

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held **March 18,** **2025**

Chair Cavener called the Regular Meeting of the Mifflin Township Board of Trustees to order at 1:30 p.m. with Vice Chair Jamie Leeseberg, Trustee Richard Angelou, Fiscal Officer Kelly Cararo, Assistant Fiscal Officer Cynthia Lampkins, Police Chief David Briggs, Service Director Roger Boggs, HR Director Mindy Owens, IT Director Craig Main, and Fire Chief Brian Dunlevy present. Deputy Chief Tom Lee was in attendance for the Executive Session only.

TRUSTEES' COMMENTS:

Mr. Leeseberg said Kylee Tibbs is the High School State Champion in wrestling.

VISITORS' COMMENTS:

Visitors Aaron Lampkins and Shad Morris were present. Mr. Lampkins requested permission to park a 26-foot truck in the OPS Center parking lot overnight. The Trustees had legal and insurance implication concerns with the request. There was concern that this may cause other individuals to follow suit causing multiple trucks to end up in the parking lot. Mr. Leeseberg offered other options.

MINUTES & WARRANTS:

Res. 46-25 Via Consent Agenda, approve the meeting minutes of March 3, 2025, Regular Meeting, and Warrants for April 2025.

Via Consent Agenda, Mr. Leeseberg moved to approve the meeting minutes of March 3, 2025, Regular Meeting, and the Warrants for April 2025. Mr. Angelou seconded the motion. All voted yea. Motion carried.

CORRESPONDENCE:

The Trustees discussed the invitation to MORPC's 2025 State-of-the-Region event on Friday, March 21, 2025. The Trustees and the Assistant Fiscal Officer will attend. Chair Cavener will attend the FCTA/DAC meeting on March 18, 2025, at 5 p.m.

FINANCE:

Ms. Cararo requested acceptance of the resignation of Stacy Lapso, effective March 21, 2025.

Res. 47-25 Accept the resignation of Stacy Lapso, effective March 21, 2025.

Chair Cavener made the motion to accept the resignation of Stacy Lapso, effective March 21, 2025. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Ms. Cararo requested to approve the Township's 2025 Permanent Appropriations Resolution.

Res. 48-25 Approve the Township's 2025 Permanent Appropriations Resolution.

Chair Cavener moved to approve the Township's 2025 Permanent Appropriations Resolution. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Ms. Cararo requested to move funds pertaining to the purchase of 384 Johnstown Road from Fire and Debt Services to the General Fund.

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OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held March 18, 2025

Res. 48.1-25 Approve the moving of funds pertaining to the purchase of 384 Johnstown Road from Fire and Debt Services to the General Fund.

Chair Cavener moved to approve the moving of funds pertaining to the purchase of 384 Johnstown Road from Fire and Debt Services to the General Fund. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Ms. Lampkins said five candidates were interviewed for the Accounting Clerk position. Ms. Lampkins requested the hiring of Ms. Abriona Hill for the position of Accounting Clerk at the rate of \$24.47 per hour, contingent upon the successful completion of the background check and the negotiated start date.

Res. 49-25 Approve the hiring of Ms. Abriona Hill for the position of Accounting Clerk at the rate of \$24.47 per hour, contingent upon the successful completion of the background check and the negotiated start date.

Chair Cavener moved to approve the hiring of Ms. Abriona Hill for the position of Accounting Clerk at the rate of \$24.47 per hour, contingent upon the successful completion of the background check and the negotiated start date. Mr. Angelou seconded the motion. All voted yea. Motion carried.

HUMAN RESOURCES:

Ms. Owens reviewed HR initiatives, including a meeting with Paychex for a learning management system and Hylant for a benefits strategy for 2026. Concerns about increased claims and loss ratios were discussed with plans to market medical and dental options. (See attachment.)

SERVICE:

Mr. Boggs requested the selling back of graves by Edward & Madeline Massie, Riverside Cemetery, Lot 65, Section C, Graves 1, 2, and 3 at the price of \$250.00 each, for a total of \$750.00.

Res. 50-25 Approve the selling back graves by Edward & Madeline Massie, Riverside Cemetery, Lot 65, Section C, Graves 1, 2, and 3 at the price of \$250.00 each, for a total of \$750.00.

Mr. Angelou moved to approve the selling back graves by Edward & Madeline Massie, Riverside Cemetery, Lot 65, Section C, Graves 1, 2, and 3 at the price of \$250.00 each, for a total of \$750.00. Mr. Cavener seconded the motion. All voted yea. Motion carried.

There was discussion about a resident's request for the township to install playground equipment in the circle at the end of Sunbury Drive for neighborhood children. The Trustees expressed concerns about safety, accessibility, and financial implications. There was a preference for a community garden instead.

There was discussion about township resident Mrs. Leach's request for a Community Clean Up in the area of Temple and Melrose Ave. The township is open to collaboration, pending further details from Mrs. Leach.

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Mr. Boggs provided updates. (See attachment.)

CODE ENFORCEMENT:

Mr. Boggs said there are ongoing issues with a business located at Westerville and Ferris Road. The township is waiting for Franklin County to step in and deal with the issues.

Mr. Boggs provided updates. (See attachment.)

POLICE:

Chief Briggs requested the approval of the Fingerprinting and DNA Collection Agreement with the Franklin County Sheriff's Office.

Res. 51-25 Approve the Fingerprinting and DNA Collection Agreement with the Franklin County Sheriff's Office.

Mr. Leeseberg moved to approve the Fingerprinting and DNA Collection Agreement with the Franklin County Sheriff's Office. Chair Cavener seconded the motion. All voted yea. Motion carried.

Chief Briggs provided updates. (See attachment.) He said there has been an increase in sexual assault cases. He said the eCitation program is up and running. Traffic tickets are completed online and processed electronically.

FIRE:

Fire Chief Dunlevy requested the approval of the retirement of Fire Marshal Strohmeyer, effective June 3, 2025.

Res. 52-25 Approve the retirement of Fire Marshal Strohmeyer, effective June 3, 2025.

Chair Cavener moved to approve the retirement of Fire Marshal Strohmeyer, effective June 3, 2025. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Fire Chief Dunlevy requested the approval of the Sick Leave Donation Policy.

Res. 53-25 Approve the Sick Leave Donation Policy.

Chair Cavener moved to approve the Sick Leave Donation Policy. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Fire Chief Dunlevy requested the approval of the annual Medical Director fee to the MECC RCOG in the amount of \$25,000.

Res. 54-25 Approve the annual Medical Director fee to the MECC RCOG in the amount of \$25,000.

Chair Cavener moved to approve the annual Medical Director fee to the MECC RCOG in the amount of \$25,000. Mr. Leeseberg 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 **March 18,** **2025**

Fire Chief Dunlevy requested the approval of the annual dispatching fee to the MECC RCOG in the amount of \$623,265.

Res. 55-25 Approve the annual dispatching fee to the MECC RCOG in the amount of \$623,265.

Chair Cavener moved to approve the annual dispatching fee to the MECC RCOG in the amount of \$623,265. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

INFORMATION TECHNOLOGY:

Mr. Main reviewed the latest phishing report. (See attachment.)

Fire Chief Dunlevy requested 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 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 interests.

Chair Cavener moved to enter 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 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 interests. Mr. Angelou seconded the motion. All voted yea. Motion carried.

At 2:44 p.m., Trustees Cavener, Leeseberg and Angelou, along with Fiscal Officer Kelly Cararo, Fire Chief Brian Dunlevy, Deputy Fire Chief Thomas Lee, and Assistant Fiscal Officer Cynthia Lampkins went into the Executive Session.

At 3:15 p.m., they exited the Executive Session.

Res. 56-25 Adopt a resolution authorizing the execution of Annexation Petitions as of March 18, 2025.

Chair Cavener moved to adopt a resolution authorizing the execution of Annexation Petitions as of March 18, 2025. Mr. Leeseberg seconded the motion. All voted yea. Motion carried.

Res. 57-25 Approve the residential sale listing contract for parcels 191-001182, 191-001183, 191-001184, and 191-000325 with REMAX Connection.

Chair Cavener moved to approve the residential sale listing contract for parcels 191-001182, 191-001183, 191-001184, and 191-000325 with REMAX Connection. Mr. Angelou seconded the motion. All voted yea. Motion carried.

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

Held March 18, 2025

Chair Cavener moved to approve the residential sale listing contract for parcels 190-001405, 190-001406, 190-000623, 190-00676, and 190-001580 with e-Merge Real Estate. Mr. Angelou seconded the motion. All voted yea. Motion carried.

Kelly Cararo, Fiscal Officer



MIFFLIN TOWNSHIP
Peace. Safety. Welfare.

TRUSTEES REGULAR MEETING AGENDA

Tuesday, March 18, 2025, 1:30 p.m.

OPS Center

400 W Johnstown Rd

2nd 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)
 - March 3, 2025, Regular Meeting Minutes
 - Warrants for April 2025

7. Correspondence
 - Invitation to Gahanna's 2025 State of the City, March 27, 4:30 – 6:30 pm, The Menlo, 781 Science Blvd., Gahanna
 - Invitation to the Franklin Co. Farm Bureau's Policy Development Luncheon, April 3, 11 am – 1 pm, Schmidt's Sausage Haus, 240 E. Kossuth St., Columbus

8. FINANCE
 - Request to accept the resignation of Stacy Lapso, effective March 21, 2025
 - Rehire of temporary employee Sara Powers until a replacement is hired to fill Stacy Lapso's position
 - Request to approve the Township's 2025 Permanent Appropriations Resolution
 - Required representation at the FCTA/DAC meeting, March 18, 5 pm, Memorial Hall, 280 E. Broad St.
 - Request to move funds pertaining to the purchase of 384 Johnstown Road from Fire and Debt Services to the General Fund
 - Updates

9. HUMAN RESOURCES
 - Updates

Kevin J. Cavener, Chair • Jamie D. Leeseberg, Vice Chair • Richard J. Angelou, Trustee • Kelly Cararo, Fiscal Officer

400 W. Johnstown Rd., Suite 200, PO Box 307630 • Gahanna, OH 43230 • mifflin-oh.gov • 614-471-4494

10. SERVICE DEPARTMENT

- Request to sell back graves by Edward & Madeline Massie – Riverside Cemetery – Lot 65, Section c, Graves 1, 2, and 3 at the price of \$250.00 each for a total of \$750.00.
- Updates

11. CODE ENFORCEMENT

- Updates

12. POLICE

- Request to approve the Fingerprinting and DNA Collection Agreement with the Franklin County Sheriff's Office
- Updates

13. FIRE DIVISION

- Request to approve the retirement of Fire Marshal Strohmeyer
- Request to approve the Sick Leave Donation Policy
- Request to approve the annual Medical Director fee to MECC RCOG in the amount of \$25,000
- Request to approve the annual dispatching fee to MECC RCOG in the amount of \$623,265.
- Request 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 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 interests.

14. INFORMATION TECHNOLOGY

- Phishing Report

15. Adjourn

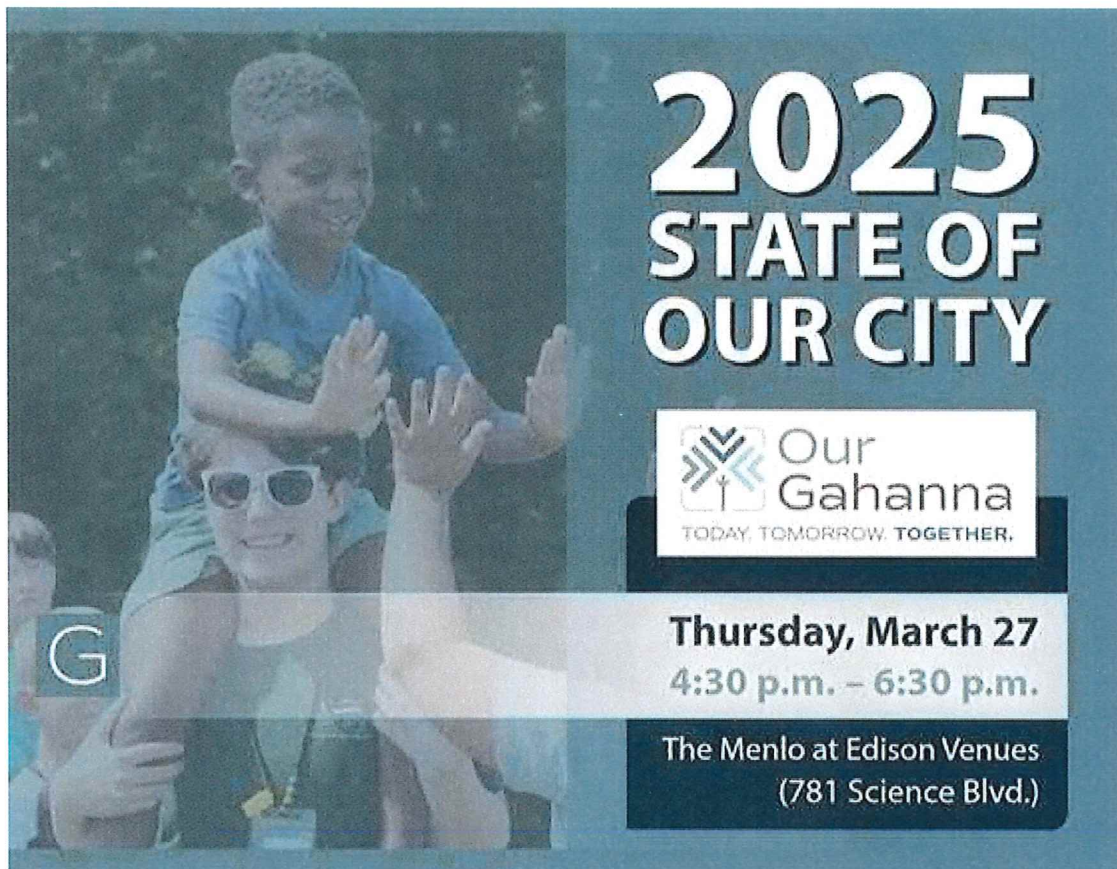
Reminders:

1. March 18, 2025, 5:00 pm, FCTA/DAC meeting, Memorial Hall, 280 E. Broad St.
2. March 21, 2025, 11 am – 1:30 pm., MORPC 2025 State-of-the-Region, Hilton Downtown
3. March 27, 2025, 4:30 – 6:30 pm, Gahanna's State of the City, The Menlo, 781 Science Blvd., Gahanna
4. April 7, 2025, 10:00 a.m., Regular Trustees Meeting, OPS Center

Melanie Barnette

From: City of Gahanna <listserv@civicplus.com>
Sent: Thursday, March 13, 2025 11:47 AM
To: Melanie Barnette
Subject: Join Us for State of Our City!

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.



Please join us for the 2025 State of Our City, as we review our city's accomplishments in 2024 and get an inside look at key initiatives planned for 2025.

This interactive event offers a chance to engage with city leaders, ask questions, and learn about projects and programs that are making an impact in our community. Visit with local and regional partner organizations, and sample specialty offerings from local Gahanna restaurants.

Stop by at your convenience, don't miss this exclusive opportunity to be part of the conversation driving our city's future!


Date: Thursday, March 27


Time: 4:30 – 6:30 p.m.


Location: The Menlo at Edison Venues, 781 Science Blvd., Gahanna, OH (Third Floor)

While no tickets or seating are required, **please RSVP** to help us plan for attendance. RSVP by **March 20**, [Here](#).

We look forward to seeing you there!

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FRANKLIN COUNTY

February 25, 2025

Dear Supporter of Franklin County Farm Bureau:

Do you have concerns and issues relating to agriculture and the community, that Franklin County Farm Bureau should know about relating to agriculture and the community?

Franklin County Farm Bureau has held as our ongoing philosophy to work at helping farmers, as well as all Franklin County residents, to meet their needs and find solutions to problems affecting them. The first step in this process is to surface those needs and problems on which Farm Bureau can direct its efforts.

You are cordially invited to participate in Franklin County Farm Bureau's Policy Development Luncheon.

**Thursday, April 3, 2025
11:00 AM-1:00PM
Schmidt's Sausage Haus
240 E Kossuth St.
Columbus, OH 43206**

We are interested in your ideas as to the major needs and problems in the county as they relate to your expertise and position. Due to time constraints, please keep your comments to about three minutes.

Please RSVP by March 27th, by calling 614-876-1274 or email franklin@ofbf.org.

If you cannot attend, please submit your suggestions to Franklin County Farm Bureau, P.O. Box 368, Hilliard, OH 43026 or e-mail: franklin@ofbf.org.

Sincerely,

Lauren Prettyman Brown
Franklin County Farm Bureau
Public Policy Chair

Melinda Lee
Franklin County Farm Bureau
Organization Director



1. What are the top three issues confounding your agency or political jurisdiction?

1. What are the top three issues confounding your agency or political jurisdiction?

2. What interaction throughout the year would you like to develop with Franklin County Farm Bureau?

3. I (or we) would like to see the following be considered in Farm Bureau policy for 2024-2025:
Whom will it effect?

March 10, 2025

Kelly, Township Trustees, and Cynthia,

Please accept this letter as written notice of my resignation from the position of Accounting Assistant. My last work day will be Friday, March 21.

I am truly grateful for the experience I have gained in the position over the last two years and wish the Township all the best.

Sincerely,

A handwritten signature in cursive script that reads "Stacy Lapso". The signature is written in black ink and is positioned above the printed name.

Stacy Lapso

Township 2025 Permanent Appropriation Resolution

Rev. Code, Sec. 5705.38

The Board of Trustees of Mifflin Township, Franklin County, Ohio, met in Regular session on the 18th day of March 2025 at the office of the Mifflin Township Board of Trustees with the following members present:

Mr. Cavener

Mr. Angelou

Mr. Leeseberg

Kevin Cavener 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			
1000 GENERAL FUND			\$ 2,345,100.91
	Personnel Services	\$ 780,000.00	
	Other Expenses	\$ 1,565,100.91	
SPECIAL REVENUE FUNDS			
2281 AMBULANCE AND EMS			\$ 1,517,223.44
	Personnel Services	\$ 1,020,000.00	
	Other Expenses	\$ 497,223.44	
2041 CEMETERY FUND			\$ 415,367.12
	Personnel Services	\$ 110,000.00	
	Other Expenses	\$ 305,367.12	
2271 ENFORCEMENT AND EDUCATION FUND			\$ 9,063.80
2251 FEDERAL LAW ENFORCEMENT FUND			\$ 2,693.95
2191 FIRE DISTRICT FUND			\$ 17,046,072.85
	Personnel Services	\$ 14,700,000.00	
	Other Expenses	\$ 2,346,072.85	
2021 GASOLINE TAX FUND			\$ 376,916.37
	Personnel Services	\$ 285,000.00	
	Other Expenses	\$ 91,916.37	
2261 LAW ENFORCEMENT TRUST FUND			\$ 5,725.58
2901 MISC FUND-MECC DISPATCHING			\$ 1,948,000.00
	Personnel Services	\$ 1,918,000.00	
	Other Expenses	\$ 30,000.00	
2011 MOTOR VEHICLE LICENSE TAX FUND			\$ 57,965.91
2231 PERMISSIVE MOTOR VEHICLE TAX			\$ 128,376.00
2081 POLICE DISTRICT FUND			\$ 1,568,879.82
	Personnel Services	\$ 676,000.00	
	Other Expenses	\$ 892,879.82	
2031 ROAD & BRIDGE FUND			\$ 583,070.61
	Personnel Services	\$ 233,000.00	

	Other Expenses	\$ 350,070.61	
4404 AMERICAN RESCUE PLAN		\$ 16,534.13	
4405 National Opioid Settlement Fund		\$ 84,608.29	
	Personnel Services	\$ 2,000.00	
	Other Expenses	\$ 82,608.29	
SPECIAL REVENUE FUNDS TOTAL			\$ 23,760,497.87

DEBT SERVICE FUND			
	NOTE RETIREMENT Vehicles	\$ 681,819.13	
	NOTE RETIREMENT Equipment	\$ -	
	NOTE RETIREMENT BLDG	\$ 633,434.82	

CAPITAL PROJECTS FUND			
	4901 PERMANENT IMPROVEMENT FUND	\$ -	
	4901 OPS CENTER	\$ 79,326.14	
	4902 STATION 132	\$ 6,590.23	

FIDUCIARY FUND			
	8001 CEMETERY BEQUEST FUND	\$ 5,235.66	

GRAND TOTAL OF ALL FUNDS		\$ 27,512,004.76	
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Richard Angelou seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Mr. Cavener Aye
Mr. Angelou Aye
Mr. Leeseberg Aye

Adopted Kelly Cararo

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 18th day of March 2025

Kelly Cararo
Fiscal Officer

Melanie Barnette

From: Kelly Cararo
Sent: Thursday, March 13, 2025 7:26 AM
To: Kevin Cavener; Jamie Leeseberg; Richard J. Angelou
Cc: Cynthia Lampkins; Melanie Barnette
Subject: FW: FCTA/DAC Annual Meeting Reminder | Seven Days Remaining

Good morning.

Please see below about a meeting that one of the trustees needs to attend. Please note that whomever is attending needs to register for the event.

Melanie – would you also include this in the board meeting packet for next week.

Thank you

Kelly

From: Jordan Stickle <jordanestickle@gmail.com>
Sent: Monday, March 10, 2025 6:59 PM
To: shenning@prairietownship.org; alecmilam61@gmail.com; smelody@wtwp.com; NWest@truotwp.org; fiscalofficer@sharontwp.us; pwilkins@pleasanttownship.com; Bud@zappitelli.com; melliott@perrytwp.org; lvermeer@madisontownship.org; kjones@jeffersontownship.org; Grossman, Ron <rong@jacksontwp.org>; htwpfiscal@gmail.com; linziejustus@yahoo.com; fiscalofficer@clintontownship.org; becky_kent@browntwp.org; joann.bury@sbcglobal.net; crogers@plaintownship.org; Kelly Cararo <cararok@mifflin-oh.gov>; mtrodden@franklin-township.com; leshirkey@hotmail.com; Patrick Myers <pmyers@blendontwp.org>; dmedley@clintontownship.org; Steven Mazer <smazer@franklin-township.com>; farnsworths@jacksontwp.org; dgrener@jeffersontownship.org; sbrobst@madisontownship.org; jamie_fisher@norwichtownship.org; bbeatty <bbeatty@perrytwp.org>; bcollins@plaintownship.org; James Jewell <jjewell@prairietownship.org>; jnicodemus@truotwp.org; erichter <erichter@wtwp.com>; Gary_Deaver@browntwp.org; dc@delena.com; cshinaberry@blendontwp.org; jtmartin@jtmartin.com; pam_sayre@browntwp.org; dclark@clintontownship.org; jjessberger@clintontownship.org; rgrimm@clintontownship.org; blevins4trustee@gmail.com; jimleezer@gmail.com; jfleshman@franklin-township.com; tablackstone@aol.com; hamiltontownship@sbcglobal.net; banderson.hamiltontwp@gmail.com; Jim <rauckj@jacksontwp.org>; Ron.McClure@jacksontwp.org; dave.burris@jacksontwp.org; SUSANLEWISKAYLOR@gmail.com; rcourter@jeffersontownship.org; mrowan@jeffersontownship.org; vswanson@madisontownship.org; jpritchard@madisontownship.org; Katherine Chipps <kchipps@madisontownship.org>; Jamie Leeseberg <JLeeseberg@mifflin-oh.gov>; Richard J. Angelou <Angelour@mifflin-oh.gov>; Kevin Cavener <kcavener@mifflin-oh.gov>; chukbuk@columbus.rr.com; Droper@perrytwp.org; aenglish@perrytwp.org; Chet Chaney <cchaney@perrytwp.org>; jillbecketthill@plaintownship.org; KerriMollard@plaintownship.org; dwferguson@aep.com; edsheets@aol.com; nhunter@pleasanttownship.com; rgood@pleasanttownship.com; cschmelzer@prairietownship.org; dstormont@prairietownship.org; rpritchard@prairietownship.org; lkunze5@gmail.com; tonypalmerjr@gmail.com; joblerle@sharontwp.us; dnicodemus@truotwp.org; clong@truotwp.org; jpatrick49@ameritech.net; ckranstuber@wtwp.com; Jan Rozanski <jrozanski@wtwp.com>; Stu Harris <sharris@wtwp.com>; omar_tarazi@norwichtownship.org; trustee_tidd@norwichtownship.org; trustee_young@norwichtownship.org
Subject: FCTA/DAC Annual Meeting Reminder | Seven Days Remaining

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.

The Franklin County Township Association (FCTA) and Franklin County Public Health's District Advisory Council (DAC) are jointly meeting on Tuesday, **March 18, 2025**.

The DAC meeting, which will start at 5:00pm, is comprised of the Chairperson of each township (or their designated alternate), the mayor of each village, and the President of the Franklin County Board of Commissioners. **Please be sure your township is represented by sending a trustee to attend this annual meeting and ensure the DAC has a working quorum.** Pursuant to ORC §3709.03, the DAC meets annually with responsibilities of appointing members to the board of health, receiving and considering the annual or special reports from the board of health, and making recommendations to the board of health or to the department of health regarding matters for the betterment of health and sanitation within the district or for needed legislation.

The FCTA business meeting will start promptly at 6:00pm and **all elected officials and FCTA members** are invited to attend and participate. A light dinner and refreshments will be provided during the meeting.

Please [click here](#) to register your attendance to the DAC and/or the FCTA meetings. The meetings will be held at Memorial Hall at [280 East Broad Street, Columbus, OH 43215](#).

Joe Martin, Chairperson
Franklin County Public Health District Advisory Council
Joe_Martin@browntwp.org

Chet J. Chaney, President
Franklin County Township Association
(614) 439-6269 Cell
cchaney@perrytwp.org



Human Resources Department
March 18, 2025

Requests:

None

Updates:

1. Meetings have started with Paychex to implement the LMS.
2. I met with Hylant on the Benefit Strategy for 2026. Below are highlights from the meeting.

MEDICAL CLAIMS ANALYSIS					
YEAR	SUBSCRIBERS	MMO MEDICAL CLAIMS	PREMIUM	LOSS RATIO	SHARE CLAIMS
2023	1410	\$2,087,016	\$2,423,601	86.11%	\$314,894
2024	1372	\$2,255,939	\$2,511,886	89.81%	\$372,863
Loss Ratio: If an insurer's MLR is consistently high, it may lead to increased premiums to cover the higher costs of claims and quality improvement. 80% is the target.					

CLAIMANT ANALYSIS: HIGH-COST CLAIMANT SUMMARY MEDICAL ALL WITH PRESCRIPTION DRUG \$25,000+		
YEAR	CLAIMANTS	TOTAL
2024	28	\$1,636,933

UTILIZATION: EMERGENCY ROOM, URGENT CARE, AND CONVENIENCE CLINIC VISITS			
YEAR	ER VISITS	URGENT CARE	CONVENIENCE CLINIC
2023	73	134	112
2024	81	92	71

2026 Renewal Planning
<ul style="list-style-type: none">• Hylant will market for medical and dental with major carriers• Quotes will be available for review and approval in October board meeting• Open enrollment in November – dates to be determined



M E M O

DATE: 3/18/2025

TO: Mifflin township Trustees

FROM: Service Director – Roger Boggs

SUBJECT: Updates & Requests

Service Dept. Request

- Request to Sell Back Graves by Edward & Madeline Massie - Riverside Cemetery - Lot 65, Section C Graves 1,2,3 at the price of \$250.00 each for a total of \$750.00.

Updates

- We have had a request from a resident to Install playground equipment in the circle at the end of Sunbury Dr. for neighborhood children.
- We had a request from a resident in the area of Temple and Melrose Ave for a Community Clean Up, Mrs. Leach who lives in this area plans to submit a proposal.

Code Enforcement

- No Request

Updates

- We are working with Franklin County Code Enforcement on a few cases at this time.

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
Peace. Safety. Welfare.

GRAVE SELL BACK REQUEST

GRAVE INFORMATION:

Top section can be filled in electronically or can be printed and filled in using black or blue ink.
Print form to complete bottom section with a notary.

DATE:		CEMETERY:	Riverside Cemetery		
SECTION:	C	BLOCK:		LOT:	65
				GRAVE:	1,2,3
PURCHASE PRICE:		\$250.00 Per Grave = \$750.00 Total			

OWNER INFORMATION:

NAME:	Edward and Madeline Messie	PHONE:	614-562-7153
ADDRESS:	5800 Forest Hills Blvd Columbus Oh 43231		
PLEASE INCLUDE STREET/CITY/STATE/ZIP			

PRINT FORM TO NOTARIZE - NOTARY SIGNATURE REQUIRED BELOW

I am the owner of the above grave lot, and I am requesting to resell this grave lot back to Mifflin Township. I understand that I can only receive what was paid at the time of the original purchase and not what the current grave lot price is. I also understand that I must have a form for each grave lot I wish to sell back.

If I inherited this grave lot from the original owner, I must provide a death certificate of the original owner. (Ownership follows the bloodline of the original owner, and if there are siblings, all siblings must fill out a separate Grave Sell Back Request form for each grave lot to be sold back).

Owner Signature:	<i>Edward Messie</i>		
Owner Signature:	<i>Madeline Messie</i>		
STATE OF:	Ohio	COUNTY OF:	Franklin
The foregoing instrument was acknowledged before me the		28 th	day of January, 2025
By:	<i>Jenny J Heizer</i>		

SEAL



JENNY J HEIZER
Notary Public
State of Ohio
My Comm. Expires
April 9, 2025

(Notary Public)

Lynn M. Stewart, Chair • Richard J. Angelou, Vice Chair • Kevin J. Cavener, Trustee • Nancy M. White, Fiscal Officer

400 W. Johnson Rd. Suite 200, PO Box 207620 • Columbus, OH 43220 • Mifflin Township 614-474-4404

DEED FOR CEMETERY LOT

Rev. Code, Secs. 517.07, .14; 759.12, 31

Dayton Legal Blank Co., Form No. 10130-S

Lot No. 65 Section C - Graves #3 & 4

KNOW ALL MEN BY THESE PRESENTS:

That we, the undersigned

Mifflin Township Trustees

in the County of Franklin and State of Ohio, for and in consideration of the sum of Five hundred and 00/100*****Dollars,

to us paid by Edward & Madeline Massie, 268 Dunchurch Road, Gahanna, Ohio 43230

of the Township of Mifflin County of Franklin and State of Ohio, the receipt whereof is hereby acknowledged, do hereby GRANT, BARGAIN, SELL AND CONVEY

to the said Edward & Madeline Massie and their heirs forever,

the following described lot or parcel of land in Riverside Cemetery, to-wit:

Lot No. 65 in Section C - Graves #3 & 4 as described upon the plat of said Cemetery, on file

in the office of the Clerk of said Mifflin Township

*

TO HAVE AND TO HOLD the same to the said Edward & Madeline Massie and their heirs, to be used for the purposes of burial only, subject to the laws of this State regarding Cemeteries and the rules and regulations of the officers having control of said Cemetery.

In Witness Whereof, We have hereunto set our hands on this 19th day of January A. D. 1996

Signed and Acknowledged
in presence of

Nancy M. White
Township Clerk

Joseph J. Squawch
Richard J. Angelen
Joshua J. Stenard

in Franklin County, Ohio.

**

The State of Ohio, County, ss.

Be It Remembered, That on this day of A. D. 19, before me, the subscriber, a in and for said County, personally came the above named

in County, State of Ohio, and as such officers, acknowledged the signing and sealing of the foregoing conveyance to be their voluntary act and deed, for the uses and purposes therein mentioned.

In Testimony Whereof, I have hereunto subscribed my name, and affixed my official seal, on the day and year last aforesaid.

[SEAL]

DEED FOR CEMETERY LOT

Rev. Code, Secs. 517.07, .14; 759.12, 31

Dayton Legal Blank Co., Form No. 10130-S

Lot No. 65 Section C - Grave #1 & 2

KNOW ALL MEN BY THESE PRESENTS:

That we, the undersigned

Mifflin Township Trustees

in the County of Franklin and State of Ohio, for and in consideration of the sum of Five hundred and 00/100***** Dollars,

to us paid by Edward & Madeline Massie, 268 Dunchurch, Gahanna, Ohio 43230

of the Township of Mifflin County of Franklin and State of Ohio, the receipt whereof is hereby acknowledged, do hereby GRANT, BARGAIN, SELL AND CONVEY

to the said Edward & Madeline Massie and their heirs forever,

the following described lot or parcel of land in Riverside Cemetery, to-wit:

Lot No. 65 in Section C - Graves #1 & 2 as described upon the plat of said Cemetery, on file

in the office of the Clerk of said Mifflin Township

*

TO HAVE AND TO HOLD the same to the said Edward & Madeline Massie and their heirs, to be used for the purposes of burial only, subject to the laws of this State regarding Cemeteries and the rules and regulations of the officers having control of said Cemetery.

In Witness Whereof, We have hereunto set our hands on this 28th day of January A. D. 19 97

Signed and Acknowledged
in presence of

Nancy M. White

Township Clerk

Joseph E. Spawc

Richard J. Angelon

in Franklin County, Ohio.

**

The State of Ohio, County, ss.

Be It Remembered, That on this day of A. D. 19, before me, the subscriber, a in and for said County, personally came the above named

in County, State of Ohio, and as such officers, acknowledged the signing and sealing of the foregoing conveyance to be their voluntary act and deed, for the uses and purposes therein mentioned.

In Testimony Whereof, I have hereunto subscribed my name, and affixed my official seal, on the day and year last aforesaid.

[SEAL]

*Terms & Conditions (517.07 R.C.)

**Not required by Township Cemetery Association (AGO)

3/13/25, 8:31 AM

2589 Sunbury Dr - Google Maps



<https://www.google.com/maps/@40.0224569,-82.9361311,3a,75y,63.97h,75.9t/data=!3m7!1e1!3m5!1sxaqiQEF7IHE2Bm9ZFVNVvgI2e0!6shttps:%2F%2Fstreetviewpixels-pa.googleapis.com%2Fv1%2F...> 2/3

To: Board of Trustees

From: Chief Briggs

Date: March 13th, 2025

Re: Agenda Items Board of Trustee Meeting March 18th, 2025

Requests:

Request the trustees to sign a contract with the Franklin County Sheriff's Office for Fingerprint and DNA fees, we do not currently have to pay the fees due to using the Sheriff's Office Detective Bureau, but the contract is necessary in the event that we lose that service.

Updates:

Division of Police January and February stats

The eCitation program is up and running, we had printers installed in the cruiser, we can now complete traffic tickets online, print a copy to serve to the driver and send the court copy electronically.

I am currently comprising a surplus list of old and outdated equipment and will present it in the near future.

FINGERPRINTING AND DNA COLLECTION AGREEMENT

This agreement is between the SHERIFF OF FRANKLIN COUNTY, OHIO (the "**Sheriff**"), and the BOARD OF TOWNSHIP TRUSTEES OF MIFFLIN TOWNSHIP (the "**Township**").

The Township wants the Sheriff, on behalf of the Township, to: (1) take and forward fingerprints and photographs and (2) collect DNA specimens. The Sheriff, under the authority of section 311.29 of the Ohio Revised Code, wants to enter this agreement with the Township to perform the services for the Township.

The Sheriff and the Township therefore agree as follows:

1. **Term.** The term of this agreement begins at midnight at the beginning of January 1, 2025 and ends at midnight at the end of December 31, 2028.

2. **Services.** The Sheriff shall perform on behalf of the Township the Township's obligations that relate to taking fingerprints and photographs of arrested persons. The Sheriff shall perform, on behalf of the Township, the Township's obligations that relate to collecting DNA specimens under section 2901.07 of the Ohio Revised Code.

3. **Payment.** (a) Subject to section 3(b), the Township shall reimburse the Sheriff for the Sheriff's expenses in performing services under this agreement. The Township shall pay \$55 to the Sheriff for each person from whom the Sheriff takes fingerprints and photographs under this agreement. The Township shall pay \$55 to the Sheriff for each person from whom the Sheriff collects DNA specimens under this agreement.

(b) The Township will not be required to pay the Sheriff more than \$30,000 per year for services performed under this agreement.

(c) To be paid, the Sheriff must submit to the Township monthly invoices for the services performed by the Sheriff. The Township shall pay an invoice no later than 30 days from the date that the Township receives the invoice.

4. **Termination.** Either party may terminate this agreement for any reason by giving the other party at least 90 days' prior notice.

5. **Equal Employment Opportunity.** Pursuant to section 125.111 of the Ohio Revised Code, the Sheriff agrees to the following:

- (1) that in the hiring of employees for the performance of work under the contract the Sheriff shall not, by reason of race, color, religion, sex, age, disability, military status, national origin, or ancestry, discriminate against any citizen of this state in the employment of a person qualified to perform the work in which the agreement relates; and

- (2) that neither the Sheriff nor any person acting on behalf of the Sheriff shall discriminate against, intimidate, or retaliate against any employee hired for the performance of work under the agreement on account of race, color, religion, sex, age, disability, military status, national origin, or ancestry.

6. **Unresolved Findings of Recovery.** The Sheriff states that he does not have an unresolved finding for recovery issued to him by the auditor of the state of Ohio.

7. **Assignment.** Neither party shall assign any rights nor delegate any obligation under this agreement to any other person.

8. **Modification; Waiver.** No amendment of this agreement will be effective unless it is in writing and signed by the parties. No waiver of satisfaction of a condition or failure to comply with an obligation under this agreement will be effective unless it is in writing and signed by the party granting the waiver, and no such waiver will constitute a waiver of satisfaction of any other condition or failure to comply with any other obligation.

9. **Notices.** (a) For a notice or other communication under this agreement to be valid, it must be in writing and delivered (1) by hand, (2) by a national transportation company, with all fees prepaid, or (3) by registered or certified mail, return receipt requested and postage prepaid.

(b) Subject to section 9(d), a valid notice or other communication under this agreement will be effective when received by the party to which it is addressed. It will be deemed to have been received as follows:

- (1) if it is delivered by hand, delivered by a national transportation company, with all fees prepaid, or delivered by registered or certified mail, return receipt requested and postage prepaid, upon receipt as indicated by the date on the signed receipt; and
- (2) if the party to which it is addressed rejects or otherwise refuses to accept it, or if it cannot be delivered because of a change in address for which no notice was given, then upon that rejection, refusal, or inability to deliver.

(c) For a notice or other communication to a party under this agreement to be valid, it must be addressed using the information specified below for that party or any other information specified by that party in a notice in accordance with this section 9.

To the Sheriff:

Franklin County Sheriff
410 South High Street
Columbus, OH 43215
Attention: Director of Administrative Services

To the Township:

Mifflin Township Police Department
400 W. Johnstown Rd Suite 200
Gahanna, OH 43230-2565
Attention: Chief of Police

(d) If a notice or other communication addressed to a party is received after 5:00 p.m. on a business day at the location specified in the address for that party, or on a day that is not a business day, then the notice will be deemed received at 8:00 a.m. on the next business day.

10. Severability. The parties intend as follows:

- (1) that if any provision of this agreement is held to be unenforceable, then that provision will be modified to the minimum extent necessary to make it enforceable, unless that modification is not permitted by law, in which case that provision will be disregarded;
- (2) that if an unenforceable provision is modified or disregarded in accordance with this section 10, then the rest of the agreement will remain in effect as written; and
- (3) that any unenforceable provision will remain as written in any circumstances other than those in which the provision is held to be unenforceable.

11. Counterparts. If the parties sign this agreement in several counterparts, each will be deemed an original but all counterparts together will constitute one instrument.

12. Governing Law; Exclusive Venue. The laws of the state of Ohio, without giving effect to its principles of conflicts of law, govern all adversarial proceedings arising out of this agreement. As the exclusive means to enforce any provision of this agreement, a party may file a lawsuit in a court of competent jurisdiction in Franklin County, Ohio.

13. Entire Agreement. This agreement constitutes the entire understanding between the parties with respect to the subject matter of this agreement and supersedes all other agreements, whether written or oral, between the parties.

14. Effectiveness; Date. This agreement will become effective when all parties have signed it. The date of this agreement will be the date this agreement is signed by the last party to sign it (as indicated by the date associated with that party's signature).

Each party is signing this agreement on the date stated opposite that party's signature.

FRANKLIN COUNTY SHERIFF

Date: _____

By: _____
Dallas L. Baldwin, Sheriff

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Date: _____

By: _____
Kevin Cavener
Chair

Date: _____

By: _____
Jamie Leeseberg
Trustee

Date: _____

By: _____
Richard Angelou
Vice Chair

Approved as to Form:

Shayla D. Favor, Franklin County Prosecuting Attorney

Date: _____

By: _____
Assistant Prosecuting Attorney

Certification of Fiscal Officer

The amount required to meet the obligation in the fiscal year in which this agreement is made has been lawfully appropriated for the purpose of this agreement and is in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances.

By: _____
Kelly Cararo
Mifflin Township Fiscal Officer

MIFFLIN TOWNSHIP DIVISION OF POLICE –STATS

JANUARY- 2025

Total Calls for Service	212	Total Reports Taken	54	Indictments	0	Cases to Bureau	7
TYPE OF CALLS					ARRESTS		
Adult Prot. Services Referrals	0	Fights	1	Pursuits	2	Felony Arrests	5
Agency Assist – Other	29	Follow-Up Investigations	0	Rapes	2	Misdemeanor Arrests	12
Agency Assist – Fire / Medics	6	Forgery / Bad Checks	0	Recovered Stolen Vehicles	0	Juvenile Felony Arrests	1
Alarm Drops	13	Homeless Complaints	0	Robberies	1	Juvenile Misd. Arrests	5
Animal Complaints	5	Homicides	0	Search Warrants Executed	1	Felony Warrant Arrests	1
Assaults	1	Intoxicated Persons	1	Sex Offenses	2	Misd. Warrant Arrests	7
ATV Complaints	0	Juvenile Complaints	2	Shootings	0	Juvenile Warrant Arrests	0
B&E / Burglary	3	Kidnapping	0	Shots Fired	1	Traffic Stops Made	
Business Disputes	0	Loud Music Complaints	3	Stabbings	0	Traffic Citations Issued	15
Crashes – Non Injury	18	Medical Emergencies	0	Stolen Vehicles	4	OVI Arrests	0
Crashes – Injury	10	Mental Health Calls	4	Suicides – Attempts / Threats	2	DRUG SEIZURES	
Crashes – Fatal	1	Missing Person Calls	2	Suspicious Person / Vehicles	19	Cocaine / Crack	0
Crashes – Hit Skip	3	Missing Person Returns	2	Thefts	3	Fentanyl	0
Child Abuse Reports	0	PD Walk-Ups (Station Calls)	0	Threats / Harassment	4	Heroin	0
Children Services Referrals	1	Narcotics Complaints	1	Traffic Details / Control	0	LSD / MDMA	0
Civil Complaints / Matters	3	Neighbor Disputes	0	Trespassing Complaints	0	Marijuana	
Custody Disputes	2	Officer in Trouble	3	Unauthorized Use – M.V.	0	Methamphetamine	24.67g
Dead on Arrival	0	Overdoses	1	Unknown 911 calls	5	Other Drugs	0
Disabled Vehicles	9	Parking Complaints	1	Use of Force	2	Prescriptions Drugs	0
Disturbances	1	Person w/ Gun	3	Vandalism	1	OTHER SEIZURES	
Domestics	10	Person w/ Knife	1	Wellbeing Checks	0	Firearms	0
Emergency Notifications	0	Prowlers	0			Vehicles Impound	19

MIFFLIN TOWNSHIP DIVISION OF POLICE –STATS

FEBRUARY - 2025

Total Calls for Service	209	Total Reports Taken	49	Indictments	7	Cases to Bureau	7
TYPE OF CALLS					ARRESTS		
Adult Prot. Services Referrals	1	Fights	2	Pursuits	3	Felony Arrests	13
Agency Assist – Other	42	Follow-Up Investigations	11	Rapes	2	Misdemeanor Arrests	12
Agency Assist – Fire / Medics	13	Forgery / Bad Checks	0	Recovered Stolen Vehicles	1	Juvenile Felony Arrests	0
Alarm Drops	12	Homeless Complaints	0	Robberies	1	Juvenile Misd. Arrests	0
Animal Complaints	5	Homicides	0	Search Warrants Executed	0	Felony Warrant Arrests	1
Assaults	11	Intoxicated Persons	4	Sex Offenses	3	Misd. Warrant Arrests	0
ATV Complaints	0	Juvenile Complaints	1	Shootings	1	Juvenile Warrant Arrests	0
B&E / Burglary	2	Kidnapping	0	Shots Fired	2	Traffic Stops Made	34
Business Disputes	1	Loud Music Complaints	2	Stabbings	0	Traffic Citations Issued	12
Crashes – Non Injury	13	Medical Emergencies	4	Stolen Vehicles	3	OVI Arrests	0
Crashes – Injury	2	Mental Health Calls	12	Suicides – Attempts / Threats	1	DRUG SEIZURES	
Crashes – Fatal	0	Missing Person Calls	5	Suspicious Person / Vehicles	19	Cocaine / Crack	3.41g
Crashes – Hit Skip	8	Missing Person Returns	2	Thefts	8	Fentanyl	2.23g
Child Abuse Reports	1	PD Walk-Ups (Station Calls)	9	Threats / Harassment	6	Heroin	0
Children Services Referrals	1	Narcotics Complaints	2	Traffic Details / Control	2	LSD / MDMA	0
Civil Complaints / Matters	5	Neighbor Disputes	0	Trespassing Complaints	0	Marijuana	0
Custody Disputes	1	Officer In Trouble	1	Unauthorized Use – M.V.	0	Methamphetamine	0
Dead on Arrival	1	Overdoses	1	Unknown 911 calls	3	Other Drugs	0
Disabled Vehicles	12	Parking Complaints	1	Use of Force	2	Prescriptions Drugs	0
Disturbances	7	Person w/ Gun	4	Vandalism	1	OTHER SEIZURES	
Domestics	16	Person w/ Knife	0	Wellbeing Checks	6	Firearms	2
Emergency Notifications	0	Prowlers	2			Vehicles Impound	11



MIFFLIN TOWNSHIP

Brian P. Dunlevy
Fire Chief

Scott Davis
Assistant Fire Chief

BOARD OF TOWNSHIP TRUSTEES MEETING

March 18, 2025

Fire Division Requests:

Request to Approve Retirement of Fire Marshal Strohmeyer:

03182025-1. This is a request to accept and approve the retirement of Fire Marshal Jason Strohmeyer effective June 3rd, 2025. Marshal Strohmeyer will have served with Mifflin for 36 years. We wish him the best and a happy retirement.

Request to Approve Sick Leave Donation Policy:

03182025-2. This is a request to accept and implement the Earned Time Donation Policy, to be effective upon approval. This policy captures the rules and procedures for Fire Division Staff, including Dispatchers to utilize a donation of accrued time off for staff that may not have sufficient time earned to recover from a chronic or severe injury or illness. This has been drafted by Human Resources and reviewed by Fire Administration and the Township attorney.

Request to Approve Annual Medical Director Fee:

03182025-3. This is a request to approve the annual fee for Medical Director to MECC Regional Council of Governments in the amount \$25,000. This is a planned and budgeted expense.

Request to Approve Dispatching Fee:

03182025-4. This is a request to approve the annual fee for Dispatching to MECC Regional Council of Governments in the amount of \$623,265. This is the annual fee as contracted between the RCOG and Mifflin Township. This is a planned and budgeted expense.

Request to Move to Executive Session:

03182025-5. This is a request to adjourn into executive session 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 interests.

January 2, 2025

Assistant Fire Chief Scott Davis
Mifflin Township Division of Fire
400 W. Johnstown Rd. Suite 201
Gahanna, Ohio 43230

Asst. Chief Davis,

Please consider this letter as my official notification of retirement from the Mifflin Township Division of Fire on June 3, 2025.

I plan to continue my insurance coverage for my family with the Township through June 30, 2025.
Thank you for allowing me to serve this community for 36 years.

Grateful,

A handwritten signature in black ink that reads "Jason Strohmeyer". The signature is written in a cursive style with a large, stylized 'J' and 'S'.

Jason Strohmeyer

Fire Marshal

Mifflin Township Division of Fire

Fire Department Prolonged Leave Donation Policy

Introduction

A leave donation program is a method of addressing the temporary financial needs of employees who are on medical leave for their own serious medical issue or when an employee's immediate family experiences such an illness or injury requiring the employee's personal care and attendance.

The purpose of this policy is to establish criteria and standards for the donation of accrued leave and to establish the eligibility rules for qualified employees to apply for leave donation following the definition of the IRS. The IRS defines a medical emergency as a "medical condition of the employee or a family member that will require the prolonged/extended absence of the employee from duty, including intermittent absences that are related to the same illness or condition, and will result in a substantial loss of income to the employee due to the exhaustion of all paid leave available, apart from the leave-sharing plan." See Private Ruling Letter, Rev. Rul. 90-29, 1990-1 C.B. 11.

For a plan to be considered what the IRS characterizes as a "bona-fide employer-sponsored (medical) leave-sharing arrangement," the plan should:

1. Be in writing and be administered by the employer.
2. Be created as a leave bank for employees to deposit donated leave, and from which, leave will be distributed to recipients who have a personal medical emergency.
3. State that employees should be eligible to receive leave only after their request has been approved and all other available paid leave has been exhausted.
4. Specify that leave is to be used only for medical emergencies. The plan should restrict these medical emergencies to major illnesses or medical conditions of employees that require extended absences.
5. Outline and specify limits on the amount of leave that may be donated by an individual in any given year.
6. Have a detailed procedure in place for employees to submit a written request for leave that describes the specific medical emergency or medical condition.
7. Have processes in place to confirm that all leave transferred under the plan is being used for medical leave by the recipient.

Nothing in this policy will be construed to limit or extend the maximum allowable absence under the Family and Medical Leave Act.

Recipient Eligibility

In order to receive donated leave, an employee must:

1. be employed by Mifflin Township for a minimum of 12 months prior to requesting leave donation.
2. have a qualifying serious illness or injury, or have an immediate family member who has such
3. have exhausted all paid leave
4. not have been on a performance improvement plan or received coaching in the last 12 months prior to requesting donated leave or be on active discipline in their personnel file related to excessive use of sick leave, abuse of sick leave, unauthorized absence or pattern use of sick leave.

Requesting, Receiving and Using Prolonged Leave Donation

Eligible employees who request donated leave will complete the Leave Donation Request Form and return it with the appropriate medical certification, to the Fire Chief. The Fire Chief or designee will ensure the employee is eligible as defined above. With the written permission of the employee, approved requests shall then be communicated to eligible co-workers.

An eligible employee may receive a maximum of 400 hours of donated leave per 24 month rolling calendar year. Requests for leave above the maximum will be reviewed and board approved on a case-by-case basis.

Employees using donated leave shall be considered to be in an active pay status and shall accrue sick and vacation leave and be entitled to any benefits to which they would otherwise receive. Any sick and vacation leave that is accrued must be used in the following pay period before donated leave can be used. Additional hours will need to be used to accommodate scheduled overtime as hours will not be converted to overtime. *Example: 120 hour pay period = 127 hours of donated leave*

Donated leave shall never be converted into a cash benefit. It shall only be used to cover the eligible work hours that the affected employee would have regularly been scheduled to work each week/pay period.

Donating Accrued Leave

56-Hour Fire Employees: An employee may donate leave in 24-hour increments from each accrued leave balance. Each donation must include sick leave matched 1:1 with other earned time, e.g. sick leave 24 hours and vacation 24 hours.

MECC and 40 Hour Fire Employees: An employee may donate leave in 8-hour increments from each accrued leave balance. Each donation must include sick leave matched 1:1 with other earned time, e.g. sick leave 8 hours and vacation 8 hours).

1. Participation in this program is strictly voluntary. No employee is to be directly solicited to donate leave, nor shall any employee be forced to donate.
2. The donating employee must have an accrued balance of 480 hours after donating leave.
3. An employee wishing to donate leave must complete and return the Leave Donation Form to the Fire Chief, who will date and time stamp each form in the order it is received.
4. Once the appropriate balances have been determined based on the recipient's anticipated need, the donated leave shall be used in the order in which it was donated.
5. Any donated leave not used shall be returned to the donor.
6. Employees who currently have an open FMLA case cannot donate accrued leave.
7. The donation of accrued leave is on an hourly basis, without regard to the dollar value of the donated leave.

Conditions or Circumstances that do not Qualify for Receipt of Prolonged Donated Leave

Employees may not receive donated sick leave in the following circumstances:

- Any occupationally related accident or illness which is compensable under Workers' Compensation benefits
- Disability incurred in the course of the commission of a crime
- During the period of any disciplinary suspension
- While receiving disability
- Probationary employees
- While serving in the United States military services.



MECC Regional Council of Governments

P.O. Box 647
Reynoldsburg, OH 43068

Invoice - Medical 202503-00013A
Bill Date: 03/03/2025
Account: 00005-001
Due Date: 05/31/2025

Mifflin Township-Med
P.O. Box 307630
Gahanna, Ohio 43230

2025 Medical Direction

Description	Amount
MED Mifflin TWP	\$25,000.00
Invoice Amount:	\$25,000.00
Amount Due:	\$25,000.00

Medical Direction

2025 Medical Direction

Please make check payable to MECC RCOG and mail with a copy of statement to the address above.
NEW REMIT TO ADDRESS

For any questions, contact Jason Nicodemus at (614) 866-1317.

RCVD MAR 6 '25

RETURN THIS PORTION WITH YOUR PAYMENT



MECC Regional Council of Governments

P.O. Box 647
Reynoldsburg, OH 43068

Invoice - Medical 202503-00013A
Account: 00005-001
2025 Medical Direction

Total Due: \$25,000.00

Make Checks Payable to MECC RCOG

Mifflin Township-Med
P.O. Box 307630
Gahanna, Ohio 43230

APC (SAD)
OK TO PAY PO 25



**MECC Regional Council of
Governments**

P.O. Box 647
Reynoldsburg, OH 43068

Invoice - Dispatc 202503-00002A

Bill Date: 03/03/2025

Account: 00008-001

PAYABLE UPON RECEIPT

Mifflin Township-Dispatching
P.O. Box 307630
Gahanna, Ohio 43230

2025 Dispatching Services

Description	Amount
Dispatching Fees	\$623,265.00
Invoice Amount:	\$623,265.00
Amount Due:	\$623,265.00

Dispatching Services

2025 Dispatching Services

Please make check payable to MECC RCOG and mail with a copy of statement to the address above.

PCVD MAR 5 '25

RETURN THIS PORTION WITH YOUR PAYMENT



**MECC Regional Council of
Governments**

P.O. Box 647
Reynoldsburg, OH 43068

Invoice - Dispatc 202503-00002A

Account: 00008-001

2025 Dispatching Services

\$623,265.00

Make Checks Payable to MECC RCOG

Mifflin Township-Dispatching
P.O. Box 307630
Gahanna, Ohio 43230

RES. 56-25

THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP RESOLUTIONS AUTHORIZING THE EXECUTION OF ANNEXATION PETITIONS AS OF MARCH 18, 2025

WHEREAS, the Board of Trustees of Mifflin Township, Franklin County, Ohio, ("Board") recognizes the potential benefits of annexation for economic development and the general welfare of Mifflin Township and its residents;

WHEREAS, the Board entered into a Commercial Real Estate Purchase Contract (as amended) on March 10, 2025 ("Contract") with Metro Development III LLC (the "Buyer") for the sale of approximately 9.107 +/- legal acres of Franklin County Tax Parcels 191-000046-00 and 191-000047-00 (collectively, "Property") and pursuant to Section 11 of the Contract the Board agreed to sign and support such petition(s) for annexation ("Petitions for Annexation") as are necessary to annex the Property to the City of Columbus, Franklin County, Ohio;

WHEREAS, in accordance with Section 11 of the Contract, the Buyer desires to file an Expedited annexation which requires there to be 5% contiguity with City boundaries and the Property is situated such that the annexation of the Property must be accomplished in two steps through the execution and submission of two Petitions for Annexation;

WHEREAS, the Board has reviewed the proposed annexation of the Property into the jurisdiction of the City of Columbus, Franklin County, Ohio; and

WHEREAS, the Board finds that it is in the best interest of Mifflin Township and its residents to proceed with the execution of the proposed Petitions for Annexation in accordance with Ohio Revised Code Chapter 709 and its obligations under the Contract.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Mifflin Township, Franklin County, Ohio, as follows:

RESOLVED: APPROVAL OF ANNEXATION PETITIONS

The Board of Trustees hereby approves and authorizes the execution of two annexation petitions related to the proposed annexation of the Property into City of Columbus, Franklin County, Ohio: the first annexation petition to be signed and submitted is for 1.8 +/- acres, more or less, in Mifflin Township, Franklin County, Ohio, which is contiguous and adjacent to the City of Columbus, Franklin County, Ohio into City of Columbus, Franklin County, Ohio; and the second annexation petition to be signed and submitted subsequent to the approval by the City of Columbus, Franklin County, Ohio of the first annexation petition is for 6.9 +/- acres, more or less, in Mifflin Township, Franklin County, Ohio, which is contiguous and adjacent to the City of Columbus, Franklin County, Ohio; and be it further

RESOLVED: AUTHORIZATION TO ACT

The Board authorizes Kevin Cavener, Chair of the Board to execute the necessary petitions, agreements, and any related documents on behalf of the Township in furtherance of this Petitions for Annexation; and be it further

RESOLVED: COMPLIANCE WITH OHIO LAW


The Board directs that all actions related to the two Petitions for Annexation shall comply with applicable Ohio Revised Code provisions, including but not limited to O.R.C. 709.021 through 709.234; and be it further


RESOLVED: EFFECTIVE DATE

These Resolutions shall take effect immediately upon adoption.

ADOPTED this 18th day of March 2025, by the Board of Trustees of Mifflin Township, Franklin County, Ohio.

BOARD OF TRUSTEES:

Kevin Cavener, Chair – AYE/NAY By: 

Richard Angelou,- Trustee – AYE/NAY By: 

Jamie Leeseberg,- Trustee – AYE/NAY By: 

**PETITION FOR ANNEXATION
TO THE CITY OF COLUMBUS, OHIO
OF 1.8 +/-ACRES, MORE OR LESS, IN
MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**

Now comes the undersigned, petitioner in the premises and being the sole owners of a certain area as hereinafter described, consisting of 1.8 +/-acres, more or less, in Mifflin Township, Franklin County, Ohio, which is contiguous and adjacent to the City of Columbus, Ohio, according to the statutes of the State of Ohio. Said area is situated in the Township of Mifflin, County of Franklin, and State of Ohio; and an accurate legal description of the perimeter is attached hereto and made a part hereof as Exhibit "A" and an accurate map of the territory proposed for annexation is attached hereto and made a part hereof as Exhibit "B".

Elizabeth Seedorf, Esq., of 52 East Gay Street, Columbus, Ohio 43215, is the person to act as agent for the undersigned petitioner as required by Section 709.02 of the Ohio Revised Code.

This petition is for an Expedited II annexation, under Sections 709.021 and 709.023 of the Ohio Revised Code.

The total number of owners in the territory sought to be annexed is one, and that sole owner has signed this annexation petition. The person who signed this petition is the only owner of the real estate located within the territory proposed for annexation and constitutes all of the owners of the real estate in that territory. This petition may be signed in parts.

**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.**

Name
Mifflin Township

Address
1854 Stelzer Road
Columbus, OH 43219
(PID 191-000047)

Acreage
1.8 ± acres

Mifflin Township

By: 

Name: KEVIN CRAMER

Its: Board Chairman

3/18/25
Date Signed

Part 1 of 1
Exhibit A

Exhibit B

**PETITION FOR ANNEXATION
TO THE CITY OF COLUMBUS, OHIO
OF 6.9 +/-ACRES, MORE OR LESS, IN
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Name
Mifflin Township

Address
Stelzer Road
Columbus, OH 43219
(PID 191-000046)

Acreage
6.9 ± acres

Mifflin Township

By: 

Name: KEVIN CHMURA

Its: BORIS CHMURA

3/18/25
Date Signed

Part 1 of 1
Exhibit A

Exhibit B



Mifflin Township uses an outside service called Breach Secure Now to provide its employees with training opportunities as well as phishing testing. Testing is completed over one week each month by sending an unannounced fake Phish email to each employee with a random level of difficulty as well as with a random subject. All designed to test the employee's ability to identify a phishing scam.

The documentation included has three pages from each month's report from the last 6 months. Those three pages start with a title page that shows the date range of testing. The second page shows a section titled campaign results. The two most important numbers on that page are "clicked links" and "submitted data". Thankfully we have not had anyone fall for a phish and submit data but have had a number of clicked links. The latest month shows the highest number of clicks we have had in the six-month testing window, this is concerning. The bottom section on that page shows the number of easy, medium and difficult levels of the test emails.

The third page shows a phish fail rate and compares that number to other organizations our size. Although that percentage is low, last month's number is concerning and more so if this becomes a trend. In the real world it only takes one person to click the wrong link, and it could cause significant issues and impact the organization for months on end as we have seen in the past with our neighboring cities.

The final page of this report shows a recap of how many links clicked per month, summary of each of those links and the employee's security score that clicked the link. From these results I propose the following to improve future awareness.

Future Steps to Improve Awareness and Results

This past week I sent an email out asking all employees to refocus their efforts on getting their training numbers back up. Our overall organizational score has continued to fall as employees are not continuing with the training.

In addition, I will review internal policies and update them prohibiting employees from using their Mifflin-oh.gov email address for personal use. This should greatly reduce the risk of clicking on emails that are related to outside services such as Netflix, Drop Box, etc. This restriction would include not allowing employees to combine email inboxes with one mail application that would include their Mifflin email address. I don't believe this is used all that frequently, but it is one additional risk that could be addressed through a policy.

Some of the details behind these results show that our risk goes up with temporary employees. Their emails are as vulnerable as everyone else's, maybe more, but to my knowledge we do not require them to train.

Start Date: September 23, 2024 **End Date:** October 01, 2024

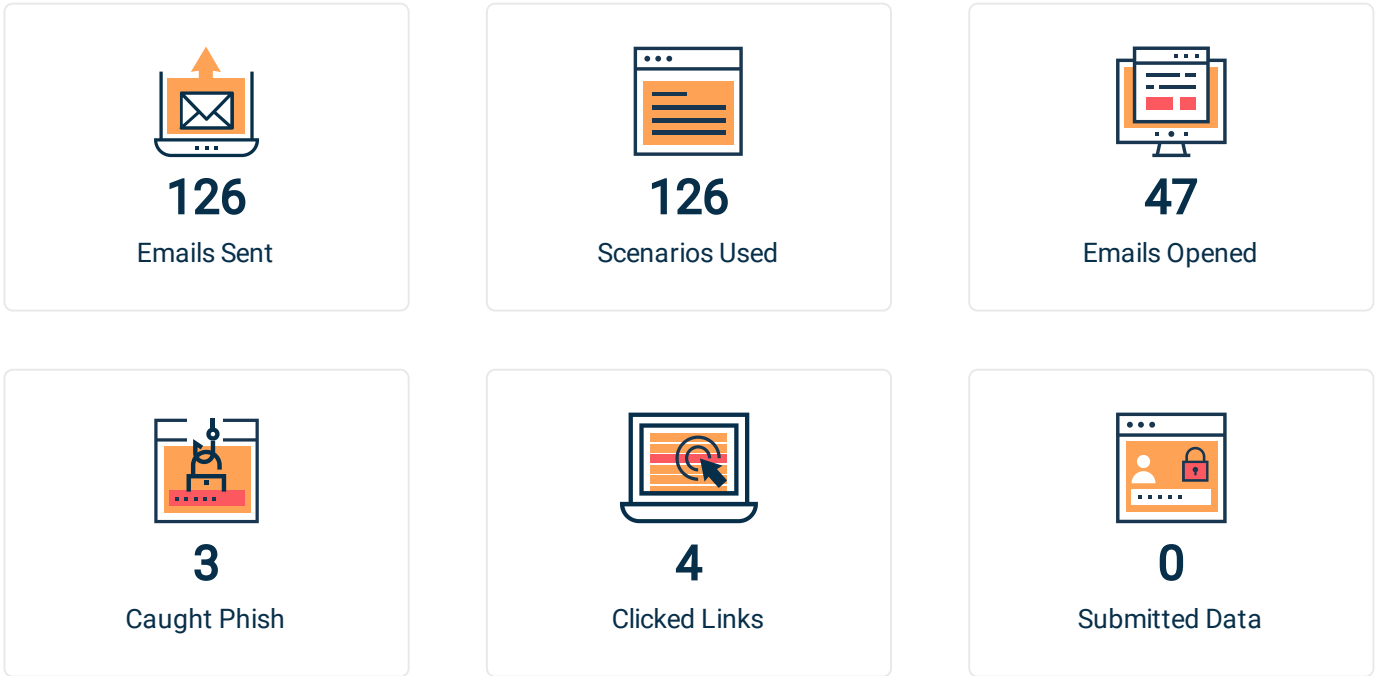
Initial Campaign



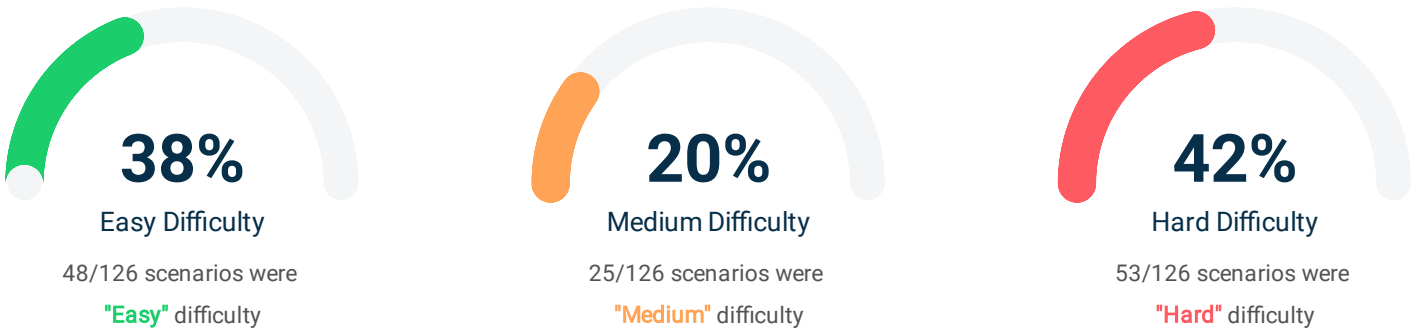
2. Phishing Results Overview

Campaign Results

Let's unpack the results from this phishing campaign and see how your employees fared.



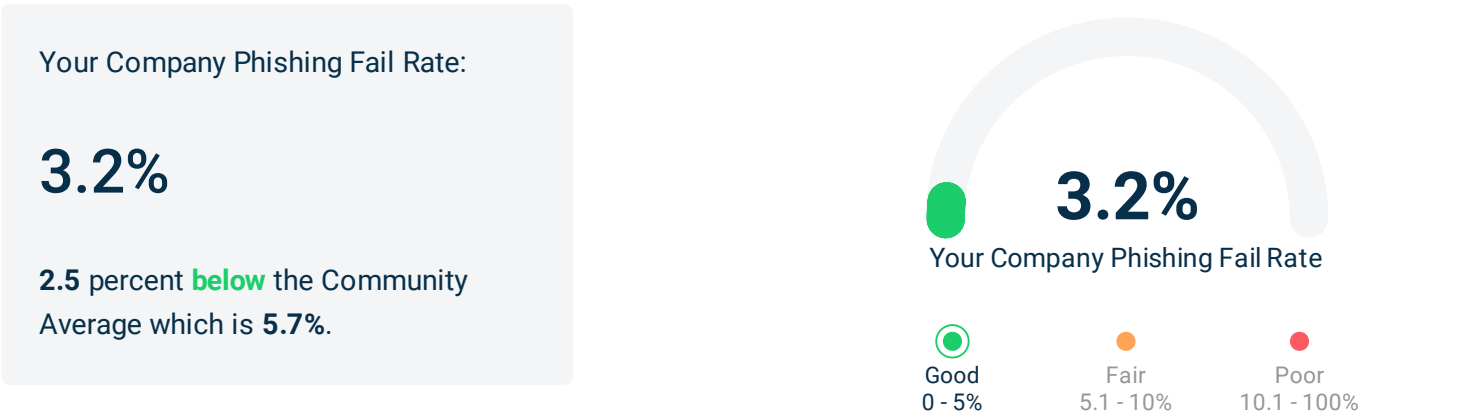
Phishing simulations sent to users are initially ranked between Easy, Medium, or Hard based on their overall click rate and plausibility. The below graphic denotes the distribution of the sent simulations between these categories.



3. Phishing Fail Rate



The figure below illustrates your organization's Phishing Fail Rate (PFR) in comparison to the Community Average Phishing Fail Rate.



What is the Phishing Fail Rate and Community Average?

Your Phishing Fail Rate (PFR) indicates the percentage of your employees who clicked on the simulated phishing link divided by the total number of employees the simulation was sent to. For comparison purposes, we've established a Community Average Phishing Fail Rate, which is the average simulated phishing campaign click rate across all organizations we monitor. Set organizational goals of having a PFR less than the community average but remember, it only takes one click on a real phishing email to potentially cause an issue.

Caught Phish

3

3 employee(s) were able to correctly identify this phishing simulation.

Please contact us if you do not have the Catch Phish plugin enabled.

Submitted Data

0

0 employee(s) entered in credentials after clicking on the simulated phishing link.

Not all simulated phishing campaigns have links that capture credentials. For these specific campaigns, please contact us for more information.

Start Date: October 24, 2024 **End Date:** November 01, 2024

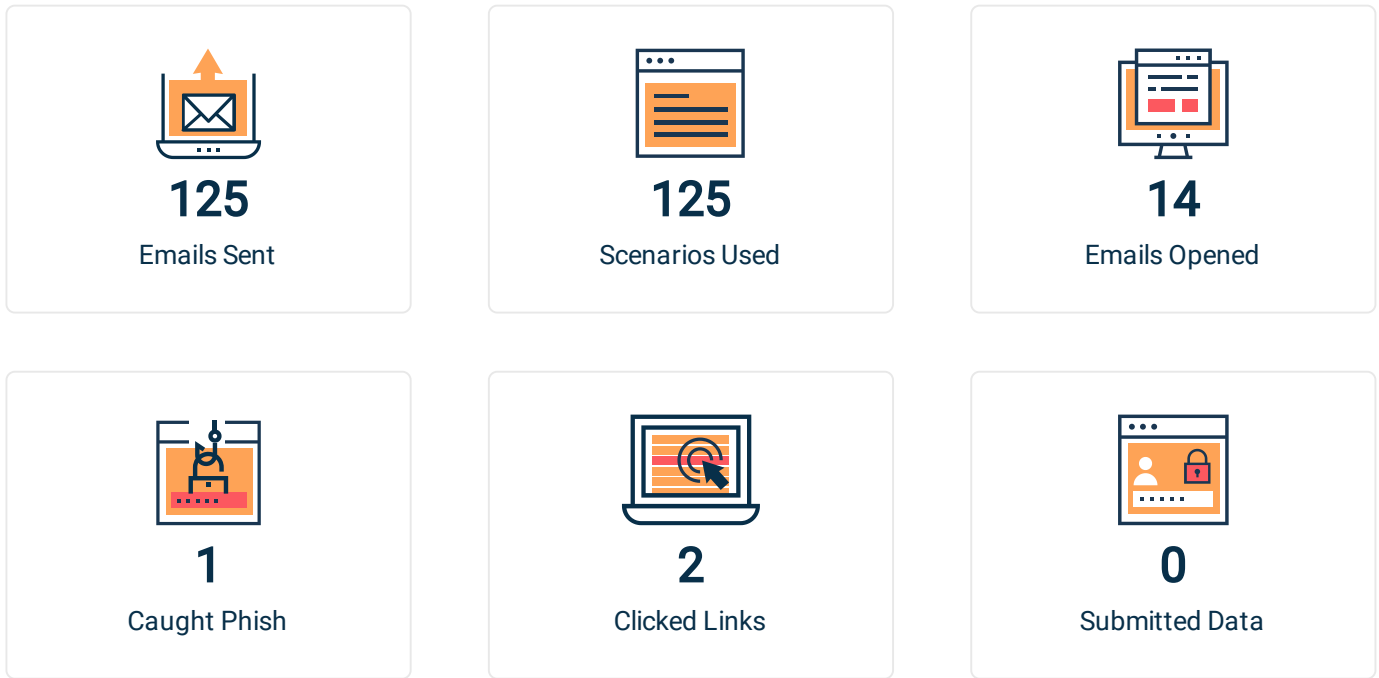
Initial Campaign



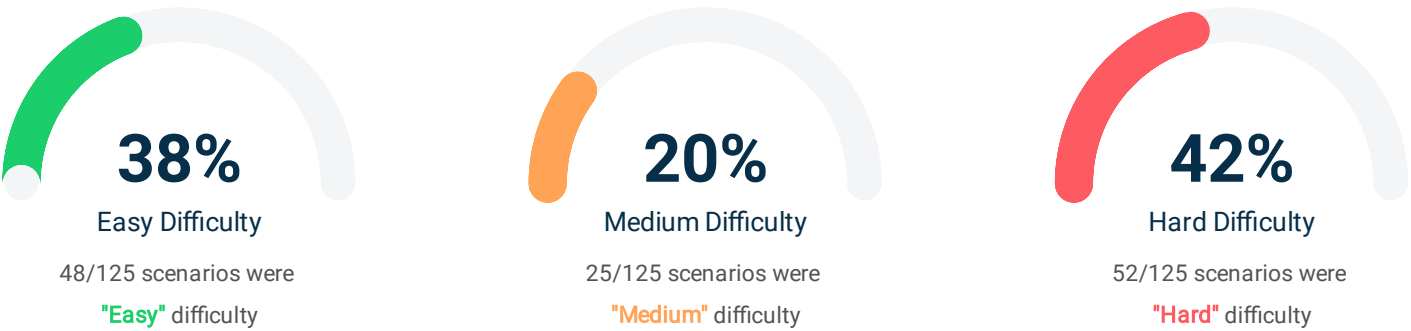
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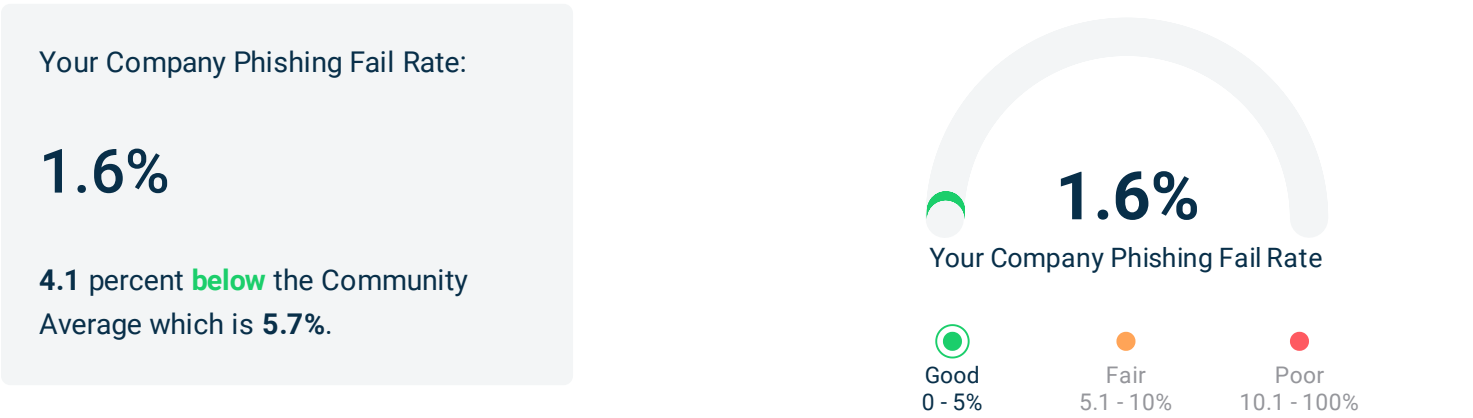
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Caught Phish

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Submitted Data

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Start Date: November 24, 2024 **End Date:** December 02, 2024

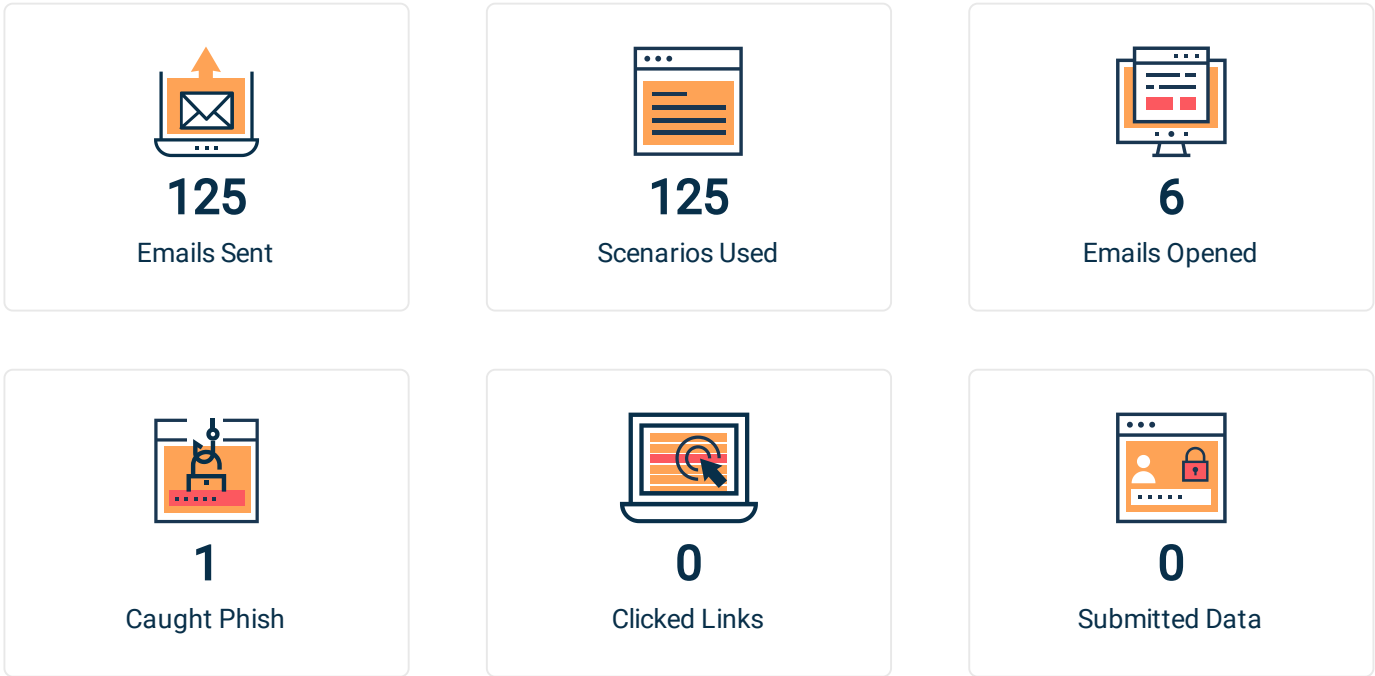
Initial Campaign



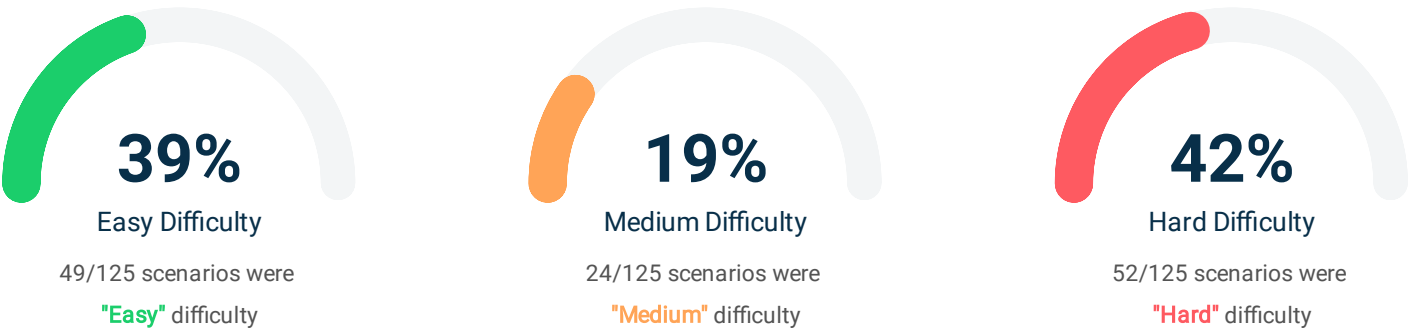
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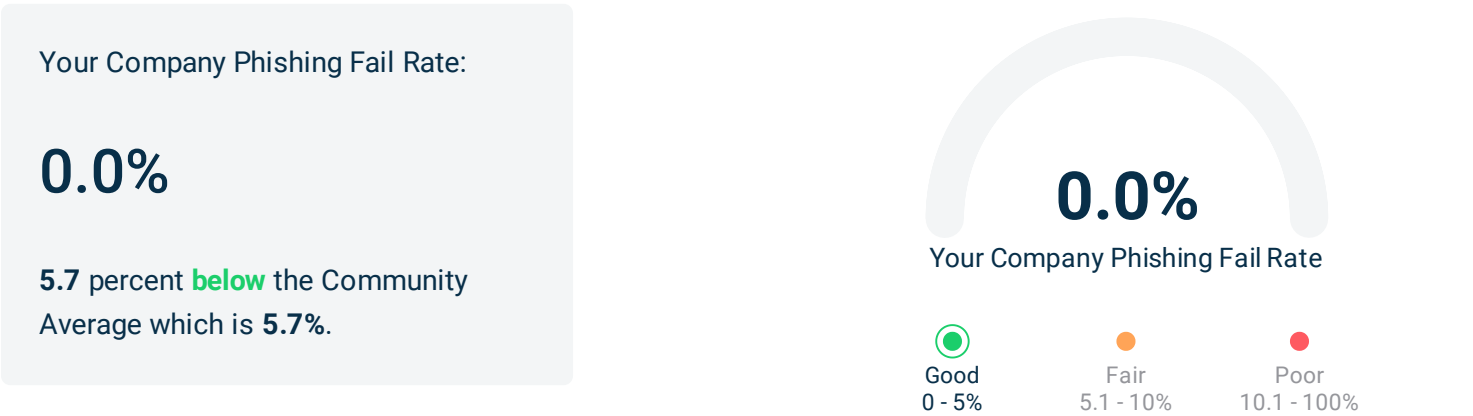
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Phishing Report

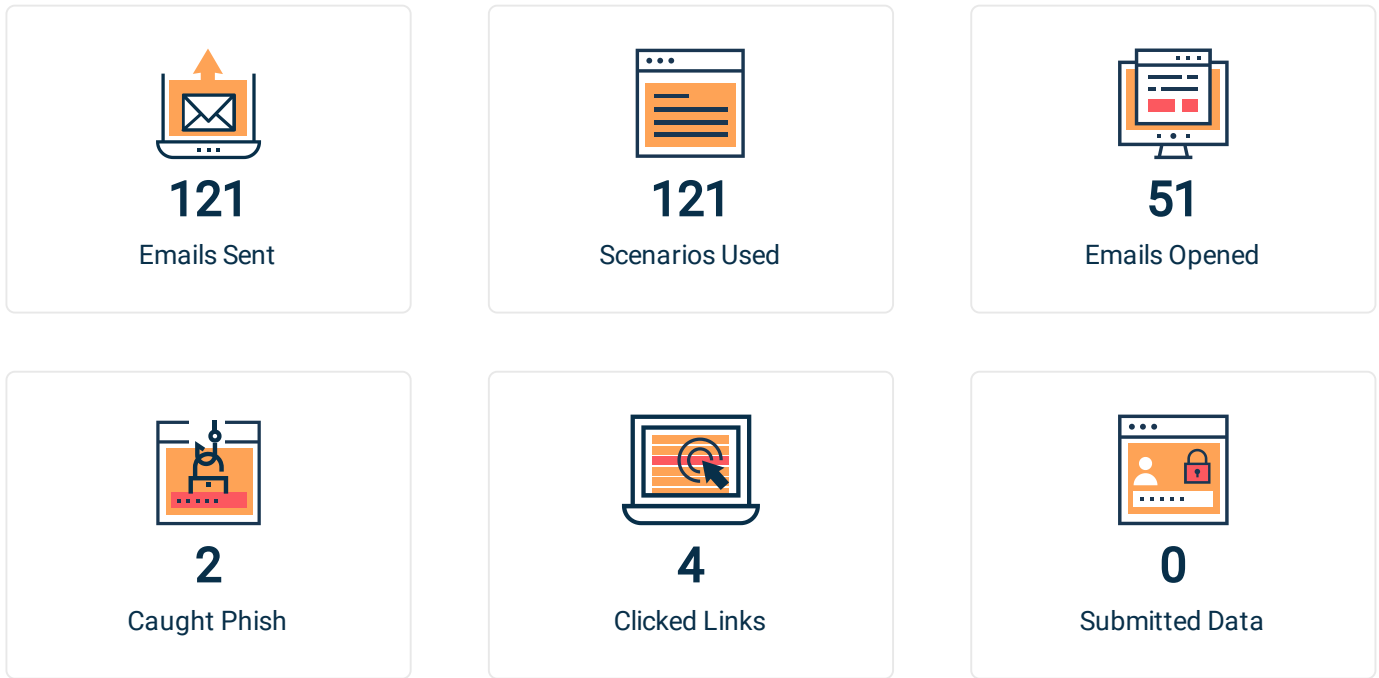
Initial Campaign



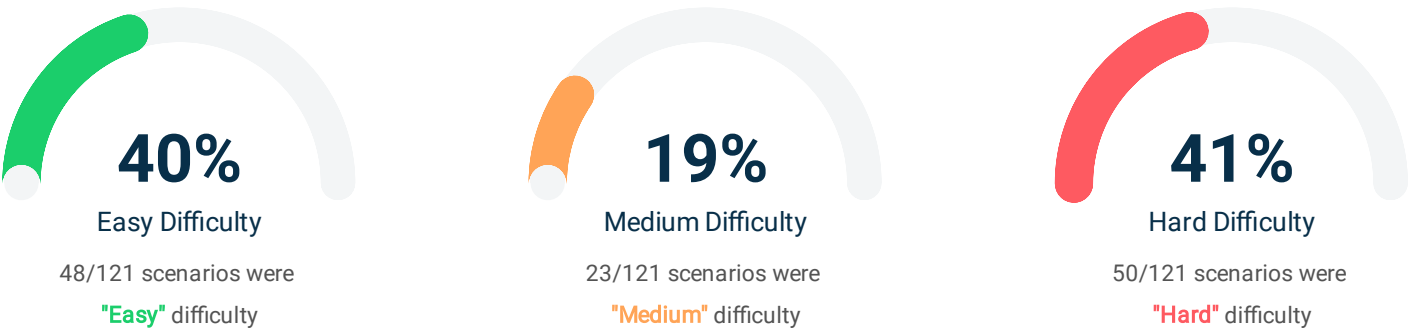
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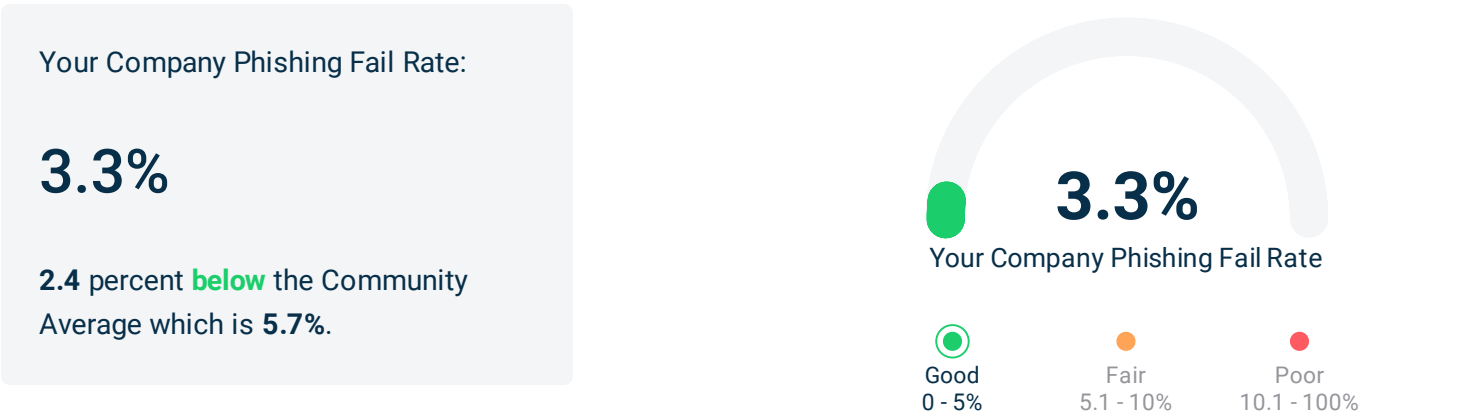
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Caught Phish

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Submitted Data

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Start Date: January 25, 2025 **End Date:** February 02, 2025

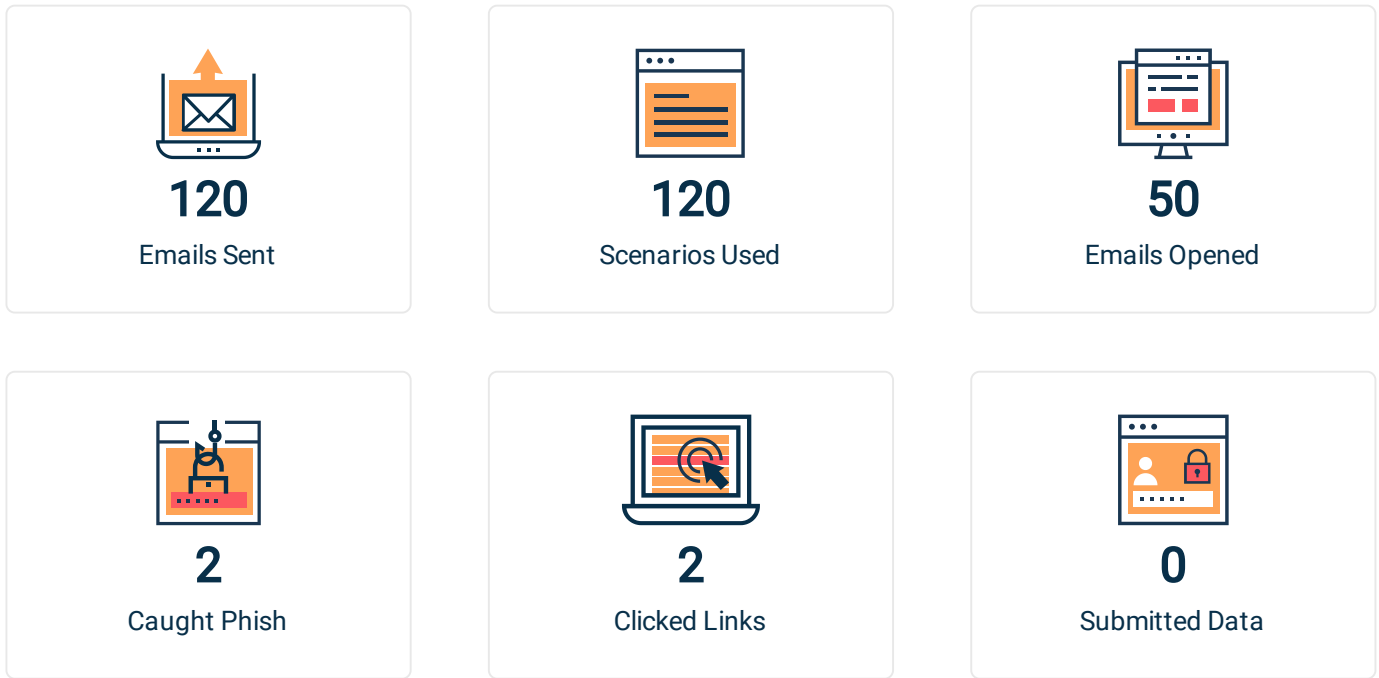
Initial Campaign



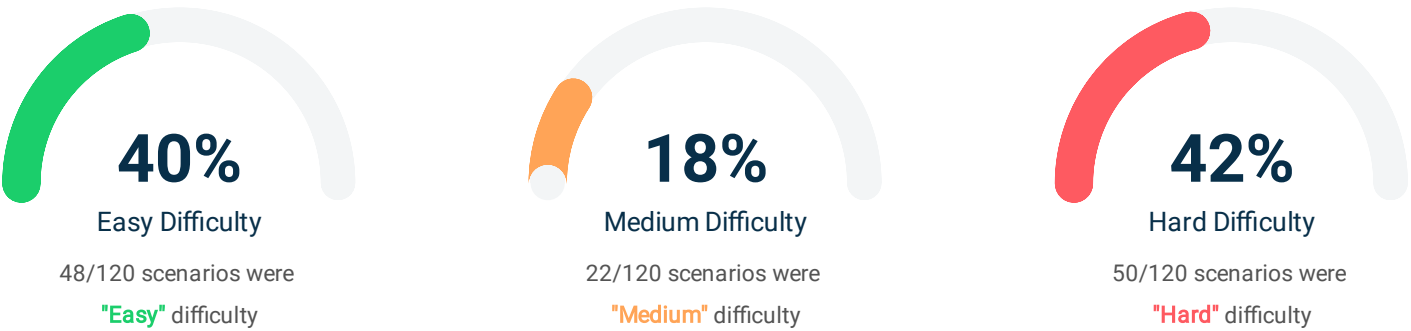
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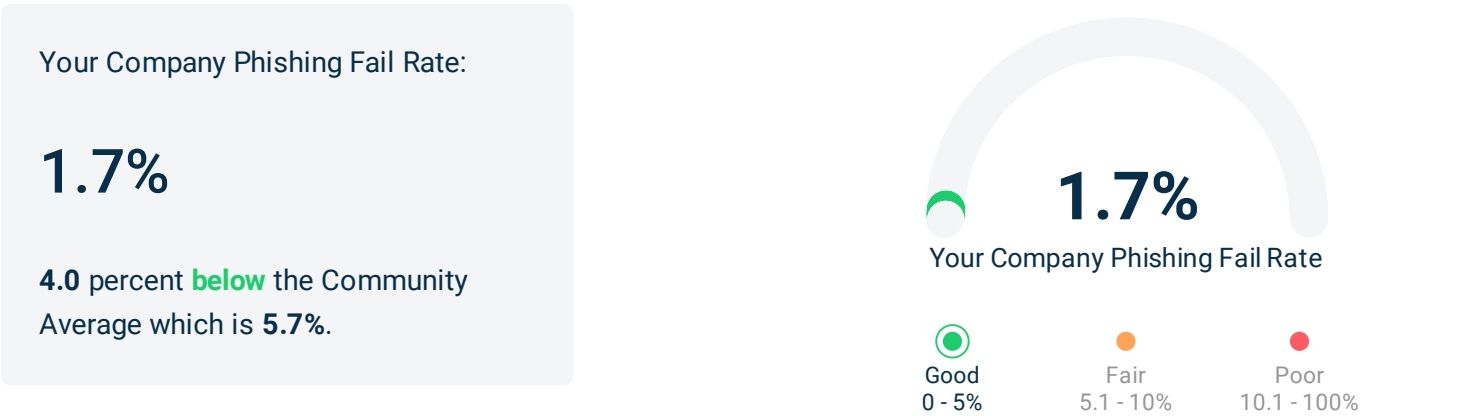
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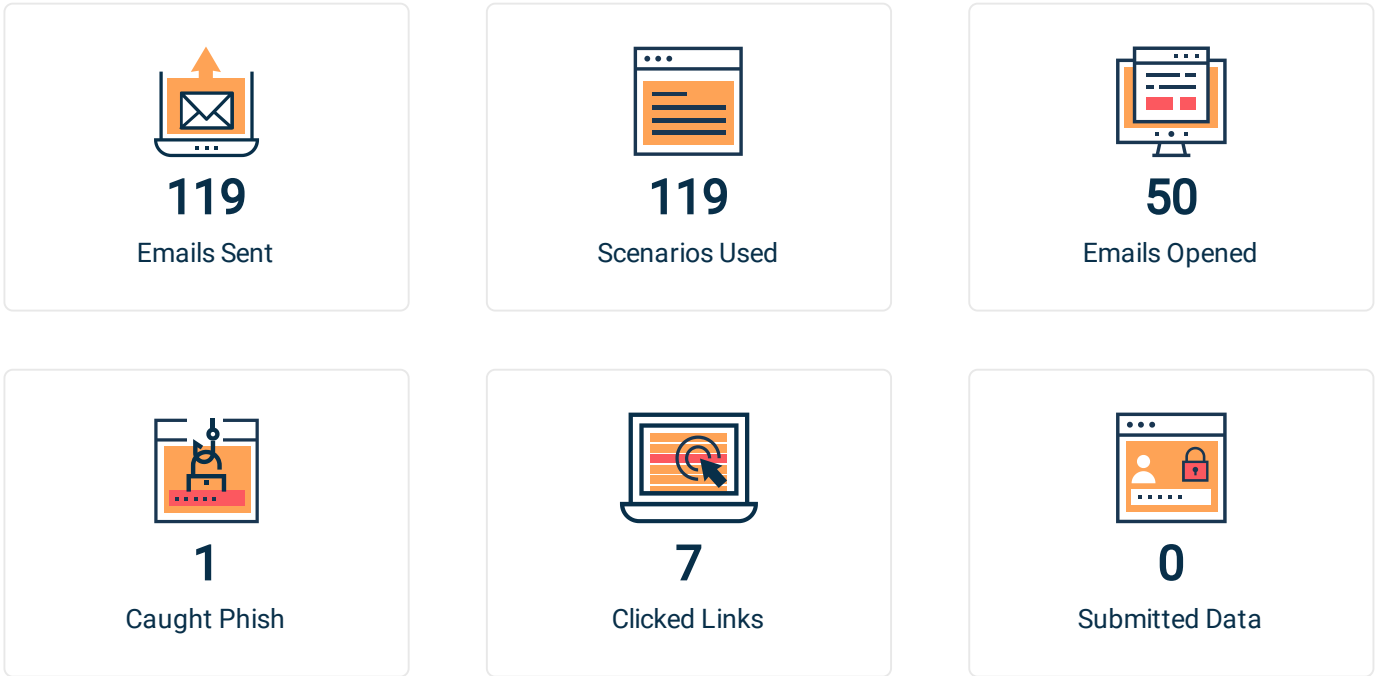
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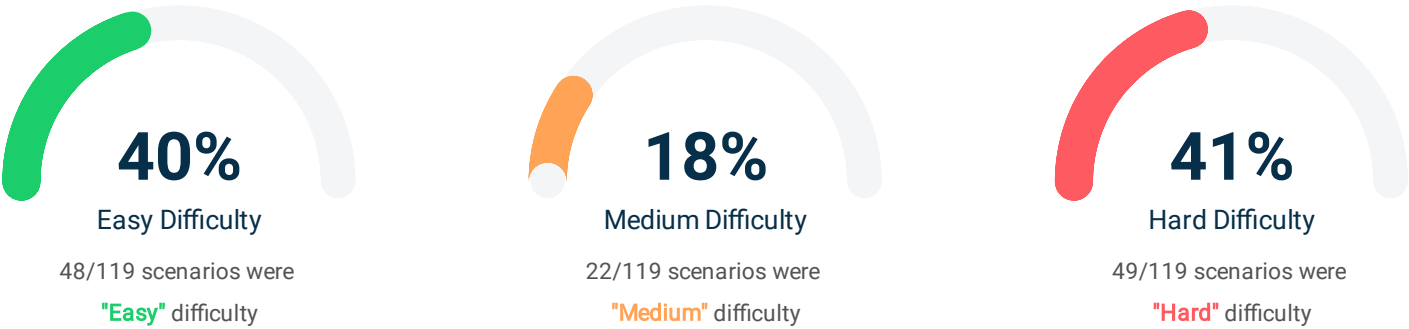
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Month	Clicked Links	Mifflin Related	Employee Security Score	
September	4	No, Amazon	505	
		Yes, UPS	694	
		No, Voicemail	304	
		Yes, Ring Central	524	
October	2	No, UPS	597	
		No, Netflix	505	Repeat Offender
November	0			
December	4	No, Docusign	739	
		No, Dropbox	557	
		No, Pwd Reset	300	
		No, Voicemail	300	
January	2	Yes, Pwd Reset	510	Repeat Offender
		Yes, One Drive	300	
February	7	No, Bank account	709	
		No, Drop Box	300	
		Yes, UPS	501	Repeat Offender
		Yes, MS upgrade	637	
		Yes, One Drive	493	
		Yes, UPS	694	
		No, Voicemail	517	