

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held **November 18,** **2025**

I. **CALL TO ORDER** – 1:30 p.m. by Chair Cavener

II. **PLEDGE OF ALLEGIANCE** – Led by Chair Cavener

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

a. Also present: Fire Chief Brian Dunlevy, Police Chief David Briggs, Service Director Roger Boggs, HR Director Mindy Owens, IT Director Craig Main and Asst Fiscal Officer Cynthia Lampkins.

IV. **VISITORS**

10TV, Deputy Sheriff Upton, and Attorney Peter Griggs

V. **PUBLIC COMMENTS**

There were no public comments.

VI. **EXECUTIVE SESSION (Fiscal)**

Per ORC §121.22(G)(1) Purpose: To consider the employment of a public employee.

At 1:31 p.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 Cavener, Leeseberg and Angelou, Fiscal Officer Wildes, HR Director Mindy Owens, Attorney Peter Griggs, and Asst. Fiscal Officer Lampkins.

At 2:35 p.m., Mr. Cavener moved to exit Executive Session. Mr. Leeseberg seconded.

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

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OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held **November 18,** **2025**

At 2:40 p.m., Mr. Cavener moved to enter regular session. Mr. Leeseberg seconded.

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

The trustees recommended that the Police Department present its future plans to the Board at the next meeting.

VII. CONSENT AGENDA

Approval of **Minutes**: Special Meeting, October 29, 2025
Regular Meeting, November 3, 2025
Special Meeting, November 7, 2025

Resolution 183-25

Approval of **Warrants** of 11/1/2025 – 11/14/2025

Approval of **Consent Agenda**

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

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

VIII. CORRESPONDENCE

None.

IX. NEW BUSINESS

Resolution 184-25 (Fiscal)

Authorize early payment of the Ohio Bureau of Workers' Compensation
Annual Premium

Mr. Leeseberg moved to approve **Resolution 184-25**. Mr. Angelou seconded.

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

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Held

November 18,

2025

Resolution 185-25 (Fiscal)

Amend and correct Resolution #39-25 related to the transfer of funds from the General Fund to the Fire Fund and the purchase of 30 ballistic vests for Fire personnel in the amount of \$35,354 from the Fire Fund

Mr. Cavener moved to approve **Resolution 185-25**. Mr. Angelou seconded.

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

Resolution 186-25 (Fiscal)

Authorize the Board of Trustees and the Fiscal Officer to enter into a lease-purchase Agreement for Township copiers with Modern Office Methods, Inc.

Mr. Leeseberg moved to approve **Resolution 186-25**. Mr. Cavener seconded.

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

Resolution 187-25 (Service)

Approve the Service Director to be the point of contact for the Franklin County Engineers new "Request for Engineering Assistance" form

Mr. Leeseberg moved to approve **Resolution 187-25**. Mr. Angelou seconded.

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

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held **November 18,** **2025**

Resolution 188-25 (Service)

Approve the vacation of the proposed alleyway and roadway on Aberdeen Avenue in Leonard Park

Mr. Angelou moved to approve **Resolution 188-25**. Mr. Cavener seconded.

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

Resolution 189-25 (Service)

Approve removing the 2016 Dura-Patcher from the Surplus List and putting it back into the fleet. This Resolution was tabled for a future meeting.

Resolution 190-25 (Police)

Authorize to surplus firearms to be traded in to Keisler Police Supply toward the new firearms purchased at the beginning of 2025

Mr. Cavener moved to approve **Resolution 190-25**. Mr. Leeseberg seconded.

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

X. UNSCHEDULED BUSINESS

There was no unscheduled business.

XI. DEPARTMENT REPORTS/TRUSTEE COMMENTS

Fiscal Department – An update on the 2026 revenue estimate and budget proposal will be made at the December meeting. A bond anticipation note is due in February 2026. It requires a rollover due to potential delays in land sale.

Human Resources – Open enrollment for benefits began today. We are implementing a new HSA vendor.

Service Department/Code Enforcement - Roads, overpasses, and bridges were checked for adverse weather conditions but salt was not applied. Code violations are minimal. The Annual Franklin County Engineer and Township meeting is scheduled for tomorrow evening.

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Police – There were reports of a shooting near a daycare. There was also a sexual assault, and a drug bust incident.

Fire Division – No comments

IT – Preparing documentation for HB 96 with a deadline of July 2026.

Trustees – No comments

XII. 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 2:58 p.m., Mr. Cavener moved to go into Executive Session. Mr. Leeseberg seconded.

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

Present were Trustees Cavener, Leeseberg and Angelou, Chief Dunlevy, Service Director Roger Boggs, and Asst. Fiscal Officer Lampkins.

At 3:02 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			

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held **November 18,** **2025**

Resolution 191-25

Approve the offer of \$13,000 for the property located on 2096 Minnesota Avenue.

Mr. Cavener moved to approve **Resolution 191-25**. Mr. Leeseberg seconded.

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

XIII. ADJOURNMENT

At 3:03 p.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			

BOARD OF TRUSTEES and FISCAL OFFICER MIFFLIN TOWNSHIP, FRANKLIN COUNTY

Kevin Cavener, Chair _____

Jamie Leeseberg, Trustee _____

Richard Angelou, Trustee _____

Darlene Wildes, Fiscal Officer _____



MIFFLIN TOWNSHIP
Peace. Safety. Welfare.

TRUSTEES REGULAR MEETING AGENDA

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

OPS Center

**400 W Johnstown Rd., Gahanna
2nd 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. EXECUTIVE SESSION (Fiscal)

Per ORC §121.22 (G) (1) Purpose: To consider the employment of a public employee.

VI. EXECUTIVE SESSION (Fire) for Land Sale Discussion

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

VII. APPROVAL OF CONSENT AGENDA

- Approval of Minutes:
 - October 29, 2025, Special Meeting
 - November 3, 2025, Regular Meeting
 - November 7, 2025, Special Meeting
- **Resolution 183-25** Warrants of 11/1/2025 – 11/14/2025

VIII. CORRESPONDENCE

- None

IX. NEW BUSINESS

Resolution 184-25 (Fiscal)

Authorize early payment of the Ohio Bureau of Workers' Compensation Annual Premium

Resolution 185-25

Amend and correct Resolution #39-25 related to the transfer of funds from the General Fund to the Fire Fund and the purchase of 30 ballistic vests for Fire personnel in the amount of \$35,354 from the Fire Fund

Resolution 186-25 (Fiscal)

Authorize the Board of Trustees and the Fiscal Officer to enter into a lease-purchase Agreement for Township copiers with Modern Office Methods, Inc.

Resolution 187-25 (Service)

Approve the Service Director to be the point of contact for the Franklin County Engineers new "Request for Engineering Assistance" form

Resolution 188-25 (Service)

Approve the vacation of the proposed alleyway and roadway on Aberdeen Avenue in Leonard Park

Resolution 189-25 (Service)

Approve removing the 2016 Dura-Patcher from the Surplus List and putting it back into the fleet

Resolution 190-25 (Police)

Authorize to surplus firearms to be traded in to Keisler Policy Supply toward the new firearms purchased at the beginning of 2025

X. UNSCHEDULED BUSINESS

XI. DEPARTMENT REPORTS/TRUSTEE DISCUSSION

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

XII. ADJOURNMENT

Reminders

1. Wednesday, November 19, 6 p.m., Dinner & Program, FCEO FCTA 2025 Annual Meeting, Villa Milano Banquet & Conference Center, 1630 Schrock Road
2. Sunday, November 23, 3 – 6:30 p.m., Holiday Lights, Mill Street
3. Thursday & Friday, November 27 & 28 - Township Offices Closed – Thanksgiving holiday
4. Monday, December 1, 10 a.m., Trustees Meeting, OPS Center
5. Tuesday, December 16, 1:30 p.m., Trustees Meeting, OPS Center
6. Thursday, December 25 - Township Offices Closed – Christmas holiday

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held **October 29,** **2025**

I. **SPECIAL MEETING CALL TO ORDER** – 2:00 p.m. by Chair Cavener

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

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

Also present: HR Director Mindy Owens, Asst Fiscal Officer Cynthia Lampkins and Fire Chief Brian Dunlevy

IV. **GUEST SPEAKER**

Beth Ahrendt – Hylant Group

V. **HUMAN RESOURCES**

The trustees will review the presented 2026 medical benefits documents and will decide at the next meeting.

1. Resolution 168-25

Approve to discontinue HSA services with Chard Snyder effective December 31, 2025. Employees will be responsible for selecting their own HSA provider. Approve provider APA Benefits as the COBRA and HRA provider.

Mr. Leeseberg moved. Mr. Angelou seconded the motion.

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

The Trustees agreed to change the annual employee HSA contributions to quarterly contributions. This will be adopted by Resolution at the November 3rd Trustees meeting with the revision of the Salary & Compensation Plan.

2. Resolution 169-25

Approve to offer an employee voluntary paid short-term and long-term disability product during open enrollment.

Mr. Leeseberg moved. Mr. Cavener seconded the motion.

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

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3. Resolution 170-25

Approve to adjust the current employer/employee benefit premium contribution structure.

Mr. Cavener moved. Mr. Angelou seconded the motion.

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

4. Resolution 171-25

Approve to renew Delta Dental coverage for 2026.

Mr. Leeseberg moved. Mr. Cavener seconded the motion.

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

VI. DIVISION OF FIRE

There was discussion about the Montrose Group contract which is on a month-to-month basis. It was decided that they will be paid at an hourly rate rather than \$4,000 monthly.

VII. ADJOURNMENT

At 3:40 p.m., Mr. Leeseberg motioned to adjourn. Mr. Cavener seconded the motion.

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 _____

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

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

- 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			

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held

November 3,

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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OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held

November 3,

2025

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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November 3,

2025

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 3rd, 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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Held

November 3,

2025

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			

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

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

BOARD OF TRUSTEES and FISCAL OFFICER
MIFFLIN TOWNSHIP, FRANKLIN COUNTY

Kevin Cavener, Chair _____
(Absent)

Jamie Leeseberg, Trustee _____

Richard Angelou, Trustee _____

Darlene Wildes, Fiscal Officer _____

DRAFT

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held **November 7,** **2025**

- I. **SPECIAL MEETING CALL TO ORDER** – 9:32 a.m. by Chair Cavener
- II. **PLEDGE OF ALLEGIANCE** - Chair Cavener led the Pledge of Allegiance
- III. **ROLL CALL** Present: Trustees Kevin Cavener, Jamie Leeseberg, Richard Angelou and Fiscal Officer Darlene Wildes (via phone, left meeting at 10 am)

Also present: Fire Chief Brian Dunlevy, Deputy Chief Thomas Lee, and Asst. Fiscal Officer Cynthia Lampkins

IV. GUESTS

Kevin Zeppernick, 7830 Ackerly Loop, New Albany, Ohio

Jack Reynolds, Smith & Hale, 37 W. Broad St., Suite 460, Columbus, Ohio

V. EXECUTIVE SESSION

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

At 9:32 a.m., Mr. Cavener moved to enter into Executive Session. Mr. Leeseberg seconded.

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

At 10:11 a.m., Mr. Leeseberg moved to exit the Executive Session. Mr. Cavener seconded.

VI. ADJOURNMENT

At 10:11 a.m., Mr. Cavener moved to adjourn. Mr. Angelou seconded.

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

RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

Held **November 7,** **2025**

BOARD OF TRUSTEES and FISCAL OFFICER
MIFFLIN TOWNSHIP, FRANKLIN COUNTY

Kevin Cavener, Chair _____

Jamie Leeseberg, Trustee _____

Richard Angelou, Trustee _____

Darlene Wildes, Fiscal Officer _____

DRAFT

RESOLUTION # 183-25

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

Moved by:

- ☐ 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:

Jamie Leeseberg, Vice Chair

Darlene Wildes, Fiscal Officer

Richard Angelou, 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: 11/1/2025 to 11/14/2025

As Of Check Cashed Date: 11/1/2025 to 11/14/2025

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
Bank: 01. A/P BANK - 5/3 Bank A/P								
0000351888	11/07/2025	Buckeye Body & Eq	Buckeye Body and Equipment	Check	Outstanding		\$0.00	\$32.00
0000351889	11/07/2025	Chard Snyder	Chard Snyder & Associates, LLC	Check	Outstanding		\$0.00	\$525.00
0000351890	11/07/2025	ColdSpring Granite	Cold Spring Memorial Group	Check	Outstanding		\$0.00	\$369.00
0000351891	11/07/2025	Coughlin	Coughlin	Check	Outstanding		\$0.00	\$161.66
0000351892	11/07/2025	Briggs, David	David Briggs	Check	Outstanding		\$0.00	\$144.64
0000351893	11/07/2025	Engineered Temper	Engineered Temperature Solutions	Check	Outstanding		\$0.00	\$5,124.62
0000351894	11/07/2025	Frame and Spring I	Frame & Spring Inc.	Check	Outstanding		\$0.00	\$1,334.89
0000351895	11/07/2025	NAPA	Genuine Parts Company Inc. / Napa Auto Pa	Check	Outstanding		\$0.00	\$61.48
0000351896	11/07/2025	Hylant Group, Inc	Hylant	Check	Outstanding		\$0.00	\$2,880.00
0000351897	11/07/2025	IBS	INTERSTATE BATTERIES	Check	Outstanding		\$0.00	\$306.00
0000351898	11/07/2025	Kelly and Askew, In	Kelly & Askew, Inc	Check	Outstanding		\$0.00	\$824.82
0000351899	11/07/2025	OhioHealth WorkHe	OhioHealth Employer Services/Work Health	Check	Outstanding		\$0.00	\$2,650.00
0000351900	11/07/2025	Red s Automotive S	Reds Automotive Service	Check	Outstanding		\$0.00	\$94.75
0000351901	11/07/2025	RUMPKE	Rumpke	Check	Outstanding		\$0.00	\$489.60
0000351902	11/07/2025	Sanders Lawn Care	Sanders Lawn Care	Check	Outstanding		\$0.00	\$11,765.00
0000351903	11/07/2025	Breathing Air	Sub-Aquatics, Inc	Check	Outstanding		\$0.00	\$929.52
0000351904	11/07/2025	TK Elevator Corpor	TK Elevator Corporation	Check	Outstanding		\$0.00	\$1,333.24
0000351905	11/07/2025	VSP Insurance	VSP Insurance	Check	Outstanding		\$0.00	\$2,711.40
0000351906	11/14/2025	Batteries Plus LLC	BPB Company Stores	Check	Outstanding		\$0.00	\$54.00
0000351907	11/14/2025	BranhamSign Comp	Branham Sign Company Inc	Check	Outstanding		\$0.00	\$1,345.23
0000351908	11/14/2025	Coverall North Amer	Coverall North America Inc.	Check	Outstanding		\$0.00	\$478.00
0000351909	11/14/2025	Elite Fire Service	Elite Fire Service, LLC	Check	Outstanding		\$0.00	\$1,744.25
0000351910	11/14/2025	IP Pathways	IP Pathways(Sophisticatied Systems)	Check	Outstanding		\$0.00	\$3,129.61
0000351911	11/14/2025	iWorQ	iWorQ	Check	Outstanding		\$0.00	\$6,000.00
0000351912	11/14/2025	King, Kenneth	Kenneth King	Check	Outstanding		\$0.00	\$132.11
0000351913	11/14/2025	Kenworth	Kenworth of Columbus	Check	Outstanding		\$0.00	\$1,550.00
0000351914	11/14/2025	IAFF Deduction	Mifflin Twp. Local IAFF 2818	Check	Outstanding		\$0.00	\$1,780.00
0000351915	11/14/2025	OE Meyer Co	OEMeyer Co.	Check	Outstanding		\$0.00	\$812.85
0000351916	11/14/2025	Phillips Oil	Phillips Oil Co of OH	Check	Outstanding		\$0.00	\$291.60
0000351917	11/14/2025	Quadient Leasing U	Quadient Leasing USA, Inc	Check	Outstanding		\$0.00	\$228.81
0000351918	11/14/2025	RUMPKE	Rumpke	Check	Outstanding		\$0.00	\$1,468.80
0000351919	11/14/2025	US Bank Equipment	U.S. Bank Equipment Financing	Check	Outstanding		\$0.00	\$170.17
0202501250	11/03/2025	Verizon	Verizon	EFT	Outstanding		\$0.00	\$2,192.50
0202501251	11/05/2025	MM Self-Insured Ins	Medical Mutual Self-Insured	EFT	Outstanding		\$0.00	\$8,516.09
0202501252	11/04/2025	HSA Employee Pd	HSA Employee Pd Deduction	EFT	Outstanding		\$0.00	\$13,202.20

As Of Check Cashed Date: 11/1/2025 to 11/14/2025

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0202501253	11/06/2025	7 Eleven Speedway	Wex Bank	EFT	Outstanding		\$0.00	\$8,754.17
0202501254	11/04/2025	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$1,200.00
0202501255	11/04/2025	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$6,440.00
0202501256	11/04/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$1,018.90
0202501257	11/03/2025	Empower 457 Dedu	Empower 457 Deduction	EFT	Outstanding		\$0.00	\$6,200.00
0202501258	11/03/2025	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$92.00
0202501259	11/03/2025	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$290.62
0202501260	11/03/2025	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$159.00
0202501261	11/03/2025	Breezeline	Breezeline	EFT	Outstanding		\$0.00	\$277.33
01. A/P BANK - 5/3 Bank A/P Total:							\$0.00	\$99,265.86
Grand Total:							\$0.00	\$99,265.86

RESOLUTION #184-25

**RESOLUTION AUTHORIZING EARLY PAYMENT OF THE OHIO BUREAU OF WORKERS'
COMPENSATION ANNUAL PREMIUM**

WHEREAS, the Ohio Bureau of Workers' Compensation (BWC) offers a 2% discount to public employers who pay their annual premium in full by the early payment deadline; and

WHEREAS, the Board of Trustees of Mifflin Township finds it to be in the best interest of the township to take advantage of this discount and make the payment prior to the deadline.

NOW, THEREFORE, BE IT RESOLVED by the Mifflin Board of Trustees that:

1. The Fiscal Officer is hereby authorized and directed to make full payment of the township's annual BWC premium in the amount of \$210,971 on or before December 22, 2025, to receive the early payment discount.
2. The payment shall be made from the accounts listed below, as appropriated in the township's budget.

<u>Fund Name</u>	<u>GL Account</u>	<u>Total</u>
1000-General	1000-110-512301	\$ 658.68
2021-Gasoline Tax	2021-330-512300	\$ 3,015.98
2031-Road and Bridge	2031-332-512300	\$ 2,811.96
2041-CEMETERY	2041-410-512300	\$ 1,212.92
2081-POLICE DISTRICT	2081-210-512300	\$ 9,460.24
2191-FIRE	2191-220-512300	\$ 181,931.56
2281-AMBULANCE & EMERGENCY MEDICAL SERVICES	2281-230-512300	\$ 9,867.59
2901-MECC CENTER	2901-290-512301	\$ 2,012.07
	Premium Total	\$ 210,971.00

3. This resolution shall take effect immediately upon its adoption.

Moved by:

- ☐ Kevin Cavener
☐ Richard Angelou
☐ Jamie Leeseberg

Seconded by:

- ☐ Kevin Cavener
☐ Richard Angelou
☐ Jamie Leeseberg

<u>Vote</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
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:

Jamie Leeseberg, Vice Chair

Darlene Wildes, Fiscal Officer

Richard Angelou, Trustee

RESOLUTION #185-25

RESOLUTION TO AMEND AND CORRECT RESOLUTION #39-25 RELATED TO THE TRANSFER OF FUNDS FROM THE GENERAL FUND TO THE FIRE FUND AND THE PURCHASE OF 30 BALLISTIC VESTS FOR FIRE PERSONNEL IN THE AMOUNT OF \$35,354 FROM THE FIRE FUND

WHEREAS, the Board of Trustees of Mifflin Township met in regular session on February 18, 2025, and

WHEREAS the Trustees approved Resolution 39-25 to purchase 30 ballistic vests for Fire personnel from Amor Express in the amount of \$31,139 from the General Fund and

WHEREAS the Division of Fire was to reimburse the General Fund, if the Fire budget allowed by the end of fiscal year 2025 and

WHEREAS the amount of the actual purchase from Amor Express for vests was \$35,354 and

WHEREAS this transaction should have been approved as a transfer from the General Fund to the Fire Fund with approval for a transfer back to the General Fund should the Fire Fund budget allow and

WHEREAS resolution 39-25 should have also included the approval of additional appropriation in the Fire Fund for this purchase and

NOW, THEREFORE, BE IT RESOLVED that the Mifflin Township Fiscal Officer is hereby directed by the Board of Trustees to:

1. Make all accounting entries necessary to correctly transfer funds and properly reflect the purchase of the 30 ballistic vests for fire personnel.
2. Transfer the updated amount of \$35,354 from the General Fund with a Transfer Out [1000-110-52991] to the Fire Fund with a Transfer In [2191-105-493100].
3. Increase appropriations in the Fire Fund account [2191-220-547410] for the purchase of ballistic vests in the amount of \$35,354.
4. Record the expenditure of \$35,354 for the purchase of ballistic vests in account 2191-220-547410.
5. Request authorization of a refund of the transfer from the Fire Fund back to the General Fund in the amount of \$35,354 by the Fire Chief, prior to year end 12/31/2025. In the event the Fire Fund budget allows, and Fire Chief authorizes such refund, the Fiscal Officer will make the appropriate accounting entries.

Moved by:

- ☐ 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:

Jamie Leeseberg, Vice Chair

Darlene Wildes, Fiscal Officer

Richard Angelou, Trustee

RESOLUTION #186-25

**RESOLUTION AUTHORIZING THE BOARD OF TRUSTEES AND THE FISCAL OFFICER TO ENTER
INTO A LEASE-PURCHASE AGREEMENT FOR TOWNSHIP COPIERS WITH MODERN OFFICE
METHODS, INC.**

WHEREAS, the Board of Trustees of Mifflin Township met in regular session on November 18, 2025, and

WHEREAS, the current lease on the Township copiers will be expiring soon, and

WHEREAS, the Township needs copiers to perform daily tasks, and

WHEREAS, Modern Office Methods is offering copiers more tailored to Township usage with a purchase option at the end of the lease at a rate lesser than the current rate.

NOW, THEREFORE, BE IT RESOLVED by the Mifflin Township Board of Trustees:

1. The Township Fiscal Officer is hereby authorized to enter into a lease agreement with Modern Office Methods for nine multifunction printers to be used throughout the township.
2. The lease shall be for a term of 60 months at a monthly rate of \$2,085.72. The total annual expenditure of \$25,028.64 will be allocated across funds based on equipment location/use.
3. The lease agreement shall include all set up, installation, training, and removal and return of current leased equipment to the leasing company, as well as service and maintenance on all township printers.
4. The lease agreement also includes an option to purchase the equipment at the end of the lease term for \$1.
5. A copy of the executed lease shall be kept on file at the Township Office.

Moved by:

- ☐ 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:

Jamie Leeseberg, Vice Chair

Darlene Wildes, Fiscal Officer

Richard Angelou, Trustee

RESOLUTION #187-25

**Approval to Designate Service Director as Point of Contact for Franklin County Engineers’
“Request for Engineering Assistance” Form**

WHEREAS, the Franklin County Engineers have introduced a new “Request for Engineering Assistance” form to streamline communication and project coordination; and

WHEREAS, it is necessary to designate a single point of contact to ensure timely and accurate responses to such requests;

NOW, THEREFORE, BE IT RESOLVED, by the Mifflin Township Board of Trustees, Franklin County, Ohio, hereby approves the designation of the Service Director as the official point of contact for all matters related to the Franklin County Engineers’ “Request for Engineering Assistance” form.

Moved by:

- ☐ 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:

Jamie Leeseberg, Vice Chair

Darlene Wildes, Fiscal Officer

Richard Angelou, Trustee

RESOLUTION #188-25

**Approval to Request Vacation of Proposed Alleyway and Roadway on
Aberdeen Avenue in Leonard Park**

WHEREAS, the Board has reviewed the proposed vacation of an alleyway and roadway located on Aberdeen Avenue in Leonard Park; and

WHEREAS, the alleyway to be vacated is located behind Parcels 191-001187, 191-001287, and 191-001288; and

WHEREAS, the roadway to be vacated consists of approximately 2,500 square feet of unimproved roadway situated between Parcels 191-001187 and 191-001287; and

WHEREAS, the Franklin County Engineer's Office has confirmed that this vacation will not negatively impact Mifflin Township or ODOT, and has agreed to assist by submitting this request to the Franklin County Board of Commissioners for final approval;

NOW, THEREFORE, BE IT RESOLVED, by the Mifflin Township Board of Trustees, Franklin County, Ohio, hereby approves the request to vacate the proposed alleyway and roadway as described above and authorizes the necessary steps to proceed with the Franklin County Engineer's Office for submission to the Franklin County Board of Commissioners.

Moved by:

- ☐ 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:

Jamie Leeseberg, Vice Chair

Darlene Wildes, Fiscal Officer

Richard Angelou, Trustee

RESOLUTION #189-25

Approval to Remove 2016 Dura-Patcher from Surplus List and Return to Fleet

WHEREAS, the Board previously approved the 2016 Dura-Patcher to be placed on the surplus list during the meeting held on April 19, 2022; and

WHEREAS, the equipment has not received a reasonable offer for purchase, and continued retention is deemed beneficial for operational needs; and

NOW, THEREFORE, BE IT RESOLVED, by the Mifflin Township Board of Trustees, Franklin County, Ohio, hereby approves the removal of the 2016 Dura-Patcher from the surplus list and authorizes its reinstatement into the active fleet for use in departmental operations.

Moved by:

- ☐ 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:

Jamie Leeseberg, Vice Chair

Darlene Wildes, Fiscal Officer

Richard Angelou, Trustee

RESOLUTION #190-25

DECLARING MIFFLIN TOWNSHIP POLICE FIREARMS 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 list of firearms as surplus under ORC §505.10, and

Whereas, the Police Chief will have the firearms removed from the Township property inventory and insurance schedules, if applicable, and

Whereas, the listed surplus firearms will be considered as trade-ins to Keisler Police Supply toward the new firearms purchased at the beginning of 2025:

Make and Model	Serial Number
1. Glock, Model 17	BBBR980
2. Glock, Model 17	BBBR982
3. Glock, Model 17	BBBR983
4. Glock, Model 17	BBBR984
5. Glock, Model 17	BBBR985
6. Glock, Model 17	BBBR986
7. Glock, Model 17	BBBR987
8. Glock, Model 17	BBBR988
9. Glock, Model 17	BBBR989
10. Glock, Model 17	BBBR994
11. Glock, Model 17	YBS234

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 firearms identified above as surplus under ORC 505.10 and that said firearms are to be traded-in to Keisler Police Supply toward the new firearms purchased at the beginning of 2025, and removed from the Township property inventory and insurance schedules, if applicable.

Moved by:

- ☐ 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:

Jamie Leeseberg, Vice Chair

Darlene Wildes, Fiscal Officer

Richard Angelou, Trustee



DOCUMENT MANAGEMENT AGREEMENT

APPLICATION NO.

AGREEMENT NO.

4747 Lake Forest Drive • Cincinnati, OH 45242 • Phone: 513.791.0909 • Fax: 513.791.0985

The words "**Lessee**," "**you**" and "**your**" refer to Customer. The words "**Lessor**," "**we**," "**us**" and "**our**" refer to **Modern Office Methods, Inc.**

CUSTOMER INFORMATION

FULL LEGAL NAME			STREET ADDRESS	
MIFFLIN TOWNSHIP			400 W JOHNSTOWN RD	
CITY	STATE	ZIP	PHONE	FAX
GAHANNA	OH	43230	614-713-9093	
BILLING NAME (IF DIFFERENT FROM ABOVE)			BILLING STREET ADDRESS	
			PO BOX 307630	
CITY	STATE	ZIP	E-MAIL	
EQUIPMENT LOCATION (IF DIFFERENT FROM ABOVE)				

EQUIPMENT WITH INDEPENDENT MINIMUMS

MAKE/MODEL/ACCESSORIES	SERIAL NO.	MONTHLY PAYMENT*	B&W IMPRESSIONS INCLUDED / MONTH	COLOR IMPRESSIONS INCLUDED / MONTH	B&W OVERAGES*	COLOR OVERAGES*	STARTING METER - B&W	STARTING METER - COLOR

OR

EQUIPMENT WITH CONSOLIDATED MINIMUMS

MAKE/MODEL/ACCESSORIES	SERIAL NO.	STARTING METER - B&W	STARTING METER - COLOR

Monthly Payment* \$	2,085.72	B&W Impressions Included / Month		B&W Overages billed at \$		per impression*
plus applicable taxes		Color Impressions Included / Month		Color Overages billed at \$		per impression

TERM AND PAYMENT INFORMATION

Term in 60 Months The payment ("Payment") period is monthly unless otherwise indicated. *If you are exempt from sales tax, attach your certificate.*

METER READINGS VERIFIED: **B&W - MONTHLY** **COLOR - MONTHLY** ☐ See attached Schedule A ☒ See attached Billing Schedule

By initialing here, you agree that maintenance and supplies are not included in the Agreement and Paragraph 13 shall not apply to this Agreement.

END OF TERM OPTION

You will have the following option, which you may exercise at the end of the term, provided that no event of default under this Agreement has occurred and is continuing. Fair Market Value means the value of the Equipment in continued use. Purchase all of the Equipment for its Fair Market Value, renew this Agreement, or return the Equipment.

Upon acceptance of the Equipment, THIS AGREEMENT IS NONCANCELABLE, IRREVOCABLE AND CANNOT BE TERMINATED.

LESSOR ACCEPTANCE

Modern Office Methods, Inc.		
LESSOR	SIGNATURE	TITLE DATED

CUSTOMER ACCEPTANCE

BY SIGNING BELOW OR AUTHENTICATING AN ELECTRONIC RECORD HEREOF, YOU CERTIFY THAT YOU HAVE REVIEWED AND DO AGREE TO ALL TERMS AND CONDITIONS OF THIS AGREEMENT ON THIS PAGE AND ON PAGE 2 ATTACHED HERETO.

CUSTOMER (as stated above)	X	FISCAL OFFICER	11/12/2025
	SIGNATURE	TITLE	DATED
	DARLENE WILDES		
FEDERAL TAX I.D. #	PRINT NAME		

TERMS AND CONDITIONS

1. **AGREEMENT:** You agree to lease from us the goods, together with all replacement parts, repairs, additions, and accessions incorporated therein or attached thereto and any and all proceeds of the foregoing, including, without limitation, insurance recoveries ("Equipment") and, if applicable, finance certain software, software license(s), software components and/or professional services in connection with software (collectively, the "financed Items," which are included in the word "Equipment" unless separately stated) from software licensor (s) and/or supplier(s) (collectively, the "Supplier"), all as described in this Agreement and in any attached schedule, addendum or amendment hereto ("Agreement"). You represent and warrant that you will use the Equipment for business purposes only. You agree to all of the terms and conditions contained in this Agreement, which, with the acceptance certification, is the entire agreement between you and us regarding the Equipment and which supersedes all prior agreements, including any purchase order, invoice, requests for proposal, response or other related document. This Agreement becomes valid upon execution by us. If maintenance and supplies are not included, the first Payment is due 30 days after the start of this Agreement and each Payment thereafter shall be due on the same day of each month (the "Scheduled Due Date") unless a different due date is mutually agreed to by us and you. If any provision of this Agreement is declared unenforceable, the other provisions herein shall remain in full force and effect to the fullest extent permitted by law. (Continued on Page 2)

2. OWNERSHIP; PAYMENTS; TAXES AND FEES: We own the Equipment, excluding any Financed Items. Ownership of any Financed Items shall remain with Supplier thereof. You will pay all Payments, as adjusted, when due, without notice or demand and without abatement, set-off, counterclaim or deduction of any amount whatsoever. If any part of a Payment is more than 5 days late, you agree to pay a late charge equal to: a) the higher of 10% of the Payment which is late or \$26.00, or b) if less, the maximum charge allowed by law. The Payment may be adjusted proportionately upward or downward: (i) if the shipping charges or taxes differ from the estimate given to you; and/or (i) to comply with the tax laws of the state in which the Equipment is located. You shall pay all applicable taxes, assessments and penalties related to this Agreement, whether levied or assessed on this Agreement, on us (except on our income) or you, or on the Equipment, its lease, sale, ownership, possession, use or operation. If we pay any taxes or other expenses that are owed hereunder, you agree to reimburse us when we request. We may charge you a processing fee for administering property tax filings. You agree to pay us an origination fee of up to \$125 for all closing costs. We may apply all sums received from you to any amounts due and owed to us under the terms of this Agreement. If for any reason your check is returned for insufficient funds, you will pay us a service charge of \$30 or, if less, the maximum charge allowed by law. We may make a profit on any fees, estimated tax payments and other charges paid under this Agreement.

3. EQUIPMENT; SECURITY INTEREST: At your expense, you shall keep the Equipment: (i) in good repair, condition and working order, in compliance with applicable laws, ordinances and manufacturers' and regulatory standards; (ii) free and clear of all liens and claims; and (iii) at your address shown on page 1, and you agree not to move it unless we agree in writing. You grant us a security interest in the Equipment to secure all amounts you owe us under this Agreement or any other agreement with us ("Other Agreements"), except amounts under Other Agreements which are secured by land and/or buildings. You authorize and ratify our filing of any financing statement(s) to show our interest. You will not change your name, state of organization, headquarters or residence without providing prior written notice to us. You will notify us within 30 days if your state of organization revokes or terminates your existence.

4. INSURANCE; COLLATERAL PROTECTION; INDEMNITY; LOSS OR DAMAGE: You agree to keep the Equipment fully insured against all risk, with us named as lender's loss payee, in an amount not less than the full replacement value of the Equipment until this Agreement is terminated. You also agree to maintain commercial general liability insurance with such coverage and from such insurance carrier as shall be satisfactory to us and to include us as an additional insured on the policy. You will provide written notice to us within 10 days of any modification or cancellation of your insurance policy(s). You agree to provide us certificates or other evidence of insurance acceptable to us. If you do not provide us with acceptable evidence of property insurance within 30 days after the start of this Agreement, we may, at our sole discretion, do as provided in either (A) or (B) below: (A) We may secure property loss insurance on the Equipment from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we secure insurance on the Equipment, we will not name you as an insured party, your interests may not be fully protected, and you will reimburse us the premium which may be higher than the premium you would pay if you obtained insurance, and which may result in a profit to us through an investment in reinsurance. In addition, you agree to pay us our standard fees in connection with obtaining such insurance. If you are current in all of your obligations under the Agreement at the time of loss, any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the remaining payments due or to become due under this Agreement, plus our booked residual, both discounted at 2% per annum. (B) We charge you a monthly property damage surcharge of up to .0035 of the Equipment cost as a result of our credit risk and administrative and other costs, as would be further described on a letter from us to you. We may make a profit on this program. NOTHING IN THIS PARAGRAPH WILL RELIEVE YOU OF RESPONSIBILITY FOR LIABILITY INSURANCE ON THE EQUIPMENT. We are not responsible for, and you agree to hold us harmless and reimburse us for and to defend on our behalf against, any claim for any loss, expense, liability or injury caused by or in any way related to delivery, installation, possession, ownership, renting, manufacture, use, condition, inspection, removal, return or storage of the Equipment. All indemnities will survive the expiration or termination of this Agreement. You are responsible for any loss, theft, destruction or damage to the Equipment ("Loss"), regardless of cause, whether or not insured. You agree to promptly notify us in writing of any Loss. If a Loss occurs and we have not otherwise agreed in writing, you will promptly pay to us the unpaid balance of this Agreement, including any future Payments to the end of the term plus the anticipated residual value of the Equipment, both discounted to present value at 2%. Any proceeds of insurance will be paid to us and credited against the Loss. You authorize us to sign on your behalf and appoint us as your attorney-in-fact to endorse in your name any insurance drafts or checks issued due to a Loss.

5. ASSIGNMENT: YOU SHALL NOT SELL, TRANSFER, ASSIGN, ENCUMBER, PLEDGE OR SUBLEASE THE EQUIPMENT OR THIS AGREEMENT, without our prior written consent. You shall not consolidate or merge with or into any other entity, distribute, sell or dispose of all or any substantial portion of your assets other than in the ordinary course of business, without our prior written consent, and the surviving, or successor entity or the transferee of such assets, as the case may be, shall assume all of your obligations under this Agreement by a written instrument acceptable to us. No event shall occur which causes or results in a transfer of majority ownership of you while any obligations are outstanding hereunder. We may sell, assign, or transfer this Agreement without notice to or consent from you. You agree that if we sell, assign or transfer this Agreement, our assignee will have the same rights and benefits that we have now and will not have to perform any of our obligations. **You agree that our assignee will not be subject to any claims, defenses, or offsets that you may have against us.** This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective successors and assigns.

6. DEFAULT AND REMEDIES: You will be in default if: (i) you do not pay any Payment or other sum due to us or you fail to perform in accordance with the covenants, terms and conditions of this Agreement or any other agreement with us or any of our affiliates or fail to perform or pay under any material agreement with any other entity; (ii) you make or have made any false statement or misrepresentation to us; (iii) you or any guarantor dies, dissolves, liquidates, terminates existence or is in bankruptcy; (iv) you or any guarantor suffers a material adverse change in its financial, business or operating condition; or (v) any guarantor defaults under any guaranty for this Agreement. If you are ever in default, at our option, we can cancel this Agreement and require that you pay the unpaid balance of this Agreement, including any future Payments to the end of term plus the anticipated residual value of the Equipment, both discounted to present value at 2%. We may recover default interest on any unpaid amount at the rate of 12% per year. Concurrently and cumulatively, we may also use any remedies available to us under the UCC and any other law and we may require that you immediately stop using any Financed Items. If we take possession of the Equipment, you agree to pay the costs of repossession, moving, storage, repair and sale. The net proceeds of the sale of any Equipment will be credited against what you owe us under this Agreement and you will be responsible for any deficiency. In the event of any dispute or enforcement of our rights under this Agreement or any related agreement, you agree to pay our reasonable attorneys' fees (including any incurred before or at trial, on appeal or in any other proceeding), actual court costs and any other collection costs, including any collection agency fee. WE SHALL NOT BE RESPONSIBLE TO PAY YOU ANY CONSEQUENTIAL, INDIRECT OR INCIDENTAL DAMAGES FOR ANY DEFAULT, ACT OR OMISSION BY ANYONE. Any delay or failure to enforce our rights under this Agreement will not prevent us from enforcing any rights at a later time. You agree that this Agreement is a "Finance Lease" as defined by Article 2A of the UCC and your rights and remedies are governed exclusively by this Agreement. You waive all rights under sections 2A-508 through 522 of the UCC. If interest is charged or collected in excess of the maximum lawful rate, we will refund such excess to you, which will be your sole remedy.

7. INSPECTIONS AND REPORTS: We have the right, at any reasonable time, to inspect the Equipment and any documents relating to its installation, use, main tenance and repair. Within 30 days after our request (or such longer period as provided herein), you will deliver all requested information (including tax returns) which we deem reasonably necessary to determine your current financial condition and faithful performance of the terms hereof. This may include: (i) compiled, reviewed or audited annual financial statements (including, without limitation, a balance sheet, a statement of income, a statement of cash flow, a statement of changes in equity and notes to financial statements) within 120 days after your fiscal year end, and (ii) management-prepared interim financial statements within 45 days after the requested reporting period(s). Annual statements shall set forth the corresponding figures for the prior fiscal year in comparative form, all in reasonable detail without any qualification or exception deemed material by us. Unless otherwise accepted by us, each financial statement shall be prepared in accordance with generally accepted accounting principles consistently applied and shall fairly and accurately present your financial condition and results of operations for the period to which it pertains. You authorize us to obtain credit bureau reports for credit and collection purposes and to share them with our affiliates and agents.

8. END OF TERM: At the end of the initial term, this Agreement shall renew for successive 12-month renewal term(s) under the same terms hereof unless you send us written notice between 90 and 150 days before the end of the initial term or at least 30 days before the end of any renewal term that you want to purchase or return the Equipment, and you timely purchase or return the Equipment. You shall continue making Payments and paying all other amounts due until the Equipment is purchased or returned. As long as you have given us the required written notice, if you do not purchase the Equipment, you will return all of the Equipment to a location we specify, at your expense, in retail re-saleable condition, full working order and complete repair. **YOU ARE SOLELY RESPONSIBLE FOR REMOVING ANY DATA THAT MAY RESIDE IN THE EQUIPMENT, INCLUDING BUT NOT LIMITED TO HARD DRIVES, DISK DRIVES OR ANY OTHER FORM OF MEMORY.** You cannot pay off this Agreement or return the Equipment prior to the end of the initial term without our consent. If we consent, we may charge you, in addition to other amounts owed, an early termination fee equal to 5% of the price of the Equipment.

9. USA PATRIOT ACT NOTICE; ANTI-TERRORISM AND ANTI-CORRUPTION COMPLIANCE: To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each customer who opens an account. When you enter into a transaction with us, we ask for your business name, address and other information that will allow us to identify you. We may also ask to see other documents that substantiate your business identity. You and any other person who you control, own a controlling interest in, or who owns a controlling interest in or otherwise controls you in any manner ("Representatives") are and will remain in full compliance with all laws, regulations and government guidance concerning foreign asset control, trade sanctions, embargoes, and the prevention and detection of money laundering, bribery, corruption, and terrorism, and neither you nor any of your Representatives is or will be listed in any Sanctions-related list of designated persons maintained by the U.S. Department of Treasury's Office of Foreign Assets Control or successor or the U.S. Department of State. You shall, and shall cause any Representative to, provide such information and take such actions as are reasonably requested by us in order to assist us in maintaining compliance with anti-money laundering laws and regulations.

10. MISCELLANEOUS: Unless otherwise stated in an addendum hereto, the parties agree that: (i) this Agreement and any related documents hereto may be authenticated by electronic means; (ii) the "original" of this Agreement shall be the copy that bears your manual, facsimile, scanned or electronic signature and that also bears our manually or electronically signed signature and is held or controlled by us; and (iii) to the extent this Agreement constitutes chattel paper (as defined by the UCC), a security interest may only be created in the original. You agree not to raise as a defense to the enforcement of this Agreement or any related documents that you or we executed or authenticated such documents by electronic or digital means or that you used facsimile or other electronic means to transmit your signature on such documents. Notwithstanding anything to the contrary herein, we reserve the right to require you to sign this Agreement or any related documents hereto manually and to send to us the manually signed, duly executed documents via overnight courier on the same day that you send us the facsimile, scanned or electronic transmission of the documents. You agree to execute any further documents that we may request to carry out the intents and purposes of this Agreement. Whenever our consent is required, we may withhold or condition such consent in our sole discretion, except as otherwise expressly stated herein. From time to time, Supplier may extend to us payment terms for Equipment financed under this Agreement that are more favorable than what has been quoted to you or the general public, and we may provide Supplier information regarding this Agreement if Supplier has assigned or referred it to us. All notices shall be mailed or delivered by facsimile transmission or overnight courier to the respective parties at the addresses shown on this Agreement or such other address as a party may provide in writing from time to time. By providing us with a telephone number for a cellular phone or other wireless device, including a number that you later convert to a cellular number, you are expressly consenting to receiving communications, including but not limited to prerecorded or artificial voice message calls, text messages, and calls made by an automatic telephone dialing system, from us and our affiliates and agents at that number. This express consent applies to each such telephone number that you provide to us now or in the future and permits such calls for non-marketing purposes. Calls and messages may incur access fees from your cellular provider. You authorize us to make non-material amendments (including completing and conforming the description of the Equipment) on any document in connection with this Agreement. Unless stated otherwise herein, all other modifications to this Agreement must be in writing and signed by each party or in a duly authenticated electronic record. This Agreement may not be modified by course of performance.

11. WARRANTY DISCLAIMERS: WE ARE LEASING THE EQUIPMENT TO YOU "AS-IS." YOU HAVE SELECTED SUPPLIER AND THE EQUIPMENT BASED UPON YOUR OWN JUDGMENT. IN THE EVENT WE ASSIGN THIS AGREEMENT, OUR ASSIGNEE DOES NOT TAKE RESPONSIBILITIES FOR THE INSTALLATION OR PERFORMANCE OF THE EQUIPMENT. SUPPLIER IS NOT AN AGENT OF OURS AND WE ARE NOT AN AGENT OF SUPPLIER, AND NOTHING SUPPLIER STATES OR DOES CAN AFFECT YOUR OBLIGATIONS HEREUNDER. **YOU WILL MAKE ALL PAYMENTS UNDER THIS AGREEMENT REGARDLESS OF ANY CLAIM OR COMPLAINT AGAINST ANY SUPPLIER, LICENSOR OR MANUFACTURER, AND ANY FAILURE OF A SERVICE PROVIDER TO PROVIDE SERVICES WILL NOT EXCUSE YOUR OBLIGATIONS TO US UNDER THIS AGREEMENT. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, OF, AND TAKE ABSOLUTELY NO RESPONSIBILITY FOR, MERCHANTABILITY, FITNESS FOR ANY PARTICULAR PURPOSE, CONDITION, QUALITY, ADEQUACY, TITLE, DATA ACCURACY, SYSTEM INTEGRATION, FUNCTION, DEFECTS, INFRINGEMENT OR ANY OTHER ISSUE IN REGARD TO THE EQUIPMENT, ANY ASSOCIATED SOFTWARE AND ANY FINANCED ITEMS. SO LONG AS YOU ARE NOT IN DEFAULT UNDER THIS AGREEMENT, WE ASSIGN TO YOU ANY WARRANTIES IN THE EQUIPMENT GIVEN TO US.**

12. LAW; JURY WAIVER: This Agreement will be governed by and construed in accordance with the law of the principal place of business of Lessor or, if assigned, its assignee. You consent to jurisdiction and venue of any state or federal court in the state of Lessor or, if assigned, its assignee has its principal place of business and waive the defense of inconvenient forum. For any action arising out of or relating to this Agreement or the Equipment, **BOTH PARTIES WAIVE ALL RIGHTS TO A TRIAL BY JURY.**

13. MAINTENANCE AND SUPPLIES: Unless indicated otherwise on page 1, you have elected to enter into a separate arrangement with Supplier for maintenance, inspection, adjustment, parts replacement, drums, cleaning material required for proper operation and toner and developer ("Arrangement"). You agree to pay all amounts owing under this Agreement regardless of any claim you have against Supplier relating to the Arrangement. Supplier will be solely responsible for performing all services and providing all supplies under the Arrangement. You agree not to hold Lessor (if different from Supplier) or any assignee of this Agreement responsible for Supplier's obligations under the Arrangement. As a convenience to you, we will provide you with one invoice covering amounts owing under this Agreement and the Arrangement. If necessary, Supplier's obligations to you under the Arrangement may be assigned by us. You agree to pay a monthly supply freight fee to cover the costs of shipping supplies to you. Each month, you are entitled to produce the minimum number of impressions shown on page 1 for each applicable impression type. Regardless of the number of impressions made, you will never pay less than the minimum Payment. All 11" x 17" impressions will count as two meter impressions per side. You agree to provide periodic meter readings on the Equipment. If you fail to provide meter readings in a timely manner, we, at our discretion, may assess you a meter administration fee for each meter affected. You agree to pay the applicable overage charge for each metered impression that exceeds the applicable minimum number of impressions. Impressions made on equipment marked as not financed under this Agreement will be included in determining your impression and overage charges. At the end of the first year of this Agreement, and once each successive 12-month period thereafter, the maintenance and supplies portion of the Payment and the overage charges may be increased by a maximum of 15% of the existing payment or charge. In order to facilitate an orderly transition, the start date of this Agreement will be the date the Equipment is delivered to you or a date designated by us, as shown on the first invoice. If a later start date is designated, in addition to all Payments and other amounts due hereunder, you agree to pay us a transitional payment equal to 1/30th of the Payment, multiplied by the number of days between the date the Equipment is delivered to you and the designated start date. The first Payment is due 30 days after the start of this Agreement and each Payment thereafter shall be due on the same day of each month.

Human Resources Department
November 18, 2025



New Business

1. NA

Updates:

1. **HSA/CME Meetings**: Meetings were held at all locations with CME for enrollment in their HSA. Employees may also selection another vendor of their choice.
2. **Open Enrollment**: The 2026 Open Enrollment is active, effective Nov 17 – Nov 23, 2025. Information was emailed on November 12 and November 17 and will continue daily until the end of open enrollment.
 - If you are satisfied with your current benefit elections, no action is required. Your existing coverage will automatically roll over into the new plan year.
 - If you wish to make changes—such as adding or removing dependents, changing coverage levels, or enrolling in new benefits—you must log in to the Benefits Portal during the enrollment period.



MEMO

DATE: 11/18/2025

TO: Mifflin Township Trustees

FROM: Service Director – Roger Boggs

SUBJECT: Updates & Requests

Service Dept. Request

- Request to Approve the Service Director to be the point of contact for the Franklin County Engineers new “Request for Engineering Assistance” form.
- Request to Approve the Vacation of the proposed alleyway and roadway on Aberdeen Ave. in Leonard Park. This will consist of the alleyway behind Parcels 191-001187, 191-001287, 191-001288. The roadway to be vacated is 2500sq ft of unimproved roadway between parcels 191-001187 and 191-001287. The engineer’s office has agreed that this cannot impact Mifflin Township or ODOT in a negative way, and they will help us by taking this request to the Franklin county Board of Commissioners for approval.
- Request to take the 2016 Dura-Patcher off the surplus list and put it back into the fleet.

Updates

- We had one crew in on the morning of Monday the 8th to check conditions of the roads for slick spots.

Code Enforcement

- No Request

Updates

- The Clean-Up went well on November 8th, however we did not have very much involvement from the residents. We had a few residents that took advantage of the day with several trips but barely enough to fill 1 ½ dumpsters. My recommendation next year will be to go back to Fridays as we had much better turnouts on those days.

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.

REQUEST FOR ENGINEERING ASSISTANCE



Franklin County Engineer's Office
970 Dublin Road
Columbus, Ohio 43215

OFFICE USE ONLY

_____ - _____

Date: _____ Township: _____

The Board of Township Trustees hereby requests the County Engineer's engineering assistance as follows:

Road Name: _____ Road #: _____

Location: _____ miles _____ N _____ S _____ E _____ W _____ of _____ (nearest intersection)

Or Address # _____ or between _____ and _____ (roads).

ROADWAY/TRAFFIC SAFETY:

- ☐ Speed limit study
- ☐ Intersection traffic study
- ☐ Sight distance study
- ☐ Guardrail or barrier study
- ☐ Materials purchase

CULVERTS:

- ☐ Culvert inspection
- ☐ Culvert hydraulic analysis (pipe sizing)
- ☐ Force-account estimate
- ☐ County construction of township culvert

SURVEY:

- ☐ Right-of-way staking
- ☐ Road/alley vacation
- ☐ Boundary survey requests

ROADWAY PLANNING AND MAINTENANCE:

- ☐ Evaluate pavement condition
- ☐ Pavement resurfacing or repair (attach road list)
- ☐ Roadway widening or other improvement study
- ☐ Sidewalk or curb ramp study
- ☐ Force account estimate
- ☐ OPWC funding application

DITCH/DRAINAGE:

- ☐ Ditch maintenance or cleanout
- ☐ Storm sewer installation/
- ☐ Maintenance Force account estimate
- ☐ Other (describe below)

Include a brief description of what the Township is requesting. If there are multiple locations, list them below:

County Engineer is asked to respond to the following person who will be the point of contact in reference to this request:

Name Title

Address City Zip

Phone Fax or email

Township Trustee Date

Township Trustee Date

Township Trustee Date

Township Designee* Date

A minimum of two Trustee signatures is required, or
* A resolution by the Board authorizing a Township
Designee to request engineering assistance.

Mail, email or fax the signed and completed form to:
Franklin County Engineer's Office
Attn: Elizabeth Kuhn, Executive Assistant
970 Dublin Road
Columbus, Ohio 43215
Email: ekuhn@franklincountyengineer.org

Instructions for filling out the Franklin County Engineer's Request for Engineering Assistance form:

DATE: Fill out the date that the request was signed by the township board of trustees (or the last date if signed on more than one date by different trustees).

ROADWAY/TRAFFIC SAFETY:

Speed limit study:

1. Gravel, dirt or unimproved roads" in accordance with ORC 4511.21(K)(1): The Board may establish speed limits by resolution, based on an **engineering and traffic investigation**, for all unimproved roads (gravel or dirt). A speed limit between 25mph to 55mph may be enacted. The County Engineer's Office will perform a speed limit study to determine an appropriate speed limit.

2. Subdivision streets within platted commercial or residential subdivisions in accordance with ORC 4511.21(K)(5): Except for "through highways", the Board may establish speed limits by resolution, based on an **engineering and traffic investigation**. Speed limits may be established from 25mph to 55mph on these streets. The County Engineer's Office will perform a speed study to determine an appropriate speed limit.

3. All other highways and roads in accordance with ORC 4511.21(B)(5): Speed limit established by ODOT based on **engineering investigation** done by the County Engineer. The Engineer will advise the township what, if any, change in speed limit is feasible, but ODOT has sole authority to alter speed limits on these roads. See County Engineer's website for more information.

Intersection traffic study (stop sign, traffic signal or roundabout): The Engineer will investigate the current traffic pattern at the intersection using traffic counts or other methods. If a change in the current stop condition is warranted, the Engineer will recommend a change and/or a course of action. If one of the roads is a county road, Franklin County must approve the change.

Sight distance study: The County Engineer's Office will collect field data on sight distance and report whether the existing sight distance conditions are satisfactory or whether changes are needed with a recommended course of action.

Guardrail/barrier study: The County Engineer's Office can conduct guardrail warrant studies or other types of safety studies. Please provide detailed information on what is desired from the study.

ROADWAY/TRAFFIC PLANNING:

Pavement resurfacing or repair: If pavement resurfacing such as asphalt paving, chip sealing or micro-surfacing is desired, the limits of the work should be specified. If multiple roads are being requested, list the roads and limits in the space provided for description of the request. If additional space is needed, attach a separate list. If the township wishes to program the road for the County's annual resurfacing program, indicate all township roads that the Board wishes to enter into the program. The Engineer can also provide estimates as requested.

Roadway or intersection improvement: The Township should specify the type and limits of improvements desired. Be specific. If only pavement work is desired, please refer to the section above. For road widening or more extensive improvement projects, the County Engineer's Office will evaluate existing conditions and report on possible alternatives. Estimated costs will be provided.

FUNDING APPLICATIONS:

OPWC application: The County Engineer's Office can help you submit a funding application for Ohio Public Works funding. Contact bcox@franklincountyengineer.org for more information on scheduling and applying for OPWC projects.

CULVERTS:

Culvert safety inspection: The Engineer will inspect and evaluate the existing culvert according to ODOT culvert inspection procedures and report the condition of the structure. This will include evaluation of functional capacity. An estimate will not be included unless specifically requested.

Culvert hydraulic analysis: The Engineer will perform drainage calculations to determine the waterway adequacy of the existing culvert and, if necessary, the proper size for a replacement culvert. An estimate will not be included unless specifically requested.

Force account estimate: A force-account assessment form will be completed by the Engineer in conformance with ORC 5575.01. This is an estimate of the actual labor, materials and equipment cost required to perform the work. If the estimated cost of the construction is less than \$77,250, the township may perform the work using its own crews, may hire a contractor, or may request the County Engineer's crews to perform the work. If it is over \$77,250, the township must advertise for competitive bids. A force account estimate is required for culverts constructed by township forces or by county forces.

County construction of township culvert: The County Engineer's Office will construct culverts on township roads with its own forces at the request of the board of trustees. The Engineer will first advise the township how long it will take to complete plans and specifications for the work. The Engineer will also determine cost sharing eligibility in accordance with the County Engineer's Culvert Cost Sharing Policy.

DITCHES/DRAINAGE: If the Township is requesting ditch work for any county maintained ditch, please indicate which ditch it is and the limits of the requested work.

LOCATION: Specify the location as a point referenced from the nearest intersection (for culverts). For road segments, such as for a speed limit study or for resurfacing, please specify the beginning and end points.

DESCRIPTION OF REQUEST: Include any supplemental information that would be helpful in responding to the request, including the specific issues that brought forth the need for the request. This is especially important when requesting a recommendation and estimate for road improvements, since there are a variety of improvements that can be performed.

TOWNSHIP CONTACT PERSON: Provide contact person's name, address, telephone and email.

APPROVAL OF REQUEST: All REA's must be signed by at least two (2) township trustees, or may be signed by the township designee when authorized by resolution of the board of trustees.



Ohio Revised Code

Section 5553.045 Petition by township trustees to vacate township road - title to pass to abutting landowners.

Effective: June 10, 2004

Legislation: House Bill 299 - 125th General Assembly

(A) As used in this section, "road" means a road, or portion of a road, which is not used to calculate distributions of the auto registration distribution fund under division (E) of section 4501.04 of the Revised Code and, thus, is not a road or portion of a road certified by the board of township trustees to the director of transportation in accordance with that division as mileage in the township used by and maintained for the public.

(B) A board of township trustees may petition the board of county commissioners to vacate a township road or a portion of a township road by passing a resolution that requests the vacation of the road or portion and includes a description of the general route and termini of the road or portion. The township clerk shall file a copy of the resolution with the board of county commissioners and certify another copy to the county engineer. Within thirty days after receipt of that copy of the resolution, the engineer shall issue to the board of county commissioners a written report similar in content to reports required under section 5553.06 of the Revised Code. The failure of the engineer to provide this report does not affect the actions required under this section and does not invalidate the vacation of a road or portion of a road under this section.

(C) Upon receipt of the copy of the township's resolution, the board of county commissioners shall set a date for a public hearing on the vacation of the road or portion of the road that is not more than forty-five days after the date that the resolution is filed with the board. The clerk of the board shall notify by regular mail the landowners abutting the road or portion of the road proposed to be vacated. That notice shall be sent at least twenty days before the board's public hearing, shall state that the board of township trustees has filed a resolution requesting the vacation of the specified road or portion of the road under this section, and shall inform the landowners of the time and place of the public hearing on this issue. The notice shall be mailed to the addresses of the abutting landowners as they appear on the county auditor's current tax list or the county treasurer's mailing list. Failure of the delivery of this notice to any abutting landowner does not invalidate the vacation of a road or a portion of a road under this section.



(D) After the public hearing, if the board of county commissioners determines that the vacation of the road or portion of the road would be for the public convenience or welfare, it shall adopt a resolution by a majority vote declaring the road or portion to be vacated and file a certified copy of the resolution with the petitioner board of township trustees, the county recorder, and the county engineer.

If the board of county commissioners fails to vote on the issue of vacating the road or portion of the board within sixty days after the township's resolution is filed with it, the road or portion of the road specified in the resolution shall be deemed to be vacated, and the petitioner board of township trustees shall adopt another resolution describing the road or portion of the road that has been vacated and explaining this vacation is by action of this section. The board of township trustees shall file a certified copy of that resolution with the board of county commissioners, the county recorder, and the county engineer.

(E) Once the certified copies of the resolution declaring a road or portion of a road vacated are filed as provided in division (D) of this section, the board of township trustees, by resolution, shall order the road or portion of the road vacated. The vacated road or portion of the road shall pass, in fee, to the abutting landowners subject to all of the following:

(1) A permanent easement as provided in section 5553.043 of the Revised Code in, over, or under the road for the service facilities, as defined in section 5553.042 of the Revised Code, of a public utility or electric cooperative as defined in section 4928.01 of the Revised Code;

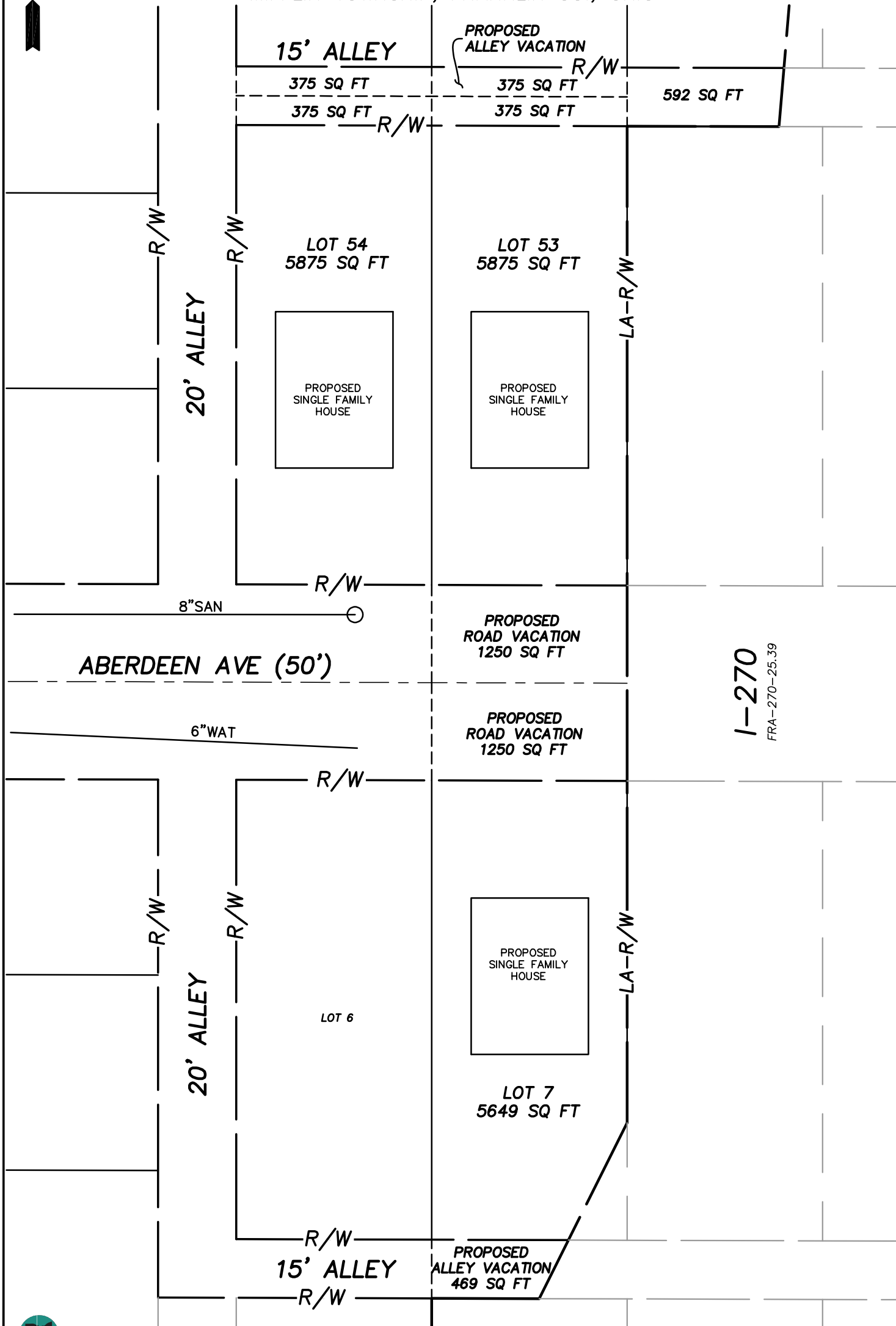
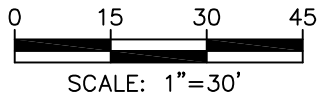
(2) The right of ingress or egress to service and maintain those service facilities;

(3) The right to trim or remove any trees, shrubs, brush, or other obstacles growing in or encroaching onto the permanent easement that may affect the operation, use, or access to those service facilities.



SITE PLAN

LOTS 7, 53, & 54
LEONARD PARK EXTENSION
MIFFLIN TOWNSHIP, FRANKLIN CO., OHIO



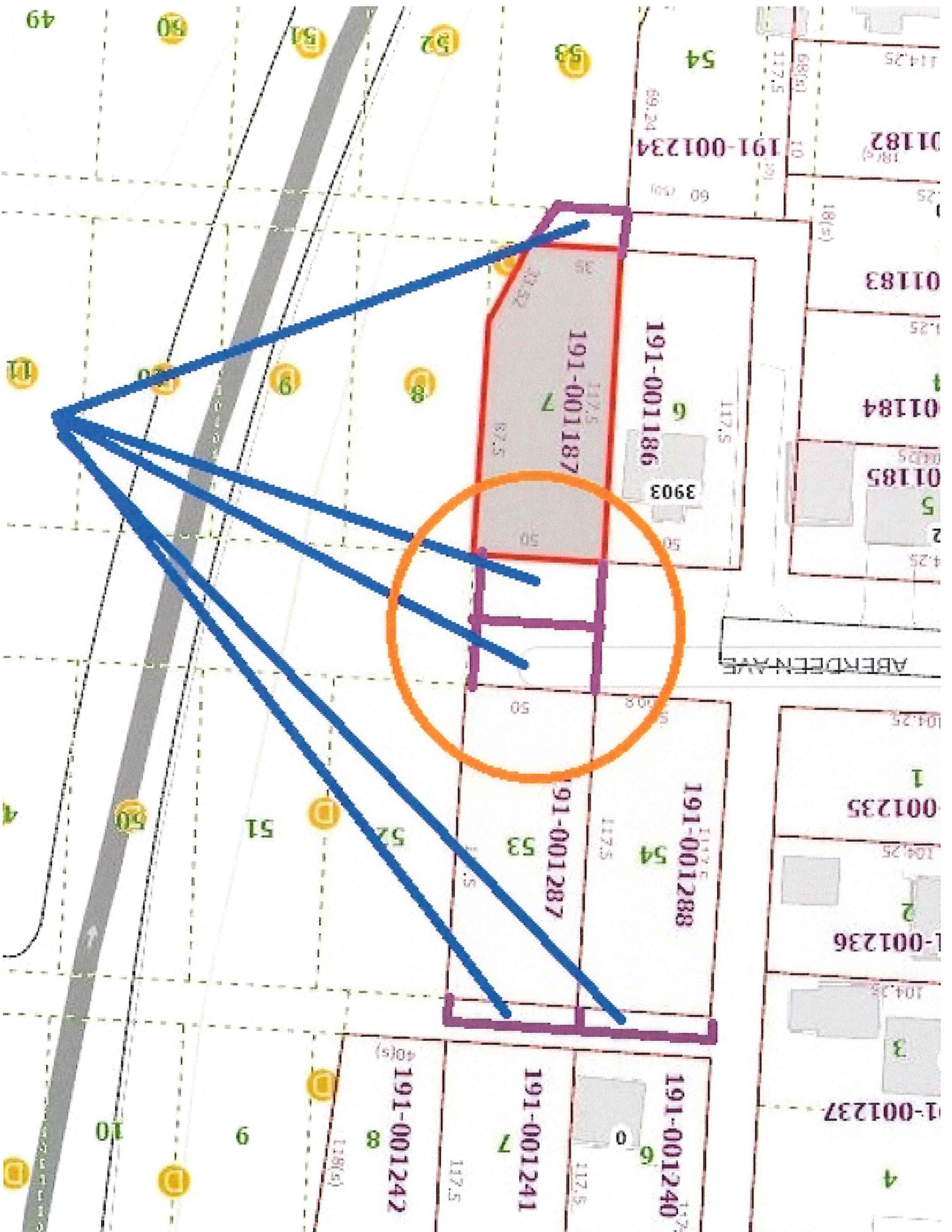
PRO BOUNDARY
LAND SURVEYORS

8850 COMMERCE LOOP DR
COLUMBUS, OH 43240
(614) 899-2209

DRAWING NAME: 25181SITE.DWG

DATE: 3/13/2025
JOB No.: 25-181
CLIENT: MWL COMPANY
CLIENT P.O.: N/A

This site plan is based on available county records and NOT an actual field survey.





MIFFLIN TOWNSHIP

Brian P. Dunlevy
Fire Chief

Scott Davis
Assistant Fire Chief

BOARD OF TOWNSHIP TRUSTEES MEETING

November 18, 2025

FIRE DIVISION REQUESTS:

No request at this time

OPS CENTER REQUESTS:

No request at this time

TOWNSHIP REQUESTS:

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
- Firefighter candidate testing in process.