



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

**TRUSTEES REGULAR MEETING AGENDA**  
Monday, January 5, 2026  
Immediately following the Organizational Meeting at 10 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**

**PUBLIC COMMENT**

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

**IV. APPROVAL OF CONSENT AGENDA**

- Approval of Minutes:
  - December 16, 2025, Regular Meeting
- **Resolution 8-26** Warrants of 12/13/2025 – 12/31/2025

**V. CORRESPONDENCE**

- FCTA Annual Township Meeting – January 15<sup>th</sup>, Pre-registration and RSVP by January 7<sup>th</sup>
- FCTA – Nominations for elected offices - Deadline January 12<sup>th</sup> or from the floor of the FCTA Annual Dinner on January 15<sup>th</sup> at 6 p.m.

**VI. NEW BUSINESS**

**Resolution 9-26 (Fiscal)**

Approve a resolution providing for the issuance of not to exceed \$1,050,000 of notes to renew notes previously issued by the township to pay part of the costs of acquiring real estate to be used for the purpose of constructing a building thereon to be used for equipment or vehicle servicing and/or storage or other lawful township purposes, and matters related thereto.

**Resolution 10-26 (Police)**

Accept the resignation of Lt. Kevin Starrett, effective January 2, 2026

**Resolution 11-26 (Police)**

Accept the resignation of Officer Seth Howard, effective December 26, 2025

**Resolution 12-26 (Police)**

Approve the revisions to the Division of Police Vehicle Pursuit policy.

**Resolution 13-26 (Fire)**

Approve a resolution recognizing Mifflin Township Trustees for the Board of RCOG Liaison and RCOG Vice Liaison.

**Resolution 14-26 (Fire)**

Approve conditional offers to the applicants below:

**Lateral:** Jared Jenkins, Joshua Kuhn, Carter Jenkins

**FF-Medic:** Ryan Kronenberg, Luke Groff, Samantha Mahlman

**EMT-Basic:** Ethan Clift, Brody McLaughlin

**Resolution 15-26 (Fire-IT)**

Authorize the Public Safety Technology Director to declare the list of property as obsolete and surplus under ORC §505.10 and said items are to be sold, recycled and/or removed from the Township property inventory and insurance schedules.

**VII. OLD BUSINESS (Fiscal)**

- IRS regulations regarding taxation of Donated Leave

**VIII. UNSCHEDULED BUSINESS**

**IX. DEPARTMENT REPORTS/TRUSTEE DISCUSSION**

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

**X. EXECUTIVE SESSIONS**

**Service Department**

Request an Executive Session per ORC Section 121.22 (G) (1) Purpose: to consider the discipline of a public employee

**Police**

Request an Executive Session per ORC Section 121.22 (G) (1) Purpose: to consider the employment of a public employee

**XI. ADJOURNMENT**

**Reminders**

1. Thursday, January 15, 6:00 p.m., FCTA Annual Dinner, Hollywood Casino
2. Monday, January 19 – Township offices closed – Martin Luther King Jr. Holiday
3. Tuesday, January 20 – Regular Trustees Meeting, 1:30 p.m., OPS Center
4. February 4 – 6 – OTA Winter Conference & Trade Show

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**December 16,**

**2025**

**I. CALL TO ORDER**

At 1:30 p.m., Mr. Cavener moved to call the meeting to order. Mr. Leeseberg seconded.

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

**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.

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. GUEST VISITOR**

Mr. Robert Cloud, Consultant, presented results of a strategic development initiative for the Fire Department. The process included staff-led workshops, SWOT analysis, and consensus building. The outcome was a new mission statement, vision, and core values to guide operations, hiring, and performance. The goal is to strengthen identity, improve culture, and align with community needs. Staff engagement was high, and guiding principles will serve as a foundation moving forward.

**V. PUBLIC COMMENTS**

There were no public comments.

**VI. CONSENT AGENDA**

Approval of **Minutes**: Regular Meeting, December 1, 2025

**Resolution 205-25**

Approval of **Warrants** of 11/27/2025 – 12/12/2025

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			

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**December 16,**

**2025**

## VII. CORRESPONDENCE

Letters from constituent Thomas Cartwright and realtor Jared Schiff were reviewed.

## VIII. NEW BUSINESS

### Resolution 207-25 (Fiscal)

Amended the 2025 Permanent Appropriations Resolution.

Mr. Leeseberg moved to approve **Resolution 207-25**. Mr. Cavener seconded.

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

### Resolution 208-25 (Fiscal)

Approved the 2026 Temporary Appropriations Resolution.

Mr. Cavener moved to approve **Resolution 208-25**. Mr. Angelou seconded.

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

### Resolution 209-25 (Fiscal)

Approved the change to 8:00 AM–4:00 PM hours and exempt status for Police Chief. There was debate on take-home vehicle policy; a decision was tabled pending legal and IRS guidance. The Resolution was passed excluding vehicle provision.

Mr. Leeseberg moved to approve **Resolution 209-25**. Mr. Cavener seconded.

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

### Resolution 210-25 (Human Resources)

The updated Police Chief job description was reviewed and approved with minor changes. The position was confirmed as **not at-will**; Chief Briggs and HR collaborated on revisions. Role remains at 40 hours per week, exempt status.

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Mr. Cavener moved to approve **Resolution 210-25**. Mr. Leeseberg seconded.

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

## **Resolution 211-25 (Service)**

Approved 3% pay increase for Service Specialist Tristan Hankinson, effective **12/8/25 (beginning of pay period)**, raising hourly rate to \$25.20 based on strong performance.

Mr. Angelou moved to approve Resolution 211-25. Mr. Cavener seconded.

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

## **Resolution 212-25 (Police)**

Approved the new pay scale for the Division of Police.

Mr. Leeseberg moved to approve **Resolution 212-25**. Mr. Angelou seconded.

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

## **Resolution 213-25 (Police)**

Approved the Police Chief to attend the Police Executive Leadership College

This is a 3-week course over three months in Columbus. The cost is \$2,725 to be paid by the General Fund after discount. Additional scholarship may reduce cost further. Training covers executive leadership and ethics and is considered essential and is an industry standard for chiefs. No lodging is required.

Mr. Leeseberg moved to approve **Resolution 213-25**. Mr. Cavener seconded.

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

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## **Resolution 214-25 (Fire)**

Approved the 2026 Fire Compensation Proposal with a 2% hourly pay increase for all staff, including dispatchers, effective the first full pay period in 2026. A Draft budget was submitted; Fiscal approved.

Mr. Cavener moved to approve **Resolution 214-25**. Mr. Angelou seconded.

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

## **Resolution 215-25 (Fire)**

Approved the Fire/EMS Fee Schedule, including contracted services.

Mr. Cavener moved to approve **Resolution 215-25**. Mr. Leeseberg seconded.

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

## **Resolution 216-25 (Fire)**

Approved the modification to Resolution #139-25, adjusting Mifflin Township's portion from \$21,000 to \$37,272.

This modification corrects the cost for Lucas CPR devices based on the updated BWC grant calculations. The Grant award was \$40,000. The budgeted amount for 2026 covers the adjustment.

Mr. Cavener moved to approve **Resolution 216-25**. Mr. Angelou seconded.

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

## **IX. UNSCHEDULED BUSINESS**

There was no unscheduled business.

## **X. OLD BUSINESS**

There was discussion about the IRS regulations regarding taxation of Donated Leave. Donated leave is only allowed for prolonged medical absence and is

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**2025**

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taxable to the donor if criteria are not met. Light duty (40-hour schedule) is separate from donated leave policy. IRS compliance is required. No policy changes were proposed at this time.

## XI. DEPARTMENT REPORTS/TRUSTEE COMMENTS

**Fiscal Department** – Opening P.O. deadline was Monday, December 15<sup>th</sup> and the final check run will be on Friday December 19<sup>th</sup> (except for emergencies).

**Human Resources** – See attached report. Policy Review: Chief Briggs and team are meeting tomorrow to streamline policies (reduce from 300+ pages to approximately 80 pages). Compliance Training: Ohio Ethics Law courses planned for Q1; training via Ohio Ethics Commission site and quizzes in Paychex LMS. Next Steps: Collect SOGs from departments for compliance updates.

**Service Department/Code Enforcement** - Weekend Work: Completed two 12-hour shifts and took care of things; operations are in good shape. Issue: A water line burst at Mount Nebo Baptist Church; water was shut off; basement is likely flooded. Unable to contact owner, monitoring situation. Next Steps: Fire department may assist with building access; searching for owner's contact information. Other Updates: SWACO meeting Thursday at 10 a.m. to discuss the rebid process for trash/recycling services. Status: Code enforcement slowing slightly; business as usual otherwise.

**Police** – See attached report. November Stats: 4 shootings (3 on day shift); 3 gang-related incidents. Recognition: The Service Department assisted with cruiser repairs and facility fixes, saving costs and improving operations.

**Fire Division** – See attached report. Grants Awarded: \$12,000 BWC grant (firefighter gloves/hoods; \$1,200 match), \$40,000 BWC grant (Lucas CPR devices). Hiring: Finalizing eligibility lists for captain and firefighter candidates (completion in approximately 2 weeks). Prevention Bureau: Working to sign off on the new high school for winter break move. The Superintendent expressed appreciation. Other: Coordinating with Gahanna Development Director on TIFF funding. Support was offered to Reynoldsburg FD after firefighter's passing.

**IT** – There was no report.

**Trustees** – Mr. Leeseberg reported on an incident where the Fire department responded to a smoke alarm triggered by a smoke machine during the school photo shoot. The building was cleared quickly. Update: The Wrestling team's opening night was successful. The team is performing strongly in competitions.

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**Held** **December 16,** **2025**

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Mr. Angelou thanked Fiscal and all departments for overcoming challenges in 2025, looking forward to a better 2026.

Mr. Cavener thanked the staff for hard work and gave special recognition for efforts to stabilize finances and address police levy challenges. Holiday Schedule: Township offices are closed Dec 25 (Christmas), open full day on December 31; closed January 1 (New Year's Day). He wished everyone a Merry Christmas and Happy New Year.

## XII. ADJOURNMENT

At 3:12 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 #8-26**

**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 via Consent Agenda:

See Attached

**Moved by:**

- 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, Trustee

CERTIFIED BY:

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

\_\_\_\_\_  
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: 12/13/2025 to 12/31/2025

As Of Check Cashed Date: 12/13/2025 to 12/31/2025

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>								
0000351979	12/19/2025	Central Ohio Hydra	Central Ohio Hydrant Repair & Install	Check	Outstanding		\$0.00	\$6,380.00
0000351980	12/19/2025	AFFILIATED	Affiliated Resource Group	Check	Outstanding		\$0.00	\$736.40
0000351981	12/19/2025	Atlantic -Finley Fire	Atlantic Emergency Solutions	Check	Outstanding		\$0.00	\$792.50
0000351982	12/19/2025	BOUND TREE	Bound Tree Medical, LLC	Check	Outstanding		\$0.00	\$488.82
0000351983	12/19/2025	Brosius, Johnson &	Brosius, Johnson & Griggs, LLC	Check	Outstanding		\$0.00	\$2,838.00
0000351984	12/19/2025	COCP	COCP Distribution Services LLC	Check	Outstanding		\$0.00	\$4,130.50
0000351985	12/19/2025	Coughlin	Coughlin	Check	Outstanding		\$0.00	\$785.32
0000351986	12/19/2025	eMazzanti	eMazzanti Technologies	Check	Outstanding		\$0.00	\$2,501.40
0000351987	12/19/2025	Charles Taylor fka	Matrix Claims Mgt	Check	Outstanding		\$0.00	\$237.50
0000351988	12/19/2025	Franklin County Em	Franklin County Emergency Management	Check	Outstanding		\$0.00	\$600.00
0000351989	12/19/2025	Franklin County Eng	Franklin County Engineer	Check	Outstanding		\$0.00	\$2,043.02
0000351990	12/19/2025	IP Pathways	IP Pathways(Sophisticated Systems)	Check	Outstanding		\$0.00	\$3,056.20
0000351991	12/19/2025	Kenworth	Kenworth of Columbus	Check	Outstanding		\$0.00	\$2,047.50
0000351992	12/19/2025	OE Meyer Co	OEMeyer Co.	Check	Outstanding		\$0.00	\$699.58
0000351993	12/19/2025	OHEPS OhioHealth	OHEPS OhioHealth Employer Services	Check	Outstanding		\$0.00	\$70.00
0000351994	12/19/2025	OPOTA	Ohio Peace Officer Training Academy	Check	Outstanding		\$0.00	\$190.00
0000351995	12/19/2025	PennCare	Penn Care	Check	Outstanding		\$0.00	\$5,579.14
0000351996	12/19/2025	Phillips Oil	Phillips Oil Co of OH	Check	Outstanding		\$0.00	\$291.60
0000351997	12/19/2025	Breathing Air	Sub-Aquatics, Inc	Check	Outstanding		\$0.00	\$208.00
0000351998	12/19/2025	Teleflex	Teleflex	Check	Outstanding		\$0.00	\$5,320.00
0000351999	12/19/2025	Zoll	Zoll Medical Corporation	Check	Outstanding		\$0.00	\$10,743.00
0000352000	12/19/2025	WEX Health, Inc.	WEX Health, Inc.	Check	Outstanding		\$0.00	\$482.50
0000352001	12/19/2025	Buckeye Body & Eq	Buckeye Body and Equipment	Check	Outstanding		\$0.00	\$532.08
0000352002	12/19/2025	ColdSpring Granite	Cold Spring Memorial Group	Check	Outstanding		\$0.00	\$369.00
0000352003	12/19/2025	Delta Dental Insura	Delta Dental	Check	Outstanding		\$0.00	\$11,727.34
0000352005	12/19/2025	Revize	Revize LLC	Check	Outstanding		\$0.00	\$4,970.00
0000352006	12/19/2025	RUMPKE	Rumpke	Check	Outstanding		\$0.00	\$330.50
0000352007	12/19/2025	Sanders Lawn Care	Sanders Lawn Care	Check	Outstanding		\$0.00	\$9,255.00
0000352008	12/19/2025	SSI	Software Solutions, Inc.	Check	Outstanding		\$0.00	\$27,155.41
0000352009	12/19/2025	Topline Designs	Topline Designs	Check	Outstanding		\$0.00	\$1,912.00
0000352010	12/19/2025	Turnouts, LLC	Turnouts, LLC	Check	Outstanding		\$0.00	\$2,581.70
0000352011	12/19/2025	VANCE	Vance Outdoors, Inc.	Check	Outstanding		\$0.00	\$1,677.40
0020251239	12/16/2025	5th/3rd Bank Credit	Fifth Third Bank	EFT	Outstanding		\$0.00	\$7,424.68
0020251240	12/16/2025	5th/3rd Bank Credit	Fifth Third Bank	EFT	Outstanding		\$0.00	\$7,806.06
0020251241	12/15/2025	HSA Employee Pd	HSA Employee Pd Deduction	EFT	Outstanding		\$0.00	\$5,045.68

**As Of Check Cashed Date: 12/13/2025 to 12/31/2025**

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0020251242	12/15/2025	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$660.25
0020251243	12/15/2025	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$1,027.00
0020251245	12/16/2025	MM Self-Insured Ins	Medical Mutual Self-Insured	EFT	Outstanding		\$0.00	\$4,501.64
0020251246	12/16/2025	Amazon Mkt Place	Amazon Market Place	EFT	Outstanding		\$0.00	\$1,357.37
0020251247	12/17/2025	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$2,842.46
0020251248	12/17/2025	BWC	Ohio Bureau of Workers' Compensation	EFT	Outstanding		\$0.00	\$210,971.00
0020251249	12/18/2025	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$1,200.00
0020251250	12/18/2025	Spectrum	Spectrum	EFT	Outstanding		\$0.00	\$106.30
0020251251	12/19/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$212.85
0020251252	12/19/2025	Staples Advantage	Staples Business Credit	EFT	Outstanding		\$0.00	\$2,945.66
0020251253	12/22/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$1,157.90
0020251254	12/22/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$25.98
0020251255	12/26/2025	Empower 457 Dedu	Empower 457 Deduction	EFT	Outstanding		\$0.00	\$8,330.00
0020251256	12/26/2025	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$6,440.00
0020251257	12/26/2025	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$795.00
0020251258	12/26/2025	Mifflin Payroll	Mifflin Township Payroll	EFT	Outstanding		\$0.00	\$310,281.48
0020251259	12/26/2025	Payroll TAX	Mifflin Payroll TAX	EFT	Outstanding		\$0.00	\$85,359.33
0020251260	12/26/2025	Child Support Dedu	Ohio Child Support Payment Central	EFT	Outstanding		\$0.00	\$1,505.99
0020251261	12/26/2025	IAFF Deduction	Mifflin Twp. Local IAFF 2818	EFT	Outstanding		\$0.00	\$1,740.00
0020251262	12/23/2025	Heartland	Heartland Bank	EFT	Outstanding		\$0.00	\$77,870.66
0020251263	12/23/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$41.36
0020251264	12/23/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$216.02
0020251265	12/23/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$200.56
0020251266	12/23/2025	MM Self-Insured Ins	Medical Mutual Self-Insured	EFT	Outstanding		\$0.00	\$4,188.89
0020251267	12/29/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$509.39
0020251268	12/24/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$53.65
0020251269	12/24/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$1,105.02
0020251271	12/22/2025	Paychex	Paychex	EFT	Outstanding		\$0.00	\$54.00
0020251272	12/26/2025	Paychex	Paychex	EFT	Outstanding		\$0.00	\$546.04
0020251273	12/26/2025	Paychex	Paychex	EFT	Outstanding		\$0.00	\$87.78
0020251274	12/30/2025	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$121.86
0020251275	12/31/2025	Armor Express AE	Armor Express AE	EFT	Outstanding		\$0.00	\$0.00
<b>01. A/P BANK - 5/3 Bank A/P Total:</b>							<b>\$0.00</b>	<b>\$857,463.27</b>
<b>Grand Total:</b>							<b>\$0.00</b>	<b>\$857,463.27</b>

# FCTA Annual Township Meeting

Thursday, January 15, 2026

## Hollywood Casino

200 Georgesville Road,  
Columbus, OH 43228

6:00pm - 8:00pm

To register, please send the following information for you or any guest(s) to Amanda Cavinee at [acavinee@perrytwp.org](mailto:acavinee@perrytwp.org): full name, township affiliation, and contact information (mailing address, phone number, and email address). **Pre-register and RSVP by January 7, 2026.** As a reminder, elected officials attend free of charge; dinner is \$55 per person for non-elected officials **or \$50 if paid before January 1, 2026.** Checks should be made payable to the Franklin County Township Association. You may also pay by Venmo using the QR code below.

More details to follow!

Natalie Nicodemus

@FCTA-2025



**venmo**

**From:** [Amanda Cavinee](mailto:Amanda.Cavinee)  
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**Cc:** [Chet Chaney](mailto:Chet.Chaney)  
**Subject:** FCTA Nomination Notice  
**Date:** Friday, January 2, 2026 9:04:21 AM

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## NOMINATION NOTICE

### Franklin County Township Association

Nominations for the offices of President, Vice President, Secretary, Treasurer and Executive Committee Member are now being accepted by FCTA Elections Committee Chairman Eric Richter. These offices will constitute the FCTA Executive Board. All nominations must be received by the Elections Committee by January 12, 2026, at 5:00 pm. As a reminder nominations can be accepted from the floor at the FCTA Annual Dinner held on January 15, 2026, at 6:00 pm.

Elections Committee Chairman – Eric Richter (Washington Township) 614-551-5751  
[erichter@wtwp.com](mailto:erichter@wtwp.com)

Dennis Nicodemus (Truro Township) 614-419-1747 [dnicodemus@trurotwp.org](mailto:dnicodemus@trurotwp.org)  
Rod Pritchard (Prairie Township) 614-216-3386 [rpritchard@prairietownship.org](mailto:rpritchard@prairietownship.org)

Candidates for office must be members in good standing as of the date of nomination. All members in good standing may nominate candidates for any of the Offices. A person nominated for more than one position must select the office of their choice; no person may run for or hold more than one office. The term of office is two (2) years.

## **RESOLUTION #9-26**

A RESOLUTION PROVIDING FOR THE ISSUANCE OF NOT TO EXCEED \$1,050,000 OF NOTES TO RENEW NOTES PREVIOUSLY ISSUED BY THE TOWNSHIP TO PAY PART OF THE COSTS OF ACQUIRING REAL ESTATE TO BE USED FOR THE PURPOSE OF CONSTRUCTING A BUILDING THEREON TO BE USED FOR EQUIPMENT OR VEHICLE SERVICING AND/OR STORAGE OR OTHER LAWFUL TOWNSHIP PURPOSES, AND MATTERS RELATED THERETO.

**WHEREAS**, the Township of Mifflin in the County of Franklin, Ohio (the “Township”), heretofore declared the necessity of obtaining financing for the purpose of paying part of the costs of acquiring real estate to be used for the purpose of constructing a building thereon to be used for equipment or vehicle servicing and/or storage or other lawful Township purposes (the “Project”); and

**WHEREAS**, the Township Fiscal Officer, as fiscal officer of the Township, has estimated that the life of such improvements to be acquired with the proceeds of the notes and bonds hereinafter referred to is at least five (5) years, and certified that the maximum maturity of the bonds issued therefor is thirty (30) years, and of notes to be issued in anticipation thereof is twenty (20) years; and

**WHEREAS**, this Board of Township Trustees (the “Board”) anticipates that debt service on such bonds will be paid from legally available general revenues of the Township, and on such notes from such revenues and proceeds of such bonds or renewal notes (collectively, the “Revenues”);

**WHEREAS**, notes heretofore issued in the principal amount of \$1,050,000 to finance part of the costs of the Project (the “Prior Notes”) are about to mature and should be renewed in an amount not to exceed \$1,050,000; and

**WHEREAS**, this Board desires to finance the Project, in part, by renewing the Prior Notes by issuing securities in the form of bond anticipation notes under the provisions of Section 505.262 of the Ohio Revised Code, as amended (the “Act”); and

**WHEREAS**, the County Auditor has certified or will certify that the debt service charge on such bond anticipation notes in the first year, together with the debt service charge for that same year on any other bonds issued by the Township pursuant to the Act, does not exceed one-tenth of the Township’s total revenue from all sources;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Township Trustees of the Township of Mifflin, in the County of Franklin, Ohio, that (all of the members thereof concurring):

**SECTION 1.** It is necessary to issue bonds of the Township (the “Bonds”) in a principal amount of not to exceed \$1,050,000 for the purpose of paying the portion of the cost of the Project and “financing costs” as defined in Section 133.01 of the Ohio Revised Code.

**SECTION 2.** Such Bonds of the Township shall be issued in said principal amount for the purpose aforesaid under authority of the general laws of the State of Ohio, particularly the Act. Said Bonds shall be dated approximately February 1, 2027, shall bear interest at the rate of

approximately six percent (6%) per annum, payable semiannually, and shall mature in substantially equal annual installments over a period not exceeding thirty (30) years.

**SECTION 3.** It is hereby determined that notes (hereinafter called the “Notes”) in the principal amount of not to exceed \$1,050,000 shall be issued in anticipation of the issuance of said Bonds and in order to renew the Prior Notes. The Notes shall (i) be issued in a principal amount not exceeding the amount set forth above, (ii) be dated the date of their initial issuance, (iii) be numbered from R-1 upwards in order of issuance, (iv) bear interest at a rate not to exceed seven percent (7%) per annum, payable at maturity, (v) mature not more than one year from such date of initial issuance, (vi) be of such number and denominations of \$100,000 or more as may be requested by the Purchaser (as hereinafter defined), and (vii) be payable as to both principal and interest in federal funds of the United States of America at the office of the Township Fiscal Officer, as the paying agent, registrar and transfer agent for the Notes, or the office a bank or trust company designated to serve as the paying agent, registrar and transfer agent (in either case, the “Paying Agent and Registrar”) for the Notes, all as determined by the Township Fiscal Officer without further action of this Board in a certificate of award (the “Certificate of Award”) executed by the Township Fiscal Officer and shall be conclusive.

The Notes may be subject to redemption prior to their stated maturity if so determined by the Township Fiscal Officer in the Certificate of Award.

The Notes shall be designated “Township Real Estate Acquisition Bond Anticipation Notes, Series 2026 (First Renewal)” or as otherwise provided in the Certificate of Award.

It is hereby determined by this Board that the issuance of the Notes provided herein, are in the best interests of the Township.

**SECTION 4.** The Notes shall express upon their faces the purpose for which they are issued and that they are issued in pursuance of this Resolution and the Act. The Notes shall be in fully registered form, without coupons, and shall bear the signatures of the members of the Board of Township Trustees and of the Township Fiscal Officer, provided that any or all of such signatures may be facsimile signatures, and shall bear the manual authenticating signature of the Paying Agent and Registrar. The principal of and interest on the Notes shall be payable by the Paying Agent and Registrar to the person whose name appears on the record date as the registered holder thereof on the Notes, by check or draft mailed by the Paying Agent and Registrar to such holder’s address as it appears on the registration records to be maintained by the Paying Agent and Registrar on behalf of the Township, as provided in the Certificate of Award, without deduction for exchange, collection or service charges. Upon the final payment of such Notes, the then registered holder of such Notes shall mark such Note as paid and return the cancelled Note to the Paying Agent and Registrar.

The Notes shall be transferable by the registered holder thereof in person or by his attorney duly authorized in writing at the office of the Paying Agent and Registrar upon presentation and surrender thereof to the Paying Agent and Registrar. No such transfer shall be effective until entered upon the registration records maintained by the Paying Agent and Registrar. Upon such transfer, a new Note or Notes of authorized denominations of the same maturity and for the same unpaid aggregate principal amount shall be issued to the transferee in exchange therefor.

The Township and the Paying Agent and Registrar may deem and treat the registered holders of the Notes as the absolute owners thereof for all purposes, and neither the Township nor the Paying Agent and Registrar shall be affected by any notice to the contrary.

**SECTION 5.** The Notes shall be sold by negotiated sale as described herein for not less than 97% of the principal amount thereof, plus accrued interest to the date of delivery, to one or more entities designated by the Township Fiscal Officer in the Certificate of Award without further action of this Board (the "Purchaser"), upon terms within the limitations of this resolution as determined by the Township Fiscal Officer in the Certificate of Award, such sale to be in accordance with the Purchaser's offer to purchase the Notes which the Township Fiscal Officer is hereby authorized to accept. The proceeds from such sale, except any premium or accrued interest thereon, if any, shall be used for the purpose aforesaid and for no other purpose, which may include any "financing costs" related to the Notes, as defined in Section 133.01 of the Ohio Revised Code, and for which purpose said proceeds are hereby appropriated. Any premium and accrued interest received by the Township from the sale of the Notes shall be either used to pay such "financing costs" or transferred to the bond retirement fund to be applied as permitted by law, and for which purpose moneys are hereby appropriated.

Such sale shall be evidenced by the execution of the Certificate of Award by the Township Fiscal Officer setting forth the terms of such sale, the other matters to be set forth therein referred to in this Resolution, and such other matters as the Township Fiscal Officer determines are consistent with this Resolution. That the matters contained in the Certificate of Award are consistent with this Resolution shall be conclusively evidenced by the execution of the Certificate of Award by such officer. The Certificate of Award shall be and hereby is incorporated into this Resolution.

The Township Fiscal Officer is hereby authorized to execute and deliver, on behalf of the Township, a note purchase agreement for the Notes with the Purchaser (the "Note Purchase Agreement") in such form as may be approved by the Township Fiscal Officer without further action of this Board of Township Trustees, such execution to be conclusive evidence of such authorization and approval. Each member of the Board of Township Trustees and the Township Fiscal Officer is hereby separately authorized, alone or with others, to make the necessary arrangements with the Purchaser to establish the date, location, procedure and conditions for the delivery of the Notes to the Purchaser, and give all appropriate notices and certificates and to take all steps necessary to effect the due execution and delivery of the Notes pursuant to the provisions of the Certificate of Award and the Note Purchase Agreement, if any.

The Township Fiscal Officer, each member of the Board of Township Trustees and other appropriate officials of the Township, are each hereby separately authorized, without further action of the Board of Township Trustees, to take any and all actions and to execute such other instruments that may be necessary or appropriate in the opinion of Dinsmore & Shohl LLP, as bond counsel for the Notes, in order to effect the issuance of the Notes and the intent of this Resolution. The Township Fiscal Officer, or other appropriate officer of the Township, shall certify a true transcript of all proceedings had with respect to the issuance of the Notes, along with such information from the records of the Township as is necessary to determine the regularity and validity of the issuance of the Notes.

**SECTION 6.** The Notes shall be the full general obligations of the Township, and the full faith, credit and revenue of the Township are hereby pledged for the prompt payment of the same.

The principal amount received from the sale of the bonds anticipated by the Notes and any excess fund resulting from the issuance of the Notes shall, to the extent necessary, be used only for the retirement of the Notes at maturity, together with interest thereon and is hereby pledged for such purpose.

**SECTION 7.** During the year or years while the Notes run there shall be levied upon all of the taxable property in this Township in addition to all other taxes, a direct tax annually not less than that which would have been levied if bonds had been issued without the prior issue of the Notes; provided, however, that in each year to the extent the Revenues and other moneys are available for the payment of the Notes and bonds and are appropriated for such purpose, the amount of such tax shall be reduced by the amount of such Revenues and other moneys so available and appropriated.

**SECTION 8.** Said tax shall be and is hereby ordered computed, certified, levied and extended upon the tax duplicate and collected by the same officers in the same manner and at the same time that taxes for general purposes for each of said years are certified, extended and collected. Said tax shall be placed before and in preference to all other items and for the full amount thereof. The funds derived from said tax levy hereby required, or from the other described sources, shall be placed in a separate and distinct fund, which together with all interest collected on the same, shall be pledged irrevocably for the payment of the principal and interest of the Notes or the bonds in anticipation of which they are issued when and as the same fall due

**SECTION 9.** The Board of Township Trustees hereby covenants that it will restrict the use of the proceeds of the Notes hereby authorized in such manner and to such extent, if any, as may be necessary, after taking into account reasonable expectations at the time the debt is incurred, so that they will not constitute “arbitrage bonds” under Sections 103(b)(2) and 148 of the Internal Revenue Code of 1986, as amended (the “Code”) and the regulations prescribed thereunder and will, to the extent possible, comply with all other applicable provisions of the Code and the regulations thereunder in order to retain the Federal income tax exemption for interest on the Notes, including any expenditure requirements, investment limitations, rebate requirements or use restrictions. The Township Fiscal Officer or any other officer having responsibility with respect to the issuance of the Notes is authorized and directed to give an appropriate certificate on behalf of the Township on the date of delivery of the Notes for inclusion in the transcript of proceedings, setting forth the facts, estimates and circumstances and reasonable expectations pertaining to the use of the proceeds thereof and the provisions of the Code and the regulations thereunder.

The Notes may be designated or deemed designated as “qualified tax-exempt obligations” to the extent permitted by Section 265(b)(3) of the Code, and if designated not already deemed so designated, as determined by the Township Fiscal Officer without further action of this Board in the Certificate of Award. If so designated by the Township Fiscal Officer, the Township Fiscal Officer shall find and determine that the reasonable anticipated amount of qualified tax-exempt obligations (other than private activity bonds) which will be issued by the Township during the calendar year the Notes are issued does not and will covenant on behalf of this Board that, during such year, the amount of tax-exempt obligations issued by the Township and designated as “qualified tax-exempt obligations” for such purpose will not exceed \$10,000,000. The Township Fiscal Officer and other appropriate officers, and any of them, are authorized to take such actions and give such certifications on behalf of the Township with respect to the reasonably anticipated amount of tax-exempt obligations to be issued by the Township during this calendar year and with respect to such other matters as appropriate under Section 265(b)(3) of the Code.

**SECTION 10.** For purposes of this resolution, the following terms shall have the following meanings:

“Book entry form” or “book entry system” means a form or system under which (i) the beneficial right to payment of principal of and interest on the Notes may be transferred only through a book entry, and (ii) physical Note certificates in fully registered form are issued only to the Depository or its nominee as registered owner, with the Notes “immobilized” to the custody of the Depository, and the book entry maintained by others than the Township is the record that identifies the owners of beneficial interests in those Notes and that principal and interest.

“Depository” means any securities depository that is a clearing agency under federal law operating and maintaining, together with its Participants or otherwise, a book entry system to record ownership of beneficial interests in Notes or principal and interest, and to effect transfers of Notes, in book entry form, and includes and means initially The Depository Trust Company (a limited purpose trust company), New York, New York.

“Participant” means any participant contracting with a Depository under a book entry system and includes security brokers and dealers, banks and trust companies, and clearing corporations.

At the request of the Purchaser, all or any portion of the Notes may be initially issued to a Depository for use in a book entry system, and the provisions of this Section shall apply to such Notes, notwithstanding any other provision of this resolution. If and as long as a book entry system is utilized with respect to any of such Notes: (i) there shall be a single Note of each maturity; (ii) those Notes shall be registered in the name of the Depository or its nominee, as registered owner, and immobilized in the custody of the Depository; (iii) the beneficial owners of Notes in book entry form shall have no right to receive Notes in the form of physical securities or certificates; (iv) ownership of beneficial interests in any Notes in book entry form shall be shown by book entry on the system maintained and operated by the Depository and its Participants, and transfers of the ownership of beneficial interests shall be made only by book entry by the Depository and its Participants; and (v) the Notes as such shall not be transferable or exchangeable, except for transfer to another Depository or to another nominee of a Depository, without further action by the Township. Debt service charges on Notes in book entry form registered in the name of a Depository or its nominee shall be payable in the manner provided in the Township’s agreement with the Depository to the Depository or its authorized representative (i) in the case of interest, on each interest payment date, and (ii) in all other cases, upon presentation and surrender of Notes as provided in this resolution.

The Paying Agent serving as registrar for the Notes (the “Paying Agent and Registrar”) may, with the approval of the Township, enter into an agreement with the beneficial owner or registered owner of any Note in the custody of a Depository providing for making all payments to that owner of principal and interest on that Note or any portion thereof (other than any payment of the entire unpaid principal amount thereof) at a place and in a manner (including wire transfer of federal funds) other than as provided in this resolution, without prior presentation or surrender of the Note, upon any conditions which shall be satisfactory to the Paying Agent and Registrar and to the Township. That payment in any event shall be made to the person who is the registered owner of that Note on the date that principal is due, or, with respect to the payment of interest, as of the applicable date agreed upon as the case may be. The Paying Agent and Registrar shall furnish a copy of each of those agreements, certified to be correct by the Paying Agent and

Registrar and Registrar, to any other paying agents for the Notes and to the Township. Any payment of principal or interest pursuant to such an agreement shall constitute payment thereof pursuant to, and for all purposes of, this resolution.

The Paying Agent and Registrar, the Township Fiscal Officer, and any one or more of them acting alone, is authorized and directed without further action of this Board of Township Trustees to execute, acknowledge and deliver, in the name of and on behalf of the Township, a blanket letter agreement between the Township and The Depository Trust Company, as Depository, to be delivered in connection with the issuance of the Notes to the Depository for use in a book entry system, and to take all other actions they deem appropriate in issuing the Notes under a book entry system.

If any Depository determines not to continue to act as Depository for the Notes for use in a book entry system, the Township, the Paying Agent and Registrar may attempt to establish a securities depository/book entry relationship with another qualified Depository under this resolution. If the Township, the Paying Agent and Registrar do not or are unable to do so, the Township, the Paying Agent and Registrar, after the Paying Agent and Registrar have made provision for notification of the beneficial owners by the then Depository, shall permit withdrawal of the Notes from the Depository and authenticate and deliver Note certificates in fully registered form to the assigns of the Depository or its nominee, all at the cost and expense (including costs of printing definitive Notes), if the event is not the result of action or inaction by the Township or the Paying Agent and Registrar, of those persons requesting such issuance.

**SECTION 11.** The law firm of Dinsmore & Shohl LLP be and is hereby retained as bond counsel to the Township to prepare the necessary authorization and related closing documents for the issuance, sale and delivery of the Notes and, if appropriate, rendering its approving legal opinion in connection therewith in accordance with the written agreement, which at least two members of the Board of Township Trustees and the Township Fiscal Officer are hereby separately authorized to execute and deliver on behalf of the Township, with such changes thereto not substantially adverse to the Township as may be approved by the officer(s) executing the same. The approval of such changes by such officer(s), and that the same are not substantially adverse to the Township, shall be conclusively evidenced by the execution of such agreement by such officer(s). Such law firm shall be compensated by the Township for the above services in accordance with such written agreement.

**SECTION 12.** The Township Fiscal Officer is hereby authorized to execute and deliver an agreement with a bank or trust company determined by the Township Fiscal Officer to serve as the Paying Agent and Registrar in such form as such officer may approve, the execution thereof by such officer to be conclusive evidence of such authorization and approval.

**SECTION 13.** The Township Fiscal Officer, or any other officer, employee or agent of the Township, are each hereby separately authorized, alone or with others to apply for a rating from one or more national rating services with respect to the Notes, and any such actions heretofore taken are hereby approved, ratified and confirmed. The payment of the fees and expenses relating to any such rating from the proceeds of the Notes is hereby authorized.

**SECTION 14.** The Township Fiscal Officer or any other officer, employee or agent of the Township, are each hereby separately authorized, alone or with others to apply for a municipal bond insurance policy with respect to the Notes, and accept a commitment therefor, if the Purchaser should recommend the same, and any such actions heretofore taken are hereby

approved, ratified and confirmed. The payment of the premium and expenses relating to any such insurance policy from the proceeds of such Notes is hereby authorized if the Township Fiscal Officer determines in the Certificate of Award that the present value of the interest cost savings on such Notes resulting from the insurance policy is greater than the premium to be charged for the insurance policy, which determination shall be conclusive.

**SECTION 15.** The Township Fiscal Officer or any other officer, employee or agent of the Township, are each hereby separately authorized, alone or with others, authorized to execute any and all necessary agreements, certificates, and other documentation in order to effectuate the issuance and delivery of the Notes.

**SECTION 16.** It is hereby found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board; and that all deliberations of the Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.

**SECTION 17.** The Township Fiscal Officer is hereby directed to forward a certified copy of this Resolution to the county auditor of each county in which any part of the Township is located.

**SECTION 18.** 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

<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, Trustee

CERTIFIED BY:

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

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

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

**RESOLUTION #10-26**

**Resolution to Accept the Resignation of Police Lieutenant Kevin Starrett**

**WHEREAS**, the Mifflin Township Board of Trustees acknowledges the resignation of Police Lieutenant Kevin Starrett; and

**WHEREAS**, the last working day for the employee will be January 2, 2026;

**NOW, THEREFORE, BE IT RESOLVED, BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES OF FRANKLIN COUNTY, OHIO** hereby accepts the resignation of Police Lieutenant Kevin Starrett, effective at the close of business on January 2, 2026, and extends appreciation for his service to the community.

**Moved by:**

- 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, Trustee

CERTIFIED BY:

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

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

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

**RESOLUTION #11-26**

**Resolution to Accept the Resignation of Police Officer Seth Howard**

**WHEREAS**, the Mifflin Township Board of Trustees acknowledges the resignation of Police Officer Seth Howard; and

**WHEREAS**, the last working day for the employee will be December 26, 2025;

**NOW, THEREFORE, BE IT RESOLVED, BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES OF FRANKLIN COUNTY, OHIO** hereby accepts the resignation of Police Officer Seth Howard, effective December 26, 2025, and extends appreciation for his service.

**Moved by:**

- 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, Trustee

CERTIFIED BY:

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

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

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

**RESOLUTION #12-26**

**Resolution to Approve the Vehicle Pursuit Policy for the Police Department**

**WHEREAS**, the Mifflin Township Police Department has developed a Vehicle Pursuit Policy to ensure safe and effective operations in accordance with best practices; and

**WHEREAS**, the proposed policy has been reviewed by Human Resources and reviewed and approved by legal counsel for compliance and risk mitigation;

**NOW, THEREFORE, BE IT RESOLVED, BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES OF FRANKLIN COUNTY, OHIO**, that the Board hereby approves and adopts the Vehicle Pursuit Policy for the Mifflin Township Police Department, effective immediately.

**Moved by:**

- 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				

\_\_\_\_\_  
Date

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

CERTIFIED BY:

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

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

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

**RESOLUTION #13-26**

**A Resolution Approving the Recognition of Trustees as Board of MECC RCOG Liaison and Vice Liaison**

WHEREAS, the Board of Trustees of Mifflin Township values strong communication and collaboration with the MECC Regional Council of Governments (RCOG) to advance shared goals and priorities;

WHEREAS, the Board desires to formally recognize a Trustee to serve as the Board of MECC RCOG Liaison to represent the Board in matters relating to RCOG activities and initiatives;

WHEREAS, the Board further wishes to recognize a Vice Liaison to assist the Liaison and ensure continuity of representation;

WHEREAS, these appointments will strengthen governance, transparency, and engagement between the Board and the RCOG.

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

1. Recognition of Liaison. The Board hereby recognizes Trustee \_\_\_\_\_ as the Board of RCOG Liaison, to serve until replaced.
2. Recognition of Vice Liaison. The Board hereby recognizes \_\_\_\_\_ as the Vice Liaison to the Board of RCOG, to serve until replaced.
3. Duties. The Liaison and Vice Liaison shall: Serve as the primary and secondary points of contact between the Board and RCOG; Attend relevant meetings and provide updates to the Board; Facilitate communication and collaboration consistent with Board policies.

**Moved by:**

- 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, Trustee

CERTIFIED BY:

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

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

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

**RESOLUTION #14-26**

**Resolution to Approve Conditional Offers of Employment for  
Firefighter Applicants**

**WHEREAS**, the Township Board has reviewed the recommendation of the Fire Chief regarding the hiring of qualified firefighter and EMS personnel; and

**WHEREAS**, the following candidates have been selected for conditional offers of employment at the designated step and hourly rate:

- Lateral Firefighter
  - Jared Jenkins – Step 4 @ \$35.27
  - Joshua Kuhn – Step 2 @ \$31.39
  - Carter Jenkins – Step 3 @ \$33.29
  
- Firefighter/Paramedic
  - Ryan Kronenberg – Step 1 @ \$28.71
  - Luke Groff – Step 1 @ \$28.71
  - Samantha Mahlman – Step 1 @ \$28.71
  
- EMT-Basic
  - Ethan Clift – Apprentice @ \$23.59
  - Brody McLaughlin – Apprentice @ \$23.59

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Board hereby approves the conditional offers of employment to the above-listed candidates. Employment start dates shall be determined by the Fire Chief in coordination with Human Resources.

**BE IT FURTHER RESOLVED**, that these provisional appointments are contingent upon the successful completion of all pre-employment physical and psychological assessments.

**BE IT FINALLY RESOLVED**, that this request is planned and budgeted, with six of the candidates participating in the SAFER grant program.

**NOW, THEREFORE, BE IT RESOLVED, BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES OF FRANKLIN COUNTY, OHIO** hereby approves the conditional job offers of the firefighter/EMS candidates at the designated step and hourly rate with the employment start dates shall be determined.

**Moved by:**

- 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, #14-26, shall be in force and become effective immediately upon its execution.

\_\_\_\_\_  
Date

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

CERTIFIED BY:

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

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

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

**RESOLUTION #15-26**

**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 Public Safety Technology Director would like to declare the following items as surplus and obsolete under ORC 505.10:

<b>QTY</b>	<b>Device</b>	<b>SN</b>	<b>Make</b>	<b>Model</b>
1	Desktop	2UA7511SSX	HP	Prodesk
1	Desktop	2UA7511ST2	HP	Prodesk
1	MDT	RJ805B1365	Getac	B300
1	MDT	RK503V1544	Getac	V110
1	MDT	REA39V0036	Getac	V110
1	MDT	RG939F1137	Getac	F110
1	MDT	RK703F1861	Getac	F110
1	MDT	RG839F0530	Getac	F110
1	MDT	RG939F1338	Getac	F110
1	MDT	RG839F0525	Getac	F110
1	MDT	RK703V1185	Getac	V110

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, to authorize the Public Safety Technology Director 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.

**Moved by:**

- 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, Trustee

CERTIFIED BY:

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

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

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

RESOLUTION # **16-26**

**PERSONNEL MATTERS**

**WHEREAS**, the Board of Trustees has reviewed the circumstances regarding the conduct and performance of Employee ID 362, and finds that disciplinary action is warranted;

**WHEREAS**, Employee ID 362, is hereby suspended (unpaid) from duty for three (3) shifts, in accordance with applicable policies and procedures;

**WHEREAS**, the unpaid suspension shall be documented in the employee's personnel file and shall be retained per the retention schedule; and

**WHEREAS**, the Board directs the Human Resources Director and Department Head to notify the employee in writing of this action and ensure compliance with all legal and policy requirements;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, authorizes the three (3) day unpaid suspension of Employee ID 362 beginning with the next scheduled shift.

**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	✓			

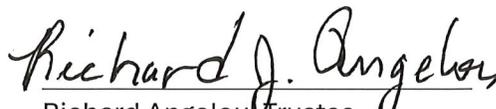
This Resolution shall be in force and become effective immediately upon its execution.

1/5/2024  
Date

  
Kevin Cavener, Chair

CERTIFIED BY:

  
Darlene Wildes, Fiscal Officer

  
Richard Angelou, Trustee

  
Jamie Leeseberg, Trustee

**RESOLUTION # 17-26**

**A Resolution Regarding Paid Administrative Leave for Employee #359 Pending Test Results**

**WHEREAS**, the Township may place employees on paid administrative leave when necessary to protect health, safety, or ensure compliance with workplace policies; and

**WHEREAS**, Employee #359 was removed from duty and placed on paid administrative leave effective January 1, 2026, pending the outcome of a reasonable-suspicion drug or alcohol test; and

**WHEREAS**, upon receipt of verified results, the administrative leave shall end, and the employee shall either return to work, or be subject to further action in accordance with Township policy.

**NOW, THEREFORE, BE IT RESOLVED, BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES OF FRANKLIN COUNTY, OHIO** hereby approves employee #359 to be placed on paid administrative leave pending the outcome of a reasonable-suspicion drug or alcohol test shall remain on paid administrative leave only until verified test results are received. Paid administrative leave shall begin on January 1, 2026, for the current case and shall end immediately upon receipt of verified test results. Upon receipt of verified results, the administrative leave shall end, and the employee shall either return to work, or be subject to further action in accordance with Township policy.

**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	✓			

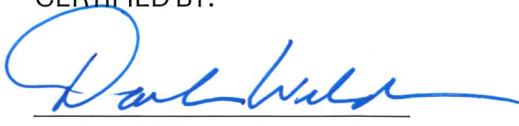
This Resolution shall be in force and become effective immediately upon its execution.

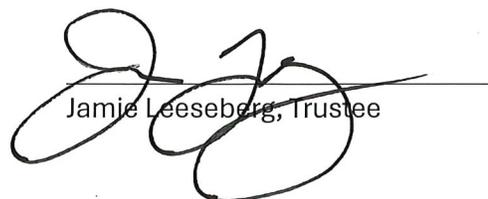
1/5/2026  
Date

  
Kevin Cavener, Trustee

  
Richard Angelou, Trustee

CERTIFIED BY:

  
Darlene Wildes, Fiscal Officer

  
Jamie Leeseberg, Trustee

# MIFFLIN TOWNSHIP

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## DIVISION OF POLICE

Office of David Briggs  
CHIEF OF POLICE

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To: Board of Trustees

From: Chief David Briggs

Date: 12/30/2025

Re: Board of Trustees meeting January 5<sup>th</sup>, 2025

### Requests:

Request to accept the resignation of Lt. Kevin Starrett, effective January 2<sup>nd</sup>, 2026 (HR has the letter of resignation)

Request to accept the resignation of Officer Seth Howard, effective December 26<sup>th</sup>, 2025 (HR has the resignation)

Request to accept the revisions to the Division of Police pursuit policy, this policy has been reviewed by Legal Counsel and HR. (attached)

Request to enter into an executive session per ORC 121.22 (G)(1) to consider the employment of a public employee

### Updates:

## Vehicle Pursuits

### 339.1 PURPOSE AND SCOPE

This policy provides guidelines for vehicle pursuits in order to protect the safety of involved officers, the public, and fleeing suspects (ORC § 2935.031).

#### 339.1.1 DEFINITIONS

Definitions related to this policy include:

**Boxing-in** - A low-speed tactic designed to stop a fleeing vehicle by surrounding it with emergency vehicles and then slowing all vehicles to a stop.

**Pursuit Intervention Technique (PIT)** - A low-speed tactic designed to apply lateral pressure to the rear quarter panel of a fleeing vehicle, causing it to spin out, stall, and come to a stop (also known as a Precision Immobilization Technique).

**Ramming** - The deliberate act of impacting a fleeing vehicle with another vehicle to functionally damage or otherwise force the fleeing vehicle to stop.

**Roadblock** - A tactic designed to stop a fleeing vehicle by intentionally placing an emergency vehicle or other immovable object in the path of the fleeing vehicle.

**Tire deflation device** - A device designed to be placed on the roadway and puncture the tires of a fleeing vehicle, sometimes referred to as spike strips.

**Vehicle pursuit** - An attempt by one or more law enforcement officers to apprehend a suspect in a motor vehicle who, having been given a visual and audible signal to stop, fails to yield or uses high-speed driving or other evasive tactics (e.g., driving off a highway, turning suddenly) in an attempt to avoid arrest.

### 339.2 POLICY

It is the policy of the [Mifflin Township Police Department](#) ~~is~~ - to balance the need to apprehend a fleeing suspect with the risks associated with vehicle pursuits.

### 339.3 INITIATING A PURSUIT

Officers who have received appropriate training are authorized to initiate a vehicle pursuit when the need to apprehend a fleeing suspect clearly outweighs the risks a vehicle pursuit poses for officers and the public.

When balancing the risk of a pursuit with the need to apprehend the suspect, officers shall consider:

- (a) The seriousness of the known or reasonably suspected crime committed by the suspect and the threat to the safety of the public if the suspect remains at large.
- (b) Whether the identity of the suspect is known with enough certainty to enable apprehension at a later time.

# Mifflin Township Police Department

## Policy Manual

### *Vehicle Pursuits*

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- (c) The speed of the vehicles relative to the conditions of the area, such as the population density, amount of vehicular and pedestrian traffic (e.g., school zones), time of day, and road and weather conditions.
- (d) The pursuing officer's driving capabilities, familiarity with the area, and quality of radio communications with the dispatcher/supervisor.
- (e) The nature of the pursuing unit (e.g., marked vs. unmarked) and its speed and performance capabilities in relation to the fleeing vehicle (e.g., performance motorcycle).
- (f) Whether there are other persons in or on the fleeing vehicle and their relationship to the situation (e.g., passengers, co-offenders, hostages).
- (g) Whether the pursuing unit is carrying passengers other than on-duty police officers. Pursuits should not be undertaken with an arrestee in the pursuit vehicle unless exigent circumstances exist.
- (h) The availability of other resources such as air support or vehicle locator/deactivation technology.

#### **339.4 PURSUIT UNITS**

Vehicle pursuits should be limited to three police department emergency vehicles (two pursuit units and the supervisor vehicle). However, an officer or supervisor may request that additional units join a pursuit if, after assessing the factors outlined above, it reasonably appears that the number of officers involved may be insufficient to safely arrest the number of suspects.

##### **339.4.1 EMERGENCY EQUIPMENT**

Vehicle pursuits shall only be conducted using authorized police department vehicles that are equipped with emergency lighting and sirens as required by law. Each pursuit unit's emergency lights and sirens should remain activated throughout the unit's participation in the pursuit.

Officers operating vehicles not equipped with emergency lights and siren are prohibited from pursuing a fleeing vehicle or joining a pursuit. Officers in such vehicles may provide support to pursuing units when needed, but should operate the vehicle in compliance with all traffic laws and should discontinue such support immediately upon arrival of a sufficient number of authorized emergency vehicles or any air support.

##### **339.4.2 MOTORCYCLES AND UNMARKED UNITS**

When involved in a pursuit, police department motorcycles and unmarked vehicles should be replaced by marked four-wheel emergency vehicles as soon as practicable.

##### **339.4.3 PRIMARY UNIT**

The initial pursuing officer should be designated as the primary unit and will be responsible for the conduct of the pursuit unless that unit is unable to remain reasonably close to the suspect's vehicle. The primary responsibility of the officer initiating the pursuit is the apprehension of the suspect without unreasonable danger to himself or others.

# Mifflin Township Police Department

## Policy Manual

### *Vehicle Pursuits*

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As soon as practicable, the primary unit should notify Communications of the pursuit, request priority radio traffic, and provide appropriate information including:

- (a) The location, direction of travel, and estimated speed of the pursuit.
- (b) The description of the fleeing vehicle, including the license plate number, if known.
- (c) The reason for the pursuit.
- (d) A description of the fleeing vehicle's evasive driving behavior (e.g., rapid lane changes, no headlights, driving on the wrong side of the road).
- (e) Known or suspected weapons, threat of force, violence, injuries, hostages, or other unusual hazards.
- (f) The suspected number of occupants and their identities or descriptions.
- (g) The weather, road, and traffic conditions.
- (h) The need for any additional resources or equipment.
- (i) The identities of other law enforcement agencies involved in the pursuit.

The primary unit is responsible for broadcasting the progress of the pursuit until a secondary or air unit joins the pursuit. Once an additional unit joins the pursuit, the primary unit should relinquish the responsibility of broadcasting the progress to the secondary or air unit unless circumstances reasonably indicate otherwise.

#### 339.4.4 SECONDARY UNIT

The second officer in the pursuit should be designated as the secondary unit and is responsible for:

- (a) Notifying Communications of their entry into the pursuit.
- (b) Broadcasting the progress of the pursuit, updating known or critical information, and providing changes in the pursuit, unless the situation indicates otherwise.
- (c) Identifying the need for and requesting additional resources or equipment as appropriate.
- (d) Serving as backup to the primary unit once the fleeing vehicle has been stopped.

#### 339.4.5 AIR UNITS

When available, air unit assistance should be requested. The air unit should assume responsibility of broadcasting the pursuit once they have established visual contact with the fleeing vehicle. Ground units should maintain operational control and consider whether the continued close proximity and/or involvement in the pursuit is warranted.

The air unit should coordinate the activities of resources on the ground, report progress of the pursuit, and provide pursuing units with details of upcoming traffic congestion, road hazards, or other information pertinent to evaluating whether to continue the pursuit. If ground units are not within visual contact of the fleeing vehicle and the air unit determines that it is unsafe to continue the pursuit, the air unit should recommend termination.

# Mifflin Township Police Department

## Policy Manual

### *Vehicle Pursuits*

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[Since the Mifflin Township Police Department does not have its own air unit, they may request assistance from the City of Columbus Police helicopter or the Ohio State Highway Patrol air units. Mifflin Township officers can not be held accountable for the actions or inaction's of the air units as they fall under their own policy.](#)

#### **339.5 PURSUIT DRIVING**

The decision to use specific driving tactics requires consideration of the same factors as initiating a pursuit. In addition, officers involved in the pursuit should adhere to the following:

- (a) Pursuing units should space themselves far enough from other involved vehicles to be able to see and avoid hazards and react safely to maneuvers by the fleeing vehicle.
- (b) Pursuing units should exercise caution and slow down as necessary when proceeding through intersections.
- (c) Pursuing units should not follow a fleeing vehicle driving against traffic (wrong way) and should instead:
  1. Request assistance from available air support.
  2. Maintain visual contact with the fleeing vehicle by paralleling it on the correct side of the roadway.
  3. Request other units to observe exits available to the fleeing vehicle.
- (d) Pursuing units should request that Communications notify the Ohio State Highway Patrol (OSHP) and/or another law enforcement agency if it appears that the pursuit may enter its jurisdiction.
- (e) Pursuing units should not attempt to pass other pursuit units unless the situation indicates otherwise or they are requested to do so. Passing another pursuit unit should only be attempted with a clear understanding of the maneuver.

##### **339.5.1 RULES OF THE ROAD**

Officers shall drive with due regard for the safety of all persons and property. However, when in pursuit, if there is no unreasonable risk to persons and property, officers may:

- (a) Proceed past a red or stop signal or stop sign but only after slowing down as may be necessary for safe operation (ORC § 4511.03).
- (b) Exceed the speed limit (ORC § 4511.24).
- (c) Disregard regulations governing direction of movement or turning in specified directions.

##### **339.5.2 OFFICERS NOT INVOLVED IN THE PURSUIT**

Officers not directly involved in the pursuit should stay alert to its progress and location and may proceed safely to intersections ahead of the pursuit to warn cross traffic. When clearing intersections along the pursuit path, officers are authorized to use emergency equipment and should attempt to place their vehicles in locations that provide some safety or an escape route in the event of an unintended collision or a suspect intentionally trying to ram the police department vehicle.

# Mifflin Township Police Department

## Policy Manual

### *Vehicle Pursuits*

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Other than clearing intersections along the pursuit path, uninvolved officers should avoid operating under emergency conditions (emergency lights and siren) and should remain in their assigned areas unless directed otherwise by a supervisor.

When needed, non-pursuing officers and officers who have dropped out of the pursuit should respond to the pursuit termination point in a non-emergency manner, observing the rules of the road. Officers should not parallel the pursuit route.

[Officers may respond to the pursuit termination point, emergency status, if officers on scene need assistance taking subjects into custody, have out standing suspects and the scene is not secure, or other reasons that may arise, that constitute an emergency response.](#)

#### **339.6 SUPERVISORY CONTROL AND RESPONSIBILITIES**

The ~~on duty field~~ supervisor of the [Mifflin Township officer](#) initiating the pursuit, or if unavailable, the ~~OIC nearest field supervisor~~, will be responsible for:

- (a) Immediately notifying the involved units and the dispatcher of supervisory presence and ascertaining all reasonably available information in order to continuously assess the situation and risk factors associated with the pursuit.
- (b) Exercising management and control of the pursuit and, when appropriate, engaging in the pursuit to provide on-scene supervision.
- (c) Confirming that no more pursuing ([Mifflin Township](#)) units than required are involved in the pursuit-
- (d) Directing that the pursuit be terminated if, in the supervisor's judgment, continuing the pursuit is not justified under the guidelines of this policy.
- (e) Assessing the emotional state of the officers involved [to the best of their ability](#) and directing an officer to disengage from the pursuit if it appears they are unable to control their emotions.
- (f) Requesting additional assistance from air support, canines, or other resources, if available and appropriate.
- (g) Verifying that the proper radio channel is being used.
- (h) Confirming the Patrol Lieutenant [and / or Chief](#) has been notified of the pursuit [or in the absence of the Chief, lieutenant or on duty supervisor, notifying the on call supervisor as soon as reasonably possible.](#) -
- (i) Overseeing the notification and/or coordination of outside agencies if the pursuit leaves or is likely to leave the jurisdiction of this department.
- (j) Continuing the management and control of Mifflin Township Police Department units when a pursuit enters another jurisdiction.
- (k) Preparing documentation of the pursuit and conducting a post-pursuit review, as required.
- (l) [In the absence of an on duty Mifflin Township supervisor, or OIC, the senior officer on shift, should assume the listed responsibilities.](#)

# Mifflin Township Police Department

## Policy Manual

### *Vehicle Pursuits*

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- (m) [If assisting another agency, Mifflin Township officers must adhere to this policy, but if the outside agency supervisor terminates the pursuit, Mifflin Township officers should terminate as well.](#)

#### 339.6.1 SUPERVISOR RESPONSIBILITIES

Upon becoming aware that a pursuit has been initiated, [if there is a supervisor on duty](#), the [supervisor](#) should monitor and continually assess the situation and ensure the pursuit is conducted within the guidelines and requirements of this policy. The [supervisor](#) has the final responsibility for the coordination, control, and termination of a vehicle pursuit and shall be in overall command. [In the absence of an on duty supervisor, the senior officer on shift shall assume these responsibilities.](#)

#### 339.7 COMMUNICATIONS

Radio communications during a pursuit should be conducted on the primary channel unless instructed otherwise by a supervisor or dispatcher. If the pursuit leaves the jurisdiction of this department or such is imminent, involved units should, whenever available, switch radio communications to a tactical or emergency channel most accessible by participating agencies.

##### 339.7.1 COMMUNICATIONS RESPONSIBILITIES

Upon notification or becoming aware that a pursuit has been initiated, the dispatcher is responsible for:

- (a) Clearing the radio channel of non-emergency traffic.
- (b) Coordinating pursuit communications of the involved units and personnel.
- (c) Broadcasting pursuit updates as well as other pertinent information as necessary.
- (d) Ensuring that a field supervisor is notified of the pursuit.
- (e) Notifying and coordinating with other involved or affected agencies as practicable.
- (f) Notifying the Patrol Lieutenant as soon as practicable.
- (g) Assigning an incident number and logging all pursuit activities.

[The Mifflin Township Police Department is dispatched through the Franklin County Sheriff's Office Communications Center, who operate on their own polices and procedures.](#)

#### 339.8 INTERJURISDICTIONAL CONSIDERATIONS

Unless entry into another jurisdiction is expected to be brief, the primary unit or supervisor should ensure that notification is provided to each outside jurisdiction into which the pursuit is reasonably expected to enter, regardless of whether such jurisdiction is expected to assist.

##### 339.8.1 ASSUMPTION OF PURSUIT BY ANOTHER AGENCY

When a pursuit enters another agency's jurisdiction, the primary unit or the supervisor should determine whether to request the other agency assume the pursuit, taking into consideration the distance traveled, familiarity with the area, and other pertinent facts.

Once another agency has agreed to assume the pursuit, pursuing units should relinquish control and discontinue participation unless the continued assistance of the Mifflin Township Police

# Mifflin Township Police Department

## Policy Manual

### *Vehicle Pursuits*

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Department is requested by the agency assuming the pursuit. Upon relinquishing control of the pursuit, the involved officers may, with supervisory approval, proceed to the termination point in order to provide information and assistance for the arrest of the suspect and reporting of the incident. The supervisor should coordinate such assistance with the assuming agency and obtain any information that is necessary for department reports.

#### **339.8.2 PURSUITS EXTENDING INTO THIS JURISDICTION**

Officers from this department should not join a pursuit being conducted by another agency unless specifically requested to do so by that agency [or if the pursuing agency does not have sufficient assistance with them yet](#), and [officers should have](#) ~~with~~ approval from a supervisor, [if there is a supervisor on duty](#).

When a request is made for this department to assist or take over a pursuit that has entered the jurisdiction of the Mifflin Township Police Department, the Patrol Lieutenant or supervisor should review the request as soon as practicable, taking into consideration:

- (a) Whether the need to apprehend the fleeing suspect outweighs the risks of the pursuit to officers and the public.
- (b) Whether there is adequate staffing to continue the pursuit.
- (c) The available units' capabilities to maintain the pursuit.
- (d) The number of available units and other resources of the pursuing agency.

Assistance to a pursuing agency by officers of this department should terminate at the Township limits, provided that the pursuing agency has sufficient assistance from other sources. Ongoing participation from this department should continue only until sufficient assistance is present.

In the event that a pursuit from another agency terminates within this jurisdiction, officers should provide appropriate assistance to the pursuing agency such as scene control, inter-agency coordination, completion of supplemental reports, and any other reasonable assistance requested or needed.

#### **339.9 PURSUIT INTERVENTION**

Pursuit interventions should only be used when it reasonably appears that using the intervention will contain or prevent the pursuit, and the need to immediately stop the fleeing vehicle outweighs the risks of injury or death to officers and others.

Pursuit interventions may be construed as a use of force, including deadly force, and are subject to the policies guiding such use. Officers should consider the guidelines for the use of force when deciding how, when, where, and if a pursuit intervention should be employed. Refer to the Use of Force Policy for additional guidance.

Whenever practicable, an officer should seek approval from a supervisor before employing any pursuit intervention to stop a fleeing vehicle. Officers should not attempt a pursuit intervention unless they have received the appropriate training for the intervention being used.

# Mifflin Township Police Department

## Policy Manual

### *Vehicle Pursuits*

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#### 339.9.1 TIRE DEFLATION DEVICE

Before deploying a tire deflation device, officers should consider factors such as:

- (a) Speed of the fleeing vehicle - Traveling at high speeds increases the risk the suspect will lose control of the vehicle after driving over or swerving to avoid a tire deflation device.
- (b) Weather and visibility - Tire deflation devices should only be deployed when the location, weather, and other conditions allow the deploying officer to clearly see the fleeing vehicle, pursuit units, and other approaching traffic.
- (c) Cover - Deployment should occur in a location that provides the deploying officer adequate cover and escape from intentional or unintentional exposure to the approaching vehicles.
- (d) Road conditions - Soft or loose material such as dirt or gravel may prevent a tire deflation device from puncturing the vehicle's tire. Deploying the device on loose pavement or icy or wet roads increases the risk of the suspect losing control of the vehicle.
- (e) Characteristics of the deployment area - A tire deflation device should not be deployed in areas that are heavily populated with pedestrians, at times of heavy traffic, or at a location where there is a heightened chance of striking a fixed object.
- (f) Characteristics of the fleeing vehicle - Except in extraordinary circumstances, a tire deflation device should not be used when the fleeing vehicle is a motorcycle or other vehicle with fewer than four wheels, an ATV, a vehicle transporting hazardous materials, or a school bus transporting children.

Because of the risks to deploying officers, the intent to deploy a tire deflation device and its location should be clearly communicated to the dispatcher and all involved units.

#### 339.9.2 PIT

A PIT should only be attempted in a vehicle with a reinforced bumper.

Before conducting a PIT, officers should consider factors such as:

- (a) Speed of the fleeing vehicle - Conducting a PIT while traveling at high speeds increases the risk of the suspect or officer losing control of their vehicle. A PIT should not be conducted at speeds greater than the speed at which the officer has received training.
- (b) Road conditions - Because the intention of a PIT is to cause the fleeing vehicle to spin out by reducing the friction between the tires and the roadway, the material of the roadway (e.g., pavement, gravel, dirt) should be considered and a PIT should not be attempted when road conditions are wet or icy.
- (c) Characteristics of the deployment area - A PIT should not be attempted in areas that are heavily populated with pedestrians, at times of heavy traffic, or at a location where there is a heightened chance of striking a fixed object.
- (d) Characteristics of the fleeing vehicle - A PIT should not be used when the pursued vehicle is a motorcycle or other vehicle with fewer than four wheels, an ATV, a vehicle

# Mifflin Township Police Department

## Policy Manual

### *Vehicle Pursuits*

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transporting hazardous materials, or a school bus transporting children. The increased risk of rolling over should be evaluated on vehicles with a high center of gravity.

- (e) Number of pursuit units - A PIT should not be used unless there is a sufficient number of pursuit units available to prevent further movement of the fleeing vehicle after spinning out.

#### 339.9.3 BOXING-IN

Boxing-in should only be used when the fleeing vehicle is stopped or traveling at a low speed.

Boxing-in requires the participation of multiple units and therefore must be carefully coordinated with all involved.

#### 339.9.4 RAMMING AND ROADBLOCKS

Ramming and roadblocks shall only be used when deadly force is warranted and all other reasonable alternatives have been exhausted or reasonably appear ineffective.

#### 339.9.5 FIREARMS

Specific guidance on the use of a firearm during a vehicle pursuit is addressed in the Use of Force Policy.

### **339.10 TERMINATING A PURSUIT**

The factors considered when initiating a pursuit should be continually re-evaluated by pursuing units during the pursuit, as the circumstances and conditions change, and as new information becomes available. If at any time the risk of continuing the pursuit outweighs the need to immediately apprehend the suspect, the pursuit should be terminated.

In addition, a pursuit should be terminated when:

- (a) A supervisor directs the pursuit to be terminated.
- (b) The location of the fleeing vehicle is no longer known.
- (c) The distance between the pursuing units and the fleeing vehicle is so great that further pursuit would be futile or would continue for an unreasonable time and/or distance.
- (d) The pursuing unit sustains damage or a mechanical failure that makes it unsafe to drive or renders the emergency lighting and sirens partially or completely inoperable and there are no additional units readily available to take over the pursuit.
- (e) The identity of the offender is known and it does not reasonably appear that the need for immediate capture outweighs the risk associated with continuing the pursuit.

When a pursuit terminates for any reason, all pursuit units should verbally acknowledge termination, turn off emergency lights and sirens, reduce their speed, and obey all traffic laws. The primary unit should communicate the location of pursuit termination to the dispatcher.

#### 339.10.1 LOSS OF PURSUED VEHICLE

When a pursuit is terminated because the location of the fleeing vehicle is no longer known, the primary unit should broadcast pertinent information for other units to assist in locating the

# Mifflin Township Police Department

## Policy Manual

### *Vehicle Pursuits*

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suspect. The primary unit or supervisor will be responsible for coordinating any further search for the pursued vehicle.

#### **339.10.2 APPREHENSION OF SUSPECTS**

Officers should exercise proper self-discipline and sound professional judgment at the conclusion of a pursuit and while apprehending the suspect.

Unless otherwise directed by a supervisor, an officer other than the primary unit should coordinate efforts to apprehend the suspect following the pursuit.

Any use of force necessary to apprehend the suspect shall be consistent with the Use of Force Policy.

#### **339.11 DEBRIEFING**

Participating officers should return to the Department as soon as practical following a pursuit to debrief with a supervisor. [If no supervisor or OIC is on duty, a supervisor should be contacted via phone as soon as resonably possible.](#)

#### **339.12 REPORTING REQUIREMENTS**

Appropriate reports should be completed as required by applicable laws, policies, and procedures.

- (a) Pursuing officers shall complete appropriate crime/arrest and pursuit reports.
- (b) The involved supervisor, or if unavailable, the on-duty ~~field~~ supervisor [or OIC, or if unavailable, the on call supervisor](#) shall obtain available information and promptly complete appropriate written notification to the Chief of Police or the authorized designee. The notification should briefly summarize the pursuit and include, at a minimum:
  1. Date and time of the pursuit.
  2. Reason and circumstances surrounding the pursuit (e.g., seriousness of the crime, road and traffic conditions, speed and driving behavior of the fleeing vehicle) that warranted initiation and continuation of the pursuit.
  3. Length of pursuit in distance and time, including the starting and termination points.
  4. Involved vehicles and officers.
  5. Alleged offenses.
  6. Whether a suspect was apprehended, as well as the means and methods used.
  7. Arrestee information, if applicable.
  8. Any injuries and/or medical treatment.
  9. Any property or equipment damage.
  10. Name of supervisor at the scene or who handled the incident.

# Mifflin Township Police Department

## Policy Manual

### *Vehicle Pursuits*

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After receiving copies of the written notification, reports, and other pertinent information, the Chief of Police or the authorized designee shall conduct or assign a post-pursuit review, as appropriate.

The Chief of Police shall direct an annual documented review and analysis of department vehicle pursuits to minimally include policy suitability, policy compliance, reporting procedures, and training or equipment needs. The review should not contain the names of officers, suspects, or case numbers.

#### **339.13 PURSUIT TRAINING**

The Training Officer should ensure that members of this department receive initial and annual training on this policy and vehicle pursuits relevant to their role (e.g., officers, supervisors, air units, dispatchers) (ORC § 2935.031).

Officer training should address decision-making involved in initiating, continuing, and terminating a pursuit by balancing the need to apprehend the suspect with the risk of a pursuit. Subject to available resources, training on pursuit driving and the deployment of pursuit intervention tactics should include scenario-based training and behind-the-wheel practice, in addition to classroom instruction.

#### **339.14 POLICY ACKNOWLEDGEMENT**

Officers of this department shall annually certify in writing that they have received, read, and understand this policy.



# MIFFLIN TOWNSHIP

Brian P. Dunlevy  
Fire Chief

Scott Davis  
Assistant Fire Chief

## BOARD OF TOWNSHIP TRUSTEES MEETING

January 5, 2026

### FIRE DIVISION REQUESTS:

**Resolution # XXX-26:**

**01052026-1. Request to Approve 2026 Compensation Proposal:**

This is a request to approve a conditional offer to applicants:

- Lateral - Jared Jenkins
- Lateral - Joshua Kuhn
- Lateral - Carter Jenkins
- FF- Medic - Ryan Kronenberg
- FF- Medic - Luke Groff
- FF- Medic - Samantha Mahlman
- EMT-Basic - Ethan Clift
- EMT-Basic - Brody McLaughlin

With the Boards approval they will start employment at a date determined by the Fire Chief in coordination with HR, provisional appointment is contingent on successfully completing the pre-employment physical and psychological assessments. This request is planned and budgeted with six of the candidates participating in the SAFER grant.

**Resolution # XXX-26:**

**01052026-2. Request to Approve Resolution for RCOG Liaison and Vice Liaison:**

This is an administrative request to approve a resolution recognizing a Mifflin Trustee for the Board of RCOG Liaison and recognizing a Vice Liaison.

**UPDATES:**

- Working with Fiscal Officer on 2026 facility/vehicle/liability insurance renewal
- Finalizing Captain's Eligibility Test
- Working with GLHS on Final Inspections of the New High School for Occupancy
- Working with Gahanna's Development Director to establish FD TIF revenue for the new development on Mill Street.



# MIFFLIN TOWNSHIP

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Craig Main  
Public Safety Technology Director

## **BOARD OF TOWNSHIP TRUSTEES STAFF MEETING**

**January 5, 2026**

**Public Safety Technology Director**

**Request to dispose of the following Mifflin owned devices.**

<b>QTY</b>	<b>Device</b>	<b>SN</b>	<b>Make</b>	<b>Model</b>
1	Desktop	2UA7511SSX	HP	Prodesk
1	Desktop	2UA7511ST2	HP	Prodesk
1	MDT	RJ805B1365	Getac	B300
1	MDT	RK503V1544	Getac	V110
1	MDT	REA39V0036	Getac	V110
1	MDT	RG939F1137	Getac	F110
1	MDT	RK703F1861	Getac	F110
1	MDT	RG839F0530	Getac	F110
1	MDT	RG939F1338	Getac	F110
1	MDT	RG839F0525	Getac	F110
1	MDT	RK703V1185	Getac	V110

**FOR INFORMATIONAL PURPOSES ONLY**

**OHIO EMERGENCY MANAGEMENT AGENCY  
GRANT AGREEMENT**

Subrecipient Grant Agreement #	Subrecipient Vendor ID #	Federal Pass-Thru #	AL #	State Fund #	State Grant #
<b>FY23SLCGP-147</b>	<b>56368</b>	<b>EMW-2023-CY-00004</b>	<b>97.137</b>	<b>3370</b>	<b>DPSFE291</b>
FY2023 State and Local Cybersecurity Grant Program (SLCGP)		Federal Award (80%)	Local Match (20%)	Approved In-Kind Match	Performance Period
<b>Mifflin Township</b>		<b>\$16,280.00</b>	<b>\$4,070.00</b>		<b>12/15/2025 - 11/30/2027</b>
Subrecipient Signatory Office/Address			Recipient Signatory Office/Address		
Name/Title	Cynthia Lampkins, Assistant Fiscal Officer		Name/Title	Sima S. Merick, Executive Director	
Agency	Mifflin Township		Agency	Ohio Emergency Management Agency	
Address	400 W Johnstown Rd		Address	2855 W. Dublin-Granville Road	
City, Zip	Columbus	OH 43230	City, Zip	Columbus	OH 43235-2206

**Grant Award Requirements**

**General Requirements:**

1. The following forms must be filled out, signed and returned with authorized signature to the Ohio EMA Grants Branch, via email to EMA\_Grants@dps.ohio.gov within sixty (60) days after receipt of this Award:
  - a. Grant Agreement
  - b. Assurances & Disclosure of Lobbying Agreement
  - c. Other Required Forms
2. Signatory of this Agreement must have authority to obligate the Subrecipient.

**Federal Requirements**

1. When applicable, the Subrecipient shall provide proof of competitive procurement in accordance with applicable federal, state and local procurement laws and regulations through either submission of three quotes and/or bid package (i.e., request for quotes, advertisement of bid, bid specs, bid proposals, tabulations, etc.) or submission of pre-approved non-competitive procurement form.
2. Ohio EMA reserves the right to request additional documentation and/or information prior to reimbursement and may deny reimbursement if it is determined that the goods or services purchased or that the procurement method used does not comply with state or federal grant requirements.
3. Subrecipient affirms that funds will be disbursed within ten (10) days of receipt.
4. Subrecipient agrees to comply with the grant requirements found in the most recent version of Title 2 Code of Federal Regulations (CFR) and the Federal Acquisition Regulations Part 31.2 as applicable and as amended.
  - a. Subrecipient shall have and use a procurement procedure which reflects applicable State and local laws and regulations, and conforms to Federal laws and the standards identified in **2 CFR 200**, in the expenditure, management and accounting of these funds for any procurement using these funds. Inclusive of the federal requirements is the need to utilize one of the approved procurement methods outlined in **2 CFR 200**.
  - b. Subrecipient shall only use funds in accordance with the **FY2023 SLCGP Grant Program** Federal and State guidance and the rules, regulations and requirements contained within.
  - c. Subrecipient affirms these funds will not be used as a match for other federal programs and that funds will supplement, and not supplant, local, state or federal funds.
  - d. Subrecipient affirms reimbursed funds through this grant have not been reimbursed through any other grant - federal or otherwise.

**FOR INFORMATIONAL PURPOSES ONLY**

- e. In accordance with 2 CFR 200.313 Equipment, the subrecipient agrees to maintain a current inventory listing (Master Asset Listing) of grant-funded equipment funded by this grant (wholly or in part) and any relevant certifications to be submitted upon request. A physical inventory (wholly or in part) will be conducted at least every two years. A current Master Asset Listing along with a yearly inventory certification must be submitted to Ohio EMA within 30 days after December 31 of each year for grant funded assets from the current and any previous awards.
  - f. Subrecipient shall submit policies and procedures annually as guided by the Ohio EMA Grants Branch.
  - g. Any amendment or modification of this Grant Agreement shall be pre-coordinated and made in writing, signed by both parties, and shall specify the changes and justification.
  - h. If applicable, Subrecipient shall not utilize Federal funds as a match for this grant.
5. Subrecipient agrees to be responsible for compliance with all applicable federal, state, and local laws and regulations, including but not limited to, equal employment opportunity, conflict of interest, ethics (ORC Chapter 102) and elections (ORC Chapter 3517).
  6. *Domestic preferences for procurement (2 CFR 200.322)* encourages the Subrecipient, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States when procuring goods and services under Federal awards. This Part will apply to procurements under a grant or cooperative agreement. ***This section includes the requirement that such term be flowed down to all contracts and purchase orders.***
  7. *Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms (2 CFR 200.321)* ***The subrecipient should ensure that small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are considered when possible.***
  8. Subrecipient shall maintain all accounting records and supporting documents, papers and other evidence of this project in a separate location. Records of different federal fiscal periods and grants shall be separately identified and maintained. Subrecipient shall maintain all accounting records and supporting documents, papers and other evidence of this project and shall make such materials available at all reasonable times during normal business hours for inspection by any authorized representative of the State, the federal granting agency, or the United States Comptroller General for a period of at least three years after the federal closeout date (not three years from end of the performance period set forth in the Agreement.)
  9. Subrecipient is prohibited from transferring grant funds between various federal programs or awards.
  10. Subrecipient shall provide such information as may be requested by U.S. DHS to ensure compliance with any applicable environmental laws and regulations.
  11. Subrecipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this grant program.
  12. Subrecipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of Ohio EMA and U.S. DHS.
  13. Per DHS special conditions of the **FY2023 SLCGP Grant Program**, the Subrecipient and Subrecipient's employees may not engage in trafficking of persons, procurement of commercial sex acts and/or use of forced labor in the performance of this award or during the duration that this award is in place.
  14. Subrecipient shall ensure that all applicable and appropriate guidance, rules, regulations and terms of this agreement are included in any sub-award or contract funded by these funds.
  15. Subrecipient agrees to abide by all applicable DHS Standard Terms and Conditions which are hereinafter incorporated as part of this Grant Agreement and attached in the **FY2023 SLCGP Grant Program Guidance Document**.

**State Requirements:**

1. Subrecipient agrees that program funds are not available to be drawn until Ohio EMA accepts and approves all the submitted application forms and the executed signed Grant Agreement has been returned to Ohio EMA.
2. Subrecipient agrees to submit any proposed revision to their pre-approved budget via EM Grants System, with justification for review and approval by Ohio EMA prior to obligating funds for any such revision.
3. All procurements of \$10,000 and above must be pre-approved by Ohio EMA, prior to obligation of funds, via EM Grants System. Retro-active approval may not be granted and expenditures may not be reimbursed without pre-approval.
4. Any requests for inadequate competition or single source procurement must be pre-approved by Ohio EMA, prior to obligation of funds, via the procurement review process in EM Grants. Retro-active approval may not be granted and expenditures may not be reimbursed without pre-approval.

**FOR INFORMATIONAL PURPOSES ONLY**

5. Subrecipient will draw down funds through submission of a "Reimbursement Request" via EM Grants to include proof of cost documentation **AND** proof of competitive procurement in accordance with applicable federal and state procurement laws and regulations through either submission of three quotes and/or bid package (i.e., request for quotes, advertisement of bid, bid specs, bid proposals, tabulations, etc.) and submission of pre-approved Procurement Review (for procurements of \$10,000 and above).
6. Ohio EMA reserves the right to request additional documentation and/or information prior to reimbursement and may deny reimbursement if it is determined that the goods or services purchased or that procurement method used does not comply with state or federal grant requirements.
7. The Sub-Recipient shall submit a quarterly report to Ohio EMA detailing their activities and progress related to the approved programmatic goals and objectives of the grant-funded project.
8. Failure to demonstrate progress or report progress on a quarterly basis may result in de-obligation of grant funding.
9. This Grant Agreement, all rights, duties and/or obligations described herein shall not be assigned or sub-contracted by the Subrecipient without prior consent of Ohio EMA.
10. Authorized Program Expenditures include approved budget line items in accordance with the **FY2023 SLCGP Grant Program** Guidance Document.
11. Unauthorized Program Expenditures include: Any other costs without the prior approval of Ohio EMA as the State Administrative Agency (SAA).
12. Subrecipient agrees, to the extent permissible by applicable law, to be responsible for any and all liabilities or claims caused by or resulting from the Subrecipient's completion of the Project under this Grant Agreement. Nothing in this Grant Agreement shall be construed as an assumption of liability by Ohio EMA, Ohio Department of Public Safety, or U.S. Department of Homeland Security.
13. This Grant Agreement and documents referred to herein constitute the complete understanding of the parties with respect to this award. Whenever possible, each provision of this Grant Agreement shall be interpreted in such a manner as to be effective and valid under both Ohio and federal law. To the extent any provision is determined to be invalid the remainder of the Grant Agreement will not be invalid.
14. In the event the Subrecipient fails to follow proper procurement procedures or utilize these funds for the purposes set forth and in accordance with guidance, applicable laws and regulations, the Subrecipient shall be in default. In such event, Ohio EMA may: a) withhold further payment of funds to Subrecipient, b) require Subrecipient to reimburse all or any portion of funds, and/or (c) terminate the Grant Agreement. Before taking action, Ohio EMA will provide Subrecipient reasonable notice of intent to impose measures and will make efforts to resolve the problem informally. In the event that US DHS-FEMA or the State of Ohio determines that funds are not appropriated or otherwise available to support continuation of this sub-grant, this award shall be canceled. A determination of unavailability of funds shall be final and conclusive.
15. Subrecipient may request review of any decision made under this grant program to the Executive Director of Ohio EMA. Decisions of the Executive Director will be final.
16. Funds not expended and reimbursed within the period of performance listed in this grant or as otherwise amended may be de-obligated.
17. Subrecipient agrees to reimburse State Administrative Agency for all costs and expenses incurred if an audit, monitoring visit or investigation determines the Subrecipient was in violation of the terms of this Grant Agreement (including local, state, and federal requirements). Reimbursement for such costs and expenses may be withheld from any amounts due to the Subrecipient pursuant the payment terms of this Grant Agreement.
18. Subrecipient agrees to review and abide by the applicable portions of DPS policy 501.39, and shall report to Ohio EMA any complaints alleging discrimination from clients, customers, program participants, or consumers of DPS or DPS grant recipients related to Subrecipient's actions under this Grant Agreement.
19. Further, subrecipient understands and agrees that if the federal funds allocated to this project are unavailable for any reason, Ohio EMA will not be responsible for providing any funding from any other state or federal funding source. Subrecipient waives any claim it may have against Ohio EMA, the Ohio Department of Public Safety, and the State of Ohio for any funds allocated to this project and any resulting harm or damage to subrecipient resulting from the unavailability of the funds. To the extent permissible by law, subrecipient agrees to hold Ohio EMA, the Ohio Department of Public Safety, and the State of Ohio harmless for any resulting harm or damage to any third party resulting from the unavailability of the funds.
20. The Sub-Recipient is required to comply with the following services:
  - Cyber Hygiene Services (CISA)
  - Nationwide Cybersecurity Review (NCSR)

**FOR INFORMATIONAL PURPOSES ONLY**

Subrecipient Signatory Official(s)	Date	Grantee Signatory Official	Date
Cynthia Lampkins, Assistant Fiscal Officer Mifflin Township, Subrecipient		 Sima S. Merick, Executive Director Ohio Emergency Management Agency, State Administrative Agency	12/15/2025

**FOR INFORMATIONAL PURPOSES ONLY**

**STATE OF OHIO  
OHIO EMERGENCY MANAGEMENT AGENCY  
NIMS COMPLIANCE CERTIFICATION STATEMENT**

I, Assistant Fiscal Officer Cynthia Lampkins of the Mifflin Township. I have reviewed Mifflin Township's application and supporting documentation to the Ohio Emergency Management Agency for NIMS implementation and compliance with NIMS objectives.

I hereby certify:

- (1) that the Mifflin Township has sufficient legal authority provided by Mifflin Township's lawfully enacted or promulgated statutes, ordinances, or regulations to adopt the NIMS requirements;
- (2) that such statutes, ordinances, or regulations are in full force and effect on the date of this certification;
- (3) that the tasks necessary to implement NIMS requirements have been accomplished to the "good faith effort" standard within the Mifflin Township by all disciplines receiving direct benefit as a result of federal preparedness funding; and
- (4) that Mifflin Township has reviewed the specific tasks in the FEMA NIMS Implementation Objectives and completed the annual NIMS survey as provided by the Ohio EMA in its grant announcement.

To assist Ohio EMA's review of this application, additional evidence of compliance may be requested and reviewed by Ohio EMA and must be made available upon request. I understand failure to provide the information may result suspended or terminated funding.

\_\_\_\_\_  
*Assistant Fiscal Officer Cynthia Lampkins*

*Date*

**FOR INFORMATIONAL PURPOSES ONLY**

**SUMMARY SHEET FOR ASSURANCES AND CERTIFICATIONS**

**Grant Year:** FY2023

**Grant Program:** SLCGP

This summary sheet includes Assurances and Certifications that must be read, signed, and submitted as a part of the Application for Federal Assistance.

An applicant must check each item that they are certifying to:

- Part I**                  SF-424B, Assurances for Non-construction Programs
- Part II**                 SF-424D, Assurances for Construction Programs
- Part III**                GG Lobbying Form, Certification Regarding Lobbying
- Part IV**                  SF LLL, Disclosure of Lobbying Activities *(If applicable)*

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the identified attached assurances and certifications.

Assistant Fiscal Officer Cynthia Lampkins

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Typed Name of Authorized Representative

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Signature of Authorized Representative

Date Signed

**FOR INFORMATIONAL PURPOSES ONLY**

**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

OMB Number: 4040-0007  
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

- Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
- Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
- Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681- 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U. S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

1. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327- 333), regarding labor standards for federally-assisted construction subagreements.
2. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
3. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93- 205). Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
13. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE Assistant Fiscal Officer
APPLICANT ORGANIZATION Mifflin Township	DATE SUBMITTED

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**FOR INFORMATIONAL PURPOSES ONLY**

**ASSURANCES - CONSTRUCTION PROGRAMS**

OMB Number: 4040-0009  
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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Standard Form 424D (Rev. 7-97)  
Prescribed by OMB Circular A-102

1. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
2. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
3. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
4. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
5. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
6. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
7. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
8. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
9. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
10. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE  Assistant Fiscal Officer
APPLICANT ORGANIZATION  Mifflin Township	DATE SUBMITTED

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**FOR INFORMATIONAL PURPOSES ONLY**

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**CERTIFICATION REGARDING LOBBYING**

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\* APPLICANT'S ORGANIZATION

*Mifflin Township*

\* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

\* Name: *Cynthia Lampkins*

\* Title: *Assistant Fiscal Officer*

\* SIGNATURE:

\* DATE: