to provide temporary assistance with fiscal duties

Mr. Leeseberg moved to contract with Acloché Staffing Agency to provide temporary assistance with fiscal duties. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chair Cavener swore-in Ms. Cararo as the Fiscal Officer.

The trustees expressed their congratulations to Ms. Cararo and welcomed her to the Mifflin Township administration.

Mr. Cavener moved to adjourn the meeting. Mr. Angelou seconded the motion. All voted yea. The meeting was adjourned at 1:04 p.m.

Kevin J. Cavener, Chairperson

Richard J. Angelou, Vice Chairperson

Jamie D. Leeseberg, Trustee

Kelly Cararo, Fiscal Officer