

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held July 16, 2024

Chair Cavener called the Regular Meeting of the Mifflin Township Board of Trustees to order at 1:32 p.m., with Chair Cavener, Vice Chair Richard Angelou, Trustee Jamie Leeseberg, Fiscal Officer Kelly Cararo, Fire Chief Brian Dunlevy, Police Chief David Briggs, Human Resources Director Mindy Owens, Service Director Roger Boggs, and Information Technology Director Craig Main present. Rebecca Rousseau was also present.

Chair Cavener led the Pledge of Allegiance.

TRUSTEES' COMMENTS:

Mr. Leeseberg thanked the fire department for its efforts on the 4th of July parade and fireworks. Mr. Cavener said he met with firefighters on Saturday to let them know that the trustees want to be an open trustees' office; he said the trustees will be talking to people to learn what is going on within the township.

GUEST SPEAKERS:

Chair Cavener welcomed James Ramsey and Abby Obert of the Franklin County Drainage Engineer's Office (FCDEO) to discuss the Genessee Avenue drainage project. He said the area from Parkwood Avenue to Perdue Avenue, on Genessee Avenue, has storm sewers but they are in significant disrepair. The flow is west along Genessee Avenue and south along an alley and eventually to Earl Avenue. The pipe was in such bad condition, he was unable to perform a full video inspection. He said FCDEO will be installing 620' of storm sewer between 2112 and 2120 Genessee Avenue, flowing east to the unimproved alley where it will flow south and connect to an existing catch basin on Earl Avenue that was constructed a few years ago. He said it will fit with the existing right-of-way, so easements are not required but working conditions, particularly within the alley, are going to be tight. There will be interruption of traffic. A tree in the unimproved alleyway, owned by a property owner, will be removed by FCDEO as it is considered an encroachment and will not be replaced. Plans from EnviroScience LLC have been approved by the county. When construction is awarded, it will take approximately two months to build. Currently, there is no estimated state date. He said he is aware of a waterline improvement coming in the area as well. Mr. Ramsey proposes the Community Development Block Grant (CDBG) funding for the Genessee Avenue drainage project. The prosecutor's office is working with the county's economic and planning department to get the federal requirements for the funding. Mr. Ramsey said this project is the only one that qualifies for CDBG funding. FCDEO will be completing the application process on the township's behalf. If successful in obtaining the CDBG funding, no funding will be required from the township as it will be 100 percent funded by the grant.

Chair Cavener asked about obtaining grants for undeveloped residential areas before it gets populated. Mr. Ramsey said he has been unsuccessful in obtaining grant funding to install storm sewers in new areas, however other funding may be available that he is unaware. He said Leonard Park is somewhat of an anomaly. This area of Genessee Avenue was built with storm sewers, but they are now very old. In Leonard Park, the construction of storm sewers was interrupted during the development process and were not installed. He said it is unusual for an area with that many residential lots to not have required storms sewers in advance. He said the water and sanitary were installed by the county years ago after being subdivided. New

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residential subdivisions will be required to have storm sewers in advance of development, prior to platting lots.

Mr. Angelou inquired if the older piping will be affected in the area with the fast flow. Mr. Ramsey said it will do no harm, but when older pipes are encountered, the old will be tied in so they drain into the new system. He said there will not be a negative impact however at times old pipes are discovered afterwards and would have to be addressed.

Mr. Ramsey said temporary easements will not be required. He said it is possible that the contractor may rent space from a property owner to use the yard for storage or to place equipment, etc., but it would be on the contractor to then restore the property owner's yard. Mr. Ramsey said he would notify Mr. Boggs with a start date for the Genessee Avenue drainage project.

Ms. Barnette agreed to provide Mr. Ramsey with a copy of today's meeting minutes upon approval.

VISITORS' COMMENTS:

No visitors.

MINUTES:

Chair Cavener requested a motion to approve the meeting minutes of the June 18, 2024, Regular Meeting.

Res. 143-24 Approve the meeting minutes of the June 18, 2024, Regular Meeting

Mr. Leeseberg moved to approve the meeting minutes of the June 18, 2024, Regular Meeting. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chair Cavener requested a motion to approve the meeting minutes of the June 19, 2024, Special Meeting.

Res. 144-24 Approve the meeting minutes of the June 19, 2024, Special Meeting.

Mr. Angelou moved to approve the meeting minutes of the June 19, 2024, Special Meeting. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Chair Cavener requested a motion to approve the meeting minutes of the July 1, 2024, Regular Meeting.

Res. 145-24 Approve the meeting minutes of July 1, 2024, Regular Meeting.

Mr. Leeseberg moved to approve the meeting minutes of July 1, 2024, Regular Meeting. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chair Cavener requested a motion to approve the meeting minutes of July 3, 2024, Regular Meeting.

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Res. 146-24 Approve the meeting minutes of July 3, 2024, Special Meeting.

Mr. Angelou moved to approve the meeting minutes of July 3, 2024, Special Meeting. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Chair Cavener requested a motion to approve the meeting minutes of July 10, 2024, Special Meeting.

Res. 147-24 Approve the meeting minutes of July 10, 2024, Special Meeting.

Chair Cavener moved to approve the meeting minutes of July 10, 2024, Special Meeting. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chair Cavener requested a motion to approve the Warrants for August 2024.

Res. 148-24 Approve the Warrants for August 2024.

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

CORRESPONDENCE:

Chair Cavener said a letter was received from Elmington Affordable, LLC, apprising the township of a new 264-unit, multi-family development called Westerville Crossing, 3680 Westerville Rd., Columbus, a required notification to all property owners within a one-half mile radius the political jurisdiction. Chief Briggs said it will create more traffic and police runs.

FINANCE:

Fiscal Officer Cararo said a new employee, Sara Powers, will be starting on Monday, July 22, and will work part-time. She said Cynthia Lampkins starts the following Monday. She said she has the years 2023 and 2024 caught up. She said her goal is to begin generating reports for the trustees.

Ms. Rousseau said she wanted to make the trustees and fiscal officer aware that the permanent appropriations that were submitted at the July 1st meeting by Nancy White were returned with three exceptions. Ms. Rousseau said she will correct it with amended appropriations. She explained that the resources that were submitted to the Franklin Co. Auditor's Office exceeded the appropriations; we overspent. Since 2023 was not completely reconciled, she said we do not know if our resource numbers are correct or if our expense numbers are correct, but she can make an adjustment in our expenses to lower them until 2023 and 2024 are reconciled. Ms. Rousseau said Ms. White was unaware of the exceptions. Ms. Rousseau said the report is dated July 5, 2024, but it was just received. Chair Cavener thanked Ms. Cararo for joining the township and for her efforts. Chair Cavener thanked Ms. Rousseau for returning from retirement to assist.

ADMINISTRATION:

No report given.

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HUMAN RESOURCES:

Ms. Owens requested the approval to adopt the Display of Flags at Township Facilities policy. She said it would apply to all township facilities and properties. Ms. Owens said the policy was approved by legal counsel.

Res. 149-24 Adopt the Display of Flags to Township Facilities Policy.

Chair Cavener moved to adopt the Display of Flags to Township Facilities Policy. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Ms. Owens requested the approval to permit Boyer Financial Group to provide a deferred compensation program that will be made available and optional to all employees, both part-time and full-time. She said this has been done since 2009; however, she could not find that it was ever brought before the Board. On advice of legal counsel, it was recommended that a resolution be done.

Res. 150-24 Permit Boyer Financial Group to provide a deferred compensation program that will be made available to all part-time and full-time employees.

Mr. Leeseberg moved to approve Boyer Financial Group to provide a deferred compensation program that will be made available to all part-time and full-time employees. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Ms. Owens provided updates. (See Referral File.)

SERVICE:

Service Director Boggs provided updates. (See Referral File.)

CODE ENFORCEMENT:

There was discussion about making Mecca Park a walk-in park only. Mr. Boggs said the drive needs regraded and cold patch. Chief Briggs said the park needs to be drivable for police safety. Mr. Boggs said he will return to the Board with options.

Mr. Boggs said 2399 Lindale Road has been cleaned up and back to grade by order of the court. He said \$3,795 was spent on time and equipment cleaning the property. He said there was 8 – 10 dump truck loads, 2 thirty-yard dumpsters, and truckloads of dirt. This lot was being set up for homesteading. Mr. Boggs said the owner is currently approximately \$1,000 behind on property taxes. Mr. Boggs said he would start the procedure to foreclose on the property and will continue working with the prosecutor's office. Mr. Boggs said many of the neighbors have thanked him for the clean-up and some have expressed interest in obtaining the property.

Mr. Boggs requested the approval for the code violations to be placed as a tax lien on the tax duplicate per ORC §505.87(B)(2), in the amount of \$3,775.58 for the court-ordered cleanup of 2399 Lindale Road.

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Res. 151-24 Approve the code violations to be placed as a tax lien on the tax duplicate per ORC §505.87(B)(2), in the amount of \$3,775.58 for the court-ordered cleanup of 2399 Lindale Road.

Mr. Angelou moved to approve the code violations to be placed as a tax lien on the tax duplicate per ORC §505.87(B)(2), in the amount of \$3,775.58 for the court-ordered cleanup of 2399 Lindale Road. Chair Cavener seconded the motion. All voted yea. Motion carried.

Mr. Boggs requested the approval for the code violations to be placed as a tax lien on the tax duplicate per ORC §505.87(B)(2), in the amount of \$300 for high grass and mowing of 2699 Woodland Avenue and parcel 190-001552-00 in the amount of \$300 for high grass and mowing on Rankin Avenue. The owner of the Rankin Avenue parcel is Maricit Development Corp., an owner of several properties in the township.

Res. 152-24 Approve the code violations to be placed as a tax lien on the tax duplicate per ORC §505.87(B)(2), in the amount of \$300 for high grass and mowing at 2699 Woodland Avenue and parcel 190-001552-00 in the amount of \$300 for high grass and mowing on Rankin Avenue.

Chair Cavener moved to approve the code violations to be placed as a tax lien on the tax duplicate per ORC §505.87(B)(2), in the amount of \$300 for high grass and mowing at 2699 Woodland Avenue and parcel 190-001552-00 in the amount of \$300 for high grass and mowing on Rankin Avenue. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Service Director Boggs provided updates. (See Referral File.)

POLICE:

Chief Briggs provided June statistics for the police department. He said officer Cortes has moved into the next step of her field training program. Chief Briggs said a public notice was completed to eliminate 60% of items in the evidence room. He is awaiting the judge's sign-off order.

Chief Briggs said he has only one applicant for a potential hire. Ms. Owens said a police officer posting has been advertised on Ohio Means Jobs. Chief Briggs said Lexipol is providing a 50% discount to write the grant for Flock cameras and MVPs. Chair Cavener said he, and possibly the other trustees, would like to discuss the former fire station 132 with Chief Briggs and Fire Chief Dunlevy.

FIRE:

Chief Dunlevy requested approval to declare exterior light poles from the demolition of 384 W. Johnstown Road as surplus. These will be listed on GovDeals.com.

Res. 153-24 Approval to declare exterior light poles from the demolition of 384 W. Johnstown Road as surplus.

Mr. Angelou moved to declare exterior light poles from the demolition of 384 W. Johnstown Road as surplus. Chair Cavener seconded the motion. All voted yea. Motion carried.

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Chief Dunlevy requested the acceptance of Charles Wilhelm's retirement request of January 1, 2025.

Res. 154-24 Accept Charles Wilhelm's retirement request of January 1, 2025.

Chair Cavener moved to accept Charles Wilhelm's retirement request of January 1, 2025. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested the trustees enter into an executive session at the end of today's meeting per ORC §121.22(G)(2) 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 in accordance with §505.10 of the Revised Code, 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. Chair Cavener agreed to do so.

OPERATIONS CENTER:

Chief Dunlevy requested the retroactive approval of the repair of chiller #2 in the amount of \$11,772.61 to Engineered Temperature Solutions LLC (ETS). He said this was an emergency repair.

Res. 155-24 Approve the retroactive approval of the repair of chiller #2 in the amount of \$11,772.61 to Engineered Temperature Solutions LLC (ETS).

Mr. Angelou moved to approve the retroactive approval of the repair of chiller #2 in the amount of \$11,772.61 to Engineered Temperature Solutions LLC (ETS). Chair Cavener seconded the motion. All voted yea. Motion carried.

Chief Dunlevy said there was a huge turnout for the 4th of July parade. He thanked the trustees for their participation.

INFORMATION TECHNOLOGY:

Mr. Main requested the approval of a 1-year contract for Breach Secure Now, a hosted solution for phishing testing and training, including service installation of \$500.00 and \$93.60 monthly (for Tier: 101 – 150 users) for a total amount of \$1,623.20 to IP Pathways.

Res. 156-24 Approve the 1-year contract for Breach Secure Now, a hosted solution for phishing testing and training, including service installation of \$500.00 and \$93.60 monthly (for Tier: 101 – 150 users) for a total amount of \$1,623.20 to IP Pathways.

Chair Cavener moved to approve 1-year contract for Breach Secure Now, a hosted solution for phishing testing and training, including service installation of \$500.00 and \$93.60 monthly (for Tier: 101 – 150 users) for a total amount of \$1,623.20 to IP Pathways. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Mr. Main requested the approval of a 36-month contract for MailMarshal, a cloud hosted solution for e-mail and phishing protection, in the total amount of \$8,300 to Trustwave.

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Res. 157-24 Approve the 36-month contract for MailMarshal, a cloud hosted solution for e-mail and phishing protection, in the total amount of \$8,300 to Trustwave.

Chair Cavener moved to approve the 36-month contract for MailMarshal, a cloud hosted solution for e-mail and phishing protection, in the total amount of \$8,300 to Trustwave. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Mr. Main said with this product, testing, and the training with all new employees, it should fulfill the requirements of the State.

Mr. Main requested an executive session pursuant to ORC §121.22(G) regarding details relative to the security arrangements and emergency response protocols for a public body or a 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 moved to go into an executive session per ORC §121.22(G)(2) 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 in accordance with §505.10 of the Revised Code, 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 2:30 p.m., the trustees, fiscal officer, Fire Chief Dunlevy, Mr. Boggs, Mr. Main and Ms. Owens went into executive session. At 3:00 p.m., they came out of executive session.

Chair Cavener moved to go into an executive session pursuant to ORC §121.22(G) regarding details relative to the security arrangements and emergency response protocols for a public body or a public office if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

At 3:01 p.m., the trustees, fiscal officer, Fire Chief Dunlevy, Mr. Boggs, Mr. Main and Ms. Owens went into an executive session. At 3:14 pm, they came out of executive session.

Chair Cavener moved to adjourn the meeting. Mr. Angelou seconded the motion. All voted yea. The meeting was adjourned at 3:15 p.m.

Kevin J. Cavener, Chairperson

Richard J. Angelou, Vice Chairperson

Jamie D. Leeseberg, Trustee

Kelly Cararo, Fiscal Officer