

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

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Held **December 17,** **2024**

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Chair Kevin Cavener called the Regular Meeting of the Mifflin Township Board of Trustees to order at 1:30 p.m. with Vice Chair Richard Angelou, Trustee Jamie Leeseberg, Fiscal Officer Kelly Cararo, Assistant Fiscal Officer Cynthia Lampkins, Fire Chief Brian Dunlevy, Police Chief David Briggs, Service Director Roger Boggs, and IT Director Craig Main present. Financial Specialist Rebecca Rousseau and Administrative Communications Coordinator Becky Swingle also attended.

Visitors: Nate Green, The Montrose Group; attorney Jackson Reynolds, Smith & Hale LLC; and township resident, Darlene Wildes, 256 Muskingum Dr., Gahanna, were in attendance.

## **TRUSTEES' COMMENTS:**

Chair Cavener thanked the employees for the hard work they have done throughout the year. He said Merry Christmas and Happy New Year. Trustees Angelou and Leeseberg repeated the same sentiments.

## **VISITORS' COMMENTS:**

Mr. Reynolds stated the levy collection is still in place. The area for the first Tax Increment Financing (TIF) has been identified as the Stelzer/Agler/I-270 area. A public hearing date was set for January 28, 2025, at 3:00 p.m. Notices will be mailed to property owners within the proposed Tax Increment Financing (TIF) district as well as the Superintendent of the Gahanna-Jefferson Public Schools and the Superintendent of Eastland-Fairfield Career & Technical Schools. The TIF will be voted on at the Regular Trustees Meeting on March 3, 2025, at 10 a.m. Mr. Green and Mr. Reynolds provided an explanation of Tax Increment Financing (TIF) and Joint Economic Development Districts (JEDDs) and how the township benefits from them. The township will start the process of putting TIF in place to protect funds for the property the township owns. The township will schedule a meeting with the City of Gahanna to discuss JEDD options.

## **MINUTES:**

### **Res. 218-24 Approve the meeting minutes of November 26, 2024, Special Meeting.**

Chair Cavener moved to approve the meeting minutes of November 19, 2024, Regular Meeting, and the Warrants for January 2025. Mr. Angelou seconded the motion. All voted yea. Motion carried.

## **CORRESPONDENCE:**

Chair Cavener objected to the annexation of the Horizon Science Academy Elementary Inc. at 2845, 2855, 2875 Morse Road.

### **Res. 219-24 Approve the renewal of the membership in the Coalition of Large Ohio Urban Townships (CLOUT) in the amount of \$200.**

Chair Cavener moved to approve the renewal of the membership in the Coalition of Large Ohio Urban Townships (CLOUT) in the amount of \$200. He said he is requesting more information on the membership. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

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## **FINANCE:**

Fiscal Officer Cararo requested the approval of the payment to Software Solutions in the amount of \$16,404.47 for the contract for Annual Software Support for Visual Intelligence Portfolio (VIP) for the period 1/1/2025 – 12/31/2025.

### **Res. 220-24 Approve payment to Software Solutions in the amount of \$16,404.47 for the contract for Annual Software Support for Visual Intelligence Portfolio (VIP) for the period 1/1/2025 – 12/31/2025.**

Mr. Leeseberg moved to approve payment to Software Solutions in the amount of \$16,404.47 for the contract for Annual Software Support for Visual Intelligence Portfolio (VIP) for the period 1/1/2025 – 12/31/2025. Chair Cavener seconded the motion. All voted yea. Motion carried.

Fiscal Officer Cararo requested to adopt a resolution for Real Estate Taxes Advances for the 2025 fiscal year.

### **Res. 221-24 Adopt a resolution for Real Estate Taxes Advances for the 2025 fiscal year.**

Mr. Angelou moved to adopt a resolution for Real Estate Taxes Advances for the 2025 fiscal year. Chair Cavener seconded the motion. All voted yea. Motion carried.

Fiscal Officer Cararo requested the approval of the 2025 Temporary Appropriation resolution.

### **Res. 222-24 Approve the 2025 Temporary Appropriation resolution.**

Chair Cavener moved to approve the 2025 Temporary Appropriation resolution. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Fiscal Officer Cararo requested approval to transfer \$100,000 from the General Fund to the Police Fund.

### **Res. 223-24 Approve the transfer of \$100,000 from the General Fund to the Police Fund.**

Mr. Leeseberg moved to approve the transfer of \$100,000 from the General Fund to the Police Fund. Chair Cavener seconded the motion. All voted yea. Motion carried.

Fiscal Officer Cararo requested approval of the annual FleetCare Total Care Managed Print Agreement with Modern Office Methods in the amount of \$1,429.80.

### **Res. 224-24 Approve the annual FleetCare Total Care Managed Print Agreement with Modern Office Methods in the amount of \$1,429.80.**

Chair Cavener moved to approve the annual FleetCare Total Care Managed Print Agreement with Modern Office Methods in the amount of \$1,429.80. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

It was decided that the 2025 Organization Meeting will take place on January 6, 2025, 10 a.m., at the OPS Center, immediately followed by the Regular Trustees Meeting.

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Fiscal Officer Cararo said the 2022 Reconciliation was submitted to the Auditor. The 2023 Reconciliation was submitted to the bank for the purchase of property, but not to the Auditor. The 2024 Reconciliation is being worked on.

## **HR:**

Ms. Owens requested the approval of a 3% pay increase for Roger Boggs, Service Director, effective pay period starting December 8, 2024.

### **Res. 225-24 Approve a 3% pay increase for Roger Boggs, Service Director, effective pay period starting December 8, 2024.**

Mr. Angelou moved to approve a 3% pay increase for Roger Boggs, Service Director, effective pay period starting December 8, 2024. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Ms. Owens requested approval to revise the positions to the OPERS Pick-up Plan Resolution 192-21, effective January 5, 2025.

### **Res. 226.1-24 Approve the revisions to the positions of the OPERS Pick-up Plan Resolution 192-21, effective January 5, 2025.**

Chair Cavener moved to approve the revisions to the positions of the OPERS Pick-up Plan Resolution 192-21, effective January 5, 2025. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Ms. Owens requested approval to revise the positions to the OPERS Pick-up Plan Resolution 193-21, effective January 5, 2025.

### **Res. 226.2-24 Approve the revisions to the positions of the OPERS Pick-up Plan Resolution 193-21, effective January 5, 2025.**

Chair Cavener moved to approve the revisions to the positions of the OPERS Pick-up Plan Resolution 193-21, effective January 5, 2025. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Ms. Owens requested approval to process a payroll correction to MECC and Firefighters who were not paid properly for blended overtime and/or incorrect calculation for out-of-class pay rate totaling approximately \$12,500.00. There is a two-year look back for MECC and a six month look back for Firefighters.

### **Res. 227-24 Approval to process a payroll correction to MECC and Firefighters who were not paid properly for blended overtime and/or incorrect calculation for an out-of-class pay rate totaling approximately \$12,500.00. There is a two-year look back for MECC and a six month look back for Firefighters.**

Chair Cavener moved to approve the processing of a payroll correction to MECC and Firefighters who were not paid properly for blended overtime and/or incorrect calculation for out-of-class pay rate totaling approximately \$12,500.00. There is a two-year look back for MECC and a six month look back for Firefighters. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

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Ms. Owens requested to retroactively approve the holiday employee donation to the Mid-Ohio Food Bank from the Mifflin Township Benevolence account in the amount of \$2,746.00. The donation was made on December 11, 2024, to participate in the Mid-Ohio Food Bank “Double the Donation” campaign.

**Res. 228-24 Retroactively approve the holiday employee donation to the Mid-Ohio Food Bank from the Mifflin Township Benevolence account in the amount of \$2,746.00.**

Chair Cavener moved to retroactively approve the holiday employee donation to the Mid-Ohio Food Bank from the Mifflin Township Benevolence account in the amount of \$2,746.00. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Ms. Owens requested approval of the revised OPS Center Meeting Room Use & Reservation Policy, effective January 1, 2025. See policy in the attachment below.

**Res. 229-24 Approve the revised OPS Center Meeting Room Use & Reservation Policy, effective January 1, 2025.**

Chair Cavener moved to approve the revised OPS Center Meeting Room Use & Reservation Policy, effective January 1, 2025. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Ms. Owens requested the approval of the Vacation Leave Increment Use Policy to allow 56-hour and MECC personnel to use a combination of leave if their vacation balance is less than the required increment use.

The revised policy reads as follows:

VACATION LEAVE INCREMENT USE POLICY

Fire Division employees who work a 56-hour rotating unit must request to use vacation in 12-hour increments. Employees who have less than a 12-hour vacation balance may supplement time off using holiday flex and/or compensatory time to meet this requirement.

**Res. 239-24 Approve the Vacation Leave Increment Use Policy to allow 56-hour and MECC personnel to use a combination of leave if their vacation balance is less than the required increment use.**

Chair Cavener moved to approve the Vacation Leave Increment Use Policy to allow 56-hour and MECC personnel to use a combination of leave if their vacation balance is less than the required increment use. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Ms. Owens requested the approval of the revised Injury Leave Policy. She said the new policy titled, INJURY LEAVE AND SALARY CONTINUATION POLICY, that previously allowed twelve weeks of injury leave has been revised to 720 hours for 56-hour employees and 480 hours for non-56-hour employees. She said the following wording was added to the policy:

“Upon exhausting injury leave, an injured worker may elect to use accrued sick leave as salary continuation. Injured workers who exhaust their available sick

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leave may request to convert available, accrued vacation leave to sick leave to continue salary continuation. Employees may request to convert up to 612 hours of vacation leave to sick leave per claim. Conversion must be in hourly increments at a 1:1 conversion rate. If an employee is still disabled after their salary continuation benefits expire, Human Resources must notify BWC that salary continuation will cease. If an employee returns to work prior to using the converted sick leave, the unused hours will be converted back to vacation leave.”

Ms. Owens said Ohio BWC does not recognize vacation, compensatory time or holiday flex leave as salary continuation.

**Res. 240-24 Approve the revised Injury Leave Policy as stated above.**

Chair Cavener moved to approve the revised Injury Leave Policy as stated above. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Along with other updates described in her memo, Ms. Owens said that departments should write policies for the purchase of meals, refreshments, and other amenities for compliance purposes. See below for other updates.

**SERVICE:**

Mr. Boggs said the roof at 155 Olde Ridenour Road is complete. The insurance check will be sent for a depreciation value of \$3,780.00. He said the OPWC grant fell short. Mr. Leeseberg recommended OPWC’s small government program; the application is due February 2025. Mr. Boggs said road salt was applied to the roads last Thursday for the snow.

**CODE ENFORCEMENT:**

Mr. Boggs requested approval of the following code violations to be placed as a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$1,500.00 for the following:

- 2836-2850 Baughman Ave. – Trash - \$600.00
- 2858 Woodland Ave. – Trash - \$600.00
- Parcel – 190-001552 – Trash - \$300.00

**Res. 230-24 Approve the following code violations to be placed as a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$1,500.00:**

- **2836-2850 Baughman Ave. – Trash - \$600.00**
- **2858 Woodland Ave. – Trash - \$600.00**
- **Parcel – 190-001552 – Trash - \$300.00**

Mr. Leeseberg moved to approve the following code violations to be placed as a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$1,500.00: 2836-2850 Baughman Ave. – Trash - \$600.00; 2858 Woodland Ave. – Trash - \$600.00; and Parcel – 190-001552 – Trash - \$300.00. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Mr. Boggs said he will look into increasing repeat violators/tax liens. He will also ask the Franklin County Engineer’s Office to send violation letters.

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## **POLICE:**

Police Chief Briggs requested acceptance of the resignation of Officer Medina-Cortes from a full-time position and place her as a part-time officer, effective December 14, 2024, contingent upon her full-time employment schedule.

### **Res. 231-24 Accept the resignation of Officer Medina-Cortes from a full-time position and place her as a part-time officer, effective December 14, 2024, contingent upon her full-time employment schedule.**

Chair Cavener moved to accept the resignation of Officer Medina-Cortes from a full-time position and place her as a part-time officer, effective December 14, 2024, contingent upon her full-time employment schedule. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chief Briggs requested a resolution declaring the necessity for levying a tax exceeding the ten-mill limitation and requesting the County Auditor to provide certain information pursuant to Ohio Rev. Code Section 5705.03(B).

### **Res. 232-24 Adopt a Resolution declaring the necessity for levying a tax exceeding the ten-mill limitation and requesting the County Auditor to provide certain information pursuant to Ohio Rev. Code Section 5705.03(B).**

Chair Cavener moved to adopt a Resolution declaring the necessity for levying a tax exceeding the ten-mill limitation and requesting the County Auditor to provide certain information pursuant to Ohio Rev. Code Section 5705.03(B). Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Chief Briggs said the Franklin County Auditor is to provide certification of the tax valuations.

Chief Briggs provided updates. He said overall the crime rate has decreased but there has been a rash of burglaries lately.

## **FIRE:**

Fire Chief Dunlevy requested approval to promote Firefighter Chris Searle to the rank of Lieutenant effective December 22, 2024.

### **Res. 233-24 Approve the promotion of Firefighter Chris Searle to the rank of Lieutenant effective December 22, 2024.**

Mr. Leeseberg moved to approve the promotion of Firefighter Chris Searle to the rank of Lieutenant effective December 22, 2024. Chair Cavener seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested approval to revise the prior service credit to 10 years for Public Safety Technology Director Craig Main.

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**Res. 234-24 Approve to revise the prior service credit to 10 years for Public Safety Technology Director Craig Main.**

Chair Cavener moved to revise the prior service credit to 10 years for Public Safety Technology Director Craig Main. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested a Resolution to proceed with the submission of the question of levying an additional tax in excess of the ten-mill limitation for the purpose of fire protection services pursuant to the Ohio Revised Code Section 5705.19(I) (Additional).

**Res. 235-24 Adopt a Resolution to proceed with the submission of the question of levying an additional tax in excess of the ten-mill limitation for the purpose of fire protection services pursuant to the Ohio Revised Code Section 5705.19(I) (Additional).**

Chair Cavener moved to adopt a Resolution to proceed with the submission of the question of levying an additional tax in excess of the ten-mill limitation for the purpose of fire protection services pursuant to the Ohio Revised Code Section 5705.19(I) (Additional). Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested approval of the disability separation for Firefighter Adam Shaffer.

**Res. 236-24 Approve the disability separation for Firefighter Adam Shaffer.**

Chair Cavener moved to approve the disability separation for Firefighter Adam Shaffer. Mr. Angelou seconded the motion. All voted yea. Motion carried.

**INFORMATION TECHNOLOGY:**

Mr. Main said Spectrum will issue a refund check by December 24, 2024.

Mr. Main requested approval of the Robert Half Statement of Work for an IT support person. He said the contract language is undergoing a legal review.

**Res. 238-24 Upon legal review, approve the Robert Half Statement of Work for an IT support person.**

Chair Cavener moved to approve the Robert Half Statement of Work for an IT support person, upon legal review of the contract. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Chief Dunlevy requested 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.

At 3:00 p.m., 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

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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.

All attendees except for Mr. Main and Ms. Wildes went into the Executive Session. At 3:20 pm, they came out of the Executive Session.

Chief Dunlevy requested to approve the sale of the Stelzer Road property to the Messmer Company or their client in the amount of \$1,900,000. They would be responsible for all closing costs. If this request is approved, it would authorize Trustee Cavener to sign all necessary paperwork to complete the sale on behalf of the Township.

**Res. 237-24 Approve the sale of the Stelzer Road property to the Messmer Company or their client in the amount of \$1,900,000. They would be responsible for all closing costs. If this request is approved, it would authorize Trustee Cavener to sign all necessary paperwork to complete the sale on behalf of the Township.**

Chair Cavener moved to approve the sale of the Stelzer Road property to the Messmer Company or their client in the amount of \$1,900,000. They would be responsible for all closing costs. If this request is approved, it would authorize Trustee Cavener to sign all necessary paperwork to complete the sale on behalf of the Township. Mr. Angelou seconded the motion. All voted yea. Motion carried.

**OPS CENTER:**

There were no requests or updates.

Chair Cavener moved to adjourn the meeting. Mr. Angelou seconded the motion. All voted yea. Motion carried. The meeting adjourned at 3:21 p.m.

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Kevin J. Cavener, Chairperson

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Richard J. Angelou, Vice Chairperson

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Jamie D. Leeseberg, Trustee

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Kelly Cararo, Fiscal Officer





**MIFFLIN TOWNSHIP**  
**Peace. Safety. Welfare.**

**TRUSTEES MEETING AGENDA**  
**Tuesday, December 17, 2024, 1:30 p.m.**  
**OPS Center**  
**400 W Johnstown Rd**  
**2<sup>nd</sup> Floor, EOC Conference Room B**

1. Call Meeting to Order
2. Prayer and Pledge
3. Roll Call
4. Trustees' Comments
5. Visitors' Comments
6. Minutes & Warrants (Consent Agenda)
  - November 26, 2024, Special Meeting Minutes
  - Warrants for January 2025
7. Correspondence
  - Letter from Woda Cooper Co. – Brentnell Pointe 50-unit affordable housing development
  - Annexation Petition – Horizon Science Academy Elementary Inc. – 2845, 2855, 2875 Morse Rd.
  - 2025 Invitation to Renew \$200 Membership in the Coalition of Large Ohio Urban Townships (CLOUT)
8. Finance
  - Request to approve payment to Software Solutions in the amount of \$16,404.47 for the contract for Annual Software Support for Visual Intelligence Portfolio (VIP) for the period 1/1/2025 – 12/31/2025.
  - Request to adopt a resolution for Real Estate Taxes Advances for the 2025 fiscal year.
  - Request to approve the 2025 Temporary Appropriation resolution.
  - Request to transfer \$100,000 from the General Fund to the Police Fund.
  - Request to approve the annual FleetCare Total Care Managed Print Agreement with Modern Office Methods in the amount of \$1,429.80, a saving of \$1,044.00 over last year.
  - Discuss the date for the Organizational Meeting in January 2025.
  - Updates
9. HR
  - Request to approve 3% pay increase for Roger Boggs, Service Director, effective pay period starting December 8, 2024.
  - Request approval to revise the positions to the OPERS Pickup Plan, effective January 5, 2025.

- Request to process a payroll correction to MECC and Firefighters who were not paid properly for blended overtime and/or incorrect calculation for out-of-class pay rate totaling approximately \$12,500.
- Request to retroactively approve the holiday employee donation to the Mid-Ohio Food Bank from the Mifflin Township Benevolence account in the amount of \$2,746.00.
- Request to revise the OPS Center Meeting Room Use & Reservation Policy, effective January 1, 2025.
- Updates

10. Service

- Updates

11. Code Enforcement

- Request to approve the following code violations to be placed as a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$1,500.00 for the following:
  1. 2836-2850 Baughman Ave. – Trash - \$600.00
  2. 2858 Woodland Ave. – Trash - \$600.00
  3. Parcel – 190-001552 – Trash - \$300.00
- Updates

12. Police

- Request to accept the resignation of Officer Medina-Cortes from a full-time position and place her as a part-time officer, effective December 14, 2024, contingent upon her full-time employment schedule.
- A discussion and resolution to request the County Auditor to provide certification of the total current tax valuations for a 3.48 or 4.87 mill levy for Police-related purposes in 2025.
- Updates

13. Fire Division

- Request to promote Firefighter Chris Searle to the rank of Lieutenant effective December 22, 2024.
- Request to revise the prior service credit to 10 years for Public Safety Technology Director Craig Main.
- Request to approve the submission documents to proceed with a Fire levy of 1.95 mill for the May 2025 election.
- Request to approve disability separation for Firefighter Adam Shaffer.
- Request 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.
- Request to approve the sale of the Stelzer Road property to the Messmer Company or their client in the amount of \$1,900,000. They would be responsible for all closing costs. If this request is approved, it would authorize Trustee Cavener to sign all necessary paperwork to complete the sale on behalf of the Township.

14. OPS Center

- No requests or updates

15. Information Technology

- No requests or updates

16. Adjourn

Reminders:

1. December 25, 2024 – Christmas Holiday – Office is closed.
2. January 1, 2025 – New Year's Holiday - Office is closed.
3. January 29 – 31, 2025, OTA Winter Conference & Trade Show



## WODA COOPER COMPANIES

Brentnell Pointe  
Woda Cooper Development, Inc.  
500 S. Front Street, Fl 10  
Columbus, Ohio 43215  
614-396-3200

November 14, 2024

CERTIFIED MAIL RETURN RECEIPT REQUESTED

Kelly Cararo  
Fiscal Officer  
Mifflin Township  
400 West Johnstown Road, Suite 200  
Gahanna, OH 43230

RE: Brentnell Pointe

Dear Fiscal Officer Cararo:

The purpose of this letter is to apprise your office that Woda Cooper Companies, Inc. plan to be the general partner of a residential rental development located in or within a one-half mile radius of your political jurisdiction, and will submit an application to utilize the multifamily funding programs of the Ohio Housing Finance Agency (OHFA) for the development of this property.

Brentnell Pointe is a proposed 50-unit general occupancy affordable housing development located at 1456 and 1472 Brentnell Avenue in the North Central area of Columbus, Ohio.

Brentnell Pointe will target households with incomes up to 60% of area median gross incomes. Brentnell Pointe will offer six (6) one-bedroom units, thirty-eight (38) two-bedroom units, and six (6) three-bedroom units. The project will be appropriate for a variety of populations: singles, young professionals, seniors, single-parent households, small families needing three-bedroom units, and those needing workforce housing in close proximity to surrounding job centers. Brentnell Pointe will include the new construction of a three-story corridor building with an elevator. Brentnell Pointe will include various amenities including: on-site management office, community room with kitchenette, ample green space, and more. The development is within steps of a COTA bus stop and is in close proximity to Brentnell Community Center and Ohio Dominican University.

The entire project will be designed and constructed to obtain Leadership in Energy & Environmental Design (LEED) – silver or comparable energy efficiency certification. In addition, at least 10% of the dwelling units will be accessible for persons with mobility disabilities and at least an additional 2% of dwelling units will be accessible for persons with hearing or visual disabilities.

The proposed development will be financed with a Permanent First Mortgage, 4% Housing Tax Credit Proceeds, a soft loan from Rockbridge, CDFI funds, and Deferred Developer Fee.

Development Team:

Woda Cooper Development, Inc.

Woda Construction, Inc.

Woda Management & Real Estate LLC

Project Address: 1456 & 1472 Brentnell Avenue, Columbus, Ohio 43219

Number of Units: 50

Program(s) to be utilized in the Project: 4% Housing Tax Credit Program and Housing Development Loan Program.

Right to Submit Comments: You have the right to submit comments to OHFA regarding the proposed project's impact on the community. Any objection to the project must be submitted in writing and signed by a majority of the voting members of the legislative body. Comments must be received by OHFA within 30 days of the mailing date of this notice.

The person to be notified at OHFA and their address is:

Director of Multifamily Housing  
Ohio Housing Finance Agency  
2600 Corporate Exchange Dr., Suite 300  
Columbus, OH 43231

OHFA will provide a written response to any objections submitted under the terms outlined above.

Sincerely,



Jonathan McKay  
Vice President of Development  
500 S. Front Street, 10th Floor  
Columbus, Ohio 43215  
614-377-1750  
[jmckay@wodagroup.com](mailto:jmckay@wodagroup.com)

AFFIDAVIT OF NOTICE OF FILING OF ANNEXATION PETITION  
WITH TOWNSHIP CLERK

STATE OF OHIO            }  
COUNTY OF FRANKLIN } SS:

Ali Algothani, being first duly sworn, deposes and says that he is the agent for petitioner(s) in that certain Annexation Petition wherein it is prayed that 1.818± acres, more or less, in Mifflin Township to be annexed to the City of Columbus, Ohio, said Annexation Petition was filed in accordance with the provisions of Section 709.02 of the Ohio Revised Code with the Franklin County Board of County Commissioners on 25<sup>th</sup> day of November, 2024. A copy of the Annexation Petition, map and legal description was served personally on the Township Clerk of Mifflin Township on 29<sup>th</sup> day of November, 2024 by the affiant. Said personal service on the Mifflin Township Clerk was done within five (5) days of the filing the Annexation Petition with the Franklin County Board of County Commissioners according to Ohio Revised Code Section 709.023.

Further Affiant Sayeth Naught.



Name: Ali Algothani

Sworn to before me and signed in my presence; a Notary Public County in and for said State and County on this 25<sup>th</sup> day of , November, 2024.



**BRANDON CHAPPELL**  
Notary Public, State of Ohio  
Commission #: 2024-RE-075146  
My Commission Expires 03-18-2029

Notary Public

NOTICE OF FILING OF ANNEXATION PETITION

TO: Kelly Cararo, Fiscal Officer  
Mifflin Township, Franklin County, Ohio  
400 W. Johnstown Road,  
Gahanna, OH 43230

In accordance with the provisions of Section 709.03 of the Ohio Revised Code, you are hereby notified that, on the 25<sup>th</sup> day of November, 2024, the undersigned, as Agent for the Petitioners, filed an Annexation Petition in the office of the Board of County Commissioners of Franklin County, Ohio.

Said Petition prays for annexation to the City of Columbus, Ohio, of 1.818 acres, more or less, in Mifflin Township.

A copy of said Petition, with description and plat, is attached hereto and made a part hereof.

Dated: 11/25/2024

  
\_\_\_\_\_  
Ali Alghothani  
Agent for Petitioners

RECEIPT OF THE AFOREMENTIONED DOCUMENT(S) IS HEREBY ACKNOWLEDGED  
THIS \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
CLERK'S OFFICE



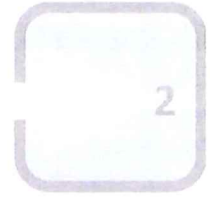
Franklin County  
Board of Commissioners

**ECONOMIC DEVELOPMENT  
& PLANNING**

Economic Development & Planning Department  
James Schimmer, Director

Application for  
**Annexation  
Petition**

Expedited Type 2  
Pursuant to ORC §709.023



**Property Information**

Site Address:	2845 Morse Road,	2855 Morse Road,	2875 Morse Road
Parcel ID(s):	190-003146-00, 190-002127-00, 190-001934-00		Total Acreage: 1.818 Acres
From Township:	MIFFLIN TOWNSHIP		To Municipality: CITY OF COLUMBUS

**Property Owner Information** \*In the event of multiple owners, please attach separate sheet

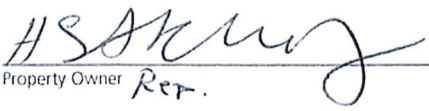
Name:	HORIZON SCIENCE ACADEMY ELEMENTARY INC		
Address:	2845 MORSE ROAD, COLUMBUS, OHIO 43231		
	2855 MORSE ROAD, COLUMBUS, OHIO 43231		
	2875 MORSE ROAD, COLUMBUS, OHIO 43231		
Phone #	(440) 278-0104	Fax #	
Email:	AKKAYA@CONCEPTSCHOOLS.ORG		

**Attorney/Authorized Agent Information**

Name:	ALI ALGHOTHANI, Ph.D, PE.		
Address:	1910 CROWN PARK COURT		
	COLUMBUS, OHIO 43235		
Phone #	(614) 538-8451	Fax #	(614) 538-8446
Email:	ALI@STARCONSULTANTS.ORG		

**Petitioners Signature**

WHOEVER SIGNS THIS PETITION EXPRESSLY WAIVES THEIR RIGHT TO APPEAL IN LAW OR EQUITY FROM THE BOARD OF COUNTY COMMISSIONERS' ENTRY OF ANY RESOLUTION PERTAINING TO THIS SPECIAL ANNEXATION PROCEDURE, ALTHOUGH A WRIT OF MANDAMUS MAY BE SOUGHT TO COMPEL THE BOARD TO PERFORM ITS DUTIES REQUIRED BY LAW FOR THIS SPECIAL ANNEXATION PROCEDURE.

	11/15/2024		
Property Owner <i>Rep.</i>	Date	Property Owner	Date
_____	_____	_____	_____
Attorney or Authorized Agent	Date	Attorney or Authorized Agent	Date

**Staff Use Only**

Case # ANX-

Hearing Date:

Date Filed:

Fee Paid:

Receipt #:

Received By:

Notification Deadline (5 days):

Svc Statement Deadline (20 days):

**Document Submission**

The following documents must accompany this application on letter-sized 8 1/2" x 11" paper:

Legal description of the property

Fee Payment (*checks only*)

Map/plot of property

List of adjacent properties





VICINITY MAP  
N.T.S.



CONSULTANTS  
PLAT & RESUBDIVISION  
PREPARED BY  
FRANKLIN COUNTY ENGINEERS  
REGISTERED PROFESSIONAL ENGINEERS  
REGISTERED SURVEYORS  
REGISTERED LAND SURVEYORS

RECEIVED

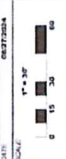
FRANKLIN COUNTY ENGINEERS  
3000 N. HIGHWAY 101, SUITE 100  
COLUMBUS, OHIO 43240-1100  
PH: 614.291.1100

REGIONAL ANALYZER OF  
PLANNING AND  
DESIGN SERVICES  
FOR THE PROJECT



*Donald W. Madson*  
DONALD W. MADSON, P.E.  
OHIO PROFESSIONAL ENGINEERING NO. 10027  
DATE: 9/6/24

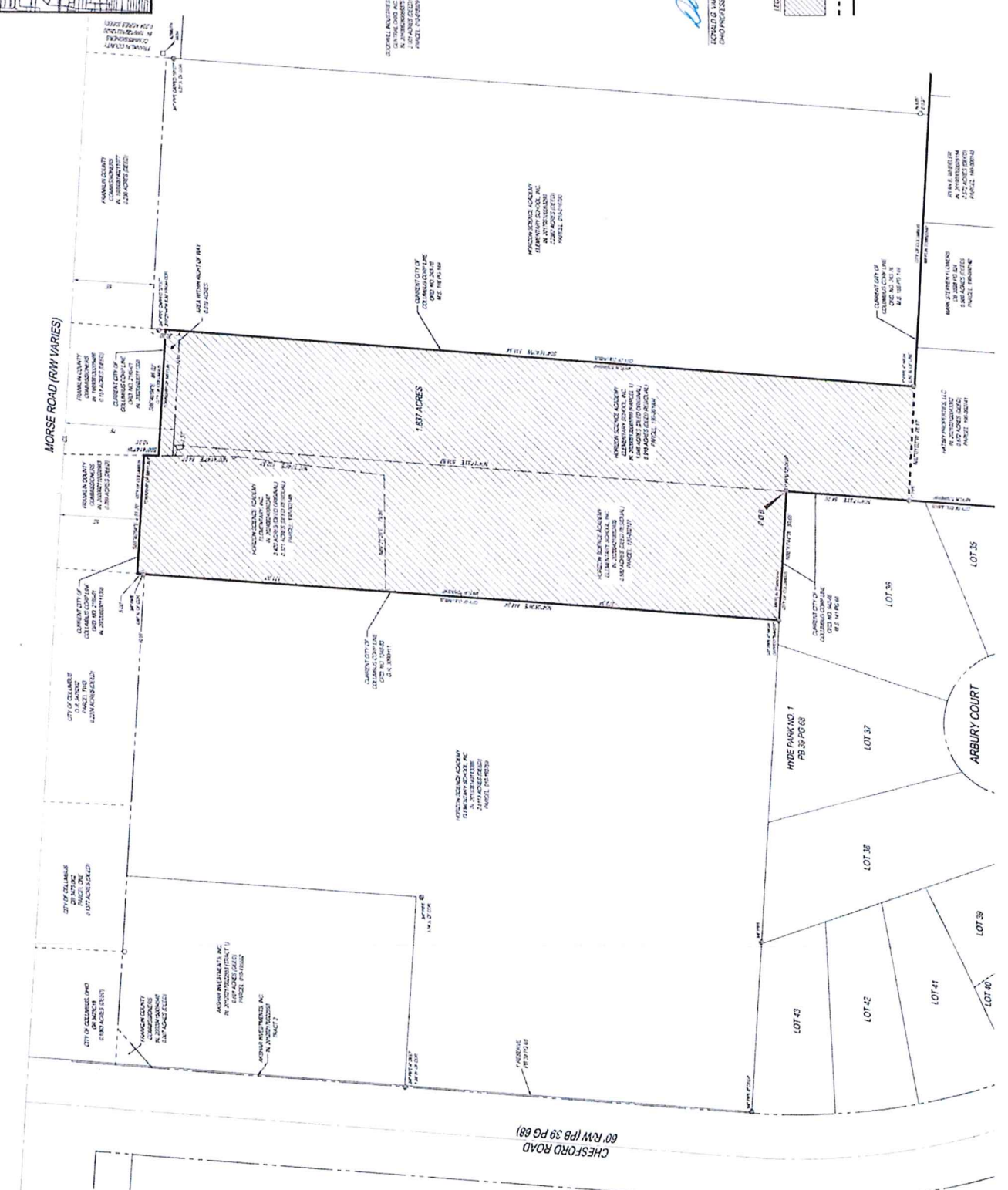
1.837 ACRES TO BE ANNEXED  
FROM TOWNSHIP OF MITTLIN  
TO CITY OF COLUMBUS, OHIO  
UNINCORPORATED LANDS  
CITY OF COLUMBUS  
FRANKLIN COUNTY, OHIO



ANNEXATION  
PLAT

1 OF 1

MORSE ROAD (RW VARIES)



CHESFORD ROAD (R/W 39 PG 88)  
R/W 39 PG 88

ARBUROY COURT

HIDE PARKING 1  
PG 39 PG 88

LOT 37

LOT 38

LOT 39

LOT 40

LOT 41

LOT 42

LOT 43

LOT 44

LOT 45

LOT 46

LOT 47

LOT 48

LOT 49

LOT 50

LOT 51

LOT 52

LOT 53

LOT 54

LOT 55

LOT 56

LOT 57

LOT 58

LOT 59

LOT 60



***Franklin County Board of Commissioners  
Economic Development & Planning Department***

Owner: Murray Juanita P  
Parcel ID: 010-147258-00  
Address: 2744 Arbury Ct

Owner: Garman Shayla Nicole  
Parcel ID: 010-147257-00  
Address: 2750 Arbury Ct

Owner: Hatimy Properties LLC  
Parcel ID: 190-002741-00  
Address: 2888 Allwine Rd

Owner: Horizon Science Academy Elementary School Inc  
Parcel ID: 010-016790-00  
Address: 2899 Morse Rd

Owner: Horizon Science Academy Elementary School Inc  
Parcel ID: 010-193759-00  
Address: 2835 Morse Rd

Owner: Horizon Science Academy Elementary School Inc  
Parcel ID: 010-193759-00  
Address: 2835 Morse Rd

Owner: Anederson Properties LP  
Parcel ID: 010-252899-00  
Address: 2816 - 2820 Morse Rd

Owner: 2900 MORSE RAD LLC  
Parcel ID: 600-122742-00  
Address: 2850 Morse Rd

Owner: 2900 MORSE RAD LLC  
Parcel ID: 600-204543-00  
Address: 2874 Morse Rd

If you have any questions please let me know

Respectfully,  
Star Consultants, Inc.

Ali Alghothani, Ph.D., PE





CINCINNATI  
COLUMBUS  
DAYTON  
LOUISVILLE

350 Worthington Rd, Suite B  
Westerville, OH 43082  
phone ▶ 614.882.4311  
fax ▶ 614.882.4479  
[www.kleingers.com](http://www.kleingers.com)

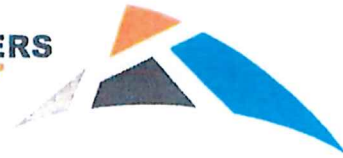
### 1.837 ACRE ANNEXATION DESCRIPTION FROM THE TOWNSHIP OF MIFFLIN TO THE CITY OF COLUMBUS, OHIO

Situated in the Township of Mifflin, County of Franklin, State of Ohio; being a part of Quarter Township 2, Township 1, Range 17, United States Military Lands, also being all of the remainder of a 0.420 acre parcel conveyed to Horizon Science Academy Elementary, Inc. as described in Instrument No. 202406240062347, all of a 0.582 acre parcel conveyed to Horizon Science Academy Elementary School, Inc. as described in Instrument No. 202004210052405 and all of the remainder of a 1.046 acre parcel conveyed to Horizon Science Academy Elementary School, Inc. as described in Instrument No. 202005130065769, a part of that 0.151 acre tract conveyed to Franklin County Commissioners by deed of record in Instrument Number 199908120205486 and a portion of that right of way of Morse Road (width varies), each of the aforementioned instruments being recorded in the Franklin County Recorder's Records and being bounded and described as follows:

**Beginning** at a 1-inch pipe found at the southeasterly corner of said 0.582 acre Horizon Science Academy Elementary School, Inc. parcel and a northeasterly corner of Hyde Park No. 1 Subdivision as recorded in Plat Book 39, Page 68 of the Franklin County Recorder's Records, said point also being the northeasterly corner of Lot 36 in said Hyde Park No. 1 Subdivision and being on the westerly line of said 1.046 acre Horizon Science Academy Elementary School, Inc. parcel and being at a corner of the current City of Columbus corporation line as established in Ordinance No. 942-66 and M.S. 141, Page 68, said 1-inch pipe also being the **Point of Beginning**;

Thence North 86°47'44" West with the southerly line of said 0.582 acre Horizon Science Academy Elementary School, Inc. parcel and northerly line of said Hyde Park No. 1 Subdivision and the said current City of Columbus corporation line, a distance of 88.65 feet to a "Baker" 5/8-inch capped rebar found at the southwesterly corner of said 0.582 acre Horizon Science Academy Elementary School parcel, said "Baker" rebar also being the southeasterly corner of a 2.8113 acre parcel conveyed to Horizon Science Academy Elementary School, Inc. as described in Instrument No. 201508140113086 of the Franklin County Recorder's Records and the southeasterly corner of the current City of Columbus corporation line as established in Ordinance No. 1348-83 and O.R. 3090H11;

Thence North 04°08'26" East with the westerly line of said 0.582 acre Horizon Science Academy Elementary School, Inc. parcel and the westerly line of said 0.420 acre Horizon Science Academy Elementary, Inc. parcel and the easterly line of said 2.8113 acre Horizon Science Academy Elementary School, Inc. parcel, along the easterly line of that 0.2204 acre tract conveyed to the City of Columbus by deed in Official Record 3475D02 and the said current City of Columbus corporation line, a distance of 444.24 feet (passing a 3/4-inch pipe found at 440.22 feet) to a point



on the westerly line of said 0.420 acre Horizon Science Academy Elementary, Inc. parcel, said point also being on the southerly right of way line of Morse Road (Variable Width) and the current City of Columbus corporation line as established in Ordinance No. 2185-01 and Instrument No. 200205030111358 and the southwest corner of that 0.099 acre tract conveyed to the Franklin County Commissioners by Instrument Number 200002110028983;

Thence South 86°40'04" East with the southerly line of said Morse Road, said 0.099 acre Franklin County Commissioners tract and said current City of Columbus corporation line, a distance of 81.20 feet to a point on the easterly line of said 0.420 acre Horizon Science Academy Elementary, Inc. parcel, said point also being on the southerly right of way line of said Morse Road and the southeast corner of said 0.099 acre Franklin County Commissioners tract;

Thence South 00°41'47" West with an easterly line of said 0.420 acre Horizon Science Academy Elementary, Inc. parcel and the right of way limits of said Morse Road and said current City of Columbus corporation line and the westerly line of said 0.151 acre Franklin County Commissioners tract, a distance of 10.01 feet to a point, said point also being approximately 10 feet north of the southerly right of way of said Morse Road and on the westerly line of said 0.151 acre Franklin County Commissioners tract;

Thence South 86°40'04" East with the said current City of Columbus corporation line and across said 0.151 acre Franklin County Commissioners tract, a distance of 86.03 feet to a point in the westerly line of a 2.2362 acre parcel conveyed to Horizon Science Academy Elementary School, Inc. as described in Instrument No. 201705100063290 of the Franklin County Recorder's Records and on the current City of Columbus Corporation Line established in Ordinance No. 243-76 and M.S. 166 Page 149;

Thence South 04°16'40" West with the easterly line of said 0.151 acre Franklin County Commissioners tract and said 1.046 acre Horizon Science Academy Elementary School, Inc. parcel and westerly line of said 2.2362 acre parcel and a current City of Columbus corporation line as established in Ordinance No. 243-76 and M.S. 166, Page 149, a distance of 518.34 feet (passing a 1-inch pipe at 517.78 feet) to the point at the southeasterly corner of said 1.046 acre Horizon Science Academy Elementary School, Inc. parcel, said point also being on the northerly line of a 0.672 acre parcel conveyed to Hatimy Properties, LLC as described in Instrument No. 2021031000043362 of the Franklin County Recorder's Records and on the said current City of Columbus corporation line;

Thence North 87°01'03" West with the southerly line of said 1.046 acre Horizon Science Academy Elementary School, Inc. parcel and the northerly line of said 0.672 acre Hatimy Properties, LLC parcel and a proposed City of Columbus corporation line a distance of 78.17 feet to a 1-inch pipe found at the southwesterly corner of said 1.046 acre Horizon Science Academy Elementary School, Inc. parcel, said point also on an easterly line of said Hyde Park No. 1

ANNEXATION  
PLAT & DESCRIPTION  
ACCEPTABLE  
BRAD FOSTER, P.E., P.S.  
FRANKLIN COUNTY ENGINEER

BY: FDA/MQB DATE: 9/13/2024

RECEIVED

SEP 13 2024

FRANKLIN COUNTY ENGINEER  
BRAD FOSTER, P.E., P.S.

THE  
KLEINGERS  
GROUP



Subdivision and on the current City of Columbus corporation line as established in Ordinance No. 942-66 and M.S. 141, Page 68;

Thence North 04°17'33" East with the westerly line of said 1.046 acre Horizon Science Academy Elementary School, Inc. parcel and an easterly line of said Hyde Park No. 1 Subdivision and the said current City of Columbus corporation line, a distance of 84.76 feet to the **Point of Beginning**.


The above-described annexation containing 1.837 acres, more or less.

The total length of the annexation perimeter is 1,391.40 feet, of which 1,313.23 feet are contiguous with current City of Columbus Corporation Lines, being 94.4% +/- contiguous.

Basis of bearings is the State Plane Coordinate System, Ohio South Zone (NAD83-2011), Epoch 2010 as determined by a GPS survey utilizing CORS Station "COLB", being S86°40'04"E along the existing south right-of-way line of Morse Road.

The above description was prepared under the direction of Donald G. Vardon, Jr., Ohio Professional Surveyor No. 8300 and is based on a boundary determination performed by the Kleingers Group in July 2024. Subject to all highway, easements, and covenants of record. This description is not to be used in the transfer of real property.



  
Donald G. Vardon, Jr.  
Professional Surveyor, Ohio License No. 8300

9/11/24  
Date



RCVD DEC 18 '24

2024-2025  
Executive Committee

Chair

Barry Tiffany  
Southwest Region

Vice Chair

Andy Rose  
East Region

Gary Boyle  
Northwest Region

Tim Coleman  
Northwest Region

Jamie Fisher  
Central Region

Andy Glenn  
Northwest Region

Shannon Hartkemeyer  
Southwest Region

Brook Harless  
East Region

Jeff Markley  
East Region

Rozland McKee  
Central Region

Cheryl Sieve  
Southwest Region

Dee Stone  
Southwest Region

Oliver Turner  
Northwest Region

Vince Utterback  
Central Region

Michael B. Vaccaro  
East Region

Paul Wise  
Central Region

TO: Mifflin Township, Franklin Co.

FR: Barry Tiffany, Chair

DT: November 29, 2024

RE: 2025 Invitation – Join or Renew Membership in Coalition of Large Ohio Urban Townships

The Coalition of Large Ohio Urban Townships (“Coalition”) is currently comprised of **over 60 large townships representing more than 1.5 million Ohioans**. Since its formation in 1995, the Coalition has gained the trust and attention of Ohio’s legislators and, together, our voice continues to grow stronger.

We encourage you to consider joining the Coalition if you are not yet a member or renew your membership to continue enjoying the benefits (*township qualifications are an annual budget of more than \$3M OR a population of 15,000 or more in the unincorporated area of the township*). As a member of CLOUT, your township will have a voice in the Coalition’s legislative priorities for the 136<sup>th</sup> General Assembly, have access to training and engagement opportunities, and be eligible for financial support if faced with litigation that has a potential to impact Ohio townships.

The CLOUT Executive Committee has explored new ways to engage members, including hosting webinars and regional meetings for CLOUT members. Coalition leadership is committed to ensuring that CLOUT members continue to have educational opportunities, spaces to network, and the ability to engage with their elected officials.

In addition, township officials will once again be able to participate in the Coalition’s annual meeting to be held at the OTA Winter Conference on Thursday, January 30<sup>th</sup> from 11:15 a.m. - 12:45 p.m. The meeting will include a legislative review and a presentation on a topic of importance to the Coalition.

We thank you for your consideration and support whether by joining or renewing your existing membership. *Simply pass a resolution (new members), and please submit the \$200 fee.* Please make all checks payable to the Ohio Township Association - CLOUT and submit to the OTA office by **Friday, January 17, 2025**.

If you have any questions or concerns regarding the Coalition, the resolution, or the membership fee, please do not hesitate to contact the OTA office at 614-863-0045 or visit <https://ohiotownships.org/clout>. For other CLOUT questions, I can be reached at 937-848-8426 or [btiffany@sugarcreekoh.us](mailto:btiffany@sugarcreekoh.us).

Barry Tiffany

Enc: Dues Statement



<b>Coalition of Large Ohio Urban Townships</b>		<b>DUES STATEMENT</b>
Ohio Township Association		
6500 Taylor Road	<b>DUES STATEMENT #</b>	<b>DATE</b>
Blacklick, OH 43004	2025	December 3, 2024
Phone: (614) 863-0045	<b>DUE</b>	
Fax: (614) 863-9751	January 17, 2025	

**BILL TO**

Name  
 Township, County  
 Address  
 City, OH Zip  
 email

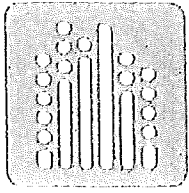
DESCRIPTION		AMOUNT
Annual CLOUT Dues*		\$200.00
Calendar Year 2025		
<i>Thank you for your continued support of CLOUT!</i>	<b>TOTAL</b>	<b>\$200.00</b>

*\*In order to be a voting member of CLOUT at the 2025 annual meeting, please remit dues by January 17, 2025.*

Dues may be paid by check or with credit card. To pay by check, please make check payable to the Ohio Township Association and place "CLOUT Dues" in the Memo line. To pay by credit card, please fill out and submit the following information:

Township/County: \_\_\_\_\_  
 Billing Address: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_  
 Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
 3 Digit Security Code: \_\_\_\_\_ Cardholder Signature: \_\_\_\_\_

If you have any questions about CLOUT dues, please contact Kyle A. Brooks at (614) 863-0045 or by email at [brooks@ohiotownships.org](mailto:brooks@ohiotownships.org).



# Software Solutions

Personal Attention. Public Solutions.

8534 Yankee Street, Suite 2B  
Dayton, OH 45458

INVOICE	
Invoice #:	INV-0011104
Invoice Date:	11/21/2024
Term:	Net 30
Due Date:	12/21/2024
PO #:	

**Bill To:**  
Mifflin Township, Franklin County  
400 W. Johnstown Rd., Suite 200  
Gahanna, OH 43230

**Ship To:**  
Mifflin Township, Franklin County  
400 W. Johnstown Rd., Suite 200  
Gahanna, OH 43230

Description
Annual Software Support Contract for Visual Intelligence for period 01/01/2025 thru 12/31/2025

Subtotal	\$16,404.47
Sales Tax	\$0.00
Total	\$16,404.47

## PO 24-1465



**Ohio Revised Code  
Section 321.34**

**TAX ADVANCE PAYMENTS**

**Resolution \_\_\_\_-24**

TO: Michael Stinziano, Auditor of Franklin County, Ohio

DATE: December 17, 2024

WHEREAS, the Board of Trustees of Mifflin Township met in regular session on December 17, 2024.

WHEREAS, the Franklin County Auditor’s Office has made it possible for Advances on Real Estate Tax Settlements to be distributed via electronic transfer.

THEREFORE, BE IT RESOLVED that the Mifflin Township Fiscal Officer is hereby directed by the Board of Trustees to request an advance on all funds, as they become available during fiscal year 2025.

Voting “Aye” Theron:

	Aye	Nay
Kevin J. Cavener, Trustee	___	___
Richard J. Angelou, Trustee	___	___
Jamie D. Leeseberg, Trustee	___	___

Attest: \_\_\_\_\_  
Kelly Cararo , Fiscal Officer – Mifflin Township

\_\_\_\_\_ 12/17/2024 \_\_\_\_\_  
Date

**Township 2025 Temporary Appropriation Resolution**

Rev. Code, Sec. 5705.38

The Board of Trustees of Mifflin Township, Franklin County, Ohio, met in Regular session on the 17th day of December 2024 at the office of the Mifflin Township Board of Trustees with the following members present:

- Mr. Cavener
- Mr. Angelou
- Mr. Leeseberg

\_\_\_\_\_ moved for the adoption of the following Resolution:

BE IT RESOLVED by the Board of Trustees of Mifflin Township, Franklin County, Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year, ending December 31st, 2025 the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as follows, viz:

**That there be appropriated from the VARIOUS FUNDS:**

**RECAPITULATION OF FUNDS**

<b>1000 GENERAL FUND</b>			<b>\$ 2,000,000.00</b>
	Personnel Services	\$ 750,000.00	
	Other Expenses	\$ 1,250,000.00	
<b>SPECIAL REVENUE FUNDS</b>			
<b>2281 AMBULANCE AND EMS</b>			<b>\$ 2,500,000.00</b>
	Personnel Services	\$ 772,578.00	
	Other Expenses	\$ 1,727,422.00	
<b>2041 CEMETERY FUND</b>			<b>\$ 350,000.00</b>
	Personnel Services	\$ 226,939.25	
	Other Expenses	\$ 123,060.75	
<b>2271 ENFORCEMENT AND EDUCATION FUND</b>			<b>\$ 8,834.80</b>
<b>2251 FEDERAL LAW ENFORCEMENT FUND</b>			<b>\$ 2,693.95</b>
<b>2191 FIRE DISTRICT FUND</b>			<b>\$ 15,000,000.00</b>
	Personnel Services	\$ 13,213,742.96	
	Other Expenses	\$ 1,786,257.04	
<b>2021 GASOLINE TAX FUND</b>			<b>\$ 300,000.00</b>
	Personnel Services	\$ 157,000.00	
	Other Expenses	\$ 143,000.00	
<b>2261 LAW ENFORCEMENT TRUST FUND</b>			<b>\$ 4,339.24</b>
<b>2901 MISC FUND-MECC DISPATCHING</b>			<b>\$ 1,400,000.00</b>
	Personnel Services	\$ 1,300,000.00	
	Other Expenses	\$ 100,000.00	
<b>2011 MOTOR VEHICLE LICENSE TAX FUND</b>			<b>\$ 50,000.00</b>
<b>2231 PERMISSIVE MOTOR VEHICLE TAX</b>			<b>\$ 100,000.00</b>
<b>2081 POLICE DISTRICT FUND</b>			<b>\$ 1,000,000.00</b>
	Personnel Services	\$ 603,839.73	
	Other Expenses	\$ 396,160.27	

	<b>2031 ROAD &amp; BRIDGE FUND</b>		<b>\$ 550,000.00</b>
	Personnel Services	\$ 107,000.00	
	Other Expenses	\$ 443,000.00	
	<b>4404 AMERICAN RESCUE PLAN</b>		<b>\$ -</b>
	<b>4405 National Opioid Settlement Fund</b>		<b>\$ -</b>
	Personnel Services		
	Other Expenses		
<b>SPECIAL REVENUE FUNDS TOTAL</b>			<b>\$ 23,265,867.99</b>
<b>DEBT SERVICE FUND</b>			
	NOTE RETIREMENT Vehicles		<b>\$ 480,000.00</b>
	NOTE RETIREMENT Equipment		<b>\$ -</b>
	NOTE RETIREMENT BLDG		<b>\$ 467,253.00</b>
<b>CAPITAL PROJECTS FUND</b>			
	<b>4901 PERMANENT IMPROVEMENT FUND</b>		<b>\$ -</b>
	<b>4901 OPS CENTER</b>		<b>\$ 498,522.00</b>
	<b>4902 STATION 132</b>		<b>\$ 27,089.62</b>
<b>FIDUCIARY FUND</b>			
	<b>8001 CEMETERY BEQUEST FUND</b>		<b>\$ 154.14</b>
<b>GRAND TOTAL OF ALL FUNDS</b>			<b>\$ 24,738,886.75</b>
_____seconded the Resolution and the roll being called upon its adoption			
the vote resulted as follows:			
		Aye	
		Aye	
		Aye	
Adopted _____			
Fiscal Officer, Board of Township Trustees			
THE STATE OF OHIO, FRANKLIN COUNTY, ss:			
I, Kelly Cararo, Fiscal Officer of the Board of Trustees of Mifflin Township, Franklin County,			
Ohio, and in whose custody the Files, Journals and Records of said Board are			
required by the Laws of the State of Ohio to be kept, do hereby certify that			
the foregoing Annual Amended Permanent Appropriation Resolution is taken and copied			
from the original Resolution now on file with said Board, that the foregoing			
Resolution has been compared by me with the said original and that the same is a true			
and correct copy thereof.			
WITNESS my signature, this 17th day of december 2024			
_____			
Fiscal Officer			

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES  
REV CODE, SEC. 5705.36

TO THE TAXING AUTHORITY OF MIFFLIN TWP, FRANKLIN COUNTY

(413) FUND	UNENCUMBERED BALANCE JANUARY 1ST 2025	TAXES	OTHER SOURCES	TOTAL
<b>GOVERNMENTAL</b>				
GENERAL	\$766,287.04	\$1,120,722.90	\$505,694.55	\$2,392,704.49
GENERAL TAX LEVY	\$766,287.04	\$1,120,722.90	\$505,694.55	\$2,392,704.49
<b>SUBTOTAL</b>				
SPECIAL REVENUE	\$2,516,765.34	0	\$1,400,000.00	\$3,916,765.34
AMBULANCE & EMS	0	0	0	0
AMERICAN RESCUE PLAN FUND	\$175,221.29	0	\$300,000.00	\$475,221.29
CEMETERY	\$8,834.80	0	0	\$8,834.80
ENF. & EDUCATION	\$2,693.95	0	0	\$2,693.95
FED LAW ENF	\$1,069,641.82	0	\$1,595,511.04	\$17,939,083.17
FIRE OPERATING	\$215,073.85	\$15,273,930.31	\$140,400.00	\$355,473.85
GASOLINE TAX	\$4,339.24	0	0	\$4,339.24
LAW ENF TRUST	(\$15,534.60)	0	\$1,589,361.54	\$1,573,826.94
MECC CENTER	\$46,570.31	0	\$5,567.00	\$52,137.31
MOTOR VEHICLE TAX	\$126,031.00	0	\$36,120.00	\$162,151.00
PERMISSIVE MVL	\$563,558.47	0	\$49,203.77	\$1,339,858.01
POLICE DISTRICT	\$317,564.54	\$727,095.77	\$33,951.17	\$607,239.81
ROAD & BRIDGE	\$5,030,760.01	\$255,724.10	\$5,150,114.52	\$26,437,524.71
<b>SUBTOTAL</b>				
DEBT SERVICE	0	0	0	0
DEBT SERVICE	0	0	0	0
GENERAL NOTE RETIREMENT-				
GENERAL NOTE RETIREMENT-FIRE	\$238,278.31	\$480,000.00	0	\$718,278.31
GENERAL NOTE RETIREMENT-				
GENERAL NOTE RETIREMENT-	\$22,155.52	\$498,522.00	0	\$520,677.52
<b>SUBTOTAL</b>	\$260,433.83	\$978,522.00	0	\$1,238,955.83
<b>CAPITAL PROJECTS</b>				
AMERICAN RESCUE PLAN	\$182,559.89	0	0	\$182,559.89
CAPITAL IMPROVEMENTS-OPWC	0	0	0	0
OPS Building	0	0	0	0
PERMANENT IMP	0	0	0	0
STA132 CAPITAL PROJECTS	0	0	0	0
<b>SUBTOTAL</b>	\$182,559.89	0	0	\$182,559.89

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES  
REV CODE, SEC. 5705.36

TO THE TAXING AUTHORITY OF MIFFLIN TWP, FRANKLIN COUNTY

(413) FUND	UNENCUMBERED BALANCE JANUARY 1ST 2025	TAXES	OTHER SOURCES	TOTAL
PROPRIETARY				
ENTERPRISE	0	0	0	0
SUBTOTAL				
INTERNAL SERVICE	0	0	0	0
SUBTOTAL				
FIDUCIARY				
EXPENDABLE TRUST	0	0	0	0
SUBTOTAL				
NON-EXPENDABLE TRUST	0	0	0	0
SUBTOTAL				
AGENCY	0	0	0	0
SUBTOTAL				
FIDUCIARY	\$5,174.98	0	\$5.00	\$5,179.98
CEMETERY BEQUEST	\$5,174.98	0	\$5.00	\$5,179.98
SUBTOTAL				
SPECIAL ASSESSMENT	0	0	0	0
SUBTOTAL				
TOTAL	\$6,245,215.75	\$18,355,995.08	\$5,655,814.07	\$30,257,024.90



Total Care  
Managed Print  
Agreement  
For  
Mifflin Township Administration



[www.momnet.com](http://www.momnet.com)



**Total Care Managed Print Agreement** www.momnet.com

This Total Care Managed Print Agreement with all Attachments, Schedules and Addenda shall be collectively referred to as this "Agreement". The words **you** and **your** refer to **Client** & Client's employees. The words **we, us, our & MOM** refer to **Modern Office Methods** & our representatives.

CLIENT INFORMATION			NAME	TITLE	PHONE	EMAIL
FULL LEGAL NAME Mifflin Township Administration			Kelly Cararo	Contract Signer		
BILLING ADDRESS 1 PO Box 307630				Meter Contact		
BILLING ADDRESS 2				IT Contact		
CITY Gahanna	STATE OH	ZIP 43230	Fiscal billing email	A/P Contact		Fiscal@mifflin-oh.gov

**SERVICES**

We will provide you a Total Care Managed Print service as described in the "Scope of Services" for all equipment and accessories herein referred to as the "Equipment" and locations as listed in Schedule A. Additional Services may be added to this agreement with the written consent of authorized representatives of both Client and MOM, added by Addendum and signed by both parties.

**TERMS & PAYMENT SCHEDULE**

**Yearly Payment**  
~~Monthly Payment~~ \* \$ 1,429.80 Term in Months 12 Effective Date 1 / 1 / 2025

Payment Includes 1,000 B&W Impressions per Month B&W Overages billed at \$ .01561 per Click

Payment Includes 270 Color Impressions per Month Color Overages Billed at \$ .10939 per Click

\*plus applicable taxes Note: Overages will be billed quarterly, unless contracted otherwise.

This Agreement shall commence immediately upon approval of Agreement by both parties, at which point we will commence the Implementation Procedure as described in "Scope of Services". The effective date for providing services & supplies under this Managed Print Services Agreement will begin after completion of the implementation.

**TERMS & CONDITIONS**

**THIS IS A NON-CANCELABLE AGREEMENT.** Both parties agree to the terms and conditions set forth herein. Client acknowledges that it has read the terms and conditions as set forth under Standard Terms and Conditions. This agreement shall be governed and construed in accordance with the laws of the State of Ohio.

<b>Modern Office Methods</b>	<b>Client Name</b> <u>Mifflin Township Administration</u>
Signature: _____	Signature: _____
Print Name: _____	Print Name: _____
Title: _____	Title: _____
Date: _____	Date: _____



**Standard Terms and Conditions**

**1. GENERAL SCOPE OF COVERAGE**

This Agreement covers the labor and parts for adjustments and repairs as necessitated by normal use of the equipment except as hereinafter provided. Damage to the equipment or its parts arising out of misuse, abuse, or negligence or caused beyond our control, such as use beyond Buyers' Lab recommended volume, or Acts of God are not covered and may be charged to you at MOM's then current per call service rate. Equipment will be deemed "Fit for Service" if equipment can produce an acceptable quality print via network cable or USB cable. If the service issue is deemed to be the fault of client network, the service call may be chargeable. This agreement will automatically renew for a 12 month period at the then current rates, unless notified in writing at least 30 days prior to expiration of the currently active contract.

**2. PAYMENT**

Payment terms are "Net Due Upon Receipt of Invoice." Client agrees to pay the amount due plus any applicable tax prior to the coverage period noted on invoice. Whenever any payment is not made when due, Client agrees to pay a late charge of ten percent (10%) of the past due amount or \$20.00, whichever is greater, but not an amount greater than allowed by law.

**3. ADDITION/REMOVAL OF EQUIPMENT**

Client is required to immediately notify us, in writing via email to: [contracts@momnet.com](mailto:contracts@momnet.com) upon installation or removal of any equipment at Client's site, capable of using MOM supplied toner cartridges. Upon removal, replacement or addition to the equipment originally listed on Schedule A, we may adjust the CPP and/or minimum volume of the agreement in order to compensate for additional volumes and costs associated with the new or removed equipment. Newly added equipment shall not automatically be covered by this Agreement until we have had the opportunity to make certain the equipment is deemed "Fit for Service" and to review the costs associated to service & supply this newly added equipment.

**4. MAINTENANCE AND SUPPLIES:** This Agreement includes parts, labor and non- OEM toner.

(A) **Toner Usage:** You shall be responsible for ordering and maintaining an adequate inventory of consumable supplies. No more than 60 days' average usage should be kept on hand at any one time. A machine ID number & meter read will be requested at time of order. You agree to use consumable supplies ordered hereunder until empty & only in connection with Equipment subject to this Agreement. We shall review, from time to time, consumable supplies ordered by and shipped to you and the actual impression (click or print) volume made on Equipment covered by this Agreement. In the event of a significant variance between the amount and/or type of consumable supplies ordered and the type of and/or impression volume made on such Equipment we shall have the right to charge you for any variance in excess of 15% & a supply freight fee to cover our costs of shipping supplies to you. Variance will be calculated using manufacturer's stated yields at 5% coverage. All 11" x 17" impressions will count as two meter impressions per side. All supplies in your possession belong to Modern Office Methods and will be made available to us if this Agreement is canceled for any reason, including non-payment. Such returned consumable supplies will not be credited to your account. If this Agreement expires or is terminated, we shall be permitted to pick-up the quantity of unused consumable supplies which are in your inventory for use in connection with the Equipment subject to such expired or terminated Agreement. If you prefer OEM toner, we can provide this at an additional charge.

(B) **Toner Cartridges:** Defective toner cartridges must be returned to us for examination & processing with our respective manufacturers. This will help us provide you a better user experience & keep your costs down. Call our Client Support Center & they will issue a U.P.S. pick up tag for you.

(C) **Service Calls:** Service Calls under this Agreement will be made between 8:00am and 5:00pm Monday through Friday, excluding MOM Holidays (New Years Day, Memorial Day, Independence Day, Labor Day, two days at Thanksgiving and two days at Christmas). Travel and labor time for calls made outside of normal business hours, on weekends or holidays, if available, will be charged at the overtime rates in effect at the time the call is made.

**5. METER READING:** All printers must be connected to a network so that we can effectively monitor their service and supply needs with our Data Collection Agent. If they are not connected to a network, we can provide you with the technology expertise to connect most printers to a network for a fee chargeable to your company. If Equipment cannot be properly connected to a network, that machine will be billed a minimum monthly fee from our device matrix, which is based on average monthly usage of that particular model segment within the entire fleet of printers MOM services. If Equipment is not connected to the network, you agree to notify us of the meter reading, at our request, at the end of each appropriate meter collection cycle. If after two notices, through no fault of Modern Office Methods, we are unable to get a meter reading, we may estimate the reading and bill you accordingly. You will pay the invoice based on the estimated read. An adjustment may be made on a future invoice to reflect any difference between the estimated and actual read. If after two billing cycles it is determined that a covered device is no longer in use or unable to be located it may be removed from contract. If you prefer we perform the meter collection for you, any on-site manual meter collection by a MOM authorized representative will be charged a \$50 per site plus \$0.40 per mile travel fee, plus \$65 per hour labor charge once we are on site, with a minimum of one hour charged per site.

**6. IMPLEMENTATION BILLING:** In order to facilitate an orderly implementation, including labeling, mapping, key operator information gathering, getting equipment "Fit for Service," training and providing a uniform billing cycle, the start date of this Agreement (the "Effective Date") will be a date after completion of the labeling & certification of the Equipment. We will charge for the supplies shipped, plus agreed upon parts & labor provided during this implementation period. During the implementation process, we will inspect and if needed will replace rollers and clean printers at no charge. If additional maintenance is required to bring printers to OEM specifications, MOM will list & report these to you. You can have printers serviced thru alternative sources or hire MOM at a T&M rate of \$75 per hour, plus parts.

**7. NON-PERFORMANCE**

In the event that we do not perform the services to your satisfaction, you shall inform us in writing and we shall have a period of thirty (30) days to correct any deficiencies in performance. Should we still be unable to correct the problem, you shall have the option of terminating this Agreement. In the event of termination for non-performance Client shall: a) Return or pay for any MOM owned equipment placed at client site under this Agreement, b) Pay current retail price for all parts used & all supplies shipped to client under this agreement within the previous 90 days of contract termination, c) Pay all charges due and owing to MOM through the date of removal of such equipment and/ or supplies, d) Pay a penalty of 1 monthly payment for every 6 months remaining on the contract.

**8. INDEMNIFICATION N/A for Government**

Client shall indemnify and hold MOM harmless from any claim, demand, liability, and cause of action or damage for actual or alleged infringement of any intellectual property rights or copyrights arising from the performance of services under this Agreement. Client agrees to defend us at your sole expense, against all suits, action or proceedings in which we are made a defendant for actual or alleged infringement of any intellectual property rights.

Other than as provided above, each party agrees to hold harmless, defend and indemnify the other party against any liability, demand, claim or cause of action for personal injury or property damage due to or arising out of the acts of that party, its agents and employees. However, each party shall have no obligation to hold harmless, defend or indemnify the other from or for liability arising from the other's own intentional or negligent acts. In no event shall MOM be liable to Client for consequential or indirect damages due to our non-performance, any breach of this Agreement, or any act of us or of our employees or agents.

**9. MISCELLANEOUS**

This Agreement supersedes all prior discussions or understandings between the parties. This Agreement cannot be changed or terminated orally. No modification of this Agreement shall be binding unless signed by the party against whom it is sought to be enforced. If any provision of this Agreement is held to be invalid or unenforceable, the remainder of the Agreement shall still be construed as valid and enforceable. No waiver shall be deemed to be made by any party of any of its rights hereunder unless, the same shall be in writing signed by the waiving party and any waiver shall be a waiver only with respect to the specific instance involved and shall in no way impair the rights or obligations of any party in any respect at any other time. If you do not pay all charges for services as provided hereunder, promptly when due: (1) We may (a) refuse to provide service or supplies for the Equipment or (b) furnish service and supplies on a C.O.D. "Per Call" basis at published rates and (2) the Client agrees to pay MOM's costs and expenses of collection including the reasonable attorney's fee permitted by law in addition to all other rights and remedies available to us. This agreement will automatically renew for an additional 12 month period unless you notify us in writing between 30 & 90 days before the end of the term that you do not wish this agreement to renew.

**10. ASSIGNABILITY**

You may not assign your interest in or delegate your duties under this Agreement, unless approved in writing by an officer of MOM.

**11. PRICE PROTECTION GUARANTEE**

We guarantee that the monthly Managed Print fee and coverage rates for this agreement will not increase by more than ten percent in a calendar year, as long as the equipment covered & corresponding volumes do not change.

**12. CONFIDENTIALITY**

Any Confidential Information shared between MOM and Client, including information regarding this agreement, shall held in strict confidence. Both parties shall comply with all applicable laws and regulations regarding such Confidential Information, and, unless required by law, shall not make such Confidential Information available to any third party





## Scope of Services

### 1. MANAGED PRINT TEAM

Modern Office Methods will assign a Total Care Managed Print Team consisting of a Team Leader, Primary Hardware Technician, Primary Network Support Technician and a Primary Billing/Administrative Representative.

### 2. IMPLEMENTATION

Upon approval of this Agreement by both parties, we will conduct an inspection of the Equipment and attach a MOM identification tag to each piece of equipment to be serviced under this Agreement. We will inspect and if needed will replace rollers and clean printers at no charge. If additional maintenance is required to bring printers to OEM specifications, MOM will list & report these to you. You can have printers serviced thru alternative sources or hire MOM at a T&M rate of \$75 per hour, plus parts.

### 3. MANAGED PRINT SERVICES

are inclusive of but not limited to the following:

#### a) Hardware Support Services

**Total Care Quality Call** - Your primary MOM service technician, under the guidelines of the Standard Terms and Conditions, will act proactively as they follow a standard procedure for addressing hardware failures involving resolution of the immediate failure followed by a completion of a multi-point check list replacing high mortality parts as needed.

**Preventative Maintenance** - We will perform all necessary preventative maintenance including all required maintenance kits on the Equipment as set by the manufacturer's guidelines as well as preventative maintenance deemed necessary by the MOM Service Department.

**Supplies** - Black and Color toner will be included. All supplies will be OEM compatible supplies unless noted in this agreement. If OEM supplies are requested client will be responsible for difference in cost between OEM and Compatible. Supplies will be shipped per Client request but limited to a 60-day quantity based on prints generated under this agreement. Client agrees to use consumable supplies ordered hereunder only in connection with equipment subject to this agreement. Contract pricing is based on 5% BW and 20% Color toner coverage. If we determine actual coverage is greater these coverage amounts by more than 15%, we have the right to charge you for the excess toner used.

**Meter Reads** - We will install meter collection software (DCA) for all networked devices at no additional charge to automate the meter read process. You will be responsible for supplying meter reads for all non-networked equipment under this agreement. If MOM is requested to come onsite to manually collect meter information for non-networked devices, you will be billed for these services as per the contract.

In the event we do not receive a timely meter read, we may estimate the meter read and bill you accordingly.

**Response Time** - We will respond to service calls placed to the Client Support Center within an average of six business hours from call placement as measured on a rolling 6 month basis. Response times for calls received outside of normal business hours will be measured from the start of the next business day.

**Remote Support** - We may, remotely monitor and support the Equipment for more timely and accurate resolution of problems.

**Service Loaners** - If we cannot repair your covered printer within 12 business hours, at your request we will provide a free loaner until your printer is repaired.

**Device Replacement** - If it is determined by MOM personnel that a covered device cannot be economically managed, and the last date of manufacture for this model device is less than 8 years ago, the device will be replaced with a like type device solely at the cost of MOM. Ownership of the replacement device will transfer to you upon replacement. If the device is beyond 8 years from last date of manufacture, replacement of the device will be your responsibility; however, MOM will be happy to help you with this process.

**NON-Networked Devices** - Non networked devices may be included in this agreement. These devices will be billed at a fixed rate per month using the MOM Device Matrix. An annual meter read will be collected on each NON-networked device covered by the agreement. If the actual annual meter volume exceeds the volume set for the fixed rate billing, you will be billed for the difference at the contracted rate.

**Equipment Additions & Removals** - Additional devices may be added to the agreement during the duration of the agreement. Equipment added must be brought to manufacturer specifications prior to being placed under contract. We will facilitate these repairs and supply needs at current published rates. Equipment additions may result in an adjusted CPP and monthly billing due to device costs and volume. You must notify us in order to have a covered device removed from the agreement.

#### b) Network Support

**Solution Group** - MOM's IT Support Team will be available to provide support for network printing and application specific printing challenges. Current MOM professional service fees will apply.

#### c) Contract Management

**Managed Print Business Review** - If you desire, we will meet with you to review the Agreement, our performance and the performance of your equipment.

**Asset Management** - The MOM Client Support Center will maintain an accurate inventory of all Equipment covered under this agreement and associated print volumes. We will proactively offer solutions that can improve the conditions of the Agreement including, but not limited to: reallocation of resources for improved performance, cost reduction initiatives and recommendations for any new technology.

#### d) General Performance

MOM uses an operating system designed to automatically monitor and alert your Managed Print Team when response times, equipment performance or technician performance fall below our standards. Following such alerts, measures will be taken to correct any deficiencies. This software may also be used to help determine supply shipments.

### 4. NON-MANAGED PRINT DEVICES

You may purchase printer supplies from MOM for use in printers that are not available for our Managed Services program.

### 5. WALKING & MAPPING SERVICES

Mapping services for print devices within your facilities may be purchased for additional time & material charges.



go green.

TOTAL GREEN DOCUMENT SOLUTIONS



# \_\_\_\_\_

# Schedule A

Total BW Volume	Total Color Volume
1,000	270

Device Count	Device Type
6	

Client Name: Millin Township Administration

MOM Equipment ID	Make and Model	Serial Number	Device Type	Networked	Local	IP Address	Location Info: Department / Room / Cube Etc.	BW Monthly Volume	BW Start Meter	BW CPP	Color Monthly Volume	Color Start Meter	Color CPP	Device Matrix \$	Revenue per Unit
F3365	CANON MF543	2SQ02588	B/W	X		10.13.111.28	OPS Center - Asst. Fiscal Officer Cynthia Lampkins	420		\$0.0156	205		\$0.1094		\$6.56
E7817	HP M452	VNB3B30889	Color	X		10.13.111.10	OPS Center - Twp Admin Melanie Barnette	201		\$0.0156	65		\$0.1094		\$25.56
E7818	HP M570	CNBK872D7	Color	X		10.13.111.22	OPS Center - Fiscal Officer Kelly Cararo	35		\$0.0156					\$7.66
F3366	CANON MF543	2SQ02589	B/W	X		10.13.111.19	Service - 155 Olde Ridenour - Roger Boggs	29		\$0.0156					\$0.45
F3367	CANON MF543	2SQ02597	B/W	X		10.13.111.19	OPS Center - Shared Services hallway - Craig Main	315		\$0.0156					\$4.92
E9059	Canon MF746	ZQR82161	Color	X			OPS Center - MECC RCOG - Dr. Zeeb - Billing to MECC RCOG							\$74.00	\$74.00

Client Authorization

Date

The above equipment is property of the client. Modern Office Methods is responsible for the service and the billing of such service.



**Human Resources Department  
December 17, 2024**

**Requests:**

1. Request to approve a 3% pay increase for Roger Boggs, Service Director, effective pay period starting 12/8/2024. This increase is for 2024 and funds have been appropriated.
2. Request approval to revise the positions to the OPERS Pickup Plan, effective January 5, 2025.
3. Request to process a payout for payroll correction to MECC and Firefighters who were not paid properly for blended overtime and/or incorrect calculation for out of class pay rate totally approximately \$12,500. MECC is a two-year look back period and a six-month look back period for Firefighters.
4. Request to retroactively approve the holiday employee donation to the Mid-Ohio Food Bank from the Mifflin Township Benevolence account in the amount of \$2,746.00. The donation was made on December 11, which was a Mid-Ohio Food Bank “Double your Donation Day” event. This will dissolve the account balance and the account will be closed in late December upon communication with the Fiscal Officer.
5. Request to revise OPS Center Meeting Rooms Use & Reservation Policy, effective January 1, 2025.

**Updates:**

A recent inquiry was made to the AOS regarding purchasing coffee, meals, refreshments or other amenities for staff. The guidance received was in order to avoid an audit finding, the Auditor of State’s Office requires that expenditures of public funds for coffee, meals, refreshments, or other amenities have prior authorization by the appropriate legislative authority in the form of a policy or resolution. We were directed to reference AOS Bulletin 2004-002 and AOS Bulletin 2003-005.

The recommendation from AOS on December 9, 2024, is to create a policy and be specific in the policy to address all items the expenditure authorizes such as paper products, coffee, coffee supplies, events and a breakdown of products associated with the festivity (e.g. retirement parties), and the like.

Although funds may be available in the budget, this does not suffice in an audit finding without an approved policy described above. Each department should have its own policy that is board approved, being cognizant of the proper use of public funds.

Resolution No \_\_\_\_\_ For *Salary Reduction* Pick-up Plan

RESOLUTION THAT MIFFLIN TOWNSHIP WILL PICK UP THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR THE TOWNSHIP ADMINISTRATIVE ASSISTANT I & II, ACCOUNTING CLERK, AND ALL SUPPORT SERVICES POSITIONS IN THE FIRE DEPARTMENT, INCLUDING MECC, PURSUANT TO INTERNAL REVENUE CODE SECTION 414(h)(2). THIS RESOLUTION REPLACES THE CURRENT PLAN ON FILE IN RESOLUTION 192-21.

WHEREAS, pursuant to federal and Ohio laws, the federal and state income taxes on a portion of the wages or salaries of the Township Administrative Assistant I, Township Administrative Assistant II, Accounting Clerk, and all support services positions in the Fire Department, including MECC, will be deferred if Mifflin Township picks-up (assumes and pays) the contributions statutorily required by such elected officials and covered employees to Ohio Public Employees Retirement System (OPERS); and

WHEREAS, Mifflin Township will not incur any additional costs in the picking up of such contributions.

NOW THEREFORE BE IT ORDAINED BY MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO, THAT:

SECTION 1: Effective January 5, 2025, the full amount of the statutorily required employee contributions to OPERS shall be withheld from the gross pay of the Township Administrative Assistant I & II, Accounting Clerk, and all support services positions in the Fire Department, including MECC, within any of the classes established in Section 2 herein and shall be picked-up (assumed and paid to OPERS) by Mifflin Township. This pick-up by Mifflin Township shall be designated as public employee contributions and shall be in lieu of contributions to OPERS by each person within any of the classes established in Section 2 herein. No person subject to this pick-up shall have the option of choosing to receive the statutorily required contribution to OPERS directly instead of having it picked-up by Mifflin Township or of being excluded from the pick-up. Mifflin Township shall, in reporting and making remittance to OPERS, report that the public employees' contribution for each person subject to this pick-up has been made as provided by the statute. Therefore, contributions, although designated as employee contributions, are employer-paid, and employees do not have the option to receive the contributions directly. All contributions are paid by the employer directly to the plan.

SECTION 2: The pick-up by Mifflin Township provided by this ordinance shall apply to the Township Administrative Assistant I & II, Accounting Clerk, and all support services positions within the Fire Department, including MECC, who are employees of Mifflin Township who are or become contributing members of OPERS.

SECTION 3: Mifflin Township's method of payment of salary to employees who are participants in OPERS is hereby modified as provided in Section 4, to provide for a salary reduction, pick up of employee contributions to OPERS.

SECTION 4: The total salary for each employee shall be the salary otherwise payable under Mifflin Township's policies. Such total salary of each employee shall be payable by Mifflin Township in two parts: (a) deferred salary and (b) cash salary. An employee's deferred salary shall be equal to that percentage of that employee's total salary which is required from time to time by OPERS to be paid as an employee contribution by that employee and shall be paid by the Mifflin Township to OPERS on behalf of that employee as a pickup and in lieu of the OPERS employee contribution otherwise payable by that employee. An employee's cash salary shall be equal to that employee's total salary less the amount of the pickup for that employee, and shall be payable, subject to applicable payroll deductions, to that employee. Mifflin Township shall compute and remit its employer contributions to OPERS based upon an employee's total salary. The total combined expenditures of Mifflin Township for such employees' total salaries payable under applicable Mifflin Township's policies and the pick-up provisions of this resolution shall not be greater than the amounts it would have paid for those items had this provision not been in effect.

SECTION 5: The Fiscal Officer is hereby authorized and directed to implement the provisions of this ordinance to institute the pick-up of the statutorily required contributions to OPERS for those persons reflected in Section 2 herein so as to enable them to obtain the result in federal and state tax deferments.

Adopted \_\_\_\_\_

Attest:

\_\_\_\_\_  
Kevin J. Cavener, Trustee

\_\_\_\_\_  
Kelly L. Cararo, Fiscal Officer

\_\_\_\_\_  
Richard J. Angelou, Trustee

\_\_\_\_\_  
Jamie D. Leeseberg, Trustee

Resolution No \_\_\_\_\_ Pick-Up Resolution

RESOLUTION THAT MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO, WILL PICK-UP THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES' RETIREMENT SYSTEM FOR THE FULL-TIME EMPLOYEES OF MIFFLIN TOWNSHIP EXCEPT THE TOWNSHIP ADMINISTRATIVE ASSISTANT I, ACCOUNTING CLERK, AND ALL SUPPORT SERVICES POSITIONS WITHIN THE FIRE DEPARTMENT, INCLUDING MECC, PURSUANT TO INTERNAL REVENUE CODE SECTION 414(h)(2) REPLACING CURRENT PLAN ON FILE IN RESOLUTION 193-21.

WHEREAS, pursuant to federal and Ohio laws, Mifflin Township may offset future salary increases and "pick-up" (assume and pay) the contributions statutorily required by such elected officials and covered employees except the Township Administrative Assistant I & II, Accounting Clerk, and all support services positions in the Fire Department, including MECC, to the Ohio Public Employees Retirement System (OPERS) and such individuals will not be required to pay federal and state income taxes on such contributions; and

NOW THEREFORE BE IT ORDAINED BY MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO, THAT:

SECTION 1: Effective January 5, 2025, the full amount of the statutorily required employee contributions to OPERS shall be picked up and paid as a fringe benefit by Mifflin Township for each full-time person except Township Administrative Assistant I & II, Accounting Clerk, and all support services positions in the Fire Department including MECC, within any of the classes established in Section 2 herein replacing the current plan on file with Resolution 193-21. The pick-up will be an offset against future salary increases except for Township Administrative Assistant I & II, Accounting Clerk, and all support services positions in the Fire Department, including MECC. The pick-up will be designated as public employee contributions and shall be in lieu of contributions to OPERS by each person except Township Administrative Assistant I & II, Accounting Clerk and all support services positions in the Fire Department, including MECC, within any of the classes established in Section 2 herein. No person subject to this "pick-up" shall have the option of choosing to receive the statutorily required contributions to OPERS or being excluded from the discontinuation of the pick-up by Mifflin Township. Mifflin Township shall, in reporting and making remittance to OPERS, report that the public employee contributions for each person subject to the pick-up and is being made as provided by the statute. Therefore, contributions, designated as employee contributions, will be employer-paid except for the Township Administrative Assistant I & II, Accounting Clerk, and all support services positions in the Fire Department, including MECC, do not have the option to receive the contributions directly. All contributions are paid by the employer directly to the plan.

SECTION 2: The pick-up by Mifflin Township provided by this resolution shall apply to all full-time persons except the Township Administrative Assistant I & II, Accounting Clerk, and all support services positions in the Fire Department, including MECC, who are or become contributing members of OPERS.

SECTION 3: Under the fringe-benefit method of employer pick-up, salary is not modified; however, the employer will pay those identified employees' statutorily required contributions to OPERS.

SECTION 4: The Fiscal Officer is hereby authorized and directed to implement the provisions of this resolution to implement the provisions of the pick-up of the statutorily required contributions to OPERS for those persons reflected in Section 2 herein so as to enable them to have their employee contributions paid by the employer.

Adopted \_\_\_\_\_

Attest:

\_\_\_\_\_  
Kevin J. Cavener, Trustee

\_\_\_\_\_  
Kelly L. Cararo, Fiscal Officer

\_\_\_\_\_  
Richard J. Angelou, Trustee

\_\_\_\_\_  
Jamie D. Leeseberg, Trustee

DRAFT

# OPS Center Meeting Rooms Use & Reservation Policy

**EFFECTIVE:** January 1, 2025

## **PURPOSE**

The Mifflin Township Board of Trustees (the Board) provides a secure meeting space for its staff and governmental tenants of the OPS Center located at 400 W Johnstown Road, Gahanna, Ohio 43230. To secure building access, the use of the meeting space within the OPS Center is defined within the Statement of Authority section of this document. OPS Center staff are designated as Mifflin Township employees and the tenants of the building.

## **STATEMENT OF THE AUTHORITY**

The use of any OPS Center meeting rooms by the Board will take priority over any other use. Striving to honor all meeting room reservations, reservations are not guaranteed. In rare or unforeseen circumstances, the Board reserves the right to cancel a reservation or close access to the meeting rooms as emergencies may dictate. Notice about such action will be communicated as soon as possible by the Township's Administrative Services Coordinator. The Board assigns the management of this policy to the Administrative Services Coordinator. The Board permits use of its meeting space by outside agencies to which OPS Center staff participate in, or benefit from, by way of specialized training events or meeting events. Outside agencies must have at least one OPS Center staff participating in the event. This OPS Center staff member is the township's contact throughout the event and must be present for the entirety of the event, including after-hours.

## **NO ENDORSEMENTS**

Use of the OPS Center meeting rooms does not constitute an endorsement of a program or expressed point of view by Mifflin Township or the Board. No advertisement or announcement implying or suggesting such endorsement is permitted. All publicity that uses the meeting location name of "Mifflin Township OPS Center" must include the following statement: "*Sponsored by XYZ Organization*" (name of the organization reserving the meeting room). The name, address, or phone number of the Mifflin Township OPS Center may not be used as the official address/headquarters or for registration purposes. Mifflin Township does not assume any liability for groups or individuals attending any activity in the meeting rooms.

## **RESERVATIONS & SCHEDULING**

The OPS Center is a secure facility, and reservations are required to use the meeting rooms. All scheduling will be conducted by the Township's Administrative Services Coordinator or designee. Reservations are made on a first-come, first-served basis but may not be made more than three (3) months in advance of the requested meeting date. Reservations for the meeting space designated as OPS Center Conf. EOC Room B (Board Room) requires approval of the Administrative Services Coordinator or designee, as this room is an exclusive meeting space for the Board. No assumption should be made that this meeting space will be permitted for use.

The other meeting rooms are generally available on weekdays only, between the hours of 8:00 a.m. and 4:00 p.m. All meetings must conclude by 4:00 p.m., allowing one-half hour for clean-up, as the building closes at 4:30 p.m. Meeting room requests outside normal business hours are considered on a case-by-case basis.

## **USAGE GUIDELINES**

To ensure the Mifflin Township OPS Center and meeting rooms remain clean and functional, rules governing their use shall include, but not be limited to, the following:

1. Adherence to the OPS Center security policy. (Available in the Administration Office).
2. Room set-up will be the responsibility of the meeting organizer or the organization reserving the meeting space. This same individual or group is responsible for returning the room to its original condition.
3. Meetings must not disturb Mifflin Township operations. Mifflin Township reserves the right to stop meetings that are disruptive to Mifflin Township operations.
4. Housekeeping is required.



5. OPS Center staff will not take phone messages for attendees nor provide access to telephone lines, copier services or office/janitorial supplies.
6. Room capacity (listed below), as determined by the Mifflin Township Fire Marshal, shall always be observed.
7. The lobby areas are not to be considered a part of any of the conference rooms.
8. Room furniture & walls:
  - a. Furniture in the OPS Center EOC A meeting room may be rearranged but must be returned to its original set up following the meeting.
  - b. All rooms must be returned to the original condition in which they were found.
  - c. Nothing may be affixed or mounted to the walls of any rooms.
9. Television casting and public Wi-Fi are available. Follow the instruction sheet located in the meeting room. Technical assistance from Mifflin Township is not available.
10. Light refreshments are permitted. Primary contact persons are responsible for all setup and cleanup.
11. Coffee pots, carafes, and/or coffee supplies are not provided.
12. Persons or groups must provide their own supplies such as paper, pencils, markers, etc.
13. **The following is prohibited:**
  - a. Serving or consuming alcoholic beverages
  - b. Use of tobacco products (smoking, vaping, chewing) or illegal substances
  - c. Open flames such as candles
  - d. Food preparation or cooking; red-colored beverages
  - e. Firearms or other dangerous weapons unless being carried by a member of law enforcement
  - f. Animals or pets, except for licensed companions such as Seeing Eye dogs, Service dogs, or Police dogs
14. Noise must be minimal to avoid disturbing any other group and/or staff.

## **FINANCIAL RESPONSIBILITY**

The meeting space must be returned to its original condition following an event. The meeting organizer or group which reserves the meeting space shall assume responsibility for all loss, additional cleaning, damage or injury arising from the use of the meeting space.

## **ROOM DETAILS**

### **FIRST FLOOR**

1<sup>st</sup> Floor Conference Room  
Max. number of occupants (sitting): 10

### **TABLES & CHAIRS**

1 table, 10 chairs

### **SETUP**

boardroom only

### **SECOND FLOOR**

Conference Rooms EOC A  
Max. number of occupants (standing): 188

### **TABLES & CHAIRS**

24 tables, 72 chairs

### **SETUP**

boardroom, u-shape, classroom, theatre, banquet

### **Rooms with Access Restricted:**

Admin Conference Room  
Fire Admin Conference Room  
Shared Services Conference Room  
Conference Room EOC B (Board Room)

## **MEETING | EVENT SIGN-IN**

In the event of an onsite emergency, the meeting organizer is expected to maintain an accurate roster of attendees for each day of the event/meeting.

# OPS Center Meeting Rooms Use & Reservation Policy



## OPS CENTER MEETING ROOMS RESERVATION REQUEST FORM

To reserve a conference room, e-mail this request form to: Administration@mifflin-oh.gov.

Name:		Date:	
Agency or Group:			
Email:			
Primary Phone:		Secondary Phone:	
OPS Contact Name:			
Primary Phone:		Secondary Phone:	
Preferred Room:		Accurate Attendance:	
Preferred Date:		Alternate Date:	
Start Time:		End Time:	
Café Kitchen Access:	Yes	No	
Meeting Purpose: (Attach additional pages, if needed.)			
<input type="checkbox"/> I have read, understand, and agree to abide by the Mifflin Township OPS Center Meeting Rooms Use Policy. <input type="checkbox"/> I understand I am responsible for the setup and cleanup of the meeting room space and any damages.			
Signature:			

### **CONFIRMATION**

You will be notified in writing if your request is approved. If you have any questions, please contact Mifflin Township Administration Office at (614) 471-4494.

OFFICE USE ONLY		
<input type="checkbox"/> 1st Floor Conf. Room	<input type="checkbox"/> OPS Center Conf. EOC Room A	<input type="checkbox"/> OPS Center Conf. EOC Room B
<input type="checkbox"/> Fire Admin Conf. Room	<input type="checkbox"/> Shared Services Conf. Room	<input type="checkbox"/> Admin Conf. Room
After Hours Usage? Yes	No	
Responsible Individual:		
Approved By	Date	
_____	_____	



# MEMO

**DATE:** 12/17/2024

**TO:** Mifflin township Trustees

**FROM:** Service Director – Roger Boggs

**SUBJECT:** Updates & Requests

## Service Dept. Request

### Updates

- The roof at 155 is complete and turned out great. The Insurance check made it 12/10/24, and I have submitted the final invoice to insurance for the Depreciation Value of \$3780.00 to come back to the township.
- The OPWC Funding for Leonard Park Drainage fell short in scoring at 202 points. The funding will be paid to those that scored 223 or higher at this point. Ronni Nimps with Franklin County plans to begin to work towards OPWC's Small Government Program for funding now.

### Code Enforcement

- 2836-2850 Baughman Ave. – Trash - \$600.00
- 2858 Woodland Ave. – Trash - \$600.00
- Parcel – 190-001552 – Trash – \$300.00

### Updates

The Service Dept. is still actively tagging properties that are not in compliance and following up on All complaints that come in from our residents.

Mifflin Township Service Department  
 155 Olde Ridenour  
 Gahanna, Ohio 43230  
 614-713-9071 Fax 614-478-6890



**MIFFLIN TOWNSHIP**  
 Peace. Safety. Welfare.

# INVOICE

<b>Bill To.:</b>
BAUGHMAN COLUMBUS LLC 2836 - 2850 BAUGHMAN AV - Property Address 211 EAST ARCADIA AVENUE - Owner Address COLUMBUS OH 43202, 190-001339 - Parcel I.D.

Date Due: Invoice Date: 11/15/2024
---------------------------------------

Item	Hours	Amount
Trash	2.00	\$600.00
<b>Total</b>		<b>\$600.00</b>

Date	Paid By	Payment Type	Amount
		<b>Total Paid</b>	<b>\$0.00</b>
		<b>Amount Due</b>	<b>\$600.00</b>

To: Franklin county Auditors Office  
 373 South High Street 21st floor  
 Columbus, OH 43215

Timestamp Camera



Timestamp Camera



Timestamp Camera



15/11/2024 13:12:14 GMT-05:00

Timestamp Camera



15/11/2024 09:57:50 GMT-05:00

Timestamp Camera



15/11/2024 09:57:25 GMT-05:00

Timestamp Camera



29/10/2024 10:15:56 GMT-04:00



Mifflin Township Service Department  
 155 Olde Ridenour  
 Gahanna, Ohio 43230  
 614-713-9071 Fax 614-478-6890



**MIFFLIN TOWNSHIP**  
 Peace. Safety. Welfare.

# INVOICE

<b>Bill To.:</b>
BRIGHTER OPPORTUNITIES LLC 2858 WOODLAND AV - Property Address 2665 MENTOR AVENUE #250 - Owner Address MENTOR, OH 44060 190-003811 - Parcel I.D.

Date Due: Invoice Date: 11/18/2024
---------------------------------------

Item	Hours	Amount
Trash	2.00	\$600.00
<b>Total</b>		<b>\$600.00</b>

Date	Paid By	Payment Type	Amount
		<b>Total Paid</b>	<b>\$0.00</b>
		<b>Amount Due</b>	<b>\$600.00</b>

To: Franklin county Auditors Office  
 373 South High Street 21st floor  
 Columbus, OH 43215







**Mifflin Township Service Department**  
 155 Olde Ridenour  
 Gahanna, Ohio 43230  
 614-713-9071 Fax 614-478-6890



**MIFFLIN TOWNSHIP**  
 Peace. Safety. Welfare.

# INVOICE

<b>Bill To.:</b>
MIRACIT DEVELOPMENT CORP RANKIN AV - Property Address 2181 MOCK RD - Owner Address COLUMBUS OH 43219, 190-001552 - Parcel I.D.

Date Due: Invoice Date: 11/18/2024
---------------------------------------

Item	Hours	Amount
Trash	1.00	\$300.00
<b>Total</b>		<b>\$300.00</b>

Date	Paid By	Payment Type	Amount
		<b>Total Paid</b>	<b>\$0.00</b>
		<b>Amount Due</b>	<b>\$300.00</b>

To: Franklin county Auditors Office  
 373 South High Street 21st floor  
 Columbus, OH 43215



**To: Board of Trustees**

**From: Chief Briggs**

**Date: December 11<sup>th</sup>, 2024**

**Re: Agenda Items Board of Trustee Meeting December 17<sup>th</sup>, 2024**

**Requests:**

Accept the resignation of Officer Medina – Cortes from full time and place her as a part time officer, effective December 14<sup>th</sup>, 2024, contingent upon her full time employment schedule.

A discussion and resolution to request the County Auditor to provide certification of the total current tax valuations for a 3.48 or 4.87 mill levy for Police-related purposes in 2025

3.48 will generate \$250k / 4.87 will generate \$350k

**Updates:**

Division of Police October 2024 Stats

Recently obtained a program to allow us to do eCitations, we have printers that will be installed in the cruisers, we will be able to complete traffic citations electronically and submit them to the court electronically. We were able to get the software for free, and the printers are old printers that were donated several years ago. We will look into an upgrade when the system is up and running.

Blue prints have been made for the remodel of the old 132, I will be presenting to the board and making a request to place the job for bid in the near future.

We have a couple of good applicants to replace Corte's position.

Caught a burglary in progress, a short pursuit with the suspects took place, but was terminated, we have some good leads on the suspects that the Detective Bureau is following up on.



Outlook

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## Two week full time resignation

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From Dr. DiMaris Medina-Cortes <drmedinacortes@gmail.com>

Date Sun 12/1/2024 7:32 PM

To David Briggs <briggsd@mifflin-oh.gov>

CAUTION: This email originated from outside of the Mifflin Township domain. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good evening Chief,

Please accept this as my resignation as full time police officer. My last day will be Friday, December 13, 2024.

I would like to discuss future opportunities with the department if that is a possibility.

Respectfully,  
Medina-Cortes

## MIFFLIN TOWNSHIP DIVISION OF POLICE – OCTOBER 2024 STATS

Total Calls for Service      299                                      Cases sent to FCSO Detective Bureau      14  
 Reports Taken:                      86

### NATURE OF CALLS:

Non-Injury Accidents	14	Robberies	1	Alarm Drops	17
Injury Accidents	13	Disturbances	11	Unkn 911	0
Hit-Skip Accidents	11	Prowlers	1	Disabled Vehicle	1
Fatal Accidents	0	Custody Disputes	1	Open Doors	0
Assaults	3	Parking Complaints	3	Traffic Details	2
Assist FD / Medics	8	Shots Fired	3	Business Dispute	4
Other Agency Assist	44	Trespassing Complaints	4	FCCS Referrals*	2
Burglary / B&E's	6	Stabbings	2	Child Abuse	1
Animal Complaints	1	Shootings	2	Overdoses	1
Domestics	9	Stolen Vehicles	2	Welfare Checks	3
Intoxicated Person	8	Stolen Vehicle Recoveries	2	ATV Complaints	1
Emergency Notifications	1	Sex Crimes	0	Litter Complaints	1
Neighbor Disputes	3	Thefts	14	Use of Force	1
Fights	2	Suicide Attempt / Threats	1	APS Referrals**	0
Juvenile Complaints	10	Loud Music Complaints	3	Identity Thefts	0
Dead on Arrival	0	Civil Complaints	18	Telephone Scams	0
Missing Persons	8	Susp. Person / Vehicle	18	Search Warrants	1
Narcotics Complaints	2	Vandalism	4	Homicides	0
Person w/ Gun	5	Threats / Harassments	1		
Person w/ Knife	2	Mental Health	2		

\*Franklin County Children Services

\*\* Adult Protective Services

### ARRESTS / SEIZURES

Felony Arrests	3	OVI Arrests:	3	Cocaine Seized:	0
Misdemeanor Arrests	8	Vehicles Impounded	14	Crack Seized:	0
Misd. Warrants Served	5	Property Impounded	6	Fentanyl Seized:	0
Felony Warrants Served	1	Firearms Seized	2	Meth Seized:	2.9g
Juvenile Misd. Arrests	1	Vehicle Pursuits	1	Marijuana	148g
Juvenile Felony Arrests	0			Mushrooms	0
Traffic Stops Made	35			Rx Pills	0
Traffic Citations Issued:	28			Ecstasy (MDMA)	0



# MIFFLIN TOWNSHIP

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Brian P. Dunlevy  
Fire Chief

Scott Davis  
Assistant Fire Chief

## BOARD OF TOWNSHIP TRUSTEES MEETING

**December 17, 2024**

### **Fire Division Requests:**

#### **Request to Promote Firefighter Chris Searl**

**12172024-1:** This is a request to promote Firefighter Chris Searle to the rank of Lieutenant effective December 22, 2024. FF Searle has participated in a promotional process to assess his preparedness and ability to perform in this role. This is a planned and budgeted expense.

#### **Request to Revise Prior Service Credit for Director Craig Main:**

**12172024-2:** This is a Request to revise the prior service credit for Public Safety Technology Director Craig Main. In February 2023, Mr. Main was granted three (3) years of prior public service. However, his compensation package at the time of hire in 2020 granted him 10 years of prior service, based on the vacation accrual given. This request is to document Mr. Main's correct service date of hire as 5/4/2010, acknowledging 10 years of prior service. The service date of hire is only used for accrual purposes. This is an administrative request.

#### **Request to Approve Submission of Fire Levy Document**

**12172024-3:** This is a request to approve the submission documents to proceed with a Fire Levy for the May 2025 election to be considered by our citizens the request is for a 1.95mills levy which amounts to \$68 per \$100,000 of the county auditors appraised value. This is an administrative request.

#### **Request to Approve Disability Separation for Firefighter Shaffer**

**12172024-4:** This is a request to approve a disability separation for Firefighter Adam Shaffer effective December 17, 2024. FF Shaffer has served with Mifflin for over 18 years, we thank him for his dedicated service and wish him the best for his future. This is an administrative request.



**Request to Move to Executive Session**

**12172024-5:** Executive Session per ORC §121.22 (G) (2) Purpose: 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 section 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 averse to the general public interest.

**Request to Proceed with Sale of Stelzer Rd Property**

**12172024-6:** This is a request to approve the sale of the Stelzer Rd property to the Messmer Company or their client in the amount of 1.9 million, they would be responsible for all closing cost. If this request is approved, it would authorize Trustee Chair Cavener to sign all necessary paperwork to complete the sale on behalf of the Township. This is an administrative request.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION TO PROCEED WITH THE  
SUBMISSION OF THE QUESTION OF LEVYING AN ADDITIONAL TAX  
IN EXCESS OF THE TEN MILL LIMITATION FOR THE PURPOSE OF FIRE  
PROTECTION SERVICES PURSUANT TO OHIO REVISED CODE SECTION  
5705.19(I)  
(ADDITIONAL)**

**WHEREAS**, the Board of Trustees of Mifflin Township, Franklin County, Ohio (the “Board”) provides Fire services through the Mifflin Township Fire Department, which services the unincorporated and incorporated portions of Mifflin Township, Franklin County, Ohio (the “Township”); and

**WHEREAS**, the Board is the taxing authority for the Township; and

**WHEREAS**, on November 27, 2024, the Board certified a resolution declaring the necessity to levy a tax in excess of the ten-mill limitation pursuant to R.C. 5705.19(I), for the purpose of providing fire protection services to Township residents; and

**WHEREAS**, on December 4, 2024, the Franklin County Auditor certified to the Board that:

1. The property tax revenue that will be produced with a 1.95 mill levy, assuming the taxable value of the Township remains constant through the life of the levy, is calculated to be \$3,466,000.
2. The total taxable value of the Township used in calculating the estimated property tax revenue is \$1,777,473,890.
3. The millage for the requested levy is 1.95 mills per \$1 per taxable value, which amounts to \$68 for each \$100,000 of the county auditor’s appraised value.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Township Trustees of Mifflin Township, Franklin County, Ohio, two-thirds of all the members elected hereto concurring, that:

1. The Board desires to proceed with the submission of the question of an additional tax levy pursuant to R.C. 5705.19(I) for the purpose of providing and maintaining fire apparatus, appliances, buildings, or sites therefor, or sources of water supply and materials therefor, or the establishment and maintenance of lines of fire alarm telegraph, or the payment of firefighting companies or permanent, part-time, or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, or the purchase of ambulance equipment, or the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or for the payment of other related costs.

2. The additional levy shall be at the rate of 1.95 mills for each dollar of valuation, which amounts to \$68 for each \$100,000 of valuation, to the electors residing in the entire territory of the Township (incorporated and unincorporated areas).

3. The additional levy will be for a continuing period of time.

4. The sections of the Ohio Revised Code authorizing submission of the question of the tax are Sections 5705.03, 5705.19(I), 5705.191, and 5705.25.

5. The additional levy shall be placed upon the 2025 tax list, for collection in 2026, if approved by a majority of the electors voting thereon.

6. The territory where the tax will be levied is the unincorporated and incorporated area of the Township. The Township is located entirely within Franklin County.

7. The question of such additional levy shall be placed upon the ballot of the general election to be held on May 6, 2025, and submitted to the entire territory of Township (the unincorporated and incorporated areas of the Township).

8. The Fiscal Officer is hereby directed to certify, not less than 90 days prior to the election, to the Board of Elections, Franklin County, Ohio, a copy of the resolution declaring it necessary to levy a tax in excess of the ten-mill limitation and a copy of this resolution, together with the certification of the Auditor, and to notify the Board of Elections to cause notice of election on the question of levying the tax to be given as required by law.

9. It is found and determined that all formal actions of this Board of Trustees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board of Trustees, and that all deliberations of this Board of Trustees and of any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

10. This Resolution shall take effect and be in force from and after the earliest time provided by law.

Adopted: December 17, 2024

**BOARD OF TRUSTEES  
MIFFLIN TOWNSHIP,  
FRANKLIN COUNTY, OHIO**

\_\_\_\_\_  
Kevin Cavener, Trustee

Attest and Certified

\_\_\_\_\_  
Richard Angelou, Trustee

\_\_\_\_\_  
Kelly Cararo, Township Fiscal Officer

\_\_\_\_\_  
Jamie Leeseburg, Trustee

**FISCAL OFFICER CERTIFICATION**

The State of Ohio, Franklin County,

I, Kelly Cararo, Fiscal Officer of Mifflin Township, Franklin County, Ohio do hereby certify that the foregoing is taken and copied from the Record of the Proceedings of said Mifflin Township; that the same has been compared by me with the Resolution on said Record and that it is a true and correct copy thereof and further that I am duly authorized to make this certification.

Witness my signature, this 17th day of December, 2024.

\_\_\_\_\_  
Kelly Cararo, Township Fiscal Officer