

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

---

Held February 3, 2025

---

Chair Cavener called the Regular Meeting of the Mifflin Township Board of Trustees to order at 10:00 a.m. with Vice Chair Jamie Leeseberg, Trustee Richard Angelou, Fiscal Officer Kelly Cararo, Assistant Fiscal Officer Cynthia Lampkins, HR Director Mindy Owens, Acting Fire Chief Scott Davis, Deputy Chief Thomas Lee, Police Chief David Briggs, Service Director Roger Boggs, and IT Director Craig Main present. Fire Chief Brian Dunlevy was absent.

## **TRUSTEES' COMMENTS:**

Mr. Angelou commented on how nice the award ceremony was that the Division of Fire arranged this .

## **VISITORS' COMMENTS:**

Visitors were Melissa Sull, 1070 Brookhouse Lane, Gahanna; and Kylie Cooper Cyrus, 537 King George Avenue, Gahanna.

## **MINUTES:**

### **Res. 34-25 Via Consent Agenda, approve the meeting minutes of the January 21, 2025 Regular Meeting, January 23, 2025 Special Meeting, and January 28, 2025 TIF District 1 Public Hearing.**

Via Consent Agenda, Mr. Cavener moved to approve the meeting minutes of the January 21, 2025 Regular Meeting, January 23, 2025 Special Meeting, and January 28, 2025 TIF District 1 Public Hearing. Mr. Leeseberg seconded the motion. Both voted yea. Motion carried.

## **CORRESPONDENCE:**

None.

## **FINANCE:**

Ms. Cararo presented the 2025 Budget. She will meet with Department Heads to see if revisions may be needed. Ms. Cararo gave documentation on the Opioid funds to Acting Chief Davis.

Ms. Cararo requested approval for Becky Rousseau, Financial Specialist, to remain employed until Friday, February 14, 2025.

### **Res. 35-35 Approve Becky Rousseau, Financial Specialist, to remain employed until Friday, February 14, 2025.**

Chair Cavener moved to approve Becky Rousseau, Financial Specialist, to remain employed until Friday, February 14, 2025.

## **HUMAN RESOURCES:**

Ms. Owens requested an Executive Session to occur at the end of today's meeting per ORC §121.22 (G) (1) to consider the discipline of a public employee.

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

---

Held February 3, 2025

---

## **SERVICE:**

Mr. Boggs said he will look at LinkUs issue 47 (infrastructure and sidewalks) in Franklin County that passed; there have been 83 projects scheduled over the next five years. He said he met with Ritchie Brothers representative regarding the sale of the Durapatcher truck.

## **CODE ENFORCEMENT:**

Mr. Boggs said he reviewed complaints already turned over to Franklin County. Mr. Boggs spoke about a business owner who is working on fixing the lot to bring it into compliance.

## **POLICE:**

Police Chief Briggs said he has started the new hiring process. He hopes to have someone on board within two months. He said it was a busy weekend with three felonies. There was a kidnapping and robbery arrest made in Mifflin Township for the drive by shooting in Jefferson Township.

## **FIRE:**

Acting Fire Chief Davis requested an Executive Session pursuant to 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 Ohio Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest.

Chair Cavener moved to go into an Executive Session pursuant to 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 Ohio 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.

Acting Chief Scott Davis, Deputy Chief Thomas Lee, Fiscal Officer Cararo, Assistant Fiscal Officer Lampkins, and the Trustees went into an Executive Session at 10:20 a.m. They came out of the Executive Session at 10:30 a.m.

Acting Fire Chief Davis requested an Executive Session pursuant to ORC §121.22(G)(6) details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office.

Chair Cavener moved to go into an Executive Session pursuant to ORC §121.22(G)(6) details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office. Mr. Angelou seconded the motion. All voted yea. Motion carried.

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

---

Held February 3, 2025

---

Acting Chief Scott Davis, Deputy Chief Thomas Lee, Fiscal Officer Cararo, Assistant Fiscal Officer Lampkins, and the Trustees went into an Executive Session at 10:30 a.m. They came out of the Executive Session at 12:00 p.m.

The Trustees and Ms. Owens went into the Executive Session at 12:00 p.m. to discuss discipline of a public employee. They came out of the Executive Session at 12:15 p.m.

## **INFORMATION TECHNOLOGY:**

Mr. Main said two printers were put out of service; one sold, but the other did not have any bids.

At 12:16 p.m., Mr. Leeseberg moved to adjourn the meeting. Mr. Angelou seconded the motion. All voted yea. Motion carried.

---

Kevin J. Cavener, Chairperson

---

Jamie D. Leeseberg, Vice Chairperson

---

Richard J. Angelou, Trustee

---

Kelly Cararo, Fiscal Officer



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

**TRUSTEES REGULAR MEETING AGENDA**

**Monday, February 3, 2025, 10:00 a.m.**

**OPS Center**

**400 W Johnstown Rd**

**2<sup>nd</sup> Floor, EOC Conference Room B**

**9:30 a.m.:**

- Swearing-in of Division of Fire Personnel: Lt. Chris Searle and Firefighter Mitch Leugers
- 2024 Firefighter of the Year and Officer of the Year Awards

**10:00 a.m.:**

1. Call Meeting to Order
2. Prayer and Pledge
3. Roll Call
4. Trustees' Comments
5. Visitors' Comments
  
6. Minutes (Consent Agenda)
  - January 21, 2025, Regular Meeting Minutes
  - January 23, 2025, Special Meeting Minutes
  - January 28, 2025, TIF District 1 Public Hearing Minutes
  
7. Correspondence
  - None
  
8. FINANCE
  
9. HUMAN RESOURCES
  - No requests
  - No updates

10. SERVICE DEPARTMENT

- No requests
- No updates

11. CODE ENFORCEMENT

- No requests
- No updates

12. POLICE

- No requests
- Updates

13. FIRE DIVISION

- Request an Executive Session pursuant to ORC Section 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 adverse to the general public interest.
- Request an Executive Session pursuant to ORC Section 121.22 (G) (6) Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office.

14. INFORMATION TECHNOLOGY

- No requests
- No updates

15. Adjourn

Reminders:

1. February 11, 3 – 5 pm, FC Treasurer's 2025 Art Series Exhibit, 375 S. High St., 17<sup>th</sup> Fl.
2. February 14, FC Treasurer's Black History Month Celebration, 373 S. High St., Courthouse Complex
3. February 17, Presidents Day – Offices Closed
4. February 18, 1:30 pm, Regular Trustees Meeting, OPS Center



# MIFFLIN TOWNSHIP

Brian P. Dunlevy  
Fire Chief

Scott Davis  
Assistant Fire Chief

## BOARD OF TOWNSHIP TRUSTEES MEETING

February 3 , 2025

### Fire Division Requests:

#### **Request to recognize Firefighter of the year and Officer of the year 2024**

**02032025.1** On behalf of the Fire Administration we would ask the board to recognize FF of the year Andy Fey. Also, Officers of the year Lieutenant Seth Penn and Captain Brad Crosson as voted by their peers

#### **Request to go into Executive Session Pursuant to ORC 121.22 Section G2**

**02032025.2.** This is a request to go into Executive Session pursuant ORC 121.22

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 adverse to the general public interest. No member of a public body shall use division (G)(2) of this section as a subterfuge for providing covert information to prospective buyers or sellers. A purchase or sale of public property is void if the seller or buyer of the public property has received covert information from a member of a public body that has not been disclosed to the general public in sufficient time for other prospective buyers and sellers to prepare and submit offers.

#### **Request to go into Executive Session Pursuant to ORC 121.22 Section G6**

**02032025.2.** This is a request to go into Executive Session pursuant ORC 121.22

Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office

2025	Preliminary Approved Budgets			Preliminary Revenue Projected		2024	2025	2025
	Mifflin Budget	County Budget	Difference	Taxes	Other Sources	Actual Carryforward	Budget Limits	Proposed Budget
<b>RECAPITULATION OF FUNDS</b>								
1000 General Fund								
	Personnel Services	750,000.00						
	Other Expenses	1,642,704.49						
	Total	2,392,704.49	2,392,704.49	0.00	1,120,722.90	505,694.55	718,683.46	2,345,100.91
1,500,000.00								
<b>SPECIAL REVENUE FUNDS</b>								
2281 Ambulance & EMS								
	Personnel Services	772,578.00						
	Other Expenses	3,144,187.34						
	Total	3,916,765.34	3,916,765.34	0.00		1,400,000.00	387,223.44	1,787,223.44
1,600,000.00								
2041 Cemetery Fund								
	Personnel Services	226,939.25						
	Other Expenses	248,282.04						
	Total	475,221.29	475,221.29	0.00		300,000.00	114,167.12	414,167.12
390,000.00								
2271 Enforcement & Education Fund								
		8,834.80	8,834.80	0.00			9,063.80	9,063.80
2251 Federal Law Enforcement Fund								
		2,693.95	2,693.95	0.00			2,693.95	2,693.95
2191 Fire Fund								
	Personnel Services	13,213,742.96						
	Other Expenses	4,725,340.21						
	Total	17,939,083.17	17,939,083.17	0.00	15,273,930.31	1,595,511.04	(93,368.50)	16,776,072.85
16,500,000.00								
2021 Gasoline Tax Fund								
	Personnel Services	242,731.42						
	Other Expenses	112,742.43						
	Total	355,473.85	355,473.85	0.00		140,400.00	236,516.37	376,916.37
250,000.00								
2261 Law Enforcement Trust Fund								
		4,339.24	4,339.24	0.00			5,725.58	5,725.58
2901 Misc Fund - MECC								
	Personnel Services	2,200,000.00						
	Other Expenses	(626,173.06)						
	Total	1,573,826.94	1,573,826.94	0.00		1,589,361.54	142,461.95	1,731,823.49
1,700,000.00								
2011 Motor Vehicle License Tax Fund								
		52,137.31	52,137.31	0.00		5,567.00	52,398.91	57,965.91
2231 Permissive Motor Vehicle Tax								
		162,151.00	162,151.00	0.00		36,120.00	92,256.03	128,376.03
25,000.00								
2081 Police District Fund								
	Personnel Services	603,839.73						
	Other Expenses	736,018.28						
	Total	1,339,858.01	1,339,858.01	0.00	727,095.77	49,203.77	792,580.28	1,568,879.82
900,000.00								
2031 Road & Bridge Fund								
	Personnel Services	240,068.87						

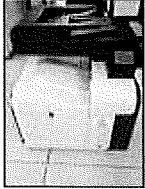
Mifflin Township - Franklin County, OH  
155 Olde Ridenour Rd  
Gahanna, OH 43230-2565

614-471-4494  
614-478-6726 FAX  
www.mifflin-oh.gov

Bill of Sale Date: 31 Jan 2025  
Asset ID: 369

Bill of Sale ID: 1312025369  
Inventory ID: 369  
Award Amount: \$47.00 USD

**Asset Information**



Description: Desktop printer  
Year:      Make/Brand: HP      Model: LaserJet Pro M570dn  
Body:      Trim:      Color:      Title Restriction: Not Applicable  
VIN/Serial: CNBKK8721D7  
Meter:

**Sale Information**

Actual Sold Amount: \$47.00 USD  
Other Amount: \$0.00 USD  
Buyer's Premium: \$5.87 USD  
Sales Tax Amount: \$3.53 USD  
BP Tax Amount: \$0.44 USD  
Total Amount: \$56.84 USD  
Paid On: 31 Jan 2025 PayPal  
Other Amount Description:

**Buyer Information**

Joseph Sikorski  
1280 Watkins Rd  
Columbus, OH 43207  
USA  
joesikorski6@gmail.com  
3044826198

Asset is sold as is, where is and without warranty. Once the asset is removed from the seller's premises there is no refund of monies previously paid.

Buyer/Agent Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Date: \_\_\_\_\_

Asset is sold as is, where is; and without warranty. Once the asset is removed from the seller's premises, there is no refund of monies previously paid. All sales are final.

Buyer/Agent Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_



	Other Expenses	367,170.94																					
	Total	607,239.81	607,239.81	0.00	255,724.10	33,951.17	293,395.34	583,070.61	300,000.00														
	<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>26,437,624.71</b>	<b>26,437,624.71</b>	<b>0.00</b>	<b>16,256,750.18</b>	<b>5,150,114.52</b>	<b>2,035,114.27</b>	<b>23,441,978.97</b>	<b>21,665,000.00</b>														
	<b>DEBT SERVICE FUNDS</b>																						
	Note Retirement - Vehicles	718,278.31	718,278.31	0.00	480,000.00		0.00	668,500.00	681,819.13														
	Note Retirement - Equipment	0.00					0.00	0.00															
	Note Retirement - Building	520,677.52	520,677.52	0.00	498,522.00		22,958.01	610,476.81	610,476.81														
	<b>CAPITAL PROJECTS FUND</b>																						
	4901 Permanent Improvement Fund	0.00					0.00	0.00															
	4404 American Rescue Plan	0.00	182,559.89	182,559.89			16,534.13	16,534.13															
	4901 Ops Enter	155,470.27	0.00	(155,470.27)			79,326.14	79,326.14	50,000.00														
	4902 Station 132	27,089.62	0.00	(27,089.62)			6,590.23	6,590.23	6,000.00														
	Opioid		0.00	0.00			84,608.29	84,608.29	16,800.00														
	<b>FIDUCIARY FUND</b>																						
	8001 Cemetery Bequest Fund	5,179.98	5,179.98	0.00		5.00	5,230.66	5,235.66															
	<b>GRAND TOTAL</b>	<b>30,257,024.90</b>	<b>30,257,024.90</b>	<b>0.00</b>	<b>18,355,995.08</b>	<b>5,655,814.07</b>	<b>2,969,045.19</b>	<b>26,980,854.34</b>	<b>24,530,095.94</b>														
		with 2024 Carryovers			Total Revenue	24,011,809.15		includes carry overs															

Remaining 2,450,758.40