

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held

June 2,

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, Service Director Roger Boggs, HR Director Mindy Owens, and Fire Chief Brian Dunlevy present. Police Chief David Briggs and IT Director Craig Main were absent.

Also in attendance were guests: Nate Green, The Montrose Group; Peter Griggs, Brosius, Johnson & Griggs, LLC; Jeffrey Tibbs, Sara Tibbs, and KyLee Tibbs of 340 Wattling Rd., Gahanna; and Darlene Wildes, 256 Muskingum Dr., Gahanna.

TRUSTEES' COMMENTS:

Chair Cavener thanked all who have stepped up to assist the Township during the incident that happened to two of our officers last week. He said it is a sad time for Mifflin Township and a sad time for our officers. Our thoughts and prayers go out to them; we thank them for their dedication and pray they will be back to work eventually. Thanks to all first responders; we appreciate their dedication also. Trustee Angelou said people think the township is a business operation and we are, but we are a family, and the family came together during this tragedy. Lord, protect those who risk their lives to protect others, he said. Vice Chair Leeseberg thanked all for their support during this time.

Chair Cavener congratulated Gahanna student, KyLee Tibbs, for winning the OHSAA State Wrestling Championship. A Certificate of Recognition was presented to her.

At 10:10 a.m., Chair Cavener was excused from the meeting in order to attend a downtown press conference. A quorum remained.

Guest Speaker Nate Green, The Montrose Group, spoke about the Tax Increment Financing District 2.

Res. 86-25 Adopt a resolution exempting improvement to certain real property from real property taxes; identifying certain public infrastructure improvements that are a public purpose and, once made, will directly benefit the real property; requiring the owners of the real property to make service payments in lieu of taxes; establishing a township public improvement tax increment equivalent fund; and related authorizations. (See attachment)

Vice Chair Leeseberg moved to adopt a resolution exempting improvement to certain real property from real property taxes; identifying certain public infrastructure improvements that are a public purpose and, once made, will directly benefit the real property; requiring the owners of the real property to make service payments in lieu of taxes; establishing a township public improvement tax increment equivalent fund; and related authorizations. Mr. Angelou seconded the motion. Both voted yea. Motion carried.

VISITORS' COMMENTS:

No comments.

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held **June 2,** 2025

MINUTES:

Res. 87-25 Approve the Regular Meeting Minutes of May 20, 2025.

Vice Chair Leeseberg moved to approve the Regular Meeting Minutes of May 20, 2025. Mr. Angelou seconded the motion. Both voted yea. Motion carried.

CORRESPONDENCE:

Trustees Leeseberg and Angelou acknowledged receipt of a letter of support following the police shooting from for Police Chief William Price. The trustees also acknowledged receipt of a letter from Brandon X. Grey, Acquisition Manager, PropertyandLandBuyer.com, expressing interest in purchasing township land. Deputy Fire Chief Thomas Lee will reach out to Brandon Grey by e-mail or phone. The trustees acknowledged receipt of a letter from Benjamin Rich, President, Great Lakes Energy Brokers, to consider electric aggregation.

FINANCE:

Fiscal Officer Cararo requested an Executive Session per ORC §121.22(G)(1) Purpose: to consider the compensation of a public employee.

Ms. Cararo said the 2023 reconciliation is near completion. She is also working on the 2024 and 2025 reconciliations; All reconciliations will be completed before the next meeting.

HUMAN RESOURCES:

Ms. Owens said she has started an annual review of the *Employee Policy Manual* adopted last year. She is working with the department heads on it. Ms. Owens provided an update on the training; about 50% completed. Employees have until the end of the month. (See attachment.)

SERVICE:

Mr. Boggs provided updates. (See attachment.) He said he is focusing on the cemeteries for the holiday weekend, mowing lawns, planting flowers, and mulching. Two burials are scheduled this weekend. He said 1,500 flags had been placed on the graves for Memorial Day.

Mr. Boggs said in regard to Leonard Park, he has been communicating with current residents and residents building new homes; things that the County and EPA are involved in and what it takes to build out that may cause temporary issues.

CODE ENFORCEMENT:

Mr. Boggs said he attended a meeting with administrators with Franklin County regarding tornado sirens and liability. Mifflin Township has a siren located at the old station and two on Agler Road. He said he will check to ensure they are insured. Fire Chief Dunlevy said he will speak to the EMA Director for direction. Chief Dunlevy said they maintain and test them, but he is unsure if they budget for repairs. Mr. Boggs said they maintain them, but the township is responsible for repairs. He will check with the Ohio Township Association to confirm the siren is insured.

Mr. Boggs requested approval of the following code violation to be placed as a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$900.00 for the following properties: 2399 Lindale

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held	June 2,	2025
------	---------	------

Road for high grass in the amount of \$300.00; 2584 Ferris Park Drive for high grass in the amount of \$300.00; and 2542 Ferris Park Drive for high grass in the amount of \$300.00.

Res. 88-25 Approval of the following code violation to be placed as a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$900.00 for the following properties: 2399 Lindale Road for high grass in the amount of \$300.00; 2584 Ferris Park Drive for high grass in the amount of \$300.00; and 2542 Ferris Park Drive for high grass in the amount of \$300.00.

Mr. Angelou moved to approve the following code violation to be placed as a lien on the tax duplicate per ORC §505.87(B)(2), totaling \$900.00 for the following properties: 2399 Lindale Road for high grass in the amount of \$300.00; 2584 Ferris Park Drive for high grass in the amount of \$300.00; and 2542 Ferris Park Drive for high grass in the amount of \$300.00. Vice Chair Leeseberg seconded the motion. Both voted yea. Motion carried.

Mr. Boggs said several other properties were tagged for high grass non-compliance. He will have more liens for the next meeting. He said several are for the Franklin County (Land Bank) to bring their properties into compliance.

Mr. Boggs provided updates. (See attachment.)

FIRE:

Fire Chief Dunlevy requested the approval of the job descriptions and pay rates for Fire Marshal I and II.

Res. 89-25 Approve the job descriptions and pay rates for Fire Marshal I and II.

Mr. Angelou moved to approve the job descriptions and pay rates for Fire Marshal I and II. Vice Chair Leeseberg seconded the motion. Both voted yea. Motion carried.

Chief Dunlevy requested the approval of the EMS Billing Policy.

Res. 90-25 Approve the EMS Billing Policy.

Vice Chair Leeseberg moved to approve the EMS Billing Policy. Mr. Angelou seconded the motion. Both voted yea. Motion carried.

Chief Dunlevy requested approval for Firefighter Andy Fey to participate in the donated leave process. Per the *Employee Policy Manual*, donated leave is awarded on a case-by-case basis.

Res. 91-25 Approve Firefighter Andy Fey's participation in the donated leave process.

Vice Chair Leeseberg moved to approve Firefighter Andy Fey's participation in the donated leave process. Mr. Angelou seconded the motion. Both voted yea. Motion carried.

Chief Dunlevy provided updates. (See attachment.) He said there was a fatal fire at 2685 Baughman Drive.

Fire Chief Dunlevy requested an Executive Session per ORC §121.22(G)(20 Purpose: to consider the purchase of property for public purposes, the sale of property at competitive

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held

June 2,

2025

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.

Guest Speaker Peter Griggs, Brosius, Johnson & Griggs, LLC law firm, spoke about his legal expertise being labor employment and land use development provided to townships in the surrounding area, including Washington, Violet, Truro, and Jefferson, and others, and police departments as well. Vice Chair Leeseberg and Mr. Angelou said they do not want the department heads shopping for the most favorable advice between legal counsels therefore, Brosius, Johnson & Griggs LLC should be the primary legal counsel for township matters.

Vice Chair Leeseberg moved to go into an Executive Session per ORC §121.22(G)(20 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. Mr. Angelou seconded the motion. Both voted yea. Motion carried.

At 10:30 a.m., trustees Leeseberg and Angelou, along with Fiscal Officer Kelly Cararo, Assistant Fiscal Officer Cynthia Lampkins, Fire Chief Dunlevy, Deputy Fire Chief Thomas Lee, and Service Director Roger Boggs, went into the Executive Session. At 10:40 a.m., Fire Chief Dunlevy, Deputy Fire Chief Lee, and Mr. Boggs left the Executive Session.

Vice Chair Leeseberg moved to come out of the Executive Session. Mr. Angelou seconded the motion. Both voted yea. Motion carried. At 11:00 a.m., they came out of Executive Session.

Vice Chair Leeseberg moved to adjourn the meeting. Mr. Angelou seconded the motion. Both voted yea. Motion carried. The meeting adjourned at 11:00 a.m.

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, June 2, 2025, 10 a.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. Certificate of Recognition – Kylee Tibbs, OHSAA State Wrestling Champion
5. Guest Speaker: Nate Green, The Montrose Group
Topic: Tax Increment Financing District 2 Resolution

A Resolution exempting improvement to certain real property from real property taxes; identifying certain public infrastructure improvements that are a public purpose and, once made, will directly benefit the real property; requiring the owners of the real property to make service payments in lieu of taxes; establishing a township public improvement tax increment equivalent fund; and related authorizations.

6. Trustees' Comments
7. Visitors' Comments
8. Minutes
 - May 20, 2025, Regular Meeting Minutes
9. Correspondence
 - Letter of support following the police shooting from former Police Chief William Price
 - Letter of interest in purchasing township land from Brandon X. Grey, Acquisitions Manager, PropertyandLandBuyer.com
 - Letter to consider electric aggregation from Benjamin Rich, President, Great Lakes Energy Brokers

10. FINANCE

- Updates

11. HUMAN RESOURCES

- Updates

12. SERVICE DEPARTMENT

- Updates

13. 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 \$900.00 for the following properties:
 1. 2399 Lindale Rd. – High Grass - \$300.00
 2. 2584 Ferris Park Dr. – High Grass - \$300.00
 3. 2542 Ferris Park Dr. – High Grass - \$300.00
- Updates

14. POLICE

- Updates

15. FIRE DIVISION

- Request to approve the job descriptions and pay rates for Fire Marshal I & II
- Request to approve the EMS Billing Policy
- Updates
- Request for an Executive Session per 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.

16. Adjourn

Reminders:

1. June 2 – 5, 2025, Gahanna Safety Town, Jefferson Elementary School
2. June 13 – 15, 2025, Creekside Blues and Jazz Festival
3. Tuesday, June 17, 2025, 1:30 p.m., Regular Trustees Meeting, OPS Center
4. Thursday, June 19, 2025, Juneteenth – HOLIDAY – Office Closed
5. Thursday, July 3, 2025, Gahanna Fireworks
6. Friday, July 4, 2025, Gahanna July 4th Parade – Independence Day – HOLIDAY – Office Closed
7. Monday, July 7, 2025, 10 a.m., Regular Trustees Meeting, OPS Center
8. Tuesday, July 22, 2025, 1:30 p.m., Regular Trustees Meeting, OPS Center

A RESOLUTION EXEMPTING IMPROVEMENT TO CERTAIN REAL PROPERTY FROM REAL PROPERTY TAXES; IDENTIFYING CERTAIN PUBLIC INFRASTRUCTURE IMPROVEMENTS THAT ARE A PUBLIC PURPOSE AND, ONCE MADE, WILL DIRECTLY BENEFIT THE REAL PROPERTY; REQUIRING THE OWNERS OF THE REAL PROPERTY TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; ESTABLISHING A TOWNSHIP PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND; AND RELATED AUTHORIZATIONS.

WHEREAS, Ohio Revised Code (“R.C.”) Sections 5709.73, 5709.74 and 5709.75 (the “TIF Statutes”) provide that this Board of Township Trustees (this “Board”) may, under certain circumstances, exempt a percentage of Improvement (as defined in Section 1) to real property located within the unincorporated area of Mifflin Township (Franklin County), Ohio (the “Township”) from real property taxes, identify certain public infrastructure improvements that are a public purpose and, once made, will directly benefit that real property, provide for payments in lieu of taxes by the owners of the real property, and establish a township public improvement tax increment equivalent fund; and

WHEREAS, the real property described in Exhibit A attached to this Resolution (the “Property”) is located within the Township; and

WHEREAS, it is anticipated that private development will be constructed on portions of the Property; and

WHEREAS, the public infrastructure improvements described in Exhibit B attached to this Resolution as the same may be further detailed in one or more separate agreements (the “Public Infrastructure Improvements”) are a public purpose and will directly benefit the Property; and

WHEREAS, this Board desires to have the Public Infrastructure Improvements constructed; and

WHEREAS, it is in the best interest of the Township to exempt a percentage of the Improvement from real property taxes as provided in this Resolution, to provide for the payment of service payments in lieu of taxes with respect to the Improvement pursuant to the TIF Statutes, and for the use of those service payments in lieu of taxes to be used to pay costs of the Public Infrastructure Improvements (including payment of obligations issued to pay such costs); and

WHEREAS, the Township provided notice of this Board’s intent to exempt the Improvement from real property taxes in accordance with the terms of this Resolution to both the Board of Education of the Gahanna-Jefferson Public School District (the “Local School District”) and Eastland-Fairfield Career and Technical Schools (“Eastland-Fairfield”) all in accordance with R.C. Section 5709.83;

NOW, THEREFORE, BE IT RESOLVED by the Board of Township Trustees of Mifflin Township (Franklin County), Ohio, that:

Section 1. TIF Exemption. This Board finds and determines that it is in the best interest of the Township, pursuant to R.C. Section 5709.73(B), to grant an exemption from real property taxes on the increase in the assessed value of the Property after the effective date of this Resolution (the "Improvement," as further defined in R.C. Section 5709.73(A)(2) and Exhibit C), which exemption shall be equal to 75% of such Improvement (the "Exempted Portion of the Improvement"), in order to provide for Service Payments (as defined in Section 2) to pay costs of the Public Infrastructure Improvements (including the payment of obligations issued to pay such costs). This Board also finds and determines that the Public Infrastructure Improvements are a public purpose and directly benefit the Property. For each separately identifiable parcel of the Property, as currently configured or as may be combined and/or subdivided in the future (each a "Parcel"), the exemption shall commence on the earlier of (i) the first tax year for which an Improvement attributable to a fully-completed and fully-assessed structure on that Parcel first appears on the tax list and duplicate of real and public utility property (i.e., not attributable to partial construction), or (ii) tax year 2040, and ends on the earlier of (i) 10 years thereafter, or (ii) on the date on which the Township can no longer require service payments in lieu of taxes, all in accordance with the requirements of the TIF Statutes.

Section 2. Service Payments. As provided in the TIF Statutes, the present and future owners of the Property (each an "Owner", and collectively, the "Owners") are hereby required to, and shall make, service payments in lieu of taxes to the Treasurer of Franklin County (the "County Treasurer") on or before the final dates for payment of real property taxes, which service payments shall be deposited in the TIF Fund (as defined in Section 3), pursuant to the TIF Statutes and as provided in Section 3. Each such payment shall be in the same amount as the real property taxes that would have been charged and payable against the Exempted Portion of the Improvement had the exemption from taxation not been granted by this Resolution, and otherwise shall be in accordance with the requirements of the TIF Statutes. Any late payments shall be subject to penalty and bear interest at the then current rate established under R.C. Sections 323.121(B)(1) and 5703.47, as the same may be amended from time to time, or any successor provisions thereto, as the same may be amended from time to time (the payment of penalties and interest are collectively referred to herein with the payments in lieu of taxes as the "Service Payments"). The Service Payments, and any other payments in connection with the Improvement which are received by the Township Fiscal Officer (the "Fiscal Officer") in connection with any reduction required by R.C. Section 319.302, as the same may be amended from time to time, or any successor provisions thereto as the same may be amended from time to time (the "Property Tax Rollback Payments") shall be allocated and deposited in accordance with Section 3.

Section 3. TIF Fund. This Board hereby establishes, pursuant to and in accordance with the provisions of the TIF Statutes, the Mifflin Township Public Improvement Tax Increment Equivalent Fund No. 2 (the "TIF Fund"). The Fiscal Officer shall deposit all Service Payments and Property Tax Rollback Payments received from the County Treasurer into the TIF Fund. Those Service Payments and Property Tax Rollback Payments deposited in the TIF Fund shall be deemed appropriated for the purposes set forth in this Resolution, and the Fiscal Officer is hereby authorized to make payments from the TIF Fund in accordance with this Resolution.

The Service Payments and Property Tax Rollback Payments deposited in the TIF Fund shall be allocated and used to pay costs of Public Infrastructure Improvements (including payment of obligations issued to pay those costs).

The TIF Fund shall remain in existence so long as the Service Payments and Property Tax Rollback Payments are collected and used for the above purposes, after which the TIF Fund shall be dissolved in accordance with the TIF Statutes. Upon such dissolution, any incidental surplus remaining in the TIF Fund shall be transferred to the General Fund of the Township.

Section 4. Nondiscriminatory Hiring Policy. As required by R.C. Section 5709.832, this Board hereby establishes the following non-discriminatory hiring policies for recipients of tax exemptions from the Township, including the exemptions granted pursuant to this Resolution: no individual may be denied employment solely on the basis of race, religion, sex, disability, color, national origin, or ancestry.

Section 5. Tax Incentive Review Council. As required by R.C. Section 5709.85, this Board hereby establishes a Tax Incentive Review Council (the "TIRC"). The TIRC shall annually review all exemptions granted pursuant to this Resolution, and shall determine the increase in true value of the Property, the value of the Improvement exempted pursuant to this Resolution and the number of new and retained employees as a result of the exemption granted pursuant to this Resolution. The TIRC shall be comprised of this Board, the County Auditor or County Auditor's designee and individuals appointed by each of the Boards of Education of the Local School District and Eastland-Fairfield Career Center. The Fiscal Officer is hereby directed to send a copy of this Resolution to the County Auditor, the Local School District and Eastland-Fairfield Career Center as soon as practicable after passage for the purpose of appointing the appropriate individuals to serve on the TIRC.

Section 6. Further Authorization. Each member of this Board, the Fiscal Officer and any other Township official, as appropriate, are each authorized and directed to sign any other documents, instruments or certificates and to take such actions as are necessary or appropriate to consummate or implement the transactions described in or contemplated by this Resolution.

Section 7. Filing with ODOD; Status Reports to ODOD. The Fiscal Officer is hereby directed to deliver a copy of this Resolution to the Director of Development of the State of Ohio within fifteen days after its adoption. On or before March 31 of each year that the exemption from real property taxes granted by this Resolution remains in effect, this Board shall prepare and submit, or cause to be prepared and submitted, to the Director of the Development of the State of Ohio the status report required under R.C. Section 5709.73(I).

Section 8. Open Meeting. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this Resolution, and that all deliberations of this Board and of any committees that resulted in those formal actions, were taken in meetings open to the public in compliance with the law.

Section 9. Effective Date. This Resolution shall be in full force and effect immediately upon its adoption.

The foregoing motion having been put to a vote, the result of the roll call was as follows:

Kevin J. Cavener _____

Jamie D. Leeseberg _____

Richard J. Angelou _____

The foregoing is a true and correct copy of a resolution adopted by the Board of Township Trustees of Mifflin Township (Franklin County), Ohio on June 2, 2025.

Dated: _____, 2025

Kelly Cararo, Fiscal Officer
Mifflin Township (Franklin County), Ohio

EXHIBIT A

PROPERTY

The Property is comprised of the real estate situated in Mifflin Township, Franklin County, Ohio and comprised of the following tax year 2024 identification numbers, subject to future splits and/or combinations, which future splits or combinations may result in a change to the identification numbers and/or create Parcels within the Property with boundaries that differ from the current boundaries:

191-002758	010-220088	010-182465	191-000803	190-002301	191-000785
130-005364	010-220089	010-182464	191-000066	520-143575	190-004015
130-005365	010-220090	010-291666	191-003245	010-242556	190-002386
130-005373	010-220091	445-292139	010-096157	010-012075	190-004035
010-167523	010-220092	190-002339	190-000460	445-299413	190-004034
010-216062	010-248690	130-000001	190-000084	191-000809	130-004349
130-003505	010-260373	130-011917	190-004004	191-000810	130-005360
130-005354	190-002474	130-011916	190-005018	191-000806	130-005366
130-005356	190-002475	010-013434	191-002754	191-000807	190-000520
190-001360	190-002476	010-015406	191-000153	191-000808	190-005098
010-211704	190-002477	191-000057	010-013433	191-000797	
010-266097	190-002478	190-002383	010-209623	191-000037	
010-235556	190-002487	190-003993	010-214873	191-000038	
191-002422	010-158457	010-295999	190-000030	191-000793	
191-000811	190-005105	190-001158	130-005353	191-000796	
010-250948	190-005111	010-212112	191-000814	191-000798	
010-260377	190-000459	445-305596	010-287879	191-000805	
010-018929	190-001567	445-305594	190-000426	191-000794	
010-007342	130-002475	010-182466	010-010269	191-000813	
520-184648	130-000034	130-011786	190-000333	191-000036	
191-003166	130-011911	010-150361	190-000336	191-000795	
190-002488	445-290473	191-002726	190-000013	190-000017	
010-220096	445-290474	191-002699	190-005139	445-301937	
010-220097	195-298426	130-000216	445-287498	190-002385	
010-220098	445-299414	190-001911	191-001266	190-005137	
190-002489	445-299415	010-240054	190-003148	010-242555	
010-220099	010-008011	190-002752	190-004415	445-287489	
010-220100	010-182040	130-004106	010-226261	010-224175	
010-220101	010-105152	520-162421	191-002414	520-162415	
010-220102	191-000040	010-297242	190-003119	191-000847	
010-220103	190-000393	190-003223	190-003120	191-000792	
010-220104	191-001641	190-003152	130-006733	191-000800	
010-220093	190-000144	445-272136	190-001689	191-000817	

010-234532	190-001675	010-227843	190-000343	191-000823	
010-220094	190-002313	130-000019	191-002552	191-000818	
010-220095	190-000066	010-142793	191-003296	191-000799	
010-220084	190-000156	191-002722	445-319423	191-000784	
010-220085	190-001673	190-005097	010-146802	191-000820	
010-220086	010-205683	191-003275	190-005108	191-000821	
010-220087	445-318735	191-000804	190-001992	191-000822	

EXHIBIT B

PUBLIC INFRASTRUCTURE IMPROVEMENTS

The Public Infrastructure Improvements include, but are not limited to, any or all of the following improvements that will directly benefit the Property and all related costs of permanent improvements (including, but not limited to, those costs listed in R.C. Section 133.15(B)):

- Construction, reconstruction, extension, opening, improving, widening, grading, draining, curbing or changing of the lines and traffic patterns of, highways, streets, intersections, bridges (both roadway and pedestrian), sidewalks, bikeways, medians and viaducts accessible to and serving the public, and providing signage (including traffic signage and informational/promotional signage), lighting systems, signalization, and traffic controls, and all other appurtenances thereto.
- Signage, artwork, sculpture and other related items that enhance, compliment and beautify the Property and the Public Infrastructure Improvements located in the public right-of-way or within public easements.
- Construction, reconstruction, extension, opening, improving, widening, grading, draining or curbing of walking and/or multipurpose paths.
- Construction, reconstruction or installation of public utility improvements (including any underground municipally owned utilities), storm and sanitary sewers (including necessary site grading therefor), water and fire protection systems, including, but not limited to, tap, capacity and connection improvements for accessing the water, storm and sanitary sewers, or fire protection systems, and all appurtenances thereto.
- Construction, reconstruction or installation of gas, electric and communication service facilities (including any underground lines or other facilities), and all appurtenances thereto.
- Construction, reconstruction and installation of stormwater and flood remediation projects and facilities, including such projects and facilities on private property when determined to be necessary for public health, safety and welfare.
- Continued and ongoing maintenance, paving, repaving, striping, grading and related work on roads, highways, streets, water and sewer lines constructed as part of the Public Infrastructure Improvements.
- Construction or installation of streetscape and landscape improvements including trees, tree grates, signage, curbs, sidewalks, scenic fencing, street and sidewalk lighting, trash receptacles, benches, newspaper racks, burial of overhead utility lines and related improvements, together with all appurtenances thereto, including, but not limited to streetscape improvements in conjunction with and along the roadway improvements described above.

- Acquisition of real estate or interests in real estate (including easements) (a) necessary to accomplish any of the foregoing Public Infrastructure Improvements or (b) in aid of industry, commerce, distribution or research, including, but not limited to, any acquisition of land in connection with the Township's taking title to any Public Infrastructure Improvements.
- Any other public infrastructure improvements constructed or maintained by or on behalf of the Township that are determined by the Board of Township Trustees to directly benefit the Property.

EXHIBIT C

IMPROVEMENT

The Improvement includes all commercial development on the Property pursuant to R.C. Section 5713.041, including, but not limited to, multi-family residential structures containing four or more units, and does not include single-family residential structures.

Melanie Barnette

From: willie price <pricew231@gmail.com>
Sent: Thursday, May 29, 2025 7:37 PM
To: David Briggs
Cc: Trustees
Subject: Support Following the Tragic Shooting

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.

Chief Briggs,

I am writing to express my deepest sympathies and unwavering support following the tragic shooting involving two of your officers. As the former Chief of Police, I understand the profound weight such incidents place on a department and the entire community.

Please know that my thoughts are with the injured officers, their families, and the men and women of the Mifflin Township Police Department during this incredibly difficult time. The courage and sacrifice of your team do not go unnoticed, and I stand in solidarity with you as you navigate the aftermath and on-going investigation of this heartbreaking event.

If there is anything I can do to be of assistance or support to your department, please do not hesitate to reach out.

With sincere respect,

William Price
Former Chief of Police

Melanie Barnette

From: Brendon Grey <xaviergrey.consultant@gmail.com>
Sent: Thursday, May 29, 2025 12:52 AM
To: Trustees
Subject: Interest in Purchasing Land Held by the Board of Trustees

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.

Dear Members of the Board,

I hope this message finds you well. My name is Brendon Grey, and I'm a real estate investor actively acquiring land for residential development in the Columbus Ohio area.

I've identified several parcels under your ownership that appear to be unused or underutilized, and I'm reaching out to express my interest in purchasing them directly. If the Board is open to exploring a sale—whether now or in the near future—I'd be happy to present a simple, no-obligation offer.

My team is equipped to handle all due diligence and close quickly, with no commissions or agents required. We're also open to buying the land as-is, to make the process as smooth and hassle-free as possible.

Please feel free to forward this message to the appropriate party or let me know the best person to speak with regarding these parcels.

Thank you for your time and consideration,

--



Brendon X Grey
Aquisitions Manager, PropertyandLandBuyer.com

916-510-4442 | xaviergrey@consultant.com | [CA/NV/TX/KS](#)

Melanie Barnette

From: Benjamin Rich <glebrokers@gmail.com>
Sent: Friday, May 30, 2025 9:28 AM
To: Trustees
Subject: Mifflin Township - Aggregation

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 Morning, Trustees!

I hope you all are well and looking forward to next week when it goes from Winter to Summer and skips past Spring! 😊 I just had a general question for you. Has the township ever considered a ballot initiative for electric aggregation? I know most surrounding communities have implemented a program but wasn't sure if Mifflin Township had. I have been doing electric aggregation programs in Ohio since its infancy, going on almost 20 years now. They've been a really nice money savings for residents and small businesses. I'd be happy to hop on a call or attend a meeting if you'd like more information.

Hope to talk soon!

Ben Rich



Benjamin Rich, President
glebrokers@gmail.com
(330) 957-0355

Human Resources Department
June 2, 2025



Requests:

1. None

Updates:

1. Annual review of the employee policy manual in progress.
2. Learning management system Q2 Course Completion Update from May 5 rollout (as of 5/30).

Title	Completed	Completion Rate
Discrimination & Harassment	61	54%
Ohio Ethics Law Acknowledgement	63	56%
Public Records Training - Knowing What to Keep and Knowing What to Throw Away	58	51%
Computer Use & Cybersecurity Policy	57	50%



MEMO

DATE: 6/2/2025

TO: Mifflin Township Trustees

FROM: Service Director – Roger Boggs

SUBJECT: Updates & Requests

Service Dept. Request

Updates

- Township owned tornado sirens - Today's cost and responsibilities.

Code Enforcement – Nuisance Abatements

- 2399 Lindale Rd. – High Grass - \$300.00
- 2584 Ferris Park Dr. – High Grass - \$300.00
- 2542 Ferris Park Dr. – High Grass - \$300.00

Updates

- The Service Dept. is staying busy with calls and complaints for high grass.

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.

FW: Township Sirens

From James Jewell <jjewell@prairietownship.org>

Date Wed 5/14/2025 8:14 AM

To pmyers@blendontwp.org <pmyers@blendontwp.org>; dmedley@clintontownship.org <dmedley@clintontownship.org>; smazer@franklin-township.com <smazer@franklin-township.com>; farnsworths@jacksontwp.org <farnsworths@jacksontwp.org>; dgrener@jeffersontownship.org <dgrener@jeffersontownship.org>; sbrobst@madisontownship.org <sbrobst@madisontownship.org>; jamie_fisher@norwichtownship.org <jamie_fisher@norwichtownship.org>; bcollins@plaintownship.org <bcollins@plaintownship.org>; jnicodemus@trurotwp.org <jnicodemus@trurotwp.org>; erichter <erichter@wtwp.com>; Joe Martin <joe_martin@browntwp.org>; Roger Boggs <boggsr@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 morning,

I'm sorry for the delay. Please see the email below that I received from Jeff Young. This is a break down of the sirens in each township. Let me know if you have any questions.

See you June 9th,

James Jewell | Township Administrator

Prairie Township | 23 Maple Drive | Columbus, Ohio 43228

O 614.982.2181 | C 614.580.5461

jjewell@prairietownship.org

www.prairietownship.org



From: Young, Jeff J. <JJYoung@franklincountyohio.gov>

Sent: Thursday, May 8, 2025 3:09 PM

To: James Jewell <jjewell@prairietownship.org>

Cc: Chet Chaney <cchaney@perrytwp.org>

Subject: FW: Township Sirens

James,

Great to hear from you this morning. Attached is breakdown of township owned tornado sirens. I wish I had availability to be on Monday's call because there is some context that goes with this program.

Similar to the FCEM&HS proportionate share operating fees assessed to each incorporated jurisdiction, the County Commissioners actually pay township's the annual per siren maintenance fee of \$1,300 (which is why townships do not see an annual proportionate share or siren fee invoice). This annual siren fee covers the staff salary to manage the program as well as any maintenance level costs (batteries, speaker drivers, radio parts and scheduled PM). Larger projects are assessed to the owner of the siren (relocation, replacement, damaged siren repair or damaged/rotted pole replacement). In recent memory Clinton, Franklin, Jefferson and Plain have all worked with us on relocations or new sirens and Brown Twp had a complete siren replaced under an insurance claim.

The current replacement cost for a siren is approximately \$66,000 (this includes the pole, installation costs, and solar powered charging system).

I look forward to being able to present on the June call and will also tee-up the summer Franklin County Advisory Group (FCAG) meeting to discuss federal changes in disaster response as well as local planning due to the federal changes. I am also available to meet with any of the townships that would like to have a more focused discussion (I see most of the Fire or Police Chiefs monthly so there may not be much interest).

Jeff

Jeffrey J. Young, Director

Franklin County Emergency Management & Homeland Security

5300 Strawberry Farms Blvd. / Columbus, Ohio 43230

Cell 614-205-8509 / Direct 614 724-0912

www.fcemhs.org



This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain private, confidential and/or privileged information. Any unauthorized review, use, disclosure or distribution is strictly prohibited. If you are not the intended recipient, employee or agent responsible for delivering this message, please contact the sender by reply e-mail and destroy all copies of the original e-mail message from your system.

Row Labels	Count of Siren Number
Brown Twp	5
1943 Amity Rd-Old Barn	1
2494 Walker Rd @ Roberts Community Center	1
4261 Amity Rd 1/2 miles S/O Scioto Darby Creek Rd	1
Dead end of Cole Rd North off Fedder Rd	1
Scioto Darby Creek Rd & Abbey Chase Ct	1
Clinton Twp	1
3820 Cleveland Ave-Clinton Twp Fire House	1
Franklin Twp	2
2193 Frank RD-Franklin Twp Firehouse	1
Greenlawn Cemetery-Brown & Stimmel	1
Hamilton Twp	1
6390 Lockbourne Rd	1
Jackson Twp	4
3581 London Groveport Rd SWACO	1
4473 Jackson Pike/at church	1
Hiner Rd Cemetery 1/4 mi W/O Jackson Pike	1
Hoover Rd 1/4 mi N/O Pickaway County Line	1
Jefferson Twp	2
6620 Havens Corner Rd Twp Building	1
McOwen Rd E/O N Waggoner Rd	1
Madison Twp	2
3261 Noe Bixby-Eastland Christian Church	1
Richardson Rd & Berger	1
Mifflin Twp	1

Row Labels	Count of Siren Number
Brown Twp	5
Clinton Twp	1
Franklin Twp	2
Hamilton Twp	1
Jackson Twp	4
Jefferson Twp	2
Madison Twp	2
Mifflin Twp	1
Norwich Twp	1
Perry Twp	1
Plain Twp	2
Pleasant Twp	9
Prairie Twp	4
Truro Twp	1
Grand Total	36

Agler & Northglen- Mifflin Twp Police Sub	1
Norwich Twp	1
1815 Hickory Hills Dr @ Water Tower	1
Perry Twp	1
1121 Candlewood-Worthington Hills Elem School	1
Plain Twp	2
5291 Babbitt Rd	1
Walnut & Harlem-Eaton Electric	1
Pleasant Twp	9
1023 School Rd. Harrisburg Elementary School	1
7000 w. London Groveport Rd-Dardydale Elementary School	1
7255 Kropp Rd	1
Across from 6455 Biggert Rd	1
Across from 8100 London Harrisburg Rd	1
F/O 6041 Grove City Rd	1
Gardner Rd S/O Geirich Rd	1
Georgesville Wrightsville Rd S off Alkire	1
Zuber Rd W/O rt 62 across from 4760 Zuber Rd	1
Prairie Twp	4
23 Maple-Prairie Twp Hall	1
Cole & Broad	1
Galloway Farms-Hall Rd to Maple Park	1
Lake Darby Estates Hubbard to Dukewell	1
Truro Twp	1
Brice Village Town Hall at 5990 Columbus Street	1
Grand Total	36

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



MIFFLIN TOWNSHIP
Peace. Safety. Welfare.

INVOICE

Bill To.:

KING DONNAL
2399 LINDALE RD - Property Address
2068 MYRLTE AVE - Owner Address
COLUMBUS OH 43211,
190-003878 - Parcel I.D.

Date Due:
Invoice Date: 05/23/2025

Item	Hours	Amount
Mowing	1.00	\$300.00
Total		\$300.00

Date	Paid By	Payment Type	Amount
		Total Paid	\$0.00
		Amount Due	\$300.00

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

Bill To.:

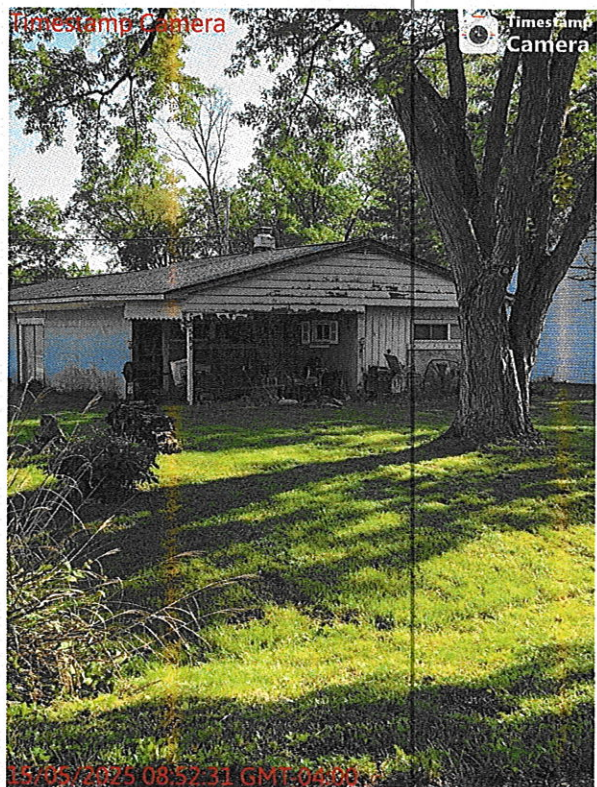
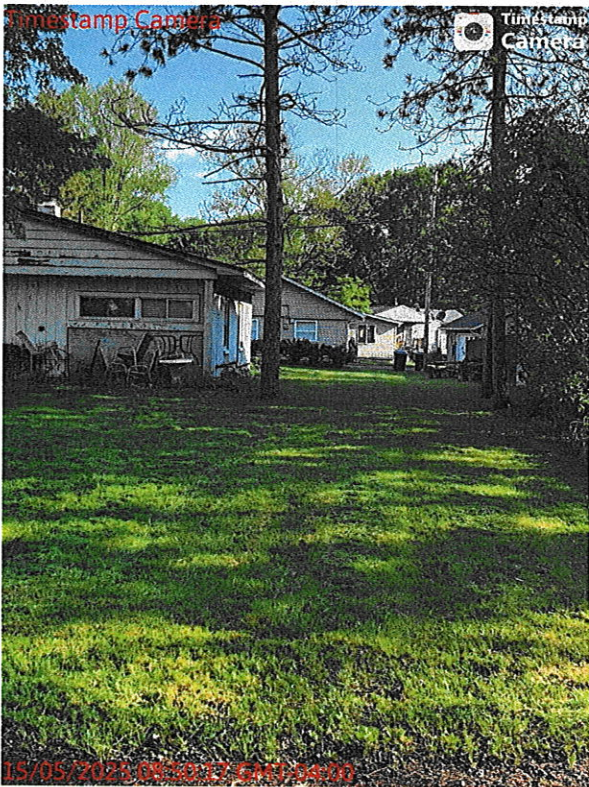
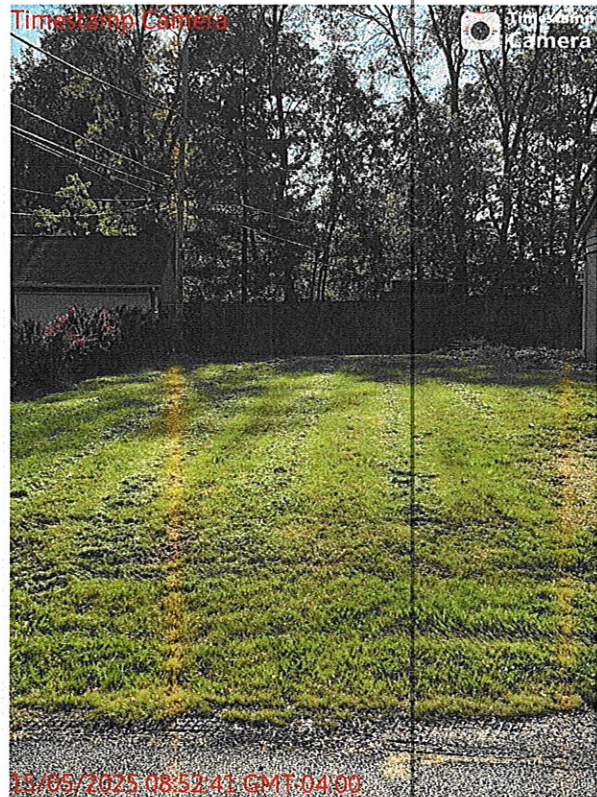
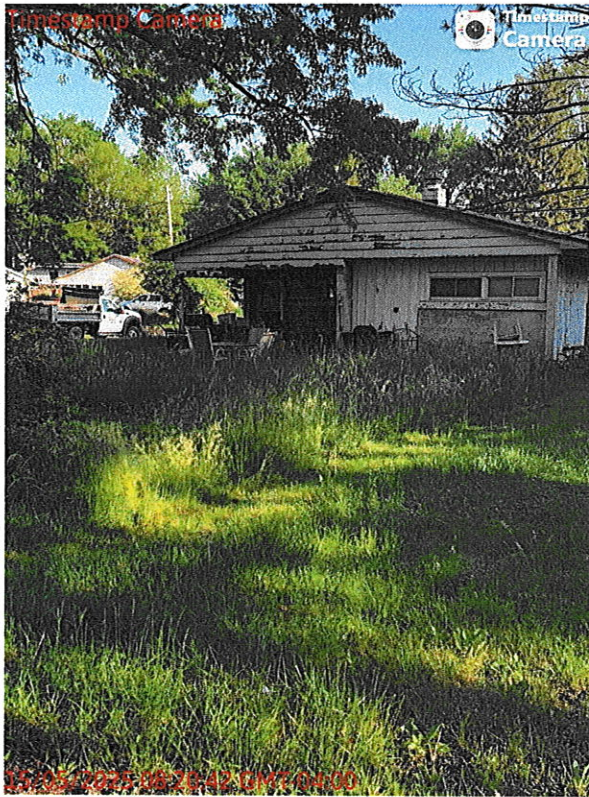
RIEGEL CHAD R
2584 N FERRIS PARK DR - Property Address
2584 S FERRIS PARK - Owner Address
COLUMBUS OH 43224,
190-004045 - Parcel I.D.

Date Due:
Invoice Date: 05/16/2025

Item	Hours	Amount
Mowing	1.00	\$300.00
	Total	\$300.00

Date	Paid By	Payment Type	Amount
		Total Paid	\$0.00
		Amount Due	\$300.00

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

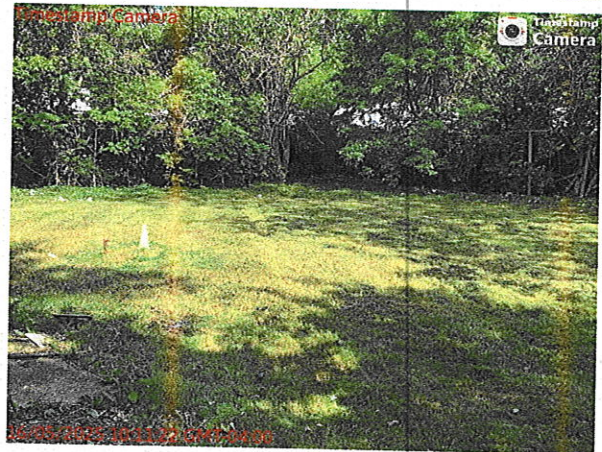
Bill To.:
DIORIO SANDRA K 2542 S FERRIS PARK DR - Property Address 2542 FERRIS PARK DR - Owner Address COLUMBUS OH 43224, 190-004078 - Parcel I.D.

Date Due: Invoice Date: 05/16/2025	

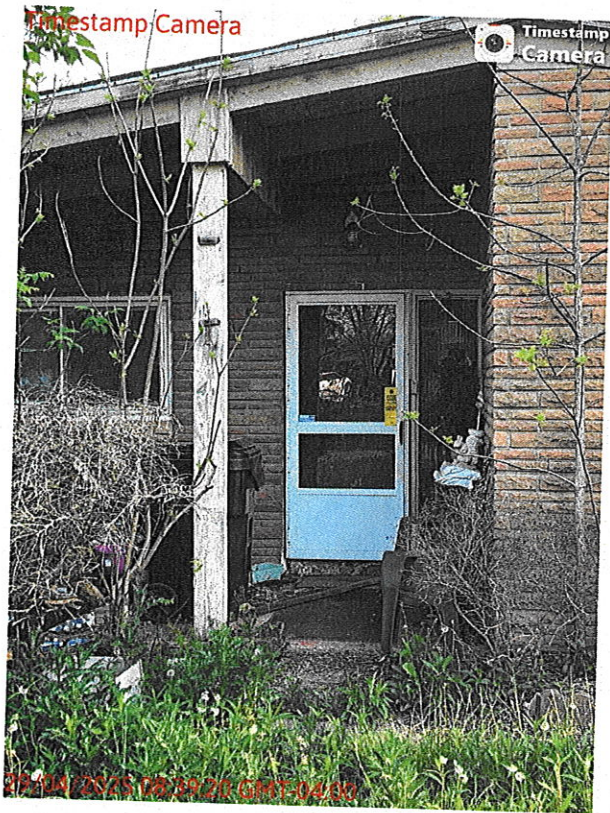
Item	Hours	Amount
Mowing	1.00	\$300.00
	Total	\$300.00

Date	Paid By	Payment Type	Amount
		Total Paid	\$0.00
		Amount Due	\$300.00

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



Apr 28, 2025 at 2:03:24 PM
Ferris Park Dr S, Franklin County





MIFFLIN TOWNSHIP

Brian P. Dunlevy
Fire Chief

Scott Davis
Assistant Fire Chief

BOARD OF TOWNSHIP TRUSTEES MEETING

June 2, 2025

FIRE DIVISION REQUESTS:

Request to Approve Job Description for Fire Marshal I & II:

06022025-1. This is a request to approve the Job description and pay rate for Fire Marshal I & II. These positions are currently categorized as Lieutenant and Captain. To separate the Community Risk Reduction (CRR) from the line operations workflow, we are restructuring the role and workflow of these positions. Please see attached job descriptions and pay rate for reference. These documents comply and collaboration with HR. This is an administrative request and does not add staffing or increase payroll expenses.

Request to Approve EMS Billing Policy:

06022025-2. This is a request to approve an EMS billing resolution. This policy has been in effect for several years and does not change our collection rates or rules. The State of Ohio requires this documentation to be approved and in place for compliance standards. This is an administrative request and does not add additional expenses.

UPDATES

Gahanna & Township Hydrant Flushing	
Gahanna Safety Town	June 3-5
Creekside Jazz and Blues Fest	June 13-15
Gahanna Fireworks	July 3
July 4 th Parade	July 4



JOB DESCRIPTION

Division/Department:	Fire
Location:	400 W Johnstown Road
Job Title:	Fire Marshal I & II
Reports to:	Assistant Fire Chief

Type of position:	Hours: 40/week
<input checked="" type="checkbox"/> Full-time	FLSA Status: <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Non-exempt
<input type="checkbox"/> Part-time	At Will Position: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<input type="checkbox"/> Intern <input type="checkbox"/> Paid <input type="checkbox"/> Unpaid	
<input type="checkbox"/> Volunteer <input type="checkbox"/> Paid <input type="checkbox"/> Unpaid	

SUMMARY

Oversee, coordinate, and participate in all fire inspections, fire protection activities as well as community risk reduction activities and events associated with this section of fire department support services. Lead investigations to determine the causes of fires.

SUPERVISORY RESPONSIBILITIES

All Fire Prevention Inspectors / Investigators

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Perform the essential duties and responsibilities of a Fire Inspector/Investigator
- Investigate, determine, and report on the causes of fires and how they could have been or can be prevented in the future
- Audit, review, and submit all fire inspection, prevention, and investigation reports to ensure compliance with the requirements of the State Fire Marshal's office
- Maintain records, prepare reports in a timely manner, and maintain accurate and up-to-date fire protection records
- Establish and maintain regular communication with all Inspectors, division administrative chiefs, and other division and Township operational and administrative staff
- Provide orientation, instruction, performance feedback, and on-going training for all direct reports
- Manage all records related to personnel requests, actions, and incidents
- Establish and maintain positive and collaborative industry, community, and inter/intra-agency relationships
- Attend workshops, seminars, conferences, and other meetings to stay abreast of industry-related information, changes, and trends
- Demonstrates regular and predictable attendance
- Works overtime and outside of typical work schedule/business hours as required
- Knox Administrator
- Perform other duties as assigned



- Frequently navigate and operate in tight, dark, and narrow enclosed spaces
- Always hear, read, write, understand, and clearly articulate the English language
- Always maintain a physical fitness level and a body weight that meets NFPA standard
- Wear SCBA when required with full PPE

LICENSURE AND CERTIFICATION REQUIREMENTS (required within 18 months)

All required licenses and certificates must be maintained as a condition of continued employment.

- Firefighter II certification
- Paramedic certification
- State of Ohio Fire Inspector certification
- Fire Investigator NFPA 1033
- Certified Underground storage tank inspector, preferred
- Fire protection plans examiner preferred
- Obtain Interim Fire Protection Inspector

OTHER MINIMUM REQUIREMENTS

- Mastery of the essential duties and responsibilities and KSAs of a fire prevention officer
- Minimum of five (5) years' experience as a Career Fire Fighter
- Ability to work irregular and on-call hours, to include evenings, holidays, and weekends

FIRE MARSHAL II REQUIREMENTS

- Successfully meet the minimum requirements prior to being eligible for recommendation to Fire Marshal I
- Receive two (2) successful, consecutive performance evaluations as a Fire Marshal I with high KSA's
- Completion of Fire Protection plans examiner certification
- Completion of Fire Investigator or equivalent certification
- Fire Chief has sole discretion to recommend advancement from Fire Marshal I to Fire Marshal II
- Obtain Fire Protection Inspector certification within two years of Fire Marshal II appointment.

This job description is intended to provide some illustrative examples of the duties and essential functions of this position but should not be interpreted to describe all the work or essential duties and responsibilities which may be required of employees holding this position.

I have read and understand the job requirements, responsibilities, and expectations set forth in the job description. I attest that I am able to perform the essential job functions outlined with or without any reasonable accommodations.

PRINT EMPLOYEE SIGNATURE:

EMPLOYEE SIGNATURE:

DATE ACKNOWLEDGED:

Salary Schedules

Dept	Title	FLSA Status	Apprentice	Step 1 (12 Months)	Step 2 (12 Months)	Step 3 (18 Months)	Step 4 (18 Months)	Step 5 (18 Months)	Board Mtg Approved
Fire	Firefighter/Paramedic	Non-Exempt	\$ 23.12	\$ 28.15	\$ 30.76	\$ 32.64	\$ 34.58	\$ 36.45	1/21/2025

Dept	Title	FLSA Status	Minimum	Maximum	Min Hourly	Max Hourly	Board Mtg Approved
Fire	Public Safety Technology Director	Exempt	\$ 105,000.00	\$ 157,500.00	\$ 50.48	\$ 75.72	1/21/2025
Fire	Office Manager	Non-Exempt			\$ 32.81	\$ 36.45	1/21/2025
	Administrative & Communications						
Fire	Coordinator	Non-Exempt			\$ 32.69	\$ 42.50	1/21/2025
Fire	Mechanic	Non-Exempt			\$ 20.98	\$ 43.41	1/21/2025
Fire	Fire Marshal I	Non-Exempt			\$ 58.55	\$ 58.55	6/2/2025
Fire	Fire Marshal II	Non-Exempt			\$ 63.24	\$ 63.24	6/2/2025
Fire	Facilities Director	Non-Exempt			\$ 40.00	\$ 50.00	6/2/2025
Fire	Inspector	Non-Exempt			\$ 36.97	\$ 50.71	1/21/2025
Fire	Community Paramedic	Non-Exempt			\$ 53.24	\$ 53.24	1/21/2025
Fire	EMS Coordinator	Non-Exempt			\$ 53.24	\$ 53.24	1/21/2025
Fire	Community Services Lt	Non-Exempt			\$ 58.57	\$ 58.57	1/21/2025
Fire	Community Services Capt	Non-Exempt			\$ 63.24	\$ 63.24	1/21/2025
Fire	Lieutenant	Non-Exempt			\$ 40.10	\$ 40.10	1/21/2025
Fire	Lieutenant OOC	Non-Exempt			\$ 38.27	\$ 38.27	1/21/2025
Fire	Captain	Non-Exempt			\$ 43.30	\$ 43.30	1/21/2025
Fire	Captain OOC	Non-Exempt			\$ 41.70	\$ 41.70	1/21/2025
Fire	Battalion Chief (56-Hours)	Non-Exempt			\$ 46.77	\$ 46.77	1/21/2025
Fire	Battalion Chief OOC (56-Hours)	Non-Exempt			\$ 45.03	\$ 45.03	1/21/2025
Fire	Battalion Chief (40-hours)	Non-Exempt			\$ 68.31	\$ 68.31	1/21/2025
Fire	Deputy Fire Chief	Exempt	\$ 151,039.20	\$ 151,039.20	\$ 72.62	\$ 72.62	1/21/2025
Fire	Assistant Fire Chief	Exempt	\$ 163,143.76	\$ 163,143.76	\$ 78.43	\$ 78.43	1/21/2025
Fire	Fire Chief	Exempt	\$ 176,190.98	\$ 176,190.98	\$ 84.71	\$ 84.71	1/21/2025

RESOLUTION NO. _____

MIFFLIN TOWNSHIP BOARD OF TRUSTEES
FRANKLIN COUNTY, OHIO

Adopt EMS Billing Policy

Whereas, it is the desire of the Mifflin Township Trustees to maintain the health, safety, and welfare of the community; and

Whereas, the fire department is required to have an EMS Billing Policy as written in the Safe Harbor Rule established by the Office of the Inspector General (OIG); and

Whereas, the attached policy meets the criteria of the Safe Harbor Rule;

Now Therefore, be it resolved by the Board of Trustees of Mifflin Township, Franklin County, Ohio, to approve and adopt the attached EMS Billing Policy for the Mifflin Township Division of Fire as shown in Exhibit A.

Motion for adoption made by Trustee: _____

Seconded by Trustee: _____

On this day, June 2, 2025.

Yes:____ No:____ Abstentions:_____

Kevin J. Cavener, Trustee Chairman

Jamie D. Leeseberg, Trustee Vice-Chairman

Richard J. Angelou, Trustee

This Resolution represents a complete and accurate statement as to the actions taken by the Board of Trustees.

Attest: _____

Kelli Cararo, Fiscal Officer

EXHIBIT A

MIFFLIN TOWNSHIP DIVISION OF FIRE

EMS BILLING POLICY

SUBJECT:

Mifflin Township Division of Fire EMS Billing Policy

PURPOSE:

To provide a policy covering the EMS Transport Fee-for-Service billing procedures followed by the third-party billing company. This policy explains what actions occur when a patient receives prehospital emergency medical services and transportation from the Mifflin Township Division of Fire EMS providers.

POLICY:

When transport to a healthcare facility results, the patient or a financially responsible party will be charged for those services. Mifflin Township will use the Ohio Insurance Guidelines (OIG) billing model for all patients transported to medical facilities. The fire department's EMS billing program, in no way, will affect patient care.

The third-party billing company, on behalf of the Mifflin Township Division of Fire, shall submit the claim directly to the patient's Medicare, Medicaid, or private insurance carrier. The third-party billing company shall follow up until the claim is satisfied.

Once the claim is satisfied:

- Residents of Mifflin Township and Gahanna shall be soft billed for any unpaid amounts. Residents may request that any unpaid amounts be waived; these unresolved amounts can be considered waived if approved.
- Non-Residents shall be expected to meet their co-pay and deductible obligations following payment from Medicare, Medicaid, or private insurance carriers. A maximum of three (3) invoices will be sent by the third-party billing company to collect any outstanding co-pays, deductibles, or unpaid balances. If non-residents are unable to remit payment after three (3) attempts, the Mifflin Township Division of Fire may pursue further collections. Any additional fees shall be the responsibility of the non-resident patient or their legal designee.

There is no charge to anyone for emergency medical care if the patient is not transported.