

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

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**Held** **November 3,** **2025**

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- I. **CALL TO ORDER** – 10:00 a.m. by Vice Chair Leeseberg
- II. **PLEDGE OF ALLEGIANCE** – Led by Vice Chair Leeseberg
- III. **ROLL CALL** Present: Trustees Jamie Leeseberg, Richard Angelou, and Fiscal Officer Darlene Wildes. Chair Cavener was absent.

Also present: Fire Chief Dunlevy, Service Director Roger Boggs, HR Director Mindy Owens, and Asst Fiscal Officer Cynthia Lampkins.

**IV. PUBLIC COMMENTS**

There were no public comments.

**V. CONSENT AGENDA**

Approval of **Minutes**: Regular Meeting, October 21, 2025

**Resolution 172-25**

Approval of **Warrants** of 10/18/2025 – 10/31/2025

Approval of **Consent Agenda**

Mr. Angelou moved to approve the Consent Agenda. Mr. Leeseberg seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener	X			
Mr. Angelou	X			
Mr. Leeseberg	X			

**VI. CORRESPONDENCE**

The Notice of Filing of Petition for Annexation – 4.6 +/- acres, Stelzer Rd., PID 191-000019 was reviewed.

**VII. NEW BUSINESS**

**Resolution 173-25 (Township)**

Approve the nomination of Ronald McClure as the representative of the Franklin County Townships on the SWACO Board of Trustees.

Mr. Angelou moved to approve **Resolution 173-25**. Mr. Leeseberg seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

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**2025**

## **Resolution 174-25 (Township)**

Amend Resolution #86-25 to remove and add properties to the current TIF district #2 in Mifflin Township.

Mr. Leeseberg moved to approve **Resolution 174-25**. Mr. Angelou seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

## **Resolution 175-25 (Human Resources)**

Approve the revised Salary & Compensation Plan, page 5, Medical, Dental, Vision, Group Life Insurance.

Mr. Angelou moved to approve **Resolution 175-25**. Mr. Leeseberg seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

## **Resolution 176-25 (Service)**

Approve a Job reclassification.

Mr. Angelou moved to approve **Resolution 176-25**. Mr. Leeseberg seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

## **Resolution 177-25 (Code Enforcement)**

Approve the following code violation to be placed as a lien on the tax duplicate per ORC §505.87(B)(2):

2373 Lindale Rd.	High Grass & Trash	\$300.00
2337 Lindale Rd.	Trash	\$300.00

Mr. Leeseberg moved to approve **Resolution 177-25**. Mr. Angelou seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

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## **Resolution 178-25 (Police)**

Approve the Franklin County Sheriff's Office DUI Task Force FFY2026 Agreement.

Mr. Leeseberg moved to approve **Resolution 178-25**. Mr. Angelou seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

## **Resolution 179-25 (Police)**

Approve the Franklin County Sheriff's Office Fingerprinting/DNA Agreement

Mr. Angelou moved to approve **Resolution 179-25**. Mr. Leeseberg seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

## **Resolution 180-25 (Police)**

Authorize the Police Chief to declare the list of property as obsolete and surplus under ORC §505.10 and that said items are sold, recycled, and/or removed from the Township property inventory and insurance schedules.

Mr. Angelou moved to approve **Resolution 180-25**. Mr. Leeseberg seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

## **Resolution 181-25 (Fire)**

Approve Chris Henry's acceptance of earned time donations during recovery from injury.

Mr. Angelou moved to approve **Resolution 181-25**. Mr. Leeseberg seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

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**Resolution 182-25 (Fire)**

Accept the retirement of Scott Hyer.

Mr. Angelou moved to approve **Resolution 182-25**. Mr. Leeseberg seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

**VIII. UNSCHEDULED BUSINESS**

There was no unscheduled business.

**IX. DEPARTMENT REPORTS/TRUSTEE COMMENTS**

**Fiscal Department** – No report.

**Human Resources** – On September 3<sup>rd</sup>, had been discussion about changing the light duty schedule time that would accommodate employees being paid in full, not having to use paid leave. It was tabled until data was provided. Since then, data was provided and the consensus is there will be no changes to the transition policy. Employees will continue to supplement their hours with paid leave if they work fewer hours than their regular full-time schedule.

Insurance information was tabled at today’s meeting. Med Mutual substantially reduced their rate. Therefore, the Township will remain with Med Mutual for Health Insurance coverage. Trustee Angelou state that he hopes that next time Med Mutual’s quote will be accurate.

**Service Department/Code Enforcement** - The first clean-up day was in October, and the second one is this Saturday, at 2549 Agler Road. On the first clean-up day, a 30-yard dumpster was filled and 10 residents participated. Turn out was not as good as expected. If this Saturday does not show more turn out, we will go back to having clean-up days on Fridays next year.

**Police** – There is a levy on the ballot; hopefully, things will go our way.

**Fire Division** – Holiday Lights is November 23, 3 pm – 6:30 pm, on Mill St. Chief Dunlevy will insert the insurance information into his budget and provide it to Fiscal Officer Wildes for review. Fire fighter applications closed at noon today with over 100 applications submitted.

**IT** – No report.

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**Trustees** – Vice Chair Leeseberg said the General Election is tomorrow so hopefully everyone gets out and votes. Trustee Angelou mentioned it being a big day for the unincorporated areas and hopes everyone gets out and votes.

## X. EXECUTIVE SESSION (Township) for Land Sale Discussion

Executive Session per ORC §121.22 (G) (2) Purpose: to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with §505.10 of the Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is averse to the general public interest.

At 10:16 a.m., Mr. Leeseberg moved to go into Executive Session. Mr. Angelou seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

Present were Trustees Leeseberg and Angelou, Fiscal Officer Wildes, Fire Chief Dunlevy, Deputy Chief Lee, and Asst. Fiscal Officer Lampkins.

At 10:34 a.m., Mr. Leeseberg moved to exit Executive Session. Mr. Angelou seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

## XI. ADJOURNMENT

At 10:34 a.m., Mr. Leeseberg moved to adjourn the meeting. Mr. Angelou seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener				X
Mr. Angelou	X			
Mr. Leeseberg	X			

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**BOARD OF TRUSTEES and FISCAL OFFICER**  
**MIFFLIN TOWNSHIP, FRANKLIN COUNTY**

**Kevin Cavener, Chair** \_\_\_\_\_  
**(Absent)**

**Jamie Leeseberg, Trustee** \_\_\_\_\_

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

**Darlene Wildes, Fiscal Officer** \_\_\_\_\_



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

**TRUSTEES REGULAR MEETING AGENDA**

Monday, November 3, 2025, 10:00 a.m.

OPS Center

400 W Johnstown Rd., Gahanna  
2<sup>nd</sup> Floor, EOC Conference Room B

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. PUBLIC COMMENT**

Limit to five minutes per person. Township-related business only. (Time cannot be yielded to another person.)

**V. APPROVAL OF CONSENT AGENDA**

- Approval of Minutes:
  - October 21, 2025, Regular Meeting
- **Resolution 172-25** Warrants of 10/18/2025 – 10/31/2025

**VI. CORRESPONDENCE**

- Notice of Filing of Petition for Annexation – 4.6 +/- acres, Stelzer Rd., PID 191-000019

**VII. NEW BUSINESS**

**Resolution 173-25 (Township)**

Approve the nomination of Ronald McClure as the representative of the Franklin County Townships on the SWACO Board of Trustees

**Resolution 174-25 (Township)**

Amend Resolution #86-25 to remove and add properties to the current TIF district #2 in Mifflin Township.

**Resolution 175-25 (Human Resources)**

Approve the revised Salary & Compensation Plan, page 5, Medical, Dental, Vision, Group Life Insurance.

**Resolution 176-25 (Service)**

Job Reclassification

**Resolution 177-25 (Code Enforcement)**

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2337 Lindale Rd.	Trash	\$300.00

**Resolution 178-25 (Police)**

Approve the Franklin County Sheriff's Office DUI Task Force FFY2026 Agreement

**Resolution 179-25 (Police)**

Approve the Franklin County Sheriff's Office Fingerprinting/DNA Agreement

**Resolution 180-25 (Police)**

Authorize the Police Chief to declare the list of property as obsolete and surplus under ORC §505.10 and that said items are sold, recycled and/or removed from the Township property inventory and insurance schedules.

**Resolution 181-25 (Fire)**

Approve Chris Henry's acceptance of earned time donations during recovery from injury

**Resolution 182-25 (Fire)**

Accept the retirement of Scott Hyer

**VIII. UNSCHEDULED BUSINESS**

**IX. DEPARTMENT REPORTS/TRUSTEE DISCUSSION**

- Fiscal Department – No report.
- Human Resources
- Service Department/Code Enforcement Department
- Police Department
- Division of Fire
- IT – No report.
- Trustees

**X. EXECUTIVE SESSION (Township) for Land Sale Discussion:**

Executive Session per ORC §121.22 (G) (2) Purpose: to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with §505.10 of the Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is averse to the general public interest.

**XI. ADJOURNMENT**

**Reminders**

1. Tuesday, November 11 – Township Offices Closed – Veterans Day holiday
2. Tuesday, November 18, 1:30 p.m., Trustees Meeting, OPS Center
3. Thursday, November 19, 6 pm, Dinner & Program, FCEO FCTA 2025 Annual Meeting, Villa Milano Banquet & Conference Center, 1630 Schrock Road
4. Thursday & Friday, November 27 & 28 - Township Offices Closed – Thanksgiving holiday
5. Monday, December 1, 10 a.m., Trustees Meeting, OPS Center
6. Tuesday, December 16, 1:30 p.m., Trustees Meeting, OPS Center
7. Thursday, December 25 - Township Offices Closed – Christmas holiday

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Held **October 21,** 2025

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I. **CALL TO ORDER** – 1:30 p.m.

II. **PLEDGE OF ALLEGIANCE** - Chair Cavener led the Pledge of Allegiance.

III. **ROLL CALL** Present: Trustees Kevin Cavener, Richard Angelou, and Jamie Leeseberg, and Fiscal Officer Darlene Wildes.

Also present: Fire Chief Dunlevy, Police Chief Briggs, IT Director Craig Main, HR Director Mindy Owens, and Asst Fiscal Officer Cynthia Lampkins.

IV. **PUBLIC COMMENTS**

There were no public comments.

V. **GUEST SPEAKERS**

- Annabel Spranger, Franklin County Soil and Water District

Ms. Spranger said a representative attends once a year to provide updates and answer any questions. She is involved in public comments with OEPA and keeps up with research. She said stormwater is now one word, not two, on permits. She plans to do a lot more education and good housekeeping training with a video once a year. There will be required training for the Service department employees within three months of hire. She said we should reach out to her if we have any questions.

- Drew Boyer, Boyer Financial Group, 457 Plan Proposed Changes

It was proposed to permit Drew Boyer of Boyer Financial Group to continue working with the Mifflin Division of Fire employees to offer the Empower 457 plan. Fiscal Officer Wildes decided that at this time the Fiscal Office needs to limit administrative duties. She offered to meet with him later to further discuss.

VI. **CONSENT AGENDA**

Approval of **Minutes**: Regular Meeting, October 6, 2025  
Special Meeting, October 10, 2025

**Resolution 164-25**

Approval of **Warrants** of 10/4/2025 – 10/17/2025

Approval of **Consent Agenda**

Mr. Leeseberg moved to approve the Consent Agenda. Mr. Angelou seconded.

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**October 21,**

**2025**

Vote	Yes	No	Abstain	Absent
Mr. Cavener	X			
Mr. Angelou	X			
Mr. Leeseberg	X			

## VII. CORRESPONDENCE

None

## VIII. NEW BUSINESS

Ms. Owens requested an Executive Session per ORC §121.22 (G) (1) Purpose: to discuss compensation of a public employee.

### **Resolution 165-25 (Fire)**

Approve the renewal of the Limited Automatic Mutual Aid Agreement with the City of Columbus, Division of Fire.

Discussion: Chief Dunlevy said this is a souvenir packet basically capturing unwritten rules of what is being done already. He said it does not obligate to what is already being done. Mifflin Township is setting the bar with Columbus. He would like an official “here’s what it is going to be”; making sure everyone is aware of the expectations and not trying to figure things out.

Mr. Leeseberg moved to approve. Mr. Cavener seconded on the motion.

Vote	Yes	No	Abstain	Absent
Mr. Cavener	X			
Mr. Angelou	X			
Mr. Leeseberg	X			

### **Resolution 166-25 (IT)**

Approve and sign the OARnet Network and Technology Services Master Client Agreement.

Discussion: Mr. Main said OARnet is our internet plan advisor. There is a five-dollar reduction in cost with the signed agreement.

Mr. Leeseberg moved to approve. Mr. Cavener seconded on the motion.

Vote	Yes	No	Abstain	Absent
Mr. Cavener	X			
Mr. Angelou	X			

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Mr. Leeseberg	X			
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**IX. UNSCHEDULED BUSINESS**

None

**X. DEPARTMENT REPORTS/TRUSTEE COMMENTS**

**Fiscal Department** – No report.

**Human Resources** – No report.

**Service Department/Code Enforcement** - No report.

**Police** – No report. Mr. Cavener said he received positive feedback about the levy interview. He said he hopes positivity follows to the polls and the levy is successful. Chief Briggs has ordered medals to recognize police officers for commendations of valor for life saving and officer of the year. He has created medals of merit for civilians’ medal program to recognize fire department personnel who assisted during the shooting. It will be the highest medal of honor that the police department can give.

**Fire Division** – Mr. Cavener said he appreciates all who showed up for the levy interview.

**IT** – No report.

**Trustees** – No report.

**XI. EXECUTIVE SESSION (Human Resources)**

At 1:56 p.m., Mr. Cavener moved to go into Executive Session per ORC §121.22 (G) (1) Purpose: to discuss compensation of a public employee. Mr. Angelou seconded.

Present were Mr. Cavener, Mr. Leeseberg, Mr. Angelou, Ms. Wildes, Ms. Lampkins, Fire Chief Dunlevy, and Police Chief Briggs.

Vote	Yes	No	Abstain	Absent
Mr. Cavener	X			
Mr. Angelou	X			
Mr. Leeseberg	X			

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Held **October 21,** 2025

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At 2:37 p.m., Mr. Leeseberg moved to exit Executive Session. Mr. Cavener seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener	X			
Mr. Angelou	X			
Mr. Leeseberg	X			

## XII. ADJOURNMENT

At 2:37 p.m., Mr. Cavener moved to adjourn the meeting. Mr. Leeseberg seconded.

Vote	Yes	No	Abstain	Absent
Mr. Cavener	X			
Mr. Angelou	X			
Mr. Leeseberg	X			

## BOARD OF TRUSTEES and FISCAL OFFICER MIFFLIN TOWNSHIP, FRANKLIN COUNTY

Kevin Cavener, Chair \_\_\_\_\_

Jamie Leeseberg, Trustee \_\_\_\_\_

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

Darlene Wildes, Fiscal Officer \_\_\_\_\_

**RESOLUTION #172-25**

**ACCEPTING WARRANTS**

**Whereas**, the fiscal office is presenting the attached Warrants;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO:**

to approve the following Warrants:

See Attached

**Motion:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

<b>Vote</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Mr. Cavener				
Mr. Angelou				
Mr. Leeseberg				

This Resolution shall be in force and become effective immediately upon its execution.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Cavener, Chair

CERTIFIED BY:

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

\_\_\_\_\_  
Darlene Wildes, Fiscal Officer

\_\_\_\_\_  
Jamie Leeseberg, Trustee

# Mifflin Township

## Check Report by Check Number

Banks: All

Payment Method: Checks, ACH, EFT

Vendors: 1-800 Flowers to ZZZZZZZZCoverall North America, Inc.

Checks: All

Check Dates: 10/18/2025 to 10/31/2025

As Of Check Cashed Date: 10/18/2025 to 10/31/2025

Include Voids: No

Check Status: Cashed And Outstanding

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
<b>Bank: 01. A/P BANK - 5/3 Bank A/P</b>								
0000351857	10/24/2025	911 Fleet Fire Equip	911 Fleet Fire Equip	Check	Outstanding		\$0.00	\$303.21
0000351858	10/24/2025	ABM	ABM Industry Groups, LLC	Check	Outstanding		\$0.00	\$2,914.70
0000351859	10/24/2025	Atlantic -Finley Fire	Atlantic Emergency Solutions	Check	Outstanding		\$0.00	\$785.69
0000351860	10/24/2025	BranhamSign Comp	Branham Sign Company Inc	Check	Outstanding		\$0.00	\$147.95
0000351861	10/24/2025	Brosius, Johnson &	Brosius, Johnson & Griggs, LLC	Check	Outstanding		\$0.00	\$1,077.00
0000351862	10/24/2025	Cummins Sales & S	Cummins Bridgeway, LLC	Check	Outstanding		\$0.00	\$5,939.71
0000351863	10/24/2025	Delta Dental Insura	Delta Dental	Check	Outstanding		\$0.00	\$12,048.48
0000351864	10/24/2025	eMazzanti Technolo	eMazzanti Technologies	Check	Outstanding		\$0.00	\$2,787.00
0000351865	10/24/2025	Charles Taylor fka	Matrix Claims Mgt	Check	Outstanding		\$0.00	\$237.50
0000351866	10/24/2025	Franklin County Em	Franklin County Emergency Management	Check	Outstanding		\$0.00	\$600.00
0000351867	10/24/2025	NAPA	Genuine Parts Company Inc. / Napa Auto Pa	Check	Outstanding		\$0.00	\$22.12
0000351868	10/24/2025	GOODYEAR	Goodyear Auto Service Center	Check	Outstanding		\$0.00	\$475.00
0000351869	10/24/2025	Kenworth	Kenworth of Columbus	Check	Outstanding		\$0.00	\$469.98
0000351870	10/24/2025	Taylor DM Brands, I	Poster Guard Plus or HR Direct or COMPLY	Check	Outstanding		\$0.00	\$147.36
0000351871	10/24/2025	RingCentral Inc.	RingCentral Inc.	Check	Outstanding		\$0.00	\$1,667.11
0000351872	10/24/2025	RUMPKE	Rumpke	Check	Outstanding		\$0.00	\$310.90
0000351873	10/24/2025	Smith and Hale LLC	Smith & Hale LLC	Check	Outstanding		\$0.00	\$962.50
0000351874	10/24/2025	Stericycle, Inc.	Stericycle	Check	Outstanding		\$0.00	\$150.87
0000351875	10/24/2025	OARNET/Client Ser	The Ohio State University	Check	Outstanding		\$0.00	\$240.00
0000351876	10/24/2025	Ohio Fire Academy/	Treasurer, State of Ohio SFM/OFA	Check	Outstanding		\$0.00	\$150.00
0000351877	10/31/2025	CoroMedical	Coro Medical	Check	Outstanding		\$0.00	\$3,450.00
0000351878	10/31/2025	Cummins Sales & S	Cummins Bridgeway, LLC	Check	Outstanding		\$0.00	\$388.62
0000351879	10/31/2025	DACC	Delaware Area Career Center	Check	Outstanding		\$0.00	\$500.00
0000351880	10/31/2025	Elite Fire Service	Elite Fire Service, LLC	Check	Outstanding		\$0.00	\$85.00
0000351881	10/31/2025	M.J. Mock &Associa	M.J. Mock &Associates	Check	Outstanding		\$0.00	\$477.39
0000351882	10/31/2025	PennCare	Penn Care	Check	Outstanding		\$0.00	\$7,469.30
0000351883	10/31/2025	RUMPKE	Rumpke	Check	Outstanding		\$0.00	\$125.30
0000351884	10/31/2025	Water Works	The Waterworks	Check	Outstanding		\$0.00	\$325.00
0000351885	10/31/2025	TRUGREEN Leisur	Trugreen	Check	Outstanding		\$0.00	\$96.04
0000351886	10/31/2025	TRUGREEN Leisur	Trugreen	Check	Outstanding		\$0.00	\$529.00
0000351887	10/31/2025	IAFF Deduction	Mifflin Twp. Local IAFF 2818	Check	Outstanding		\$0.00	\$1,780.00
0202501175	10/20/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$204.73
0202501181	10/20/2025	Empower 457 Dedu	Empower 457 Deduction	EFT	Outstanding		\$0.00	\$6,200.00
0202501182	10/20/2025	Spectrum	Spectrum	EFT	Outstanding		\$0.00	\$101.03
0202501183	10/20/2025	HSA Employee Pd	HSA Employee Pd Deduction	EFT	Outstanding		\$0.00	\$13,202.20

**As Of Check Cashed Date: 10/18/2025 to 10/31/2025**

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0202501185	10/21/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$1,351.46
0202501186	10/21/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$24.52
0202501187	10/21/2025	Paychex	Paychex	EFT	Outstanding		\$0.00	\$54.00
0202501188	10/21/2025	MM Self-Insured Ins	Medical Mutual Self-Insured	EFT	Outstanding		\$0.00	\$3,069.52
0202501189	10/21/2025	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$6,440.00
0202501190	10/22/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$41.88
0202501191	10/22/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$213.96
0202501192	10/22/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$203.65
0202501193	10/22/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$192.12
0202501194	10/22/2025	OPERS	Ohio Public Employees Retirement System	EFT	Outstanding		\$0.00	\$52,640.15
0202501195	10/21/2025	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$1,200.00
0202501197	10/23/2025	OPFPF (OP&F)	Ohio Police & Fire Pension Fund	EFT	Outstanding		\$0.00	\$258,431.98
0202501198	10/23/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$1,125.96
0202501199	10/23/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$52.12
0202501200	10/24/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$494.32
0202501201	10/24/2025	Verizon	Verizon	EFT	Outstanding		\$0.00	\$499.99
0202501203	10/28/2025	MM Self-Insured Ins	Medical Mutual Self-Insured	EFT	Outstanding		\$0.00	\$6,565.20
0202501204	10/28/2025	Staples Advantage	Staples Business Credit	EFT	Outstanding		\$0.00	\$1,409.79
01. A/P BANK - 5/3 Bank A/P Total:							\$0.00	\$400,381.31
Grand Total:							\$0.00	\$400,381.31

**NOTICE OF FILING OF PETITION FOR ANNEXATION**

**To: Owners Of Property Adjacent To The Territory  
Proposed For Annexation Or Adjacent To A Road  
That Is Adjacent To That Territory And Located Directly  
Across The Road From That Territory**

**Re: Proposed annexation of 4.6 +/- acres in Mifflin Township, Franklin County,  
Ohio to the City of Columbus, Ohio.**

In accordance with Section 709.023(B) of the Ohio Revised Code, notice is hereby given that a petition for annexation to the City of Columbus, Ohio, for 4.6 +/- acres, more or less, in Mifflin Township, Franklin County, Ohio, was filed with the Board of County Commissioners of Franklin County, Ohio, on the 20th day of October, 2025. Attached hereto and made a part hereof is the petition for annexation to which the legal description of the 4.6 +/- acres and the plat therefore are attached.

Date: October 21, 2025

  
\_\_\_\_\_  
Elizabeth Seedorf, Agent for Petitioner  
52 East Gay Street  
Columbus, Ohio 43215  
Telephone: 614-464-6363

**PETITION FOR ANNEXATION  
TO THE CITY OF COLUMBUS, OHIO  
OF 4.6 +/-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 4.6 +/-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.

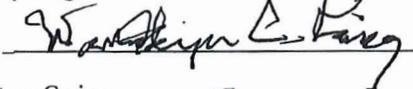
This petition is for an Expedited II annexation, under Sections 709.021 and 709.023 of the Ohio Revised Code.

The total number of owners in the territory sought to be annexed is two, and all owners have signed this annexation petition. The person(s) who signed this petition is the only owners of the real estate located within the territory proposed for annexation and constitute 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.**

<u>Name</u>	<u>Address</u>	<u>Acreage</u>
Wendy King Kristyne Casias	Stelzer Road Columbus, OH 43219 (PID 191-000019-00)	4.6 ± acres

Wendy King

By: 

9/12/2025  
Date Signed

Kristyne Casias

By: 

9/12/2025  
Date Signed

Part 1 of 1





Franklin County  
Board of Commissioners  
**ECONOMIC DEVELOPMENT  
& PLANNING**

Application for  
**Annexation  
Petition**

Expedited Type 2  
Pursuant to ORC §709.023

RECEIVED  
OCT 20 2025  
Franklin County Planning Department  
Franklin County, OH

**Property Information**

Site Address: **Stelzer Road , Columbus, Ohio 43219**

Parcel ID(s): <b>191-000019</b>	Total Acreage: <b>+/- 4.6 acres</b>
From Township: <b>Mifflin Township</b>	To Municipality: <b>Columbus</b>

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

Name: **Wendy King and Kristyne Casias**

Address: **3076 Tweedsmuir Lane  
Dublin, Ohio 43017**

Phone #	Fax #
Email:	

**Attorney/Authorized Agent Information**

Name: **Elizabeth Seedorf, Esq.**

Address: **52 East Gay Street  
Columbus, Ohio 43215**

Phone # <b>614-464-6363</b>	Fax #
Email: <b>easeedorf@vorys.com</b>	

**Staff Use Only**

Case # **ANX-39-25**

Hearing Date: **12/2/2025**

Date Filed: **10/20/2025**

Fee Paid: **10/20/2025 \$250.00**

Receipt #:

Received By: **T.E.**

Notification Deadline (5 days):  
**10/25/2025**

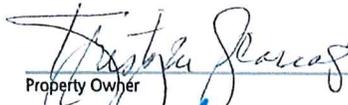
Svc Statement Deadline (20 days):  
**10/9/2025**

**Document Submission**

- The following documents must accompany this application on letter-sized 8 1/2" x 11" paper:
- Legal description of the property
  - Fee Payment (checks only)
  - Map/plot of property
  - List of adjacent properties

**Petitioners Signature**

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

	<u>9/12/2025</u>		<u>9/12/2025</u>
Property Owner	Date	Property Owner	Date
	<u>10-20-25</u>		
Attorney or Authorized Agent	Date	Attorney or Authorized Agent	Date

Applications may be delivered to 150 South Front Street, FSL Suite 10, Columbus, Ohio, 43215-7104, ATTN: Tre' Wolf, Planning Project Coordinator. Forward any questions to the project coordinator at 614-525-3904 or Planning@franklincountyohio.gov.

Exhibit A

**RECEIVED**

**OCT 20 2025**

Franklin County Planning Department  
Franklin County, OH

RECEIVED

SEP 25 2025

FRANKLIN COUNTY ENGINEER  
ADAM W. FOWLER, P.E., P.S.



ANNEXATION  
PLAT & DESCRIPTION  
ACCEPTABLE  
ADAM W. FOWLER, P.E., P.S.  
FRANKLIN COUNTY ENGINEER

BY: AWF DATE: 9/25/25

Proposed 4.6 ± Acre Annexation  
from Mifflin Township  
to the City of Columbus

-1-

Situated in the State of Ohio, County of Franklin, Township of Mifflin, being part of Quarter Township 4, Township 1, Range 17, United States Military Lands and containing 4.6± acres of land, more or less, said 4.6± acre tract being all of the remainder piece of the Original 17.716 acre tract of land conveyed to Wendy King (1/2 interest) and Kristyne Casias (1/2 interest) of record in Instrument Number 199102250060588, Instrument Number 199809250244588 and Instrument Number 202205270080595 and part of an Alley (R/W-7.5') as originally dedicated in the plat "Leonard Park" of record in Plat Book 18, Page 18 and partially vacated in R.R. 22, Pg. 81, said 4.6± acres more particularly described as follows:

**Beginning for Reference** at a Franklin County Monument found, "FCGS 2265 Reset", being the northwesterly corner of a 0.372 acre tract of land described as Parcel 10-WD and conveyed to the Franklin County Commissioners of record in Instrument Number 200406300152464 and being in the centerline of Stelzer Road (R/W-Varies);

Thence **S 86° 20' 47" E**, along the northerly line of said Parcel 10-WD, along the northerly line of a tract of land described as Parcel II and conveyed to Central Ohio Community Improvement Corporation of record in Instrument Number 202005220071148, along the northerly line of an Original 7.73695 acre tract of land conveyed to the Board Of Trustees of Mifflin Township of record in Instrument Number 201609200126734, along a northerly line of an existing City of Columbus Corporation Line (Case No. 16-25, Ord. No. 2307-2025, I.N. 202509240107191), along the southerly line of Lot 1, a southerly terminus of an Alley (R/W-20') and a portion of an Alley (R/W-7.5'), said Lot 1 being numbered and delineated and Alleys being dedicated by said Leonard Park plat, said Alley (R/W-20') being vacated by R.R. 23, Pg. 281, and across the right-of-way line of said Stelzer Road (R/W-Varies), **739.1± feet** to a northeasterly corner of said Original 7.3695 acre tract and said existing City of Columbus Corporation Line, the northwesterly corner of said Original 17.716 acre tract, the **True Point of Beginning**;

Thence **S 86° 20' 47" E**, along a portion of the northerly line of an Original 17.716 acre tract, along the southerly line of said Alley (R/W-7.5') and leaving said existing City of Columbus Corporation Line (Case No. 16-25, Ord. No. 2307-2025, I.N. 202509240107191), **34.4± feet** to a point, said point being the southwesterly corner of another portion of a vacated Alley (R/W-7.5'), said vacation being of record in R.R. 22, Pg. 81;

Thence **N 03° 39' 13" E**, along the current westerly line of said Original 17.716 acre tract, across said vacated Alley (R/W-7.5') and along the easterly line of an Alley (R/W-20') as dedicated by said Leonard Park plat **3.8± feet** to an angle point;

Thence **S 86° 20' 47" E**, across said vacated Alley (R/W-7.5'), along the current southerly line of a tract of land described as Tract 22 and conveyed to John Christopher Moses and Rosemarie Moses, Tr. of record in Instrument Number 202411270124991, along the current southerly line of a tract of land conveyed to Becky Jo Tatum of record in Instrument Number 200705100082148, along the current southerly line of a second tract of land conveyed to Becky Jo Tatum of record in Instrument Number 201403200033938, along the current southerly line of a tract of land conveyed to Tonn Sargent and Steve Sargent of record in Instrument Number 201209200140466 and along a portion of the current southerly line of a second tract of land conveyed to Tonn Sargent and Steve Sargent of record in Instrument Number 201209200140465, **389.3± feet** to an angle point at the current northeasterly corner of said Original 17.716 acre tract and being the current northwesterly corner of an Original 1.618 acre tract of land conveyed to David M. and Stella M. Smith of record in Instrument Number 199712260176210, said point being in the southerly line of said Sargent tract;

Thence **S 04° 30' 42" W**, along the current easterly line of said Original 17.716 acre tract, across said vacated Alley (R/W-7.5') and along the westerly line of said Original 1.618 acre tract, **293.6± feet** to the current southeasterly corner of the remainder of said Original 17.716 acre tract, being the current southwesterly corner of the remainder of said Original 1.618 acre tract, being a northwesterly corner of a 0.312 acre tract of land conveyed to the State of Ohio of record in Official Record 7438C17, being the northeasterly corner of a 2.480 acre tract of land conveyed to the State

**Proposed 4.6 ± Acre Annexation  
from Mifflin Township  
to the City of Columbus**

-2-

of Ohio of record in Official Record 8929A07 and being in the northerly right-of-way line of U.S. Route 62 (R/W-Varies) as shown on the plans for FRA-62-19.06;

Thence along the current southerly lines of the remainder of said Original 17.716 acre tract, along the northerly line of said 2.480 acre tract and along said northerly right-of-way line, the following three (3) courses:

S 62° 01' 53" E, 166.7± feet to an angle point;

S 43° 41' 26" W, 336.4± feet to an angle point;

S 17° 56' 19" W, 206.5± feet to a current southwesterly corner of the remainder of said Original 17.716 acre tract, the northwesterly corner of said 2.480 acre tract, the northerly corner of a 0.095 acre tract of land conveyed to the State of Ohio of record in Official Record 12459B10, being the current southeasterly corner of the remainder of said Original 7.3695 and being a southeasterly corner of said existing City of Columbus Corporation Line (Case No. 16-25, Ord. No. 2307-2025, I.N. 202509240107191);

Thence N 02° 57' 44" E, along the current westerly line of said Original 17.716 acre tract, along the easterly line of the remainder piece of said Original 7.3695 acre tract and along the easterly line of said existing City of Columbus Corporation Line, **834.9± feet to the True Point of Beginning**. Containing **4.6± acres**.

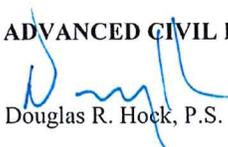
The above description was prepared by Advanced Civil Design Inc. on July 21, 2025 and is based on information obtained from the Franklin County Auditor's Office and Franklin County Recorder's Office.

The total length of the annexation perimeter is 2,266± feet, of which 835± feet are contiguous with existing City of Columbus Corporation lines, being 36.9±% contiguous.

All references used in this description can be found at the Recorder's Office, Franklin County, Ohio.

This is not to be used for the transfer of land and is for annexation purposes only.

ADVANCED CIVIL DESIGN, INC.

  
Douglas R. Hock, P.S. 7661

9/25/25  
Date:

Z:\25-0319-128\Survey\25-0319-128 annex 4.6 ac annex desc.doc





Becky J. Tatum  
or Current Occupant  
2761 Bellwood Avenue  
Columbus, OH 43209

Steve and Tonn Sargent  
or Current Occupant  
PO Box 327  
Canal Winchester, OH 43110

David M. and Stella M. Smith  
or Current Occupant  
3815 Georgia Avenue  
Columbus, OH 43219

Diane Ledsome  
or Current Occupant  
3729 Georgia Ave.  
Columbus, OH 43219

John C. & Rosemarie Moses, Trustees  
or Current Occupant  
3749 Missouri Ave.  
Columbus, OH 43219

Board of Trustees of Mifflin Township  
or Current Occupant  
155 Old Ridenour Road  
Gahanna, Ohio 43230



**RESOLUTION #173-25**

**RESOLUTION APPROVING THE NOMINATION OF RONALD MCCLURE AS THE REPRESENTATIVE OF THE FRANKLIN COUNTY TOWNSHIPS ON THE SWACO BOARD OF TRUSTEES**

**PREAMBLE**

**WHEREAS**, in accordance with the Amended Substitute H.B. 592, the Franklin County Board of Commissioners ratified the establishment of SWACO; and

**WHEREAS**, Section 343.011 of the Ohio Revised Code sets forth the makeup of the Board of Trustees of SWACO; and

**WHEREAS**, as per Section 343.011 of the ORC, one member of the SWACO Board of Trustees must be a “member representing the townships” in Franklin County; and

**WHEREAS**, ORC Section 343.011 also requires that the township representative must be a representative that is chosen by a majority of the Board of Trustees.

**RESOLUTION**

**NOW THEREFORE, be it resolved by the Board of Trustees of Mifflin Township, Franklin County, Ohio that the following Resolution be, and it hereby, is adopted:**

1. Township official Ronald McClure of Jackson Township is hereby approved by this Board of Trustees to serve as a member of the Solid Waste Authority of Central Ohio Board of Trustees and represent Franklin County townships for a two-year term.
2. This Resolution shall take effect and be in force from and after the date of enactment.

**Motion:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

<b>Vote</b>	Yes	No	Abstain	Absent
Mr. Cavener				
Mr. Angelou				
Mr. Leeseberg				

**ADOPTED:** November 3, 2025

**MIFFLIN TOWNSHIP BOARD OF TRUSTEES**

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

\_\_\_\_\_  
Trustee, Jamie Leeseberg

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

ATTEST: \_\_\_\_\_  
Fiscal Officer, Darlene Wildes

**MIFFLIN TOWNSHIP**

**RESOLUTION #174-25**

**A RESOLUTION REMOVING AND ADDING CERTAIN PARCELS OF REAL PROPERTY FROM TAX INCREMENT FINANCING DISTRICT #2 IN ACCORDANCE WITH OHIO REVISED CODE SECTION 5709.73(B) AND AMENDING RESOLUTION NO. 86-25.**

*WHEREAS*, pursuant to Ohio Revised Code (“ORC”) Sections 5709.73 through 5709.75, this Board of Trustees previously established a Tax Increment Financing (TIF) District known as Tax Increment Financing District #2 (the “TIF District”) by Resolution No. 86-25 passed on June 6, 2025; and

*WHEREAS*, the TIF District includes various parcels of real property located within the boundaries of the Mifflin Township (the “Township”); and

*WHEREAS*, this Board of Trustees (the “Board”) has determined that it is in the best interest of the Township to remove certain parcels, and add certain parcels (the “Parcels”) from and to the TIF District as identified in Exhibit A and amend Resolution No. 86-25; and

*WHEREAS*, the removal and addition of the Parcels from and to the TIF District will not impair any future obligations payable from service payments in lieu of taxes derived from other parcels in the TIF District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWNSHIP OF MIFFLIN, (FRANKLIN COUNTY), OHIO, THAT:**

**Section 1:** Resolution No. 86-25 is amended, and parcels identified as removed parcels in Exhibit A are hereby removed from Tax Increment Financing District #2, and parcels identified as added parcels in Exhibit A are hereby added to Tax Increment Financing District #2.

**Section 2.** The Fiscal Officer is hereby authorized and directed to notify the County Auditor and all other appropriate county or state officials of this action and to take any necessary steps to effectuate the removal and addition of the Parcels from the TIF District.

**Section 3:** It is hereby found and determined that all formal actions of Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Township and that all deliberations of the Board and any of the decision-making bodies of the City Township which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the State of Ohio.

**Section 4:** 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:

**Motion:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

Vote	Yes	No	Abstain	Absent
Mr. Cavener				
Mr. Angelou				
Mr. Leeseberg				

This Resolution shall be in force and become effective immediately upon its execution.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Cavener, Chair

CERTIFIED BY:

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

\_\_\_\_\_  
Darlene Wildes, Fiscal Officer

\_\_\_\_\_  
Jamie Leeseberg, Trustee

**EXHIBIT A****PARCELS**

Below is the full list of parcels to be removed from TIF District #2 and the parcels to be added to TIF District #2.

<b>TIF District #2 Removed Parcels</b>				
010-007342	010-010269	010-012075	010-013433	010-013434
010-015406	010-018929	010-096157	010-142793	010-146802
010-150361	010-158457	010-167523	010-182464	010-182465
010-182466	010-205683	010-209623	010-211704	010-212112
010-214873	010-216062	010-220084	010-220085	010-220086
010-220087	010-220088	010-220089	010-220090	010-220091
010-220092	010-220094	010-220095	010-220096	010-220097
010-220098	010-227843	010-234532	010-235556	010-242556
010-248690	010-260373	010-260377	010-266097	010-287879
010-291666	010-295999	130-000001	130-000019	130-000034
130-002475	130-003505	130-004349	130-005353	130-005354
130-005356	130-005360	130-005364	130-005365	130-005366
130-005373	130-011786	130-011911	130-011916	130-011917
520-143575	520-184648			

<b>TIF District #2 Added Parcels</b>				
190-000112	190-000133	190-000144	190-000293	190-000393
190-000537	190-000693	190-000797	190-001299	190-002385
190-002489	190-002523	190-002524	190-002667	190-002673
190-002726	190-002757	190-003124	190-003696	190-004397
190-004416	190-004923	190-005062	190-005079	190-005137
191-000040	191-001641	191-002753		

**RESOLUTION #175-25**

**A RESOLUTION OF AMENDING AND ADOPTING THE SALARY & COMPENSATION PLAN**

**WHEREAS**, the Salary & Compensation Plan is revised periodically to comply with policy revisions and procedures related to compensation

**Now, Therefore Be it Resolved, by the Mifflin Township Board of Trustees, Franklin County, Ohio**, that the attached Salary & Compensation Plan, is hereby adopted.

**Motion:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

<b>Vote</b>	Yes	No	Abstain	Absent
Mr. Cavener				
Mr. Angelou				
Mr. Leeseberg				

This Resolution shall be in force and become effective immediately upon its execution.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Cavener, Chair

CERTIFIED BY:

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

\_\_\_\_\_  
Darlene Wildes, Fiscal Officer

\_\_\_\_\_  
Jamie Leeseberg, Trustee

**RESOLUTION #176-25**

**WHEREAS**, the Service Director is requesting approval to remove the Lead responsibilities from Shawn Thornton which was compensated at an additional \$1.50 per hour.

**WHEREAS**, Shawn Thornton will resume the title of Service Specialist II at \$27.59 per hour, effective November 10, 2025.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, authorizes removing the Lead responsibilities from Shawn Thornton, where he will resume the title of Service Specialist II at \$27.59.

**Motion:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

<b>Vote</b>	Yes	No	Abstain	Absent
Mr. Cavener				
Mr. Angelou				
Mr. Leeseberg				

This Resolution shall be in force and become effective immediately upon its execution.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Cavener, Chair

CERTIFIED BY:

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

\_\_\_\_\_  
Darlene Wildes, Fiscal Officer

\_\_\_\_\_  
Jamie Leeseberg, Trustee

**RESOLUTION #177-25**

**CODE ENFORCEMENT PER ORC §505.87(B)(2)**

**Whereas**, the Service Director is requesting approval of the following code violations to be placed as a lien on the tax duplicate per ORC §505.87(B)(2):

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO:**

to approve liens on the following properties:

1.	2373 Lindale Rd.	High Grass & Trash	\$300.00
2.	2337 Lindale Rd.	Trash	\$300.00

**Motion:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

<b>Vote</b>	Yes	No	Abstain	Absent
Mr. Cavener				
Mr. Angelou				
Mr. Leeseberg				

This Resolution shall be in force and become effective immediately upon its execution.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Cavener, Chair

CERTIFIED BY:

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

\_\_\_\_\_  
Darlene Wildes, Fiscal Officer

\_\_\_\_\_  
Jamie Leeseberg, Trustee

**RESOLUTION #178-25**

**Authorize DUI Task Force FFY 2026 Agreement between the  
Franklin County Sheriff's Office and Mifflin Township, Franklin County, Ohio**

**WHEREAS**, the purpose of this Agreement is to curtail DUI offenses on Ohio's roadways, and

**WHEREAS**, the Sheriff's Office has been awarded the Franklin County DUI Task Force grant from the Ohio Department of Public Safety and the Ohio Traffic Safety Office, and

**WHEREAS**, to provide targeted enforcement activity, Mifflin Township agrees to comply with services, policies, and grant requirements as a Sub-grantee outlined in the Agreement, and

**WHEREAS**, the Agreement enables Mifflin Township to post the overtime incurred for traffic enforcement and removes intoxicated drivers from the roadways with compensation not to exceed \$20,000, and completing all work between October 1, 2025, and no later than September 30, 2026.

**NOW, THEREFORE, BE IT RESOLVED, BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO**, authorizes the DUI Task Force Agreement FFY 2026 between the Franklin County Sheriff's Office and Mifflin Township, Franklin County, Ohio as defined in the Agreement.

**Motion:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

<b>Vote</b>	Yes	No	Abstain	Absent
Mr. Cavener				
Mr. Angelou				
Mr. Leeseberg				

This Resolution shall be in force and become effective immediately upon its execution.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Cavener, Chair

CERTIFIED BY:

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

\_\_\_\_\_  
Darlene Wildes, Fiscal Officer

\_\_\_\_\_  
Jamie Leeseberg, Trustee

**RESOLUTION #179-25**

**Authorize Fingerprinting and DNA Collection Agreement between the Franklin County Sheriff's Office (Sheriff) and Mifflin Township, Franklin County, Ohio**

**WHEREAS**, there is a need for fingerprinting and DNA collection, and

**WHEREAS**, the purpose of this Agreement is for the Sheriff, on behalf of the Township, (1) take and forward fingerprints and photographs and (2) collect DNA specimens of arrestees. The Sheriff, under the authority of ORC §311.29, wants to enter into this agreement with the Township to perform the services for the Township.

**NOW, THEREFORE, BE IT RESOLVED, BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO**, to authorize the Fingerprinting and DNA Collection Agreement, commencing January 1, 2025, and ending at midnight on December 31, 2028, between the Franklin County Sheriff's Office and Mifflin Township, Franklin County, Ohio as defined in the Agreement.

**Motion:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

<b>Vote</b>	Yes	No	Abstain	Absent
Mr. Cavener				
Mr. Angelou				
Mr. Leeseberg				

This Resolution shall be in force and become effective immediately upon its execution.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Cavener, Chair

CERTIFIED BY:

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

\_\_\_\_\_  
Darlene Wildes, Fiscal Officer

\_\_\_\_\_  
Jamie Leeseberg, Trustee

**RESOLUTION #180-25**

**DECLARING MIFFLIN TOWNSHIP PROPERTY AS SURPLUS**

**Whereas**, ORC 505.10(A)(2)(a) indicates that, “Township personal property not needed for public use, is obsolete or is unfit for the use for which it was acquired, the Board may sell and convey that property or otherwise dispose of it...”, and

**Whereas**, the Police Chief would like to declare the following items as surplus and obsolete under ORC §505.10:

**See the attached 2025 Police Surplus List.**

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, to authorize the Police Chief to declare the list of property identified above as obsolete and surplus under ORC 505.10 and that said items are sold, recycled and/or removed from the Township property inventory and insurance schedules.

**Motion:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

<b>Vote</b>	Yes	No	Abstain	Absent
Mr. Cavener				
Mr. Angelou				
Mr. Leeseberg				

This Resolution shall be in force and become effective immediately upon its execution.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Cavener, Chair

CERTIFIED BY:

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

\_\_\_\_\_  
Darlene Wildes, Fiscal Officer

\_\_\_\_\_  
Jamie Leeseberg, Trustee



## Mifflin Township Division of Police 2025 Surplus List

### Misc. Office Supplies and equipment

- 2 sets Inland Pro Sound 2000 computer speakers, Model MA3303
- 1 Tape Dispenser
- 1 Computer mouse
- 1 HP computer key board
- 1 Cannan Cam Corder serial # 9427-2200-0019-WL
- 1 Dell computer monitor, no visible serial number
- 1 Case Labs Enforcer II tint meter serial # 121507477
- 1 Del computer monitor serial #CNOU493146633453
- 1 Rocket Fish metal mount
- 1 Panasonic covert audio recorder w/microphone
- 1 Sony Handcam camcorder serial #423575
- 1 Metal file holder
- 4 Axon BWC charging/uploading docks serial #'s X94004327, X94004298, X94004309, X94004305
- 4 Axon BWC cameras serial #'s X82139773, X82139544, X82114689, X82114941
- 2 Mifflin Twp Police car #16 license plates
- Misc Cards
- 1 Motorola radio speaker
- 8, 3 D Cell Maglites
- 3 Flashlight chargers
- 2 Lapel mics
- 2 Impress Marcs radio chargers
- 4 MTS 2000 Motorola Radio Chargers
- 3 Leather Motorola radio holders

# MIFFLIN TOWNSHIP DIVISION OF POLICE

Office of David Briggs, Chief



- 1 HP Printer serial # VNB3Bo6378
- 1 Cintus Rug
- 3 Black computer chairs (broken)
- 1 Tan computer chair (broken)
- 1 Regal commercial coffee maker
- 1 GE commercial coffee maker
- 1 Hamilton Beach oven roaster

All items listed are requested to be made surplus to be destroyed and / or discarded.

**RESOLUTION #181-25**

**A RESOLUTION TO APPROVE A REQUEST FOR LEAVE DONATION**

**WHEREAS**, there is a request to receive leave donation per the Township Leave Donation Policy for Chris Henry; and

**WHEREAS**, the employee has met the Extended Leave Conditions outlined in the policy

**Now, Therefore Be it Resolved, by the Mifflin Township Board of Trustees, Franklin County, Ohio**, that the request for leave donation for Chris Henry, is hereby approved.

**Motion:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

<b>Vote</b>	Yes	No	Abstain	Absent
Mr. Cavener				
Mr. Angelou				
Mr. Leeseberg				

This Resolution shall be in force and become effective immediately upon its execution.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Cavener, Chair

CERTIFIED BY:

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

\_\_\_\_\_  
Darlene Wildes, Fiscal Officer

\_\_\_\_\_  
Jamie Leeseberg, Trustee

**RESOLUTION #182-25**

**IN THE MATTER OF APPROVING PERSONNEL ACTIONS**

**WHEREAS**, Scott Hyer has submitted a retirement as a fire fighter from the Mifflin Township Division of Fire, effective January 4, 2026.

**Now, Therefore Be it resolved**, the Mifflin Township Trustees agrees to accept the retirement for Scott Hyer, effective January 4, 2026.

**Motion:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

<b>Vote</b>	Yes	No	Abstain	Absent
Mr. Cavener				
Mr. Angelou				
Mr. Leeseberg				

This Resolution shall be in force and become effective immediately upon its execution.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Cavener, Chair

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

\_\_\_\_\_  
Jamie Leeseberg, Trustee



**New Business**

1. Request to approve the revised Salary & Compensation Plan, page 5, Medical, Dental, Vision, Group Life Insurance.

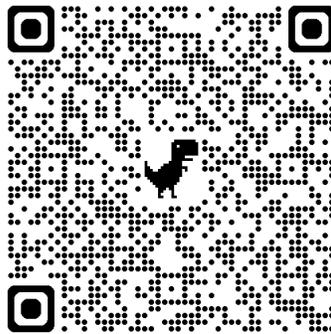
**Updates:**

1. On the Sept 3, 2025, board meeting there was discussion from Chair Cavener on providing employees full pay when they are working light duty (less hours than their scheduled shift) by converting their regular hourly rate to their light duty scheduled hours to accommodate their full pay and not use their paid leave as outlined in the Transitional Work Policy. The request was tabled pending review of data. Data was provided to the trustees and after conversation, consensus is there will be no change to the Transition policy, and employees will continue to supplement their hours with paid leave if working fewer hours than their regular full-time position.



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

# **SALARY AND COMPENSATION PLAN**



**EFFECTIVE SEPTEMBER 2024, Revised 11/3/2025**

Contents

I. GROSS COMPENSATION..... 3

II. SHIFT DIFFERENTIAL ..... 3

III. LONGEVITY PREMIUMS..... 3

IV. SALARY SURVEYS ..... 3

V. TEMPORARY WORK ASSIGNMENT & WORKING OUT OF CLASS ..... 3

VI. SALARY ADMINISTRATION ..... 4

VII. MEDICAL, DENTAL, VISION, GROUP LIFE INSURANCE ..... 5

VIII. PROMOTIONS..... 6

IX. DEMOTIONS ..... 6

X. RECLASSIFICATION OR CLASSIFICATION REVIEWS ..... 7

XI. CERTIFICATION/LICENSURE REIMBURSEMENT & PROFESSIONAL MEMBERSHIPS ..... 7

XII. LATERALS ..... 7

XIII. SICK LEAVE INCENTIVE ..... 8

XIV. CHANGES TO SALARY AND COMPENSATION PLAN ..... 8

XV. DAYLIGHT SAVINGS TIME ..... 8

XVI. PERFORMANCE REVIEWS ..... 9

XVII. VACATION CHANGE IN ACCRUAL ..... 9

XVIII. PAYROLL PROCEDURE FOR PAYING OVERTIME WHEN OUT OF CLASS HOURS ..... 9

## Mifflin Township Salary and Compensation Plan

### I. GROSS COMPENSATION

All rates in the salary schedule represent base compensation. Rates for employees are displayed in the salary schedule. Rates do not include the cost of meals, uniforms or other fringe benefits, or supplements. Payroll disbursements are made biweekly.

### II. SHIFT DIFFERENTIAL

Shift differential was discontinued for MECC employees effective 1/5/2025. The shift differential was included in the night shift base rate. Employees assigned to night shift will be placed accordingly on the salary schedule. Employees assigned to day shift will not receive additional compensation for working after 7 pm. Shift differential was previously discontinued for Fire. Other departments do not utilize shift differential.

### III. LONGEVITY PREMIUMS

**Service, Fiscal and Administration Departments:** Effective September 2024, longevity premiums will be discontinued. Any employee receiving the longevity premium will be incorporated in the employee's base rate of pay. Salary schedules will be updated accordingly.

**Fire and Police Departments:** Longevity premiums were previously eliminated.

### IV. SALARY SURVEYS

Offering competitive compensation is important for attracting and retaining employees. In conjunction with Department Heads, Human Resources will conduct market salary surveys every three years or more frequently based on the organization's needs and changes in the labor market. Changes to salary schedules based on the market survey will be recommended to the Trustees for approval at the beginning of a calendar year.

When there are changes to a Min/Max salary schedule(s), pay adjustments may be considered to bring employee pay into alignment based on internal equity, or in line with market data. The increase shall not exceed the percentage increase of the current minimum rate to the proposed minimum rate for the position. (i.e. minimum pay rate is \$25.00, proposed minimum rate based on market survey is \$27.00, resulting in an 8% change. A recommended pay increase shall not exceed 8% for current employees.)

All pay adjustments shall be subject to the funding authorized by the Board.

### V. TEMPORARY WORK ASSIGNMENT & WORKING OUT OF CLASS

**Fire and MECC:** Employees are paid for hours worked based on the out of class pay rate as indicated on the pay schedule.

**Police:** Employees are paid for hours worked based on the out of class pay rate as indicated on the pay schedule.

**Fiscal, Administration and Service Departments:** Out-of-class pay is determined on a long-term vacancy/absence on a case-by-case basis and is only effective during the long-term vacancy/absence.

**Mifflin Township Salary and Compensation Plan**

**VI. SALARY ADMINISTRATION**

**NEW HIRES**

Fire, MECC and Police: Starting wage for new hires within the Fire Dept and Police Dept will be at the recommendation of the respective Chief.

Service, Fiscal and Administration: Compensation within the market segment shall be determined by Human Resources in consultation with Department Head based on the following:

<b>Instructions</b>	<b>Example</b>
Years of Professional Experience in the same or similar field	8
Progression on salary schedule based on 32-year career	25%
Min/Max Pay on Schedule Total Max - Min	\$24.00 – \$35.00 \$11.00
Multiply difference of max – min by Progression %	\$2.75
Add above to min rate to determine starting pay	\$24 + \$2.75 = \$26.75

Compensation above the standard calculation may be recommended based on unique, special, or exceptional qualifications, expertise, knowledge, skill, or capabilities of the successful candidate and on existing market conditions.

**Salary Increases**

Probationary Fire and MECC

Employees will receive step increases based on the following schedule:

<b>Starting Step:</b>	<b>12 Months</b>	<b>12 Months</b>	<b>18 Months</b>	<b>18 Months</b>
Apprentice	Remain as apprentice until appropriate certification is received, then move to Step 1 and follow timeframe to move to the next step			
1	x	x	x	x
2		x	x	x
3			x	x
4				x

Human Resources is responsible for initiating documentation for step increases and will submit to payroll. Beginning September 1, 2024, increases are effective on the eligibility date at 12 or 18 months as defined above. Employees moving from apprentice to step 1 will be effective the beginning of the pay period upon notice to human resources and confirmation of the paramedic certification.

Probationary Fire and MECC are also eligible to receive the annual board approved increase.

Annual Increases for Fire Department

Annual increases are recommended by the Fire Chief in the 4th quarter of the previous year which will include the effective date and amount of increase.

Salary Increases for First Year Fiscal, Service and Administration Department Employees

Salary increases for at-will employees in their first year of employment may be recommended by the manager no sooner than six months of employment.

An evaluation of the employee’s performance and progress on the job shall be made prior to the recommendation of an increase. Salary increases adjustments shall not be awarded if an employee has an unsatisfactory performance rating. Salary increases will be effective as recommended, and board approved.

## Mifflin Township Salary and Compensation Plan

### Annual Increases for Police, Fiscal and Administration

Annual salary increases will be recommended by the manager on the employee's anniversary date of hire. The annual performance evaluation must be on file for the most recent evaluation cycle. Salary increases adjustments shall not be awarded if an employee has an unsatisfactory performance rating. Salary increases will be effective as recommended, and board approved.

### Annual Increases for Service

Effective July 2025, annual salary increases for the service department will occur the first full pay period each July, if recommended by the department head, and approved by the board. Employees who are within their first year of employment are not eligible for the July salary increase. Service department employees who receive an increase at their one-year anniversary during the month of Jan-Apr may receive a prorated annual increase in July. Employees who receive an increase at their one-year anniversary during the month of May-Jun are not eligible to receive the annual salary increase until the following July. The annual performance evaluation must be on file for the most recent evaluation cycle. Salary increases adjustments shall not be awarded if an employee has an unsatisfactory performance rating. Salary increases will be effective as recommended, and board approved.

### Maximum Range

Employees in Service, Fiscal and Administration whose pay is at the maximum of the salary range will not be granted an increase that would cause the base salary to exceed the maximum of the range for that position. Therefore, the salary will be frozen until the salary range is adjusted or the employee is promoted to a higher job grade.

## VII. MEDICAL, DENTAL, VISION, GROUP LIFE INSURANCE

The Township shall make available group medical, prescription drug, dental, and vision benefits to all employees serving in full-time positions and their dependents, and to all elected officials and dependents per ORC. These benefits are described in full detail in the Township's Summary Plan Documents and are made available subject to the plan design and required deductibles, co-payments, co-insurance, and annual out-of-pocket maximums, etc. identified in the Summary Plan Documents.

Employees must be enrolled in health insurance benefits to be eligible for enrollment in the dental and vision plans.

Through 2026, the Township will provide health insurance coverage to employees through a high deductible, health savings account (HSA). The Township's HSA contribution is no longer tied to a wellness initiative.

For enrolled employees and covered spouses (if applicable), the Township will make contributions to each participating employee's health savings account based on the coverage level (see below). The contribution will occur in quarterly installments on the 2<sup>nd</sup> pay date in January, April, July, and October. Employees resigning or retiring in January will receive a prorated contribution. Employees who are hired mid-quarter will receive a prorated contribution that aligns with their enrollment date. Employees who cancel and re-enroll in medical benefit coverage during the same calendar year, or who separate employment and are re-hired within the same calendar year, will not receive a duplicate contribution for a quarter. The quarterly amounts will be:

<b>Administration, Service &amp; Police Departments</b>	<b>Fire Department and MECC</b>
Single Coverage \$500	Single Coverage \$250
ES, EC, and Family Coverage \$1,000	ES, EC, and Family Coverage \$500

The Township's health insurance plan may be subject to change in 2027.

The Township shall make available group term life insurance and accidental death and dismemberment insurance coverage to all employees serving in full-time positions in accordance with the Township's Plan Documents, with no contribution on the part of employee. The Township shall provide coverage in the amount of \$50,000.

(VII Medical, Dental, Vision, Group Life Insurance revised 11/3/2025)

### PROMOTIONS

A promotion is the assignment of an employee to a classification having a higher maximum salary than the current classification. As determined by the department head, the position may be posted internally for a minimum of five (5) days.

Employees who are promoted into a position with a minimum/maximum salary schedule will receive a pay increase of 5%, or 3% above the minimum salary on the applicable salary schedule, whichever is greater.

Pay increases greater than the above may be recommended based on unique, special, or exceptional qualifications, expertise, knowledge, skill, or capabilities of the successful candidate and on existing market conditions. A recommendation and rationale for the request must be provided by the department head.

Employees who are promoted into a position with its own scale will be placed at the identified rate. Promoted employees retain the anniversary date of hire for annual merit increases.

In the event an employee is promoted to a position they previously held, and their pay was not decreased when they moved to a lower paying classification, the employee is not eligible for the pay increase as outlined above.

Promotions will be effective at the beginning of the pay period following board approval.

Fire Department Retirements: At the recommendation of the Department Head, Board approved promotions may transition 90 days prior to the retirement date if the retirement has been accepted by the Board. Once the transition has started, retirement cannot be rescinded by the employee.

### VIII. DEMOTIONS

Demotions may be (1) voluntary, (2) involuntary, or (3) disciplinary:

1. A voluntary demotion occurs when the employee initiates or requests the demotion. A voluntary demotion must be approved by the department head.
2. An involuntary demotion occurs when the position which an employee occupies is reclassified to a lower level or when the demotion is due to inadequate performance or a matter of organizational necessity, such as reductions-in-force.
3. A disciplinary demotion occurs when the demotion is imposed upon the employee as a disciplinary measure.

When an employee is being demoted or reassigned to a position never held, the employee will receive a pay reduction in the amount of the percentage difference of the minimum of the two salary schedules.

When an employee is being demoted or reassigned to a position previously held, the employee will revert to the salary paid before the promotion plus any increases that would have been given had the change not occurred. Fire Department will follow the process below.

Fire Department employees who demote or are reassigned to a position previously held will revert to the pay rate applicable to the position. At the discretion of the Fire Chief, an employee who demotes to a position with a lower salary and whose salary exceeds the new position pay rate shall be held at their current salary until the new position pay rate exceeds the employee's frozen rate of pay.

**IX. RECLASSIFICATION OR CLASSIFICATION REVIEWS**

A classification review is appropriate when a job classification:

- Has gained significant new and/or additional duties and responsibilities;
- When recruitment for the position has not yielded suitable or qualified candidates;
- When the compensation level is not competitive with the market

Human Resources will review all reclassification requests and make a recommendation after careful review and conducting market studies.

If a reclassification is warranted a new salary schedule will be implemented and the employees' wages will be adjusted as outlined in the Salary Administration section.

**X. CERTIFICATION/LICENSURE REIMBURSEMENT & PROFESSIONAL MEMBERSHIPS**

Fire, MECC and Police departments will reimburse or direct pay for licensure and professional membership that is required for the job.

The Township will reimburse full-time and part-time employees in Service, Fiscal and Administration for fees to renew certification and licensure which are related to the employee's present position, up to \$300 per calendar year, with the Department Head's approval. Certification must be from a recognized professional organization.

The Township will reimburse full-time and part-time employees in Service, Fiscal and Administration for fees for professional membership, which is related to the employee's present position, up to \$250 per calendar year, with the Department Head's approval. Professional membership must be from a recognized professional organization.

The employee must be in good standing. Mifflin Township may deny reimbursement or adjust the reimbursement amount due to insufficient documentation, availability of funds and other eligibility requirements. Certification exam fees and coursework required to be completed before sitting for the exam are not considered eligible for reimbursement.

Receipts and documentation must be submitted for reimbursement.

**XI. LATERALS**

**Lateral Hiring for Firefighter Positions**

The Mifflin Township Division of Fire, at its sole discretion, may laterally appoint an employee with prior fulltime State of Ohio Certified Firefighter II and EMT-Paramedic experience employed full-time by a fire department in Ohio who meets the eligibility requirements set forth below. A qualifying fire department is defined as an Ohio fire department that is a statutory public agency with more than 9 full-time members contributing pension benefits to the Ohio Police and Fire Disability Pension Fund (OPFDPF). Consideration of out-of-state lateral firefighters will be made on a case-by-case basis.

**Eligibility**

To be eligible as a lateral hire, an applicant must have a minimum of 12 months of full-time service credit actively employed in good standing at the time of appointment. The maximum age is 41 years with 10 years full-time service in a qualifying fire department. Applicants must also complete customary new-hire employment and background processes and meet minimum requirements as determined by the Mifflin Township Fire Department, in its sole discretion. (Revised May 2025)

**Candidate Deferral**

Candidates that are given a conditional offer may defer the offer one time. Deferring a conditional offer will not move the applicant on the eligibility list established by the Fire Chiefs interview panel. The next lateral opening will be reoffered to the applicant who is at the top of the eligibility list. A second deferral will exclude the candidate from the lateral process.

## Mifflin Township Salary and Compensation Plan

### Compensation - Pay Schedule

The Fire Chief is authorized, and retains full discretion, to place the lateral firefighter into a pay step based on qualified service credit. Generally, the following schedule is applied:

- Less than 2 years of qualified service Step 2
- 2 years, one day up to 3 years six months of qualified service Step 3
- 3 years, six months and one day or more of qualified service Step 4

This follows the salary schedule with step increases (12 months, 18 months, etc.)

### Eligibility For Promotion

A newly appointed lateral firefighter will earn service credit toward the seven (7) year minimum preferred to participate in the promotional process following this schedule.

A minimum of two years of full-time service with the Division must be earned to complete eligibility.

### Lateral Hiring for MECC Positions

The Chief or designee is authorized, and retains full discretion, to place the lateral hire into a pay step based on qualified service credit.

### Lateral Hiring for Police Positions

The Chief or designee is authorized, and retains full discretion, to place the lateral hire into a pay step based on qualified service credit.

## XII. SICK LEAVE INCENTIVE

Effective September 2024, sick leave incentive is discontinued for Administration, Fiscal and Service and will not be granted for 2024. Sick leave incentive was previously discontinued for Police and Fire.

## XIII. CHANGES TO SALARY AND COMPENSATION PLAN

In conjunction with the Department Head, changes to procedures in this document which have no impact on pay will be reviewed with the Board Liaison and do not require board approval. Changes that immediately impact an employee's pay must be board approved.

## XIV. DAYLIGHT SAVINGS TIME

When Daylight Saving Time begins in the spring, employees who are at work at 2 am will be compensated for one additional hour (e.g. 24 hours instead of 23 hours).

When daylight savings ends in the fall, employees who are working at 2 am will be compensated for one additional hour (e.g. 25 hours instead of 24 hours). 56-hour employees who are on paid leave will have 24 hours of leave deducted as leave is permitted in 12-hour increments.

(Added Nov 2024)

**XV. PERFORMANCE REVIEWS**

It is the responsibility of every manager to honestly evaluate the work performance of their employees annually. New hires are evaluated at six months and at their one-year anniversary, then annually. Performance reviews will be completed in April instead of the anniversary date and will cover the annual review period of May 1 –April 30.

If a situation occurs in the month of April after a review is completed, the situation is to be documented, provided to the employee and submitted to human resources as an addendum to the performance review to ensure the performance for the entire year is captured.

The Leadership Evaluation is to be utilized for employees in supervisory positions.

**New Hires:** Performance reviews are provided to new employees at six (6) months of employment, one (1) year of employment, then every April going forward. If an employee had their one-year anniversary review completed in Jan-Mar, their annual review will be conducted the following April (i.e. employee had their one-year review completed in Jan – March of 2025, their first annual review will be completed April 2026.)

Conducting performance reviews in April instead of the anniversary date will not change when pay increases occur (Fire Department increases occur at the beginning of the calendar year after board approval and scheduled step increases if applicable. Remaining departments increases are given at the employee’s anniversary date after board approval.) **Be sure to communicate this to the employee when conducting the evaluation.**

Refer to the HR Intranet for the Performance Review Managers Guide and Performance Evaluation online or paper form.

**XVI. VACATION CHANGE IN ACCRUAL**

Full-time Township employees who were not credited with vacation leave/prior service during their first year of employment received their 2024 vacation leave in January 2025 as a lump sum. Beginning January 2025, all full-time employees began accruing vacation leave on a per pay period basis at the rates established below. The vacation per pay accrual schedule is for the current year and is not credited in arrears.

**XVII. PAYROLL PROCEDURE FOR PAYING OVERTIME WHEN OUT OF CLASS HOURS**

120-hour pay period with RegBase and OOC hours:

- If 50% or more of the hours are OOC, deduct 14 hours from OOC and add to OOC OT.
- If 51% or more of the hours are RegBase, deduct 14 hours from RegBase and add to OT.

96-hour pay period with voluntary OT with RegBase and OOC hours:

- If 50% or more of the hours are OOC, overtime is OOC OT.
- If 51% or more of the hours is RegBase, overtime is OT

(effective 2/7/2025 pay)



# MEMO

**DATE: 11/3/2025**

**TO: Mifflin Township Trustees**

**FROM: Service Director – Roger Boggs**

**SUBJECT: Updates & Requests**

## Service Dept. Request

- Request to remove Shawn Thornton from the Lead position effective 11/10/25. This will be a change in pay as he will lose the stipend that goes along with this position. Shawns new hourly rate will be \$27.59.

## Updates

- The Service Dept. has finished up tree trimming for the season and has been going through equipment to get ready for the winter season.
- We will pour one more round of foundations for the year and the rest will be pushed to the spring pour.

## Code Enforcement – Nuisance Abatements

- Nuisance Abatement –2373 Lindale Rd.– High Grass & Trash - \$300.00
- Nuisance Abatement — 2337 Lindale Rd. - Trash - \$300.00

## Updates

- The Clean-Up went well on October 11<sup>th</sup>, we filled three 30-yard dumpsters. We will have our second clean-up on November 8<sup>th</sup>, 8am – 12pm.

Crews are staying busy picking up trash along the roadways and in the alleys, as well as tires that are being dumped in various places.

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

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



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

# INVOICE

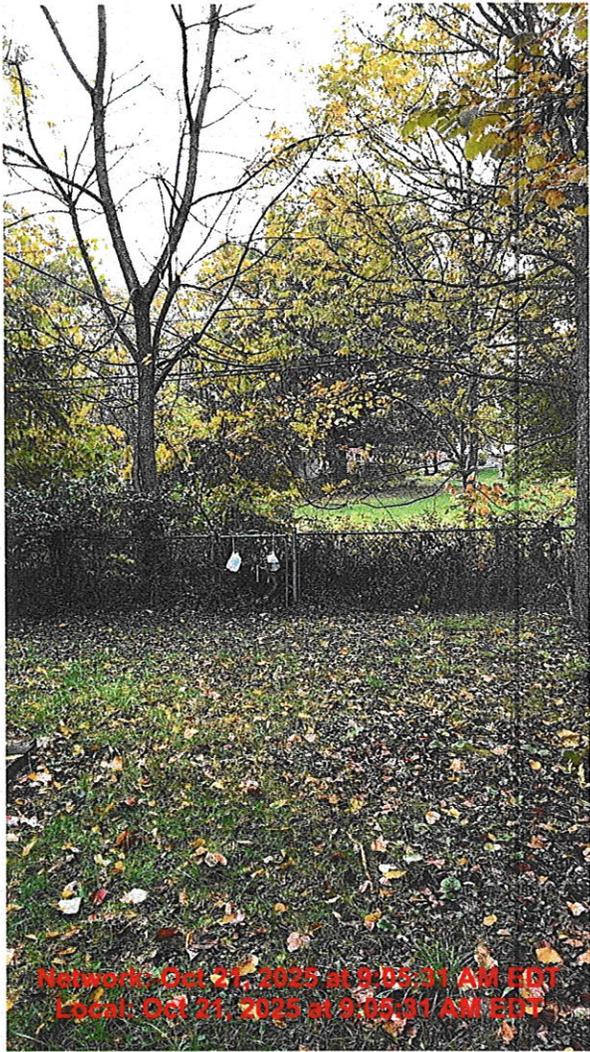
<b>Bill To.:</b>
JRD GLOBAL LLC 2373 LINDALE RD - Property Address 1401 LEGEND CT - Owner Address SAN JOSE , CA 95131-3626 190-003874 - Parcel I.D.

Date Due: Invoice Date: 10/21/2025
---------------------------------------

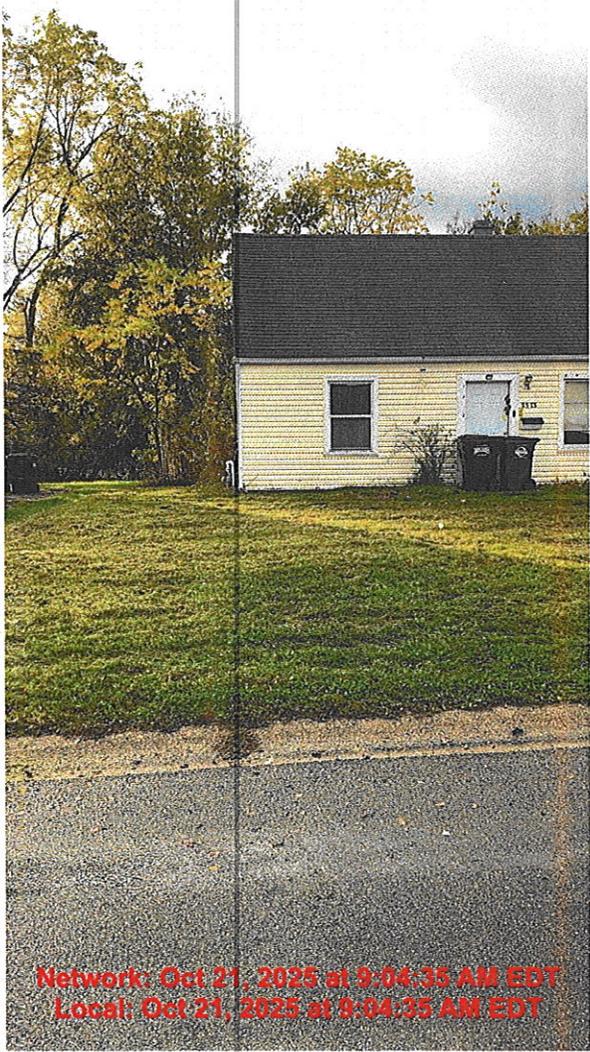
Item	Hours	Amount
Mowing and Trash	1.00	\$300.00
<b>Total</b>		<b>\$300.00</b>

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

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



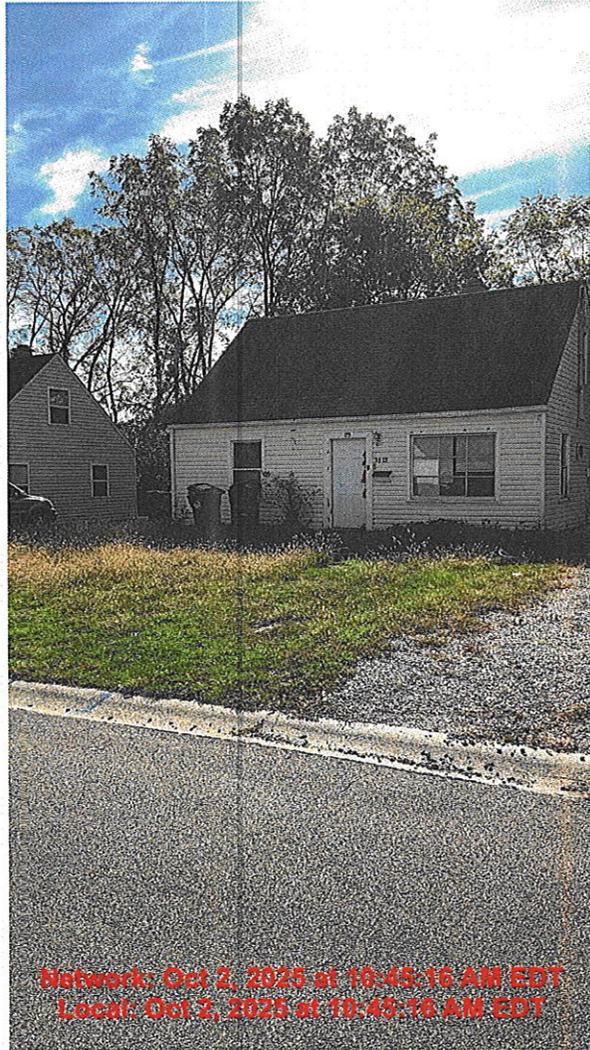
Network: Oct 21, 2025 at 9:03:31 AM EDT  
Local: Oct 21, 2025 at 9:03:01 AM EDT



Network: Oct 21, 2025 at 9:04:35 AM EDT  
Local: Oct 21, 2025 at 9:04:35 AM EDT



**Network: Oct 21, 2025 at 9:04:38 AM EDT**  
**Local: Oct 21, 2025 at 9:04:38 AM EDT**



**Network: Oct 2, 2025 at 10:45:16 AM EDT**  
**Local: Oct 2, 2025 at 10:45:16 AM EDT**

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



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

# INVOICE

<b>Bill To.:</b>
Invitation Homes 2337 LINDALE RD - Property Address 16220 N Scottsdale RD STE 650 - Owner Address Scottsdale , AZ 85254-1806 190-003869 - Parcel I.D.

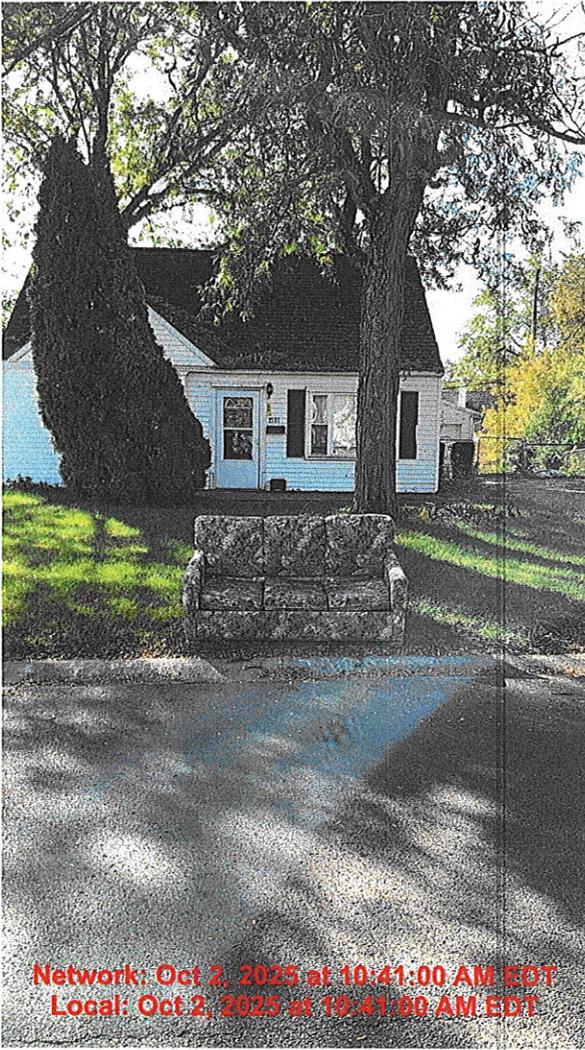
Date Due: Invoice Date: 10/21/2025
---------------------------------------

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

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

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





Network: Oct 2, 2025 at 10:41:00 AM EDT  
Local: Oct 2, 2025 at 10:41:00 AM EDT



## TRUSEES MEETING AGENDA

To: Board of Trustees

From: Chief Briggs

Date: 10/29/2025

Re: Agenda Items Board of Trustee Meeting, November 3<sup>rd</sup>, 2025

### Request:

Request the board of trustees to sign the Franklin County DUI Task Force contract (3 copies needed), this is the same contract we sign every year, to participate in the DUI Task Force.

Request the board of trustees to sign the Franklin County Sheriff's Office fingerprinting / DNA contract. This contract is signed every couple of years, so far they have not charged us for performing this service, this is mainly for agencies that have the ability to fingerprint and DNA their own arrestees, but do not do so before transporting them to jail. This contract is required in order to use the Franklin County Jail.

Request the board of trustees to approve the Mifflin Township Police Department 2025 surplus list. The intent is to declare the listed items as surplus for purposes of discarding the listed items.

October 31<sup>st</sup>, is my annual for the promotion of Chief, at this time, I am requesting no pay raise for myself. I will reevaluate the budget at the beginning of 2026, to see if a raise is possible.

### Updates:

The Mifflin Township Division of Police September monthly stats are attached, of note, a sex offense including a juvenile was reported, during the investigation, enough reasonable suspicion was obtained by Officer Darnell to detain the suspect and contact the Franklin County Sheriff's Office Detective Bureau, who the case was turned over to. Also officers responded to a priority run on Westerville Road, where a male victim was found to have been assaulted and pistol whipped, the suspects then discharged their firearms.

**DUI TASK FORCE CONTRACT**  
**FFY 2026**

THIS AGREEMENT, entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between: **FRANKLIN COUNTY SHERIFF'S OFFICE** (hereinafter referred to as the "Lead Agency") and **Mifflin Township Police Department** (hereinafter referred to as the "sub-grantee"), WITNESSETH:

WHEREAS, the Lead Agency has received a Franklin County DUI Task Force grant from the Ohio Department of Public Safety (ODPS), Ohio Traffic Safety Office (OTSO), and is desirous of engaging the contract agency to provide targeted enforcement activity in completion of the aforementioned grant.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

**I. SERVICE RENDERED BY SUBGRANTEE**

Targeted enforcement by sworn law enforcement officers is conducted at approved problem sites, as determined by the Task Force's "problem ID process." Targeted enforcement will be conducted in support of the Franklin County DUI Task Force goals, which are to decrease the incidence of DUI violations.

1. Decrease the number of alcohol-related fatal traffic crashes in Franklin County to no more than 38 crashes in FFY 2026.

Use the low manpower sobriety checkpoint model to conduct low-cost, highly effective sobriety checkpoints throughout Franklin County, zero tolerance enforcement of safety belt and child safety seat laws during enforcement efforts in targeted communities.

In addition:

- A. Law Enforcement Reports: The sub-grantee will report enforcement activity on forms approved by the Franklin County DUI Task Force. Activity Reports will be submitted to the Lead Agency no later than five (5) days after the completion of an enforcement activity. Justification for sites selected for enforcement activity should be documented and maintained as a part of the sub-grantee's file for this agreement.
- B. Training Certification: The sub-grantee will assure that all enforcement personnel involved in Franklin County DUI Task Force enforcement-related activity will be certified in the Standard Field Sobriety Testing (SFST) Training.

- C. Enforcement Hours Eligibility: Direct labor hours expended in traffic safety enforcement programs must be over and above the normal work week. Part-time permanent staffs are eligible for funding. Only one officer per patrol car will be funded as part of traffic enforcement grants. Officers will be paid at one and one half (1 ½) their normal hourly rate, regardless of days off or holiday. Part time personnel will be paid at their normal rate of pay.
- D. Safety Belt Policy: Sub-grantee must have a policy statement requiring employees to wear safety belts. Sub-grantee must agree to conduct zero tolerance enforcement of Ohio's occupant restraint laws.
- E. Required Activity: All agencies utilizing National Highway Traffic Safety Administration (NHTSA) funding for overtime enforcement are required to participate in both the "*Click it or Ticket*" and the "*Drive Sober or Get Pulled Over*" mobilizations. Agencies will be required to report their activity to the Ohio Department of Public Safety, Ohio Traffic Safety Office by the required deadlines. Dates of the mobilizations will be announced later.

## II. COMPENSATION AND PAYMENT

Compensation shall be on the basis of direct costs based on actual activity completed, not to exceed \$20,000.00. The contracting parties may revise this amount in writing.

To be eligible for reimbursement, sub-grantee will complete and submit a progress report by the 8<sup>th</sup> calendar day of the following end of each month to the Lead Agency. The sub-grantee shall complete and submit a GR-12 detailing name and rank of officer working the overtime activity date and hours worked, overtime rate earned and check/warrant/voucher number of overtime payment. Reimbursement will only be made for actual costs and pre-approved fringe rate incurred in support of the DUI Task Force activities.

## III. FRINGE RATE

The sub-grantee will provide a fringe rate (in a percentage form) for their agency that includes Retirement and Medicare. This percentage may be subject to change throughout the life of the contact. **The sub-grantee's reported fringe rate as of the date of this contract is 19.55%. If the sub-grantee makes a change to their reported fringe rate, they must immediately notify the Lead Agency in writing.**

## IV. DELIVERY OF SERVICES

The sub-grantee will complete all work between October 1, 2025, and no later than September 30, 2026.

**V. SUBCONTRACTORS**

Sub-grantee shall not subcontract, in whole or in part, with any other firm, partnership, corporation, or entity to perform the services to be done on the DUI Task Force without prior approval from the Lead Agency.

The sub-grantee warrants that it has not employed or retained any company or person other than a bona fide employee working solely for the sub-grantee to solicit or secure this agreement and has not paid or has not agreed to pay any fee, commission, percentage, brokerage fee, gift, or contingent fee in violation hereof.

**VI. MAINTENANCE OF RECORDS**

Sub-grantee shall maintain all records pertaining to this contract for a minimum of three years, pursuant to the requirements of the Ohio Department of Public Safety. This agreement provides the right of any authorized representative of the federal or state government or the Lead Agency to audit and inspect any and/or all project-related records at all reasonable normal working hours during the contract period and for a period of three years after the completion of this contract.

Sub-grantee shall obtain and retain in force worker's compensation and proof of liability insurance for its employees and autos operated by them for and during their employment. Certification of Insurance will be provided to the Lead Agency before the start of this contract.

**VII. ASSURANCE REGARDING PARENT CONTRACT**

The provisions of the agreement include all of the conditions and assurances of the parent agreement between the Ohio Department of Public Safety and the Lead Agency and the additional sub-grantee provisions both of which are attached hereto as an appendix.

**VIII. SANCTIONS FOR NON-COMPLIANCE**

Should sub-grantee fail to fulfill any of its contractual duties in a timely manner, the Lead Agency shall notify sub-grantee in writing as to such deficiencies. Such notification shall be sent by certified mail, return receipt requested. Sub-grantee shall have 30 days to resolve such deficiencies, unless otherwise stated by the Lead Agency.

"The opinion, findings, and conclusions expressed in this publication are those of the author and not necessarily those of the State of Ohio, the National Highway Traffic Safety Administration, the Federal Highway Administration, or the Lead Agency."

**IX. SIGNATURES**

**Approved as to form:**  
**Shayla D. Favor, Franklin County Prosecutor**

\_\_\_\_\_  
Assistant Prosecuting Attorney

**Franklin County Sheriff:**

\_\_\_\_\_  
Dallas Baldwin, Sheriff

**For the BOARD OF COUNTY COMMISSIONERS:**

\_\_\_\_\_  
Kenneth N. Wilson, County Administrator

**CITY / TOWNSHIP / VILLAGE, COUNCIL / BOARD,  
OR DESIGNATED CONTRACT SIGNATURE AUTHORITY:**

\_\_\_\_\_  
Kevin Cavener, Chair

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Jamie Leesburg, Vice Chair

\_\_\_\_\_  
Signature

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Darlene Wildes, Fiscal Officer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
David Briggs, Chief of Police

\_\_\_\_\_  
Signature

The following are Provisions that shall be used by the sub-grantee (lead agency) when entering into an agreement contract when funds administered by the Ohio Traffic Safety Office (OTSO) that total \$5,000 or more are used. This provision includes requirements of both the federal or state government. Note: for clarification purposes the work contactor is the agency, vendor, individual, etc., that the sub-grantee is contracting with for the desired scope of service.

**PROVISION 1 Security Agreement Disclaimer**

The sub-grantee warrants that he has not employed or retained any company or person other than a bona fide employee working solely for the Consultant to solicit or secure this agreement, and that he has not paid or has not agreed to pay any fee, commission, percentage, brokerage fee, or other considerations contingent upon or resulting from the awarding or making of this agreement.

For breach or violation of this warrant, the State, in conjunction with the sub-grantee, shall have the right to annul this agreement without liability, or in its discretion, to deduct from the agreement price or consideration, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gifts, or contingent fee.

Either party may terminate this agreement by giving the other party written advance notice of its election to do so. If the contract is canceled under this provision, the sub-grantee shall reimburse the Contractor for all work completed and in progress to that date. Upon termination and final payment, all design materials, artwork any other items/products developed by the Contractor shall become the property of the sub-grantee.

**PROVISION 2 Reporting Requirements**

Performance reports will be required to be submitted by the contractor as frequently as required by the sub-grantee. Performance reports shall include brief information on (1) a comparison of actual accomplishments to the objectives established for the period and can include a computation of the cost per unit of output (2) the reasons for slippage if established objectives were not met (3) additional pertinent information including analysis and explanation of cost overruns or high unit cost.

**PROVISION 3 Patent Rights/Copyrights**

Neither the Contractor nor any of the Contractor's employees, agents, subcontractors or assigns shall make a disclosure for the purpose of securing a patent or copyright in the United States or any other country for any product resulting from this agreement unless such disclosures approved in writing by the sub-grantee prior to application for the patent/copyright. In the event that such patent/copyright is obtained, the Contractor shall provide the sub-grantee written authorization for the sub-grantee and any other person, agency or instrumentality contributing financial support to the

work covered by this agreement to make use of the subject of the said patent/copyright disclosure without payment.

**PROVISION 4     Audit Practices**

The contractor agrees access by the grantee, the sub-grantee, the Federal grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.

**PROVISION 5     Equal Employment Opportunity (E.E.O.)**

The sub-grantee and contractor must abide by all E.E.O. regulations, including but not limited to, Executive Order 11264 of September 24, 1965 "Equal Employment Opportunity" as amended by Executive Order 11375 of October 13, 1967 and as supplemented in Department of Labor regulations. (41 CFR Chapter 60) and Section 3(a)(2)(C) of the UMT Act of 1934, as amended, which prohibits the use of exclusionary or discriminatory specifications.

**PROVISION 6     Certification Regarding Lobbying**

None of the funds under this program will be used for any activity specifically designed to urge or influence a Federal, State, or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any Federal, State, or local legislative body. Such activities include both direct and indirect (e.g. "grassroots") lobbying activities, with one exception. This does not preclude an official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, as long as this activity is documented in writing.

**PROVISION 7     Labor Relations**

The sub-grantee and contractor must comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor regulations (29 CFR, Part 5).

**PROVISION 8     Assurances Regarding the Parent Agreement**

The provision of this agreement includes all of the terms and conditions and assurances of the parent agreement between the Ohio Department of Public Safety and the sub-grantee and is attached hereto as an Appendix. (The sub-grantee shall attach the parent agreement.)

**PROVISION 9     Record Retention**

The sub-grantee and contractor shall retain all required records for three years after grantee or sub-grantees make final payments and all other pending matters are closed.

**PROVISION 10 Negligence Disclaimer**

To the extent permitted by law, the sub-grantee and contractor shall save the Ohio Traffic Safety Office, Ohio Department of Public Safety, and the Federal Government (e.g. National Highway Traffic Safety Administration, Federal Highway Administration) from harm from suits, actions, or claims resulting from negligence, acts or omissions by the sub-grantee and/or contractor or their employees.

**PROVISION 11 Liability Disclaimer**

The parties agree that the Ohio Department of Public Safety, Ohio Traffic Safety Office is not the employer of any personnel involved in said contract. The sub-grantee agrees to pay any wages and related tax obligations resulting from employment of personnel in order to perform the terms of this contract.

**PROVISION 12 Line of Credit**

That the sub-grantee or contractor shall carry a credit line on the cover or first page of any report that reads substantially as follows:

Funding provided in part or solely by the:

- National Highway Traffic Safety Administration
- Federal Highway Administration
- Ohio Department of Public Safety
- Ohio Traffic Safety Office

Studies, evaluations, etc., shall also include the following disclaimer. "The opinions, findings, and conclusions expressed in this publication are those of the author and not necessarily those of, the National Highway Traffic Safety Administration, Federal Highway Administration, Ohio Department of Public Safety and the Ohio Traffic Safety Office."

## 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  
PO Box 307630  
Gahanna, OH 43230-7630  
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  
Vice Chair

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Richard Angelou  
Trustee

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: \_\_\_\_\_  
Darlene Wildes  
Mifflin Township Fiscal Officer



## Mifflin Township Division of Police 2025 Surplus List

### Misc. Office Supplies and equipment

- 2 sets Inland Pro Sound 2000 computer speakers, Model MA3303
  - 1 Tape Dispenser
  - 1 Computer mouse
  - 1 HP computer key board
  - 1 Cannan Cam Corder serial # 9427-2200-0019-WL
  - 1 Dell computer monitor, no visible serial number
  - 1 Case Labs Enforcer II tint meter serial # 121507477
  - 1 Del computer monitor serial #CNOU493146633453
  - 1 Rocket Fish metal mount
  - 1 Panasonic covert audio recorder w/microphone
  - 1 Sony Handcam camcorder serial #423575
  - 1 Metal file holder
  - 4 Axon BWC charging/uploading docks serial #'s X94004327, X94004298, X94004309, X94004305
  - 4 Axon BWC cameras serial #'s X82139773, X82139544, X82114689, X82114941
  - 2 Mifflin Twp Police car #16 license plates
- Misc Cards
- 1 Motorola radio speaker
  - 8, 3 D Cell Maglites
  - 3 Flashlight chargers
  - 2 Lapel mics
  - 2 Impress Marcs radio chargers
  - 4 MTS 2000 Motorola Radio Chargers
  - 3 Leather Motorola radio holders

# MIFFLIN TOWNSHIP DIVISION OF POLICE

Office of David Briggs, Chief



- 1 HP Printer serial # VNB3Bo6378
- 1 Cintus Rug
- 3 Black computer chairs (broken)
- 1 Tan computer chair (broken)
- 1 Regal commercial coffee maker
- 1 GE commercial coffee maker
- 1 Hamilton Beach oven roaster

All items listed are requested to be made surplus to be destroyed and / or discarded.

**MIFFLIN TOWNSHIP DIVISION OF POLICE - STATS**

**SEPTEMBER - 2025**

Total Calls for Service	<b>155</b>	Total Reports Taken	<b>35</b>	Indictments	<b>0</b>	Cases to Bureau	<b>4</b>
<b>TYPE OF CALLS</b>						<b>ARRESTS</b>	
Adult Prot. Service Referrals	<b>0</b>	Fights	<b>5</b>	Pursuits	<b>0</b>	Felony Arrests	<b>0</b>
Agency Assists - Other	<b>48</b>	Follow-Up Investigations	<b>7</b>	Rapes	<b>0</b>	Misdemeanor Arrests	<b>16</b>
Agency Assist - Fire / Medics	<b>2</b>	Forgery / Bad Checks	<b>0</b>	Recovered Stolen Vehicles	<b>3</b>	Juvenile Felony Arrests	<b>0</b>
Alarms Drops	<b>7</b>	Homeless Complaints	<b>0</b>	Robberies	<b>2</b>	Juvenile Misd. Arrests	<b>0</b>
Animal Complaints	<b>3</b>	Homicides	<b>0</b>	Search Warrants Executed	<b>0</b>	Felony Warrant Arrests	<b>0</b>
Assaults	<b>10</b>	Intoxicated Persons	<b>4</b>	Sex Offenses	<b>1</b>	Misd. Warrant Arrests	<b>0</b>
ATV Complaints	<b>0</b>	Juvenile Complaints	<b>7</b>	Shootings	<b>1</b>	Juvenile Warrant Arrests	<b>0</b>
B&E / Burglary	<b>7</b>	Kidnapping	<b>0</b>	Shots Fired	<b>1</b>	Traffic Stops Made	<b>51</b>
Business Disputes	<b>3</b>	Loud Music	<b>5</b>	Stabbings	<b>2</b>	Traffic Citations Issued	<b>32</b>
Crashes - Non-Injury	<b>21</b>	Medical Emergencies	<b>3</b>	Stolen Vehicles	<b>1</b>	OVI Arrests	<b>3</b>
Crasher - Injury	<b>5</b>	Mental Health	<b>5</b>	Suicides - Attempts/Threats	<b>1</b>	<b>DRUG SEIZURES</b>	
Crashes - Fatal	<b>0</b>	Missing Person	<b>1</b>	Suspicious Person/Vehicles	<b>28</b>	Cocaine/Crack	<b>0</b>
Crashes - Hit Skip	<b>3</b>	Missing Person Return	<b>1</b>	Thefts	<b>15</b>	Fentanyl	<b>0</b>
Child Abuse Reports	<b>0</b>	PD Walk-Ups (Station Calls)	<b>7</b>	Threats / Harassments	<b>1</b>	Heroin	<b>0</b>
Children Services Referrals	<b>2</b>	Narcotics Complaints	<b>0</b>	Traffic Details / Control	<b>0</b>	LSD/MDMA	<b>0</b>
Civil Complaints / Matters	<b>6</b>	Neighbor Disputes	<b>2</b>	Trespassing Complaints	<b>4</b>	Marijuana	<b>0</b>
Custody Disputes	<b>0</b>	Officer in Trouble	<b>3</b>	Unauthorized Use - M.V.	<b>0</b>	Methamphetamine	<b>0</b>
Dead On Arrival	<b>0</b>	Overdoses	<b>2</b>	Unknown 911 Calls	<b>3</b>	Other Drugs	<b>0</b>
Disabled Vehicles	<b>5</b>	Parking Complaints	<b>0</b>	Use Of Forces	<b>0</b>	Prescription Drugs	<b>1 PILL</b>
Disturbances	<b>2</b>	Person w/ Gun	<b>4</b>	Vandalism	<b>0</b>	<b>OTHER SEIZURES</b>	
Domestics	<b>10</b>	Person w/ Knife	<b>4</b>	Wellbeing Checks	<b>4</b>	Firearms	<b>0</b>
Emergency Notifications	<b>0</b>	Prowlers	<b>0</b>			Vehicle Impound	<b>9</b>



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## September Monthly Stats

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From Seth Howard <howards@mifflin-oh.gov>

Date Fri 10/3/2025 3:47 PM

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

Cc Kevin Starrett <starrettk@mifflin-oh.gov>

 1 attachment (14 KB)

September Monthly Stats.xlsx;

**September 4, 2025:** \* Officer Darnell responded to a residence on Woodland Ave for a reported sex offense regarding a juvenile. Upon Officer Darnell's arrival to the scene, she was greeted by an intoxicated male who was the juvenile's stepfather. During the investigation Officer Darnell obtained the stepfathers cell phone pin number and observed multiple inappropriate sexual exchanges between both juvenile stepdaughters. This case was handed over to the Franklin County Sheriff's Office and forwarded to Franklin County Children Services.

**September 27, 2025:** \* Officer Darnell responded to the 3200 block of Westerville Road for a shots fired call. Upon arrival, contact was made with the victim who advised that four male blacks got out of an unknown vehicle and began to beat him up with their fists and pistols. One of the individuals then put the pistol by the victims head and fired one shot over his head. The victim was treated for his injuries on scene. The incident was handed over to the Franklin County Sheriffs Office for further investigation.

Officer S. Howard  
Mifflin Township Police Department  
2455 Agler Road  
Columbus, Ohio 43224  
Phone: 614-713-9084  
Fax: 614-478-6733





# MIFFLIN TOWNSHIP

Brian P. Dunlevy  
Fire Chief

Scott Davis  
Assistant Fire Chief

## BOARD OF TOWNSHIP TRUSTEES MEETING

November 3, 2025

### FIRE DIVISION REQUESTS:

**Resolution #XXX-25**

**11032025-1.** This is a request to approve Firefighter Chris Henry the ability to accept earned time donations from other staff during his recovery from an injury. He is in good standing and anticipated to return December 22, 2025.

**Resolution #XXX-25**

**11032025-2.** This is a request to accept Firefighter Scott Hyers retirement, effective Jan 4<sup>th</sup>, 2026. Scott has served with Mifflin since March of 2001 and is in good standing. We wish him a happy retirement and thank him for his service.

### OPS CENTER REQUESTS:

**No request at this time**

### TOWNSHIP REQUESTS:

**Resolution # XXX-25:**

**11032025-3.** This is a request to amend resolution #86-25. This amendment removes and adds properties to the current TIF districts in Mifflin Township. This is an administrative request.

**Resolution # XXX-25:**

**11032025-4. Request to Move to Executive Session for Land Sale Discussion:**

Executive Session per ORC §121.22 (G) (2) Purpose: to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is averse to the general public interest

UPDATES:

- Holiday Lights Event November 23, 3:00pm – 6:30pm
- 2026 Fire Budget prepared for Fiscal Officer review
- Firefighter applications closed November 3<sup>rd</sup>.

## Mindy Owens

---

**From:** Brian P. Dunlevy  
**Sent:** Thursday, October 30, 2025 2:52 PM  
**To:** Mindy Owens  
**Subject:** Fw: Retirement Letter

*Brian P. Dunlevy*

**Fire Chief**

**Mifflin Township - Division of Fire**

400 West. Johnstown Rd. Suite 210

PO Box 307630

Gahanna, Ohio 43230

**(614) 471-0542**

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**MIFFLIN TOWNSHIP**

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**From:** Scott M. Hyer <Hyers@mifflin-oh.gov>  
**Sent:** Thursday, October 30, 2025 2:46 PM

**To:** Brian P. Dunlevy <Dunlevyb@mifflin-oh.gov>

**Subject:** Retirement Letter

Dear Chief, after a long conversation with my family and a great deal of inner reflection, I have decided it is time for me to retire and move on. This was a difficult decision to make, but it is best for my family and my long-term health. I am very proud to have spent all these years working with you and all of the terrific people at Mifflin. From the bottom of my heart, I truly want to thank you for your leadership and trust worthiness but most of all your friendship. Thank you for that.

My last day will be January 3rd. The pension board requires that I get a loss of coverage letter from the department stating the following.

1. Date of retirement
2. Date my group health care terminates (i.e. 01/31/26)
3. Names of all losing coverage (Kole, Lilly and myself)