

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 20,**

**2026**

## I. **CALL TO ORDER**

At 1:30 p.m., Mr. Cavener moved to call the **Regular 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: Assistant Fire Chief Scott Davis, Deputy Chief Tom Lee, Police Chief David Briggs, Service Director Roger Boggs, IT Director Craig Main and Asst. Fiscal Officer Cynthia Lampkins.

Guest: Attorney Pete Griggs, Brosius, Johnson & Griggs, LLC

## IV. **EXECUTIVE SESSION**

At 1:31 p.m., Mr. Cavener moved to go into an Executive Session per ORC §121.22 (G)(1) to consider the discipline of a public employee. Mr. Leeseberg seconded.

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

In attendance for the Executive Session were Chair Kevin Cavener, Vice Chair Jamie Leeseberg, Trustee Richard Angelou, Fiscal Officer Darlene Wildes, Assistant Fire Chief Scott Davis, Deputy Fire Chief Tom Lee, Police Chief David Briggs, and Attorney Pete Griggs.

At 1:55 p.m., Police Chief Briggs, Assistant Chief Davis, and Deputy Fire Chief Lee were excused from the Executive Session.

At 2:20 p.m., Mr. Leeseberg moved to return to the Regular Meeting session. Mr. Angelou seconded.

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held** **January 20,** **2026**

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

## Resolution 31-26

Approve paid administrative leave of Employee #351 pending an investigation.

Mr. Cavener moved to approve Resolution **31-26**. Mr. Leeseberg seconded.

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

## V. PUBLIC COMMENTS

There were no comments from the public.

## VI. CONSENT AGENDA

Approval of **Minutes**: January 5, 2026, Organizational Meeting  
January 5, 2026, Regular Meeting

## Resolution 18-26

Approval of **Warrants** of 1/6/2026 – 1/16/2026

Approval of **Consent Agenda**

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

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

## VII. CORRESPONDENCE

Letters from Franklin Co. Public Health regarding 2726 Drake Road were reviewed containing an Order of the Board of Health and Referral for Prosecution.

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 20,**

**2026**

## VIII. NEW BUSINESS

### **Resolution 19-26 (Human Resources)**

Approve the OhioHealth Employer Solutions Agreement for Police, Service, and Administration.

Mr. Leeseberg moved to approve **Resolution 19-26**. Mr. Cavener seconded.

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

### **Resolution 20-26 (Service)**

Certify the 2025 Township Highway System Mileage Certificate.

Mr. Angelou moved to approve **Resolution 20-26**. Mr. Cavener seconded.

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

### **Resolution 21-26 (Service)**

Accept the resignation of Shawn Thornton, effective January 16, 2026.

Mr. Angelou moved to approve **Resolution 21-26**. Mr. Leeseberg seconded.

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

### **Resolution 22-26 (Service)**

Approve the buy-back of Grave 3, Lot, 134, Section E at Riverside Cemetery by Deborah Long in the amount of \$700.00.

Mr. Angelou moved to approve **Resolution 22-26**. Mr. Cavener seconded.

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

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 20,**

**2026**

## **Resolution 23-26 (Service)**

Approve the update to the standard daily hours of operation for the Service Department, Monday – Friday, 7:00 a.m. – 3:30 p.m., effective January 26, 2026.

Mr. Angelou moved to approve **Resolution 23-26**. Mr. Leeseberg seconded.

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

## **Resolution 24-26 (Fire)**

Accept the resignation of Firefighter Harrison, effective retroactive on January 7, 2027.

Mr. Cavner moved to approve **Resolution 24-26**. Mr. Leeseberg seconded.

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

## **Resolution 25-26 (Fire)**

Approve a conditional offer of employment to Misaki Campbell, Firefighter/EMT-B.

Mr. Cavener moved to approve **Resolution 25-26**. Mr. Leeseberg seconded.

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

## **Resolution 26-26 (Fire)**

Approve a 1-year Occupational Medicine Services Agreement with The Ohio State University for 2026 NFPA Medical Physicals.

Mr. Cavener moved to approve **Resolution 26-26**. Mr. Angelou seconded.

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

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 20,**

**2026**

## **Resolution 27-26 (Fire)**

Authorize the purchase of uniforms for Fiscal Year 2026.

Mr. Cavener moved to approve **Resolution 27-26**. Mr. Angelou seconded.

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

## **Resolution 28-26 (Fire)**

Approve the annual ImageTrend Agreement renewal.

Mr. Cavener moved to approve **Resolution 28-26**. Mr. Leeseberg seconded.

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

## **Resolution 29-26 (Fire)**

Authorize out-of-state training and travel to the Indiana River Rescue School.

Mr. Cavener moved to approve **Resolution 29-26**. Mr. Angelou seconded.

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

## **Resolution 30-26 (Fire)**

Approve the retroactive administration approval of employee position transitions for Kenny King and Beth DeConnick.

Mr. Cavener moved to approve **Resolution 30-26**. Mr. Leeseberg seconded.

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

## **IX. OLD BUSINESS**

There was no old business to discuss.

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 20,**

**2026**

## X. **UNSCHEDULED BUSINESS**

Deputy Chief Lee stated that an offer of \$25,000 was made on the Earl Avenue property. We countered at \$32,000 and ultimately settled at \$26,000.

## XI. **DEPARTMENT REPORTS/TRUSTEE COMMENTS**

**Fiscal Department** – We are pricing the note that will replace the \$1,050,000 note issued around this time last year. The interest amount is \$52,500. Pricing is scheduled for January 27, 2026. We are still working on selling the land to help pay down the balance. Year-end reports will be emailed to the Trustees.

**Human Resources** – See attachment.

**Service Department/Code Enforcement** - See attachment. We are closer to getting rid of the Melrose Avenue house that burnt down. The County will be shutting down salt pickup, and Columbus will not assist because we did not enter into a contract at the beginning of the season.

**Police** – We are halfway through updating the policies making some changes. We are up to date on trainings. A job posting is on Indeed and the website. Chief Briggs will follow up with Human Resources.

**Division of Fire** – Working with the Fiscal Officer for the 2026 vehicle liability insurance. Will have quotes from OTARMA and Hylant by the end of the month. The captains' eligibility list has been finalized. GLHS's final inspection went well. Ten new firefighters will start employment on February 9, 2026; the first week will be 40 hours.

**IT** – Focus is on everyone doing the cyber security trainings. No official date for Gahanna dispatchers but potentially will be relocated in February 2026.

**Trustees** – Mr. Leeseberg said the OCC Wrestling meet is January 22 & 27, 2026.

## XII. **ADJOURNMENT**

At 2:47 p.m., Mr. Cavener moved to adjourn the meeting. Mr. Angelou seconded.

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

**RECORD OF PROCEEDINGS**

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 20,**

**2026**

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

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

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

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

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



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

**TRUSTEES REGULAR MEETING AGENDA**

Tuesday, January 20, 2026

OPS Center

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

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. EXECUTIVE SESSION**

Executive Session per ORC Section 121.22 (G) (1) to consider the discipline of a public employee.

**V. PUBLIC COMMENT**

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

**VI. APPROVAL OF CONSENT AGENDA**

- Approval of Minutes:
  - January 5, 2026, Organizational Meeting
  - January 5, 2026, Regular Meeting
- **Resolution 18-26** Warrants of 1/6/2026 – 1/16/2026

**VII. CORRESPONDENCE**

- Copy of letters from Franklin Co. Public Health re: 2726 Drake Rd. – Order of the Board of Health and Referral for Prosecution

**VIII. NEW BUSINESS**

**Resolution 19-26 (Human Resources)**

Approve the OhioHealth Services Agreement for Service, Police, and Administration

**Resolution 20-26 (Service Department)**

Certify the 2025 Township Highway System Mileage Certification

**Resolution 21-26 (Service Department)**

Accept Shawn Thornton's resignation effective 1/16/2026

**Resolution 22-26 (Service Department)**

Approve the buy back of Grave 3 of Lot 134, Section E at Riverside Cemetery in the amount of \$700.00 from Deborah Long

**Resolution 23-26 (Service Department)**

Approve the update to the standard daily hours of operation for the Service Department

**Resolution 24-26 (Division of Fire)**

Accept the resignation of Firefighter Harrison Ashcraft, effective retroactive on 1/7/2026

**Resolution 25-26 (Division of Fire)**

Approve a conditional offer to applicant Misaki Campbell EMT-B

**Resolution 26-26 (Division of Fire)**

Approve a 1-year Agreement with Ohio State University to conduct the 2026 NFPA medical physicals for the division of fire

**Resolution 27-26 (Division of Fire)**

Approve the purchase of uniforms from Topline Designs in an amount not to exceed \$18500

**Resolution 28-26 (Division of Fire)**

Approve the annual ImageTrend Agreement renewal in the amount of \$36,304.28

**Resolution 29-26 (Division of Fire)**

Approve out-of-state training for five Firefighter/Rescue Technicians at the Indiana River Rescue School for certification in the amount not to exceed \$8,500

**Resolution 30-26 (Division of Fire)**

Retroactive Administrative Approval of Employee Position Transitions

**IX. OLD BUSINESS**

**X. UNSCHEDULED BUSINESS**

**XI. DEPARTMENT REPORTS/TRUSTEE DISCUSSION**

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

**XII. ADJOURNMENT**

**RESOLUTION #31-26**

**Paid Administrative Leave for Employee #351 Pending an Investigation**

**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 #351 was removed from duty and placed on paid administrative leave effective January 20, 2026, pending the outcome of an investigation; and

**WHEREAS**, upon the completion and outcome of the investigation, the paid 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, FRANKLIN COUNTY, OHIO**, hereby approves employee #351 to be placed on paid administrative leave and shall remain on paid administrative leave until the investigation has been completed. Paid administrative leave shall begin on January 20, 2026, for the current case and shall continue until the investigation is completed. Upon the completion and outcome of the investigation, the employee shall either return to work or be subject to further action in accordance with Township policy.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 5,**

**2026**

**I. CALL TO ORDER**

At 10:04 a.m., Mr. Angelou called the **Organizational meeting** to order.

**II. PLEDGE OF ALLEGIANCE**

**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, Assistant Fire Chief Scott Davis, Police Chief David Briggs, Service Director Roger Boggs, HR Director Mindy Owens, IT Director Craig Main and Asst. Fiscal Officer Cynthia Lampkins.

**IV. NEW BUSINESS**

**Resolution 1-26**

Approve Mr. Cavener as Chairperson of the Board of Trustees 2026, effective immediately.

Mr. Angelou moved to approve **Resolution 1-26**. Mr. Leeseberg seconded.

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

**Resolution 2-26**

Approve Mr. Leeseberg as Vice Chairperson of the Board of Trustees 2026, effective immediately.

Mr. Cavener moved to approve **Resolution 2-26**. Mr. Angelou seconded.

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

**Resolution 3-26**

Authorize the reimbursement for business-related expenses.

Mr. Leeseberg moved to approve **Resolution 3-26**. Mr. Angelou seconded.

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 5,**

**2026**

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

## **Resolution 4-26**

Adopt the current regulations governing business expenses.

Mr. Angelou moved to approve **Resolution 4-26**. Mr. Leeseberg seconded.

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

## **Resolution 5-26**

Approve the schedule for Regular Trustees Meetings to occur on the first Monday of each month at 10:00 a.m. and the third Tuesday of each month at 1:30 p.m., or as designated.

Mr. Angelou moved to approve **Resolution 5-26**. Mr. Leeseberg seconded.

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

## **Resolution 6-26**

Approve the application of ORC §505.86 for the rehabilitation or securance of fire-damaged properties as determined by the appropriate authorities.

Mr. Angelou moved to approve **Resolution 6-26**. Mr. Leeseberg seconded.

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

## **Resolution 7-26**

Authorize the Chairperson or Vice Chairperson to sign contracts.

Mr. Leeseberg moved to approve **Resolution 7-26**. Mr. Angelou seconded.

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

---

**Held** **January 5,** **2026**

---

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

## V. ADJOURNMENT

At 10:07 a.m., the meeting adjourned.

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

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

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

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

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

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 5,**

**2026**

**I. CALL TO ORDER**

At 10:08 a.m., Mr. Angelou moved to call the **Regular Meeting** to order. Mr. Cavener 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, Assistant Fire Chief Scott Davis, Police Chief David Briggs, Service Director Roger Boggs, HR Director Mindy Owens, IT Director Craig Main and Asst. Fiscal Officer Cynthia Lampkins.

**IV. PUBLIC COMMENTS**

There were no public comments.

**V. CONSENT AGENDA**

Approval of **Minutes**: Regular Meeting, December 16, 2025

**Resolution 8-26**

Approval of **Warrants** of 12/13/2025 – 12/31/2025

Approval of **Consent Agenda**

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

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

**VI. CORRESPONDENCE**

Correspondence was reviewed about the FCTA Annual Township Meeting on January 15<sup>th</sup> and the deadline for nominations for the FCTA elected offices.

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 5,**

**2026**

## VII. 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 issues 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.

Mr. Angelou moved to approve **Resolution 9-26**. Mr. Cavener seconded.

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

### Resolution 10-26 (Police)

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

Mr. Cavener moved to approve **Resolution 10-26**. Mr. Angelou seconded.

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

### Resolution 11-26 (Police)

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

Mr. Cavener moved to approve **Resolution 11-26**. Mr. Angelou seconded.

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

### Resolution 12-26 (Police)

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

Mr. Cavener moved to approve **Resolution 12-26**. Mr. Angelou seconded.

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 5,**

**2026**

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

## **Resolution 13-26 (Fire)**

Approve a resolution recognizing Mr. Cavener for the Board of RCOG Liaison and Mr. Angelou as the RCOG Vice Liaison.

Mr. Cavener moved to approve **Resolution 13-26**. Mr. Leeseberg seconded.

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

## **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 Cliff, Brody McLaughlin

Mr. Cavner moved to approve **Resolution 14-26**. Mr. Leeseberg seconded.

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

## **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.

Mr. Leeseberg moved to approve **Resolution 15-26**. Mr. Angelou seconded.

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

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

---

**Held**

**January 5,**

**2026**

---

## VIII. 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 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.

## IX. UNSCHEDULED BUSINESS

There was no unscheduled business.

## X. DEPARTMENT REPORTS/TRUSTEE COMMENTS

**Fiscal Department** – We are in the process of closing 2025 and hop to have 2026 opened by Thursday, January 8<sup>th</sup>.

**Human Resources** – Wages will be updated after payroll is processed on January 9<sup>th</sup>. HSA is going well. It has been updated for the new year based on open enrollment. Premium payments have been updated and will be deducted from January 9<sup>th</sup> pay.

**Service Department:** Windstorms caused several trees to fall across roadways, and the situation has been addressed. Snow and ice removal operations are ongoing, and roads are being maintained as conditions require.

**Code Enforcement:** Operations are slow currently. A resident contacted us regarding trash concerns however he has not returned our call at this time.

**Police** – There will be a LEADS audit at 9 a.m. on January 6<sup>th</sup>; we are prepared and it should go well. Thanks to the Service department for working diligently building some shelving in our building, and thanks to IT for working on just about everything, from cameras, computers, and wiring.

**Division of Fire** – We are finalizing the captain’s eligibility test process and should have updates soon. We are working diligently on the inspection of the new Lincoln High School and also working on the Safer Grant requirements.

**IT** – This was our first year operating an in-house IT ticket system with approximately 470 tickets submitted throughout the year. As the year progressed, we adjusted. By 2026, we hope to gain more detailed insight into where major issues occur and how time is being spent.

**Trustees** – The trustees wished everyone a happy new year.

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 5,**

**2026**

## XI. EXECUTIVE SESSIONS

Mr. Leeseberg moved to go into Executive Session per ORC §121.22 (G)(1)  
Purpose: to consider discipline of a public employee (Service Department);  
Purpose: to consider the employment of a public employee (Police); and  
Purpose: to consider the discipline of a public employee (Fire).  
Mr. Cavener seconded.

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

At 10:31 a.m., the trustees went into the Service Department's Executive Session along with Fiscal Officer Wildes, Mr. Boggs, Police Chief Briggs, Fire Chief Dunlevy, Assistant Fire Chief Davis, Ms. Owens, and Ms. Lampkins.

In attendance for the Police Department's Executive Session were the trustees, Fiscal Officer Wildes, Ms. Owens, and Ms. Lampkins.

In attendance for the Division of Fire's Executive Session were the trustees, Fire Chief Dunlevy, Assistant Fire Chief Davis, Ms. Owens, and Ms. Lampkins.

At 11:43 a.m., they exited the Executive Session.

Mr. Cavener moved to return to the Regular Meeting session. Mr. Leeseberg seconded.

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

At 11:43 a.m., they returned to the Regular Meeting.

### **Resolution 16-26 (Service)**

Approve the unpaid suspension of employee ID 362 from duty for three (3) shifts.

Mr. Angelou moved to approve **Resolution 16-26**. Mr. Cavener seconded.

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**January 5,**

**2026**

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

### **Resolution 17-26 (Fire)**

Remove from duty and place on paid administrative leave effective January 1, 2026, pending the outcome of a reasonable-suspicion drug or alcohol test for employee ID 359.

Mr. Cavener moved to approve **Resolution 17-26**. Mr. Angelou seconded.

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

## **XII. ADJOURNMENT**

At 11:45 a.m., Mr. Cavener moved to adjourn the meeting. Mr. Angelou seconded.

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

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

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

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

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

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

**RESOLUTION #31-26**

**Paid Administrative Leave for Employee #351 Pending an Investigation**

**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 #351 was removed from duty and placed on paid administrative leave effective January 20, 2026, pending the outcome of an investigation; and

**WHEREAS**, upon the completion and outcome of the investigation, the paid 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, FRANKLIN COUNTY, OHIO**, hereby approves employee #351 to be placed on paid administrative leave and shall remain on paid administrative leave until the investigation has been completed. Paid administrative leave shall begin on January 20, 2026, for the current case and shall continue until the investigation is completed. Upon the completion and outcome of the investigation, the employee shall either return to work or be subject to further action in accordance with Township policy.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION #18-26**

**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: 1/6/2026 to 1/16/2026

As Of Check Cashed Date: 1/1/1900 to 1/31/2026

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>								
0000352012	01/09/2026	APA Benefits, Inc	APA Benefits, Inc	Check	Outstanding		\$0.00	\$2,083.16
0000352013	01/09/2026	ABM	ABM Industry Groups, LLC	Check	Outstanding		\$0.00	\$5,829.40
0000352014	01/09/2026	Atlantic -Finley Fire	Atlantic Emergency Solutions	Check	Outstanding		\$0.00	\$1,330.40
0000352015	01/09/2026	B & C B&C	B & C Communications	Check	Outstanding		\$0.00	\$2,335.00
0000352016	01/09/2026	Best One Tire & Ser	BestOne Tire & Service,	Check	Outstanding		\$0.00	\$4,237.44
0000352017	01/09/2026	BranhamSign Comp	Branham Sign Company Inc	Check	Outstanding		\$0.00	\$1,345.23
0000352018	01/09/2026	Buckeye Body & Eq	Buckeye Body and Equipment	Check	Outstanding		\$0.00	\$181.85
0000352019	01/09/2026	CDW Government	CDW-G	Check	Outstanding		\$0.00	\$188.79
0000352020	01/09/2026	ChannelBound LLC	ChannelBound LLC	Check	Outstanding		\$0.00	\$650.00
0000352021	01/09/2026	ArchiveSocial, Inc.	CivicPlus LLC   ArchiveSocial	Check	Outstanding		\$0.00	\$4,397.40
0000352022	01/09/2026	COCP	COCP Distribution Services LLC	Check	Outstanding		\$0.00	\$347.50
0000352023	01/09/2026	ColdSpring Granite	Cold Spring Memorial Group	Check	Outstanding		\$0.00	\$369.00
0000352024	01/09/2026	Coverall NA	Coverall North America Inc.	Check	Outstanding		\$0.00	\$956.00
0000352025	01/09/2026	Edge	Edge Document Solutions, LLC	Check	Outstanding		\$0.00	\$300.00
0000352026	01/09/2026	EngleField Oil Com	EngleField Oil Company	Check	Outstanding		\$0.00	\$1,457.06
0000352027	01/09/2026	Franklin County Dra	Franklin County Drainage Engineer	Check	Outstanding		\$0.00	\$400.00
0000352028	01/09/2026	Franklin Co Sheriff	Franklin County Sheriff's Office	Check	Outstanding		\$0.00	\$2,990.13
0000352029	01/09/2026	FOP Deduction	Fraternal Order Of Police-Financial Secy.	Check	Outstanding		\$0.00	\$175.50
0000352030	01/09/2026	GACC	Gahanna Area Chamber of Commerce	Check	Outstanding		\$0.00	\$225.00
0000352031	01/09/2026	MetLife	Metropolitan Life Insurance Company	Check	Outstanding		\$0.00	\$126.00
0000352032	01/09/2026	IAFF Deduction	Mifflin Twp. Local IAFF 2818	Check	Outstanding		\$0.00	\$1,740.00
0000352033	01/09/2026	RingCentral Inc.	RingCentral Inc.	Check	Outstanding		\$0.00	\$1,667.11
0000352034	01/09/2026	Sound	Sound Communications	Check	Outstanding		\$0.00	\$3,653.38
0000352035	01/09/2026	Breathing Air	Sub-Aquatics, Inc	Check	Outstanding		\$0.00	\$692.95
0000352036	01/09/2026	The Hartford	The Hartford	Check	Outstanding		\$0.00	\$6,182.32
0000352037	01/09/2026	OARNET/Client Ser	The Ohio State University	Check	Outstanding		\$0.00	\$260.00
0000352038	01/09/2026	VSP Insurance	VSP Insurance	Check	Outstanding		\$0.00	\$2,581.19
0000352039	01/16/2026	The Security Networ	The Security Network	Check	Outstanding		\$0.00	\$299.40
0000352040	01/16/2026	WEX Health, Inc.	WEX Health, Inc.	Check	Outstanding		\$0.00	\$395.00
0000352041	01/16/2026	Batteries Plus LLC	BPB Company Stores	Check	Outstanding		\$0.00	\$54.00
0000352042	01/16/2026	Campus Fire Safety	Campus Fire Safety Com LLC/Fire Code Ac	Check	Outstanding		\$0.00	\$716.00
0000352043	01/16/2026	Elite Fire Service	Elite Fire Service, LLC	Check	Outstanding		\$0.00	\$2,344.25
0000352044	01/16/2026	Franklin Co Sheriff	Franklin County Sheriff's Office	Check	Outstanding		\$0.00	\$911.43
0000352045	01/16/2026	NAPA	Genuine Parts Company Inc. / Napa Auto Pa	Check	Outstanding		\$0.00	\$62.80
0000352046	01/16/2026	ImageTrend Inc.	Image Trend Inc.	Check	Outstanding		\$0.00	\$36,304.28

**As Of Check Cashed Date: 1/1/1900 to 1/31/2026**

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0000352047	01/16/2026	IBS	INTERSTATE BATTERIES	Check	Outstanding		\$0.00	\$161.50
0000352048	01/16/2026	IP Pathways	IP Pathways(Sophisticated Systems)	Check	Outstanding		\$0.00	\$3,419.43
0000352049	01/16/2026	OE Meyer Co	OEMeyer Co.	Check	Outstanding		\$0.00	\$842.21
0000352050	01/16/2026	Ohio State Firefight	Ohio State Firefighters Association	Check	Outstanding		\$0.00	\$100.00
0000352051	01/16/2026	Screenpointe, Inc.	Screenpoint Inc	Check	Outstanding		\$0.00	\$979.50
0000352052	01/16/2026	Stericycle, Inc.	Stericycle	Check	Outstanding		\$0.00	\$31.91
0000352053	01/16/2026	Vector Solutions	Target Solutions Learning LLC	Check	Outstanding		\$0.00	\$5,464.47
0000352054	01/16/2026	Fire House	The Fire House	Check	Outstanding		\$0.00	\$140.00
0020260007	01/06/2026	MM Self-Insured Ins	Medical Mutual Self-Insured	EFT	Outstanding		\$0.00	\$3,322.54
0020260008	01/07/2026	7 Eleven Speedway	Wex Bank	EFT	Outstanding		\$0.00	\$8,769.98
0020260009	01/07/2026	MED MUTUAL Insu	Medical Mutual Of Ohio	EFT	Outstanding		\$0.00	\$253,907.80
0020260010	01/08/2026	Mifflin Payroll	Mifflin Township Payroll	EFT	Outstanding		\$0.00	\$328,396.77
0020260011	01/08/2026	Payroll TAX	Mifflin Payroll TAX	EFT	Outstanding		\$0.00	\$96,488.66
0020260012	01/08/2026	Child Support Dedu	Ohio Child Support Payment Central	EFT	Outstanding		\$0.00	\$1,505.99
0020260013	01/08/2026	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$1,118.60
0020260014	01/08/2026	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$159.00
0020260015	01/08/2026	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$92.00
0020260016	01/09/2026	Empower 457 Dedu	Empower 457 Deduction	EFT	Outstanding		\$0.00	\$9,100.00
0020260017	01/09/2026	Granite	Granite Telecommunications	EFT	Outstanding		\$0.00	\$1,369.76
0020260018	01/09/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$812.65
0020260019	01/09/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$512.15
0020260020	01/09/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$406.55
0020260021	01/09/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$347.70
0020260022	01/09/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$280.48
0020260023	01/12/2026	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$6,440.00
0020260024	01/12/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$900.98
0020260025	01/12/2026	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$795.00
0020260026	01/09/2026	Paychex	Paychex	EFT	Outstanding		\$0.00	\$566.42
0020260027	01/13/2026	MM Self-Insured Ins	Medical Mutual Self-Insured	EFT	Outstanding		\$0.00	\$5,348.28
0020260028	01/13/2026	Columbus Storm W	Columbus - City Treasurer	EFT	Outstanding		\$0.00	\$483.21
0020260029	01/13/2026	5th-3rd-Bank Servic	Fifth Third Bank-Central Ohio	EFT	Outstanding		\$0.00	\$940.28
0020260030	01/14/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$24.63
0020260031	01/14/2026	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$575.54
0020260032	01/14/2026	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$1,173.24
0020260033	01/14/2026	Cintas	Cintas	EFT	Outstanding		\$0.00	\$704.59
0020260034	01/15/2026	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$648.00
01. A/P BANK - 5/3 Bank A/P Total:							\$0.00	\$824,118.79
Grand Total:							\$0.00	\$824,118.79

## Melanie Barnette

---

**From:** Smith, Debra A. <Debra.Smith@franklincountyohio.gov>  
**Sent:** Tuesday, January 13, 2026 11:04 AM  
**To:** Trustees  
**Cc:** Mazzola, Joe R.; Broschart, Charles D.; Ralph, Nathan A.  
**Subject:** 2726 Drake Road, Cols., OH 43230  
**Attachments:** 2953\_001.pdf; 2954\_001.pdf

**Importance:** High

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**CAUTION:** This email originated from outside of the Mifflin Township domain. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon Mifflin Township Trustees:

Please see attached letters regarding 2726 Drake Road, Columbus, OH 43230, Mifflin Township, Tax District #190, Parcel #000512, for your information.

Please contact Nathan Ralph and/or Charlie Broschart (copied above) should you have any questions to this regard.

Thank you!

Debb Smith, Executive Assistant  
Joe Mazzola, Health Commissioner  
Franklin County Public Health  
280 East Broad Street  
Columbus, Ohio 43215-4562  
[Debra.Smith@franklincountyohio.gov](mailto:Debra.Smith@franklincountyohio.gov)  
(614)525-3670

### **Prevent the Flu!**

**get your flu shot - wash your hands - cover your cough - stay home when you're sick**

The information contained in this electronic mail message, medical or otherwise, is intended for the personal and confidential use of the designated recipient(s) named above. If you have received this information in error, NOTIFY FRANKLIN COUNTY PUBLIC HEALTH at (614) 525-3160. If you are not the designated recipient(s), do not review or copy any of the message text or attached document(s). Disclosure of this information to any party other than the intended recipient(s) and the use of this information for other than the stated purpose(s) is prohibited. When your records are destroyed or archived, this electronic mail and attached document(s) must be stored or disposed of in the same manner.

**CERTIFIED MAIL #: 7007 3020 0000 5478 1587**

**ORDER OF THE BOARD OF HEALTH AND REFERRAL FOR PROSECUTION**

January 13, 2026

The 101 Group LLC  
c/o Raymond Said  
4975 West Broad Street  
Columbus, Ohio 43228

RE: 2726 Drake Road; Columbus, Ohio 43230  
Mifflin Township  
Tax District #190, Parcel #000512

Dear Raymond Said:

Franklin County Public Health has inspected the HSTS located at the above-referenced property. The Office of the Ohio Secretary of State identifies you as the statutory agent of the 101 Group LLC, owner of the above-referenced property.

An inspection of the property indicated that the aforementioned property continues to be in violation of (Sewage Treatment System Rules) OAC Chapter 3701-29-06 which states, in part: **"A Sewage Treatment System (STS) shall not be installed, altered, or operated without an approved permit from the Board of Health.** A Sewage Treatment System was installed at 2726 Drake Rd without a permit, and this STS discharges directly to the Mifflin Township storm tile at the front of the property. This is an illicit discharge.

On January 13, 2026, the Board of Health adopted Resolution 26-, attached hereto and incorporated herein, ORDERING you to:

- 1) Disconnect the illegal connection to the Mifflin Township storm tile and cease the continuance of an illicit discharge.
- 2) Contact Nathan Ralph at [NathanRalph@franklincountyohio.gov](mailto:NathanRalph@franklincountyohio.gov) or (614) 525-3909 to initiate the proper and legal installation of a Sewage Treatment System at this address.

**This Order applies to you, your heirs, successors and assigns (including any subsequent owner of the property). You shall comply with this Order by February 14, 2026.** A re-inspection will be performed to verify compliance on or thereafter. IF THESE VIOLATIONS

ARE NOT CORRECTED, and this Order of the Board is neglected or disregarded, the Board has authorized me to issue a citation pursuant to Ohio Revised Code section 3707.02 and afford you an opportunity to appear before the Board and show cause why the Board should not abate the nuisance conditions (assessing the costs of any abatement as liens against the property). In addition, IF THESE VIOLATIONS ARE NOT CORRECTED, the Board has authorized me to refer this matter to the Franklin County Prosecuting Attorney which may result in the filing of criminal charges or a request for injunctive relief in a civil lawsuit being filed in the Franklin County Municipal Court, Environmental Division. This Order may be appealed to the Board of Health by any person claiming to be aggrieved or adversely affected by requesting a hearing within seven (7) days of receipt of the Order. The request for a hearing shall be delivered to the Board of Health in writing and addressed to the attention of the Health Commissioner.

Sincerely,



Joe Mazzola, MPA  
Health Commissioner  
Franklin County General Health District

JM:nar

Enclosure

c: Mifflin Township Trustees  
Nathan Ralph, RS



**CERTIFIED MAIL #: 7007 3020 0000 5478 1570**

**ORDER OF THE BOARD OF HEALTH AND REFERRAL FOR PROSECUTION**

January 13, 2026

The 101 Group LLC  
2734 Drake Road  
Columbus, Ohio 43230

RE: 2726 Drake Road; Columbus, Ohio 43230  
Mifflin Township  
Tax District #190, Parcel #000512

Dear 101 Group LLC:

Franklin County Public Health has inspected the HSTS located at the above-referenced property. The tax and property records on file with the Franklin County Auditor's and/or Recorder's office identify you as the owner of the above-referenced property.

An inspection of the property indicated that the aforementioned property continues to be in violation of (Sewage Treatment System Rules) OAC Chapter 3701-29-06 which states, in part: **"A Sewage Treatment System (STS) shall not be installed, altered, or operated without an approved permit from the Board of Health.** A Sewage Treatment System was installed at 2726 Drake Rd without a permit, and this STS discharges directly to the Mifflin Township storm tile at the front of the property. This is an illicit discharge.

On January 13, 2026, the Board of Health adopted Resolution 26-, attached hereto and incorporated herein, ORDERING you to:

- 1) Disconnect the illegal connection to the Mifflin Township storm tile and cease the continuance of an illicit discharge.
- 2) Contact Nathan Ralph at [NathanRalph@franklincountyohio.gov](mailto:NathanRalph@franklincountyohio.gov) or (614) 525-3909 to initiate the proper and legal installation of a Sewage Treatment System at this address.

**This Order applies to you, your heirs, successors and assigns (including any subsequent owner of the property). You shall comply with this Order by February 14, 2026.** A re-inspection will be performed to verify compliance on or thereafter. IF THESE VIOLATIONS ARE NOT CORRECTED, and this Order of the Board is neglected or disregarded, the Board

has authorized me to issue a citation pursuant to Ohio Revised Code section 3707.02 and afford you an opportunity to appear before the Board and show cause why the Board should not abate the nuisance conditions (assessing the costs of any abatement as liens against the property). In addition, IF THESE VIOLATIONS ARE NOT CORRECTED, the Board has authorized me to refer this matter to the Franklin County Prosecuting Attorney which may result in the filing of criminal charges or a request for injunctive relief in a civil lawsuit being filed in the Franklin County Municipal Court, Environmental Division. This Order may be appealed to the Board of Health by any person claiming to be aggrieved or adversely affected by requesting a hearing within seven (7) days of receipt of the Order. The request for a hearing shall be delivered to the Board of Health in writing and addressed to the attention of the Health Commissioner.

Sincerely,



Joe Mazzola, MPA  
Health Commissioner  
Franklin County General Health District

JM:nar

Enclosure

c: Mifflin Township Trustees  
Nathan Ralph, RS

**RESOLUTION #19-26**

**Approve the OhioHealth Employer Solutions Agreement for Police, Service and Administration**

**WHEREAS**, the Board previously approved an agreement with OhioHealth Employer Solutions to provide occupational health and related services to Township employees; and

**WHEREAS**, OhioHealth Employer Solutions has provided an updated agreement reflecting current pricing and terms for the Service, Police, and Administration departments; and

**WHEREAS**, the Board finds it necessary and appropriate to approve the updated agreement to ensure continuity of services at current rates; and

**WHEREAS**, the Fire Department agreement has been forwarded to the Fire Chief for review and approval, and shall be presented for Board acknowledgment upon completion.

**NOW, THEREFORE, BE IT RESOLVED, BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES OF FRANKLIN COUNTY, OHIO**, that the Board hereby approves and adopts the revised Employer Solutions Agreement, 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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION #20-26**

**Certify the 2025 Township Highway System Mileage Certificate**

**WHEREAS**, Section 4501.04 of the Ohio Revised Code requires each township to annually certify the total number of miles of public roads under its jurisdiction; and

**WHEREAS**, the Ohio Department of Transportation (ODOT) has prepared the 2025 Township Highway System Mileage Certification, which sets forth the official road mileage for Mifflin Township for the calendar year 2025; and

**WHEREAS**, the Board of Trustees of Mifflin Township has reviewed said mileage certification and finds it to be accurate and complete; and

**WHEREAS**, certification of the Township Highway System Mileage is necessary to maintain accurate state records and to ensure the proper allocation of state funds to the township for road maintenance and improvements.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, hereby approves and certifies the 2025 Township Highway System Mileage Certificate as presented by the Ohio Department of Transportation, Office of Technical Services.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION #21-26**

**Accept the Resignation of Shawn Thornton**

**WHEREAS**, Shawn Thornton, Service Technician, has submitted his resignation from the Mifflin Township; and

**WHEREAS**, the Service Director has reviewed and forwarded the resignation to the Board of Trustees for formal acceptance; and

**WHEREAS**, the Board of Trustees formally accept his resignation; and

**WHEREAS**, Shawn Thornton’s resignation is effective on January 16, 2026.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN, COUNTY, OHIO** hereby accepts the resignation of Shawn Thornton, effective January 16, 2026.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION #22-26**

**Approve the Buy-Back of Grave 3, Lot 134, Section E at Riverside Cemetery**

**WHEREAS**, Mifflin Township is the owner and operator of Riverside Cemetery and maintains all associated burial records, lot ownership records, and related transactions; and

**WHEREAS**, Grave 3 of Lot 134, Section E at Riverside Cemetery was originally purchased by Raoul and Helen Vesco; and

**WHEREAS**, Deborah Long, the only surviving heir and daughter of Raoul and Helen Vesco, has requested that the Township buy back the unused grave; and

**WHEREAS**, the Township has verified the ownership and heirship information and determined that the request is valid and in accordance with cemetery policies and procedures; and

**WHEREAS**, the Township is authorized to repurchase unused graves for the original amount; and

**WHEREAS**, the total amount due to the heir for the repurchase of Grave 3, Lot 134, Section E is Seven Hundred Dollars (\$700.00).

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, hereby approves the buy-back of Grave 3, Lot 134, Section E at Riverside Cemetery from Deborah Long, in the amount of \$700.00.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION #23-26**

**Update the standard daily hours of operation for the Service Department**

**WHEREAS**, the Township periodically reviews its operating hours to ensure efficiency, alignment with service needs, and optimal use of staffing resources;

**WHEREAS**, the Service Director has determined that adjusting the standard daily hours of operation will better support departmental workflow and community service needs; and

**WHEREAS**, funeral services will continue to be scheduled outside of standard operating hours, as needed, to accommodate families and service requirements; and

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, the Service Department’s standard hours of operation shall be Monday through Friday, 7:00 a.m. to 3:30 p.m. and funeral services will continue to be scheduled outside of standard operating hours, as needed, to accommodate families and service requirements.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION #24-26**

**Resolution Accepting the Resignation of Firefighter Harrison Ashcraft**

**WHEREAS**, Firefighter Harrison Ashcraft has submitted his resignation from the Mifflin Township Division of Fire; and

**WHEREAS**, the Fire Chief has reviewed and forwarded the resignation to the Board of Trustees for formal acceptance; and

**WHEREAS**, Firefighter Ashcraft’s resignation is effectively retroactive on January 7, 2026.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, hereby accepts the resignation of Firefighter Harrison Ashcraft, effectively retroactive on January 7, 2026.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION # 25-26**

**Approve a Conditional Offer of Employment to Misaki Campbell, Firefighter/EMT-B**

**WHEREAS**, the Mifflin Township Division of Fire has identified a staffing need within the Emergency Medical Services (EMS) operations and has conducted the necessary applicant review and interviews; and

**WHEREAS**, applicant Misaki Campbell, EMT-Basic, has been evaluated and recommended by the Fire Chief as a qualified candidate for the position of Firefighter/EMT-B; and

**WHEREAS**, the Board of Trustees is authorized to approve appointments to the Division of Fire and finds it in the best interest of the Township to move forward with a conditional employment offer; and

**WHEREAS**, this provisional appointment is contingent upon the applicant’s successful completion of all required pre-employment physical and psychological assessments, as established by Township policy and applicable Ohio law.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN, COUNTY, OHIO** hereby approves a conditional offer of employment to Misaki Campbell, EMT-B; and

**BE IT FURTHER RESOLVED** that, upon successful completion of all required pre-employment assessments, the Fire Chief, in coordination with Human Resources, is authorized to establish and confirm the applicant’s official start date.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION #26-26**

**Approve a 1-Year Occupational Medicine Services Agreement with The Ohio State University for the 2026 NFPA Medical Physicals**

**WHEREAS**, the Mifflin Township Division of Fire is required to maintain compliance with National Fire Protection Association (NFPA) standards pertaining to firefighter medical evaluations; and

**WHEREAS**, annual medical physicals conducted in accordance with NFPA requirements are essential to ensuring the health, safety, and operational readiness of fire personnel; and

**WHEREAS**, The Ohio State University has submitted a proposed 1-year Occupational Medicine Services Agreement to conduct the 2026 NFPA-compliant medical physicals for the Division of Fire; and

**WHEREAS**, the Township Solicitor has reviewed and vetted the agreement and found it to be legally acceptable for Township approval; and

**WHEREAS**, this approval applies only to the Agreement itself, and the associated financial obligation will be presented to the Board at a later date, contingent upon the Division’s successful award of the applied grant.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, hereby approves the 1-year Occupational Medicine Services Agreement with The Ohio State University for the administration of the 2026 NFPA medical physicals for the Division of Fire; and

**BE IT FURTHER RESOLVED** that no financial commitment is authorized by this Resolution, and that the Fire Chief shall return to the Board for expenditure approval once grant funding determinations have been finalized.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION #27-26**

**Authorization to Purchase Uniforms for Fiscal Year 2026**

**WHEREAS**, the organization anticipates onboarding new employees during the 2026 fiscal year;

**WHEREAS**, newly hired employees will require standard uniforms to ensure professional appearance, safety compliance, and adherence to organizational policy;

**WHEREAS**, circumstances may arise during the fiscal year that result in unforeseen uniform needs, including but not limited to replacement of damaged uniforms;

**WHEREAS**, it is necessary to secure funding authorization to support the procurement of uniforms not to exceed \$18,500 for FY 2026 from Topline Designs; and

**WHEREAS**, the department shall follow established procurement procedures and maintain accurate documentation of all expenditures.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, that authorization is hereby requested for the purchase of uniforms for new hires during the 2026 fiscal year in an amount not to exceed \$18,500 from Topline Designs.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION #28-26**

**Approve the Annual ImageTrend Agreement Renewal**

**WHEREAS**, the Mifflin Township Division of Fire utilizes ImageTrend software as its enterprise records management system for fire reporting, fire inspections, EMS patient care reporting, and emergency response tracking and trending; and

**WHEREAS**, ImageTrend provides essential data management, compliance reporting, trend analysis, and documentation capabilities required for fire operations, EMS delivery, inspections, and administrative oversight; and

**WHEREAS**, the continued use of ImageTrend is critical to maintaining operational continuity, ensuring regulatory compliance, and supporting accurate performance and service delivery reporting across all divisions; and

**WHEREAS**, the annual ImageTrend Agreement renewal for the upcoming service year has been submitted to the Township in the total amount of Thirty-Six Thousand Three Hundred Four Dollars and Twenty-Eight Cents (\$36,304.28); and

**WHEREAS**, the Board of Trustees has reviewed the proposed renewal and finds it necessary and in the best interest of the Township to continue the agreement for these essential software services.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, hereby approves the annual ImageTrend Agreement renewal in the amount of \$36,304.28; and

**BE IT FURTHER RESOLVED** that the Township Fiscal Officer is authorized to process payment and execute any required documents in accordance with Township policy and applicable Ohio law.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION #29-26**

**Authorize Out-of-State Training and Travel Expenses**

**WHEREAS**, Mifflin Township Fire Department maintains a high level of operational readiness for swift water rescue incidents, and its established swift water protocol and training standards have placed the department among the top-tier agencies prepared to respond to such emergencies; and

**WHEREAS**, water rescue training is essential to sustaining this level of preparedness, particularly for personnel assigned to water rescue operations; and

**WHEREAS**, the Indiana River Rescue School offers a 5-day, nationally recognized training program providing comprehensive swift water and river rescue certification, which Mifflin Township Fire Department personnel first began attending in 2019; and

**WHEREAS**, five (5) Firefighter/Rescue Technicians require this training in 2026, with two (2) positions reserved for the early May class and three (3) positions reserved for the late May class; and

**WHEREAS**, the certification renewal portion of the program will be conducted in-house by qualified Mifflin Township staff, limiting costs strictly to initial training and associated travel; and

**WHEREAS**, the total combined cost of out-of-state training and travel expenses for all five personnel is not to exceed Eight Thousand Five Hundred Dollars (\$8,500).

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, hereby authorizes training and out-of-state travel expense for five (5) Firefighter/Rescue Technicians to attend the Indiana River Rescue School in May 2026, at a total cost not to exceed \$8,500.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**RESOLUTION #30-26**

**Retroactive Administrative Approval of Employee Position Transitions**

**WHEREAS**, the Township requires formal documentation and administrative approval for personnel transitions to ensure compliance with established policies and accurate record keeping; and

**WHEREAS**, Kenny King transitioned from Community Paramedic to EMS Coordinator, with no change in pay, effective March 24, 2024; and

**WHEREAS**, Beth DeConnick transitioned from 56-hour Firefighter to 40-hour Community Paramedic, effective September 1, 2024, at a pay rate of \$51.69 per hour; and

**WHEREAS**, these transitions were operationally implemented, and this resolution serves as a retroactive administrative formality for proper Township records and compliance requirements; and

**WHEREAS**, the 2025 and 2026 pay increases remain unchanged and shall continue as previously approved.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MIFFLIN TOWNSHIP, FRANKLIN COUNTY, OHIO**, hereby retroactively approves the personnel transitions for Kenny King to transition from Community Paramedic to EMS Coordinator, with no change in pay, effective March 24, 2024, and Beth DeConnick to transition from 56-hour Firefighter to 40-hour Community Paramedic at a rate of \$51.69/hour, effective September 1, 2024. The 2025 and 2026 pay increases remain unchanged and shall continue as previously approved.

**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, Chair

CERTIFIED BY:

\_\_\_\_\_  
Jamie Leeseberg, Vice Chair

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

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

**Human Resources Department  
January 20, 2026**



**New Business**

1. Request to approve OhioHealth Service Agreement for Service, Police and Administration.

**Updates:**

NA



**Employer Solutions Agreement**

Company (as identified below), is requesting services from OhioHealth Corporation, a nonprofit corporation, on behalf of its Employer Solutions division (“Supplier”) as described below:

**Company: Mifflin Township Admin, Mifflin Township Police, Mifflin Township Service Department**

Primary Contact Name: Mindy Owens	Billing Contact Name:
Title: Human Resources Director	Title:
Address: 400 W. Johnstown Rd, Suite 200	Billing Address:
City/State/Zip: Gahanna, OH 43230	Billing City/State/Zip:
Phone: 614-713-9095	Phone:
Email: owensm@mifflin-oh.gov	Email:
# of Employees:	MCO for BWC Injury Care:
# of Employees Estimated to Receive Services:	

	<u>Name &amp; Title:</u>	<u>Email:</u>	<u>Phone:</u>
<b>Drug Screens &amp; Breath Alcohol Results Contact:</b>	Mindy Owens, HR Director	owensm@mifflin-oh.gov	614-713-9095
<b>Screening Results Contact:</b>	Mindy Owens, HR Director	owensm@mifflin-oh.gov	614-713-9095
<b>BWC Contact:</b>	Mindy Owens, HR Director	owensm@mifflin-oh.gov	614-713-9095

✓ Schedule A: Employment / Pre-Employment Services

The services to be provided by Supplier are described in the Schedules to this Agreement. The terms of the Schedules selected below are agreed to by the parties and are incorporated herein.

This Employer Solutions Agreement is subject to the attached Terms & Conditions to Employer Solutions Agreement (“Terms”), the provisions of which are incorporated herein (the Employer Solutions Agreement, including the Terms, are collectively referred to as the “Agreement”). By executing below, the parties agree to be bound by this Agreement, This Agreement may be executed in counterparts, each of which shall be deemed to be an original but all of which taken together shall constitute one and the same agreement.

Executed and delivered as of the date(s) shown below.

**All results will be sent via the Employer Portal to the contact listed above, you will receive an email to create a username and password for the portal prior to receiving results.**

**Company**

**OhioHealth Corporation,  
on behalf of its Employer Solutions division**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature

Mindy Owens

\_\_\_\_\_  
Printed Name, Title

*Amy Marshall, Director Business Development  
OhioHealth Employer Solutions*

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Thank you!

**I understand it will take up to one full business day to process orders  
once this agreement is fully executed.**

Terms & Conditions to Employer Solutions Agreement

- 1. Engagement.** The Company hereby engages the Supplier to perform the services selected on page 1 of this Agreement ("Services").
- 2. Scheduling and Space.** The Company and Supplier shall mutually select a date(s) and period(s) of time for the provision of Services. The Company shall provide adequate facilities, supplies, and equipment to allow the Supplier to perform Services.
- 3. Required Consent/Release Forms.** The Company acknowledges that prior to an Employee's receipt of Services, the Employee must complete the applicable consent/release form.
- 4. Fees/Payments.** The Supplier will bill via an invoice to the billing address as documented above. The Supplier expects payment within **30 days** from date on the invoice. If the Company does not pay the invoice within the time frame noted, Company may be subject to a stop in any services provided. Pricing is valid for 60 days from date of proposal. Supplier reserves the right to increase fees for Services to Company with 60 days prior written notice.
- 5. No Requirement to Refer.** It is not the purpose of this Agreement to induce patient referrals, in whole or in part. There is no requirement or understanding under this Agreement, express or implied, that the Company will refer any patients to Supplier. No benefits derived from this Agreement are in return for patient referrals.
- 6. Term and Termination; Cancellation Fee.** This Agreement shall begin on the last date executed above and continue until the receipt of payment in full for all Services provided. This Agreement may be terminated without cause with thirty (30) days written notice by either party. If Company terminates this Agreement within seven (7) days of a scheduled on-site event, it shall immediately remit to Supplier a cancellation fee of One Hundred Fifty Dollars (\$150.00).
- 7. Qualifications.** The Services shall be performed by employees and/or subcontractors of Supplier ("Supplier Staff") who are qualified by experience, training and/or education to perform the Services. Supplier warrants and represents that the Services shall be performed in a professional and conscientious manner and that the Supplier Staff shall comply with the reasonable instructions of Company. Supplier warrants that all Supplier Staff shall have obtained, and shall maintain throughout the term of this Agreement, all such licenses, accreditations, certifications and other regulatory permits and approvals as are required by any applicable state or federal law, rule or regulation in order to perform the Services provided. All Supplier Staff shall be and remain employees and/or subcontractors of Supplier and not of Company. Company shall, however, have the right to reasonably request the removal of any Supplier Staff from Company's site for cause.
- 8. Records.** Documentation/information generated in the performance of the Services shall be handled as specified in the applicable Schedule, attached hereto.
- 9. Confidential and Proprietary Information.** The parties must not disclose technical, business, financial, or other information which a party considers confidential or proprietary to it, or other information which, under the circumstances, reasonably should be treated as confidential or proprietary, including the terms and conditions of this Agreement ("Confidential Information") relating to the other party unless it has obtained prior written consent for such disclosure. Confidential Information does not include Records or Aggregate Reports information already in the public domain.
- 10. Non-Solicitation.** The parties agree that for the term of this agreement and twelve (12) months thereafter, neither shall solicit any employees of the other party for employment by it or any of its subsidiaries, affiliates or vendors, except that nothing in this Section shall prevent either party or any of their affiliates from hiring any employee of the other party (i) pursuant to a general solicitation which is not directed specifically to any such employees; (ii) whose employment has been terminated by the other party, or (iii) after 180 days from the date of termination of employment for any employee whose employment has been terminated by the employee. The parties acknowledge that qualified nurses and medical personnel are in short supply and that the damages incurred by either party in the event of a breach of this provision may not be recompensed by monetary payments alone.
- 11. Insurance.** Unless otherwise provided in the applicable Schedule, during the term of this Agreement, Supplier shall maintain with insurance carriers or pursuant to self-insurance programs the following types of insurance, in the following amounts: (a) Medical Malpractice: \$1 million each event; \$3 million aggregate; (b) General Liability: \$1 million per occurrence; \$1 million aggregate; and (c) Workers' Compensation: Statutory coverage.
- 12. Indemnification and Limitation of Liability.** Company shall indemnify, defend, and hold harmless Supplier, its members, managers, officers, directors, agents, attorneys, and employees, from any losses, costs, claims, suits, damages, liabilities, and expenses (including reasonable attorney's fees and costs) arising out of or attributable to any act or omission of Company, its employees, agents, or representatives, including, but not limited to, any claims relating to any breach of Company's warranties, representations, or covenants set forth in this Agreement. EXCEPT FOR COMPANY'S INDEMNIFICATION OBLIGATIONS, NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY FOR INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES, INCLUDING, WITHOUT LIMITATION, LOSS OF BUSINESS OR PROFITS, EVEN IF A PARTY RECEIVES NOTICE IN ADVANCE THAT THESE KINDS OF DAMAGES MIGHT RESULT.
- 13. Notice.** Any notice required or permitted to be given under this Agreement shall be in writing and shall be delivered personally, sent by overnight courier service or by U.S. certified mail, return receipt requested, postage prepaid to the respective Parties hereto. Notice to Company shall be delivered to the address listed on Page 1. Notice to Supplier shall be delivered to: OhioHealth Corporation Employer Solutions, 3430 OhioHealth Parkway, Columbus, Ohio 43202 ATTN: David Lee, MD, **copy to:** OhioHealth Corporation, Office of the General Counsel, 3430 OhioHealth Parkway, 5th Floor, Columbus, Ohio 43202. Notwithstanding anything to the contrary, notice regarding a price increase per Section 4 may be provided by Supplier via email to Company.
- 14. Books and Records.** In accordance with requirements of the Omnibus Budget Reconciliation Act of 1980, Section 952, to the extent such section is applicable to this Agreement, until the expiration of four (4) years after the furnishing of services pursuant to the Agreement, the parties shall make available, upon written request, to the Secretary of the U.S. Department of Health and Human Services, or the Comptroller General or to any of their duly authorized representatives, this Agreement, and their books, documents and records that are necessary to certify the extent of any costs of either party arising from this Agreement. Further, if either party carries out any of its duties arising from the Agreement through a subcontract, with a value or cost of \$10,000 or more over a 12-month period with a related organization, such subcontract shall contain a clause to the effect that until the expiration of four (4) years after the furnishing of such services pursuant to such subcontract, the related organization shall make available to the Secretary of the U.S. Department of Health and Human Services or the Comptroller General, or any of their duly authorized representatives, the subcontract, and documents necessary to verify the nature and extent of such costs.
- 15. Miscellaneous.** Supplier shall act as an independent contractor in the performance of all duties hereunder. Nothing herein shall be construed as creating a relationship of employment, partnership, ownership or control. This Agreement is governed by the laws of the State of Ohio. The parties agree that the only venue for a claim arising from this Agreement shall be a court of competent jurisdiction located in Franklin County, Ohio. In the event any word, phrase, clause, sentence, paragraph, section or other provision of this Agreement shall violate any applicable statute, ordinance or rule of law, such provision shall be ineffective to the extent of such violation without invalidating any other provision of this Agreement. Neither party may assign or delegate its rights or duties without first obtaining the other party's signed written consent. This Agreement, including these Terms, contains the entire agreement between the parties with respect to the matters covered herein and supersedes all prior negotiations and agreements, written or oral, between the parties. This Agreement may not be amended, altered or modified except by written agreement signed by the parties. No provision of this Agreement may be waived except by an agreement in writing signed by the waiving party. A waiver of any term or provision shall not be construed as a waiver of any other term or provisions. This Agreement is intended for the exclusive benefit of the parties to this Agreement (and their respective successors and assigns) and nothing contained in this Agreement shall be construed as creating any rights or benefits in or to any third party.
- 16. Survival.** The terms and conditions set forth in Sections 5, 8, 9, 10, 12, 13, 14, and 15, of these Terms and Conditions will survive termination of this Agreement for any reason.

**SCHEDULE A**

**EMPLOYMENT / PRE-EMPLOYMENT SERVICES**

**1. Summary**

To provide occupational health services to employees of the Company for the locations set forth below and such other locations as may be mutually agreed upon by both parties.

**2. Services to be Performed by OhioHealth Employer Solutions**

**Mifflin Township Service Department:**

- ✓ **DOT Drug Screen** **\$52.00 per test**

  - ✓ Pre-employment
  - ✓ Post-accident
  - ✓ Reasonable Suspicion
  - ✓ Random
  - **5 Panel (W215)** - Amphetamine (includes Ecstasy), Cocaine, Marijuana, Phencyclidine, and Opiates (Heroin, Morphine, Codeine, Hydrocodone and Oxycodone).
  - The MRO (Medical Review Officer) services are included in the fee for positive tests.
  - Results reporting within 48-72 business hours for negative drug tests. Non-negative results take longer due to confirmation testing.
  - For FMCSA, a Commercial Driver's License or Commercial Learner's Permit number is needed to perform the test.
  - A \$29.00 Drug Screen Deficient Collection Fee is charged when a drug screen collection is started, but the patient doesn't complete the process.
  - If a specimen is out of the normal temperature range, an observed drug screen will be completed for an additional \$18.00 fee.
  
- ✓ **Non-DOT Drug Screen (9 Panel) plus additional Opiates** **\$70.00 per test**

  - ✓ Pre-employment
  - ✓ Post-accident
  - ✓ Reasonable Suspicion
  - ✓ Random
  - **9 Panel - (30GV)** Amphetamine, Barbiturate, Benzodiazepine, Cocaine, Marijuana, Methadone, Phencyclidine, Propoxyphene, Opiates, Hydrocodone, Oxycodone, Ecstasy, Heroin, Meperidine, Fentanyl, Pentazocine and Nalbuphine
  - Results reporting within 48-72 business hours for negative drug screens. Non-negative results take longer due to confirmation testing.
  - The MRO (Medical Review Officer) services are included in the fee for positive tests.
  - *A \$29.00 Drug Screen Deficient Collection Fee is charged when a drug screen collection is started, but the patient doesn't complete the process.*
  - *If a specimen is out of the normal temperature range, an observed drug screen will be completed for an additional \$18.00 fee.*
  
- ✓ **Breath Alcohol Testing** **\$46.00 per test**

  - ✓ Pre-employment
  - ✓ Post-accident
  - ✓ Reasonable Suspicion
  - ✓ Random
  - Breath alcohol testing shows the employee's level of alcohol at the time of the test for immediate results.
  - Uses an Evidential Breath Test (EBT) device approved by the National Highway Traffic Safety Administration.
  - There will be an additional \$46.00 confirmation fee for positive results.

**Mifflin Township Police:**

- ✓ **Hepatitis B Surface Antibody Titer** **\$ 70.00 per test**
  
- ✓ **Non-DOT Drug Screen (9 Panel) plus additional Opiates** **\$70.00 per test**
  - ✓ Pre-employment
  - ✓ Post-accident
  - ✓ Reasonable Suspicion
  - ✓ Random
  - **9 Panel - (30GV)** Amphetamine, Barbiturate, Benzodiazepine, Cocaine, Marijuana, Methadone, Phencyclidine, Propoxyphene, Opiates, Hydrocodone, Oxycodone, Ecstasy, Heroin, Meperidine, Fentanyl, Pentazocine and Nalbuphine
  - Results reporting within 48-72 business hours for negative drug screens. Non-negative results take longer due to confirmation testing.
  - The MRO (Medical Review Officer) services are included in the fee for positive tests.
  - *A \$29.00 Drug Screen Deficient Collection Fee is charged when a drug screen collection is started, but the patient doesn't complete the process.*
  - *If a specimen is out of the normal temperature range, an observed drug screen will be completed for an additional \$18.00 fee.*
  
- ✓ **Breath Alcohol Testing** **\$46.00 per test**
  - ✓ Pre-employment
  - ✓ Post-accident
  - ✓ Reasonable Suspicion
  - ✓ Random
  - Breath alcohol testing shows the employee's level of alcohol at the time of the test for immediate results.
  - Uses an Evidential Breath Test (EBT) device approved by the National Highway Traffic Safety Administration.
  - There will be an additional \$46.00 confirmation fee for positive results.

**Mifflin Township Admin:**

- ✓ **Non-DOT Drug Screen (9 Panel) plus additional Opiates** **\$70.00 per test**
  - ✓ Pre-employment
  - ✓ Post-accident
  - ✓ Reasonable Suspicion
  - ✓ Random
  - **9 Panel - (30GV)** Amphetamine, Barbiturate, Benzodiazepine, Cocaine, Marijuana, Methadone, Phencyclidine, Propoxyphene, Opiates, Hydrocodone, Oxycodone, Ecstasy, Heroin, Meperidine, Fentanyl, Pentazocine and Nalbuphine
  - Results reporting within 48-72 business hours for negative drug screens. Non-negative results take longer due to confirmation testing.
  - The MRO (Medical Review Officer) services are included in the fee for positive tests.
  - *A \$29.00 Drug Screen Deficient Collection Fee is charged when a drug screen collection is started, but the patient doesn't complete the process.*
  - *If a specimen is out of the normal temperature range, an observed drug screen will be completed for an additional \$18.00 fee.*
  
- ✓ **Breath Alcohol Testing** **\$46.00 per test**
  - ✓ Pre-employment
  - ✓ Post-accident
  - ✓ Reasonable Suspicion
  - ✓ Random
  - Breath alcohol testing shows the employee's level of alcohol at the time of the test for immediate results.
  - Uses an Evidential Breath Test (EBT) device approved by the National Highway Traffic Safety Administration.
  - There will be an additional \$46.00 confirmation fee for positive results.

3. **Location and Hours of Operation**

<https://www.ohiohealth.com/locations/WorkHealth>

4. **Records**

Documentation/records generated in connection with the Employment Health Services are the property of Company. Such information is gathered by the employer for non-clinical purposes and will not constitute "protected health information" under HIPAA. Such information shall be provided to Company.



# M E M O

DATE: 1/20/2026

TO: Mifflin Township Trustees

FROM: Service Director – Roger Boggs

SUBJECT: Updates & Requests

## Service Dept. Request

- Request to accept/sign the 2025 Township Highway System Mileage Certification
- Request to accept Shawn Thornton's resignation effective 1/16/2026.
- Request to buy back Grave 3 of Lot 134, Section E at Riverside Cemetery in the amount of \$700.00 from Deborah Long the only surviving heir (Daughter) of Raoul & Helen Vesco.
- Request to update the standard daily hours of operation for the Service Department

## Updates

- No Updates

## Code Enforcement

- No Request

## Updates

- No Updates

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

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



# Ohio Department of Transportation

Office of Technical Services

## 2025 Township Highway System Mileage Certification

**Note: This form must be submitted to ODOT no later than March 1, 2026 or county mileage will be certified by default based on the best information available.**

The total certified mileage at the end of Calendar Year 2024 for MIFFLIN Township  
in FRANKLIN County was 12.826 miles

As certified by the Board of Township Trustees or reported by the Director of Transportation,  
in accordance with the provisions specified in the Ohio Revised Code, Section 4501.04.

Consider all mileage changes that occurred in CY 2025 and determine the net increase or decrease in mileage.  
Add the net change to the 2024 certified mileage above and fill in the new total below.

We the undersigned, hereby certify that as of December 31, 2025

the township was responsible for maintaining 12.826 miles of public roads.

\_\_\_\_\_  
Signature of Chairman of Board of Township Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Trustee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Trustee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Engineer Signature

\_\_\_\_\_  
Date

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please return a completed, signed copy of this form along with proper documentation of any changes made to:

Ohio Department of Transportation  
Office of Technical Services  
Mail Stop #3210  
1980 West Broad St. 2nd Floor  
Columbus, Ohio 43223

Attn: Aaron Shvach (614) 466-5135 or aaron.shvach@dot.ohio.gov

**January 6, 2026**

**Roger Boggs**  
Mifflin Township

Dear Mr. Boggs,

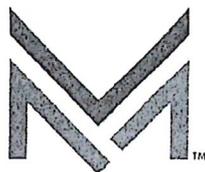
Please accept this letter as formal notice of my resignation from my position as **Service Technician** with **Mifflin Township**.

**My last day of employment will be January 16, 2026.**

Thank you for the opportunity to work with Mifflin Township.

Sincerely,

**Shawn Thornton**



DEC 26 '25 AM 6:18

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

**GRAVE SELL BACK REQUEST**

**GRAVE INFORMATION:**

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

DATE: 11/17/25 CEMETERY: Mifflin  
SECTION: E BLOCK: Riverside LOT: 134 GRAVE: 3  
PURCHASE PRICE: \$700.00

**OWNER INFORMATION:**

NAME: Deborah Long PHONE: 614-313-1884  
ADDRESS: 493 Durham Ln, Delaware, OH 43015

PLEASE INCLUDE STREET / CITY / STATE / ZIP

PRINT FORM TO NOTARIZE - NOTARY SIGNATURE REQUIRED BELOW

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

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

Owner Signature: *Deborah L. Long*

Owner Signature:

STATE OF: OHIO COUNTY OF: DELAWARE

The foregoing instrument was acknowledged before me the 15<sup>th</sup> day of December, 2025

By: *Deborah Long*



*Sierra R. Parker*  
(Notary Public)

JAN 5 '26 AM 5:57

# Cemetery Lot Certificate

2013-34

KNOW ALL MEN BY THESE PRESENTS That for valuable consideration, said purchase price the receipt and sufficiency of which are hereby acknowledged, **Mifflin Township** hereby issues and grants to:

Name	Address	City, ST ZipCode
Vesco, Raoul & Helen	2873 Woodland Ave.	Columbus, OH 43224

His, her, or their heirs, representatives and assigns, the right of interment and burial in **Riverside Cemetery**

Lot	Section	Block	Grave	Purchase Price
134	E		3	\$700

And No Others -----

In **Mifflin Township** located in **Franklin County** according to the Plat thereof on file with the Fiscal Officer of the above governmental Unit; subject, however, to all rules and regulations now existing or which might hereafter be adopted by the Board of Health, or its successors or assigns, concerning the same.

This Burial Permit and the rights herein granted shall only be transferred by completion and endorsement of the Assignment of the second sheet of this certificate, and the acceptance and approval of the same, for recording by the Fiscal Officer, in the official records of Mifflin Township, Franklin County, Ohio.

**TO HAVE AND TO HOLD** the same to the said **Raoul & Helen Vesco** and His/Her/Their heirs, to be used for the purposes of burial only, subject to the laws of this State regarding Cemeteries and the rules and regulations of the officers having control of said Cemetery.

In Witness Whereof, We have hereunto set our hands on this 03 day of July A. D. 2013

Mifflin Township Trustees

Joseph F. Spangovich  
Joseph F. Spangovich

Richard J. Angelou  
Richard J. Angelou

Lynn M. Stewart  
Lynn M. Stewart

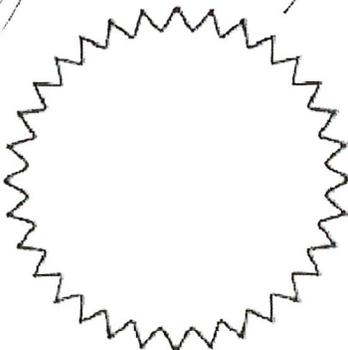
Signed and Acknowledged  
in presence of

By:

Nancy M. White

Mifflin Township Fiscal Officer

in Franklin County, Ohio



DEC 26 '25 AM 6:18

RECEIPT

DATE 7-3-2013 NO. 605257

RECEIVED FROM Raul & Helen Vesco

ADDRESS 2873 Woodland Avenue Cds, Ohio 43224

Seven Hundred and ~~no~~ <sup>xx</sup> 100 \$ 700.00

FOR lot 134 Sec F Grave 3 Riverside

NOTES US Bank # 2525

AMT. OF ACCOUNT	HOW PAID		
	CASH	CHECK	MONEY ORDER
700	-	700	-
AMT. PAID	-	700	-
BALANCE DUE	0		

BY *[Signature]*

©2001 RECEIPT # 111008



# MIFFLIN TOWNSHIP

Brian P. Dunlevy  
Fire Chief

Scott Davis  
Assistant Fire Chief

## **BOARD OF TOWNSHIP TRUSTEES MEETING**

**January 20, 2026**

### **FIRE DIVISION REQUESTS:**

**Resolution # ~~XXX~~-26: Request to Accept Harrison Ashcraft's Resignation:**

**01202026-1.** This is a request to accept Firefighter Harrison Ashcraft's resignation effective retroactive on January 7<sup>th</sup>, 2026.

**Resolution # ~~XXX~~-26:**

**01202026-2. Request to Approve Conditional Employment:**

This is a request to approve a conditional offer to applicant Misaki Campbell EMT-B. With the Boards approval she 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:**

**01202026-3. Request to Approve Agreement with OSU:**

This is a request to approve a 1-year agreement with Ohio State University to conduct the 2026 NFPA (National Fire Protection Agency) medical physicals for the division of fire. Medical physicals are required to meet NFPA standards. This is approval for only the Agreement, the financial obligation will be requested later, once we determine if the division has been approved for the grant that was applied for. The agreement has been vetted by the Township Solicitor. This is an administrative request.

**Resolution # ~~XXX~~-26:**

**01202026-4. Request to Approve Uniform Purchases:**

This is a request to approve fire division uniform purchases in the amount of \$18,500 from Topline Designs. This is a preliminary request to supply the new staff and a few required replacement uniforms for existing staff until the permanent budget is approved. This is a planned and budgeted request.

**Resolution # XXX-26: Request to Approve Annual ImageTrend Agreement Renewal:**  
**01202026-5.** This is a request to approve the annual renewal for ImageTrend in the amount of \$36,304.28. This is the software that is used division wide for fire reports, fire inspections, EMS patient reports, and emergency response tracking and trending. This is a planned and budgeted request.

**Resolution # XXX-26: Request to Approve Out of State Training:**  
**01202026-6.** This is a request to approve out of state training for five Firefighter/Rescue Technicians. This training is part of our water rescue program that we initiated in 2019 which requires five days at the Indiana River Rescue School for certification. We have reserved two positions for the early May class and three positions in the later May class. Our swift water protocol and training has placed Mifflin's operational readiness for swift water rescue at a top tier agency for these types of incidents. The certification renewal is done in house. This request is for initial certification of five of our Rescue Technicians. This is a planned and budgeted training.

**Resolution # XXX-26:**  
**01202026-7.** This is an administrative request to retroactively approve Kenny King to transition from Community Paramedic to EMS Coordinator, no pay change, effective March 24<sup>th</sup>, 2024 and Beth DeConnick from 56hr Firefighter to 40hr Community Paramedic effective September 1<sup>st</sup>, 2024 at a pay rate of \$51.69hr. This request is a simple formality for Township compliance and record keeping.

**UPDATES:**

- Working with Fiscal Officer on 2026 facility/vehicle/liability insurance renewal
- Finalizing Captain's Eligibility Test
- GLHS Final Inspections of the New High School, building is occupied
- New firefighters to begin February 9<sup>th</sup>

01/06/2026

Chief Dunlevy,

I am writing this letter to serve as my notice of resignation from the Mifflin Township Fire Department, effective 0800 January 7th, 2026. Due to struggles in my personal life, stepping down from my full-time position at Mifflin Township will be in the best interests of myself and the department.

I am beyond grateful for the faith and support the fire department and the township has given me through the last two years as a Mifflin firefighter. I could not be where I am now without the wealth of knowledge and the culture that inhabits the department, nor could I have come this far without my coworkers, who welcomed me in with open arms.

Thank you for your patience with me as a young fireman, and the time you've invested into helping turn me into who I am. For that, I couldn't be more grateful.

In Brotherhood,

Harrison J. Ashcraft  
(740) 755-0462

## OCCUPATIONAL MEDICINE SERVICES AGREEMENT

This Agreement is effective as of January 12, 2026, by and between **The Ohio State University** on behalf of its **Wexner Medical Center, Occupational Medicine Department** (“OSU”) and **Mifflin Township Fire Department** (“Client”). OSU and Client may be referred to herein individually as a “Party”, and collectively, the “Parties.”

**WHEREAS**, Client wishes to obtain occupational medicine services for its employees; and

**WHEREAS**, OSU, through its team of physicians and healthcare practitioners, treats work-related and other occupational medicine health concerns, and provides employment exams, health screening, and physical exams; and

**WHEREAS**, the Parties desire to enter into this contractual arrangement for OSU to provide the occupational medicine services to Client’s employees.

**NOW, THEREFORE**, for good and valuable consideration and subject to the terms contained herein, Client and OSU agree as follows:

1. Service. Through its licensed and/or trained health care professionals (“Practitioners”), OSU agrees to provide the occupational medicine services requested by Client, as listed in the attached Exhibit A (“Service”) for Client’s employees at the fees listed therein. Service will be administered at Ohio State Urgent Care Rocky Fork Gahanna at 445 Rocky Fork Blvd, Columbus, OH 43230. OSU shall provide all necessary personnel and equipment to perform the Service. OSU may only administer Service to Client’s employees who have read and signed the treatment consent form and with the requisite approval from Client. OSU agrees to perform the Service according to Practitioners’ license, expertise, and OSU’s policies and procedures. In all actions covered by this Agreement, OSU agrees to exercise the highest standard of care applicable in administering the Service. The schedule of Services shall be agreed to by the Parties.
2. Client Responsibilities. Client agrees to coordinate with OSU on the time and place the Service will be rendered and if applicable, to provide adequate space and necessary facilities to perform the Service.
3. Compensation and Billing. OSU shall bill the Client for the Services requested and provided by OSU. OSU will invoice Client within 30 days of the Service. Client agrees to reimburse OSU within receipt of the invoice and no later than after 30 days of receipt of the invoice. OSU reserves the right to decline scheduling appointments or offering services if Client’s payment is overdue.
4. Record Maintenance. OSU will maintain records, in accordance with its record retention schedule on all individuals that are provided Services under this Agreement. OSU shall keep confidential this information and shall use it only for rendering services under this Agreement and any follow-up service by OSU or its facilities.
5. Insurance.
  - i. Each Party shall maintain, at a minimum, the following types and amounts of insurance or self-insurance coverage:
    - a. Workers’ Compensation: As required by State law;
    - b. Employers Liability (Stop Gap for Ohio): \$1,000,00 to any one person;
    - c. Commercial General Liability:

1. \$1,000,000 Each Occurrence (Bodily Injury & Property Damage)
2. \$2,000,000 General Aggregate

ii. In addition, the above, OSU shall maintain healthcare professional liability insurance in the following types and amounts:

- a. \$1,000,000 Each Claim
- b. \$3,000,000 Annual Aggregate

iii. Each Party shall provide evidence of insurance upon written request to demonstrate compliance with the insurance requirements.

6. Independent Contractor. Nothing in this Agreement shall in any way affect the independent operation of either Party, nor create an employer/employee, principle/agent, joint venture, or partnership relationship.

7. Trademark. Neither Party may use the other Party's name, trademarks, logos or service marks without the express written consent of the other Party.

8. Non – Exclusivity. This Agreement in no way limits OSU's ability to provide this Service to other individuals or groups, employees, providers or other companies or organizations.

9. Term. The Term of this Agreement shall be for one (1) year from the Effective Date.

10. Termination and Modification. Either Party may terminate this Agreement upon sixty (60) days prior written notice without further obligation, except that all outstanding fees for Services performed by OSU shall be paid prior to the effective date of such termination. If either Party breaches any provision of this Agreement, then the other Party may terminate the Agreement upon thirty (30) days written notice containing the basis for termination. During the notice period, both Parties shall make a good faith effort to cure the breach before the effective termination date and the termination shall become effective at the end of the notice period only if the breach has not been cured.

11. Notices. Notices or communications required or permitted to be given under this Agreement shall be given by, and be deemed given when:

- a. Delivered by personal delivery;
- b. Deposited in U.S. first class mail, postage prepaid; or
- c. Sent by telecopy or electronic mail with confirmation of receipt, addressed as set forth below or to such other address as either Party may designate in writing to the other Party from time to time.

If to Client:

PO Box 307630  
Gahanna, OH 43230  
Attn: Chief Brian Dunlevy

If to OSU:

The Ohio State University, Wexner Medical Center  
Strategy and Transformation  
660 Ackerman Rd.  
6<sup>th</sup> Floor  
Attn: Ryan Hess, Employer Health Manager

With a Copy to:

The Ohio State University, Wexner Medical Center  
Office of Legal Affairs  
370 W. 9th Avenue  
200 Meiling Hall  
Columbus, OH 43210  
Attn: Deputy General Counsel

12. Amendment. This Agreement may only be modified or amended by mutual written agreement by the Parties, signed by duly authorized representatives of each of the Parties.

13. Assignment. Neither Party shall have the right to assign or otherwise transfer its rights or obligations under this Agreement except with the written consent of the other Party, provided that a successor in interest by merger, operation of law, assignment, purchase or otherwise of the entire business of either Party shall acquire all interests of such party hereunder.

14. Claims. If either Party receives notice of a claim regarding the services provided under this Agreement that Party shall notify the other Party in writing within ten (10) days. Both Parties shall cooperate with each other in responding to the claim.

15. Governing Law. This Agreement shall be interpreted and enforced in accordance with the laws of the State of Ohio. The Parties acknowledge and agree that as an instrumentality of the State of Ohio, OSU is subject to Ohio law, including but not limited to Section 9.27 of the Ohio Revised Code (“ORC”) and Section 2743.02 of the ORC, and any terms and conditions noted in, or terms embedded in the Agreement contrary to Ohio law are not applicable to OSU.

16. Force Majeure. The performance by any Party of any obligations to be performed under this Agreement is excused to the extent that performance is frustrated, prevented or delayed by an act of nature or the public enemy, terrorism, insurrections, riots, labor disputes (including lockouts or boycotts), fire, explosion, flood, epidemic, pandemic, national emergency, natural disaster or any other force majeure event that is beyond the reasonable control of such Party but only to the extent not caused or contributed to by such Party’s own fault or negligence. The Party so affected must give prompt written notice to the other Party of the cause and take whatever reasonable steps are necessary to relieve the effect of the cause as soon as practicable. The time for performance required of the affected Party shall be extended by the period of such delay provided the Party is exercising diligent efforts to overcome the cause of such delay. Regardless of any other provision in this Agreement, if either Party fails to restore its performance of its obligations under this Agreement within sixty (60) days after an event or the end of an event of force majeure, then the other party may immediately terminate this Agreement by providing written notice to the other Party.

17. Entire Agreement. This Agreement contains the entire agreement of the Parties and supersedes all proposals and negotiations not contained herein.

**IN WITNESS WHEREOF**, the Parties hereto have signed this Agreement as of the Effective Date.

**THE OHIO STATE UNIVERSITY on behalf  
of its  
WEXNER MEDICAL CENTER**

\_\_\_\_\_  
Richard Silveria  
Chief Financial Officer, The Ohio State  
University Wexner Medical Center

**CLIENT**

\_\_\_\_\_  
(Signature)  
Name: \_\_\_\_\_  
(Please Print)  
Title: \_\_\_\_\_

**EXHIBIT A  
FEES FOR SERVICES**

The Ohio State University Wexner Medical Center, Occupational Medicine Fee Structure  
Effective through December 31, 2026

<b>Mifflin Township Fire Department</b>	<b>Price</b>
<b>Pension Examinations</b>	\$ 120.00
Extensive Health History Review (with exam)	(included)
Member's Medical Questionnaire	(included)
Bund Serv Lipid Panel	\$ 30.00
Spirometry	\$ 47.00
Xray - Chest (As Indicated)	\$ 110.00
EKG / Stress Test	\$ 300.00
<b>Total</b>	<b><u>\$ 607.00</u></b>

**EXHIBIT B  
FEES FOR SERVICES**

The Ohio State University Wexner Medical Center, Occupational Medicine Fee Structure  
Effective through December 31, 2026

<b>Mifflin Township Fire Department</b>	<b>Price</b>
<b>Annual Physical Examination</b>	\$ 120.00
Extensive Health History Review (with exam)	(included)
OSHA Respirator Questionnaire (with exam)	(included)
Visual Acuity Test, Titmus	\$ 15.00
<b>Laboratory Tests – every 3 yrs for those &lt;40 yrs and annually for those &gt;40 yrs</b>	
Bund Serv CBC w/ Auto Diff WBC	\$ 25.00
Bund Serv Comprehensive Metab Panel	\$ 35.00
Hemoglobin Blood Sugar (HgbA1c)	\$ 35.00
Bund Serv Lipid Panel	\$ 30.00
Urinalysis w/ Microscopy	\$ 20.00
Audiogram	\$ 27.00
Spirometry	\$ 47.00
Xray - Chest (As Indicated)	\$ 110.00
Prostate Specific Antigen (Males Over 40 YOA)	\$ 46.00
Body Composition	\$ 35.00
Endurance Testing (Sit-Up/Curl-Up)	(included)
Flexibility	(included)
Planks	(included)
Push-up Test	(included)
Grip Strength	(included)
Waist-Hip Circumference	(included)
EKG / Stress Test (w/ VO2 Estimate)	\$ 300.00
<b>Total</b>	<b><u>\$ 845.00</u></b>

**Both parties will collaborate to agree upon any results reporting. Both parties will collaborate to establish any standards and expectations and ensure that they are clearly communicated for all parties involved.**

**Both parties will collaborate to schedule appointments, and make every reasonable effort to be present on time for the scheduled appointment.**

**Prices are subject to an annual increase of 3% after December 31, 2026.**

**Note: some clearances may be delayed or denied due to a personal health issue.**



**Office of Auditor of State**  
88 East Broad Street  
Post Office Box 1140  
Columbus, OH 43216-1140

Auditor of State - Unresolved Findings for Recovery Certified Search

(614) 466-4514  
(800) 282-0370

I have searched The Auditor of State's unresolved findings for recovery database using the following criteria:

Contractor's Information:

Name: ,  
Organization: **Top Line Design**  
Date: **1/16/2026 11:34:15 AM**

This search produced the following list of **1** possible matches:

Name/Organization	Address
Laptops and More, Inc.	9403 Scottsdale Drive

The above list represents possible matches for the search criteria you entered. Please note that pursuant to ORC 9.24, only the person (which includes an organization) actually named in the finding for recovery is prohibited from being awarded a contract.

If the person you are searching for appears on this list, it means that the person has one or more findings for recovery and is prohibited from being awarded a contract described in ORC 9.24, unless one of the exceptions in that section apply.

If the person you are searching for does not appear on this list, an initialed copy of this page can serve as documentation of your compliance with ORC 9.24(E).

Please note that pursuant to ORC 9.24, it is the responsibility of the public office to verify that a person to whom it plans to award a contract does not appear in the Auditor of State's database. The Auditor of State's office is not responsible for inaccurate search results caused by user error or other circumstances beyond the Auditor of State's control.



**\*\*WE'VE MOVED! PLEASE UPDATE YOUR RECORDS TO OUR NEW ADDRESS\*\***

ImageTrend LLC  
1305 Corporate Center Drive, Suite 500, Eagan, MN 55121  
Phone: (952) 469-1589 | Toll Free: (888) 469-7789  
Accounting: (952) 469-6200  
Email: [invoices@imagetrend.com](mailto:invoices@imagetrend.com)

# Invoice PS-INV121654

January 9, 2026

## Mifflin Township Division of Fire

Brian Dunlevy  
400 W. Johnstown Road  
Suite 200  
Gahanna, OH 43230  
USA

Customer ID	Customer PO	Schedule Number	Due Date	Payment Terms
2594		16736 (01/01/26 - 12/31/26)	February 6, 2026	Net 30

No.	Description	Quantity	Unit Price	Comment	Tax %	Line Amount Excl. Tax
472	Elite™ EMS - SaaS *Includes Elite™ Field	1	12,459.02 192	Annual Fee	0	12,459.02

**Notes:**

43	CAD Distribution	1	1,537.346 69	Annual Fee	0	1,537.35
----	------------------	---	-----------------	------------	---	----------

**Notes:**

897	Upgrade EMS to Rescue - SaaS Additional Annual	1	10,949.34 309	Annual Fee	0	10,949.34
-----	---	---	------------------	------------	---	-----------

**Notes:**

792	Mobile Fire Inspections - SaaS	1	4,402.924 9	Annual Fee	0	4,402.92
-----	--------------------------------	---	----------------	------------	---	----------

**Notes:**

790	Permits	1	2,318.548 15	Annual Fee	0	2,318.55
-----	---------	---	-----------------	------------	---	----------

**Notes:**

1041	Continuum®	1	4,637.096 3	Annual Fee	0	4,637.10
------	------------	---	----------------	------------	---	----------

**Notes:**

<b>Subtotal</b>	<b>36,304.28</b>
<b>Total Tax</b>	<b>0.00</b>





**\*\*WE'VE MOVED! PLEASE UPDATE YOUR RECORDS TO OUR NEW ADDRESS\*\***

ImageTrend LLC  
1305 Corporate Center Drive, Suite 500, Eagan, MN 55121  
Phone: (952) 469-1589 | Toll Free: (888) 469-7789  
Accounting: (952) 469-6200  
Email: [invoices@imagetrend.com](mailto:invoices@imagetrend.com)

# Invoice PS-INV121654

January 9, 2026

## Mifflin Township Division of Fire

Brian Dunlevy  
400 W. Johnstown Road  
Suite 200  
Gahanna, OH 43230  
USA

Customer ID	Customer PO	Schedule Number	Due Date	Payment Terms
2594		16736 (01/01/26 - 12/31/26)	February 6, 2026	Net 30

No.	Description	Quantity	Unit Price	Comment	Tax %	Line Amount Excl. Tax
472	Elite™ EMS - SaaS *Includes Elite™ Field	1	12,459.02 192	Annual Fee	0	12,459.02

**Notes:**

43	CAD Distribution	1	1,537.346 69	Annual Fee	0	1,537.35
----	------------------	---	-----------------	------------	---	----------

**Notes:**

897	Upgrade EMS to Rescue - SaaS Additional Annual	1	10,949.34 309	Annual Fee	0	10,949.34
-----	---	---	------------------	------------	---	-----------

**Notes:**

792	Mobile Fire Inspections - SaaS	1	4,402.924 9	Annual Fee	0	4,402.92
-----	--------------------------------	---	----------------	------------	---	----------

**Notes:**

790	Permits	1	2,318.548 15	Annual Fee	0	2,318.55
-----	---------	---	-----------------	------------	---	----------

**Notes:**

1041	Continuum®	1	4,637.096 3	Annual Fee	0	4,637.10
------	------------	---	----------------	------------	---	----------

**Notes:**

<b>Subtotal</b>						<b>36,304.28</b>
<b>Total Tax</b>						<b>0.00</b>





**\*\*WE'VE MOVED! PLEASE UPDATE YOUR RECORDS TO OUR NEW ADDRESS\*\***

ImageTrend LLC  
1305 Corporate Center Drive, Suite 500, Eagan, MN 55121  
Phone: (952) 469-1589 | Toll Free: (888) 469-7789  
Accounting: (952) 469-6200  
Email: invoices@imagetrend.com

# Invoice PS-INV121654

January 9, 2026

## Mifflin Township Division of Fire

Brian Dunlevy  
400 W. Johnstown Road  
Suite 200  
Gahanna, OH 43230  
USA

Customer ID	Customer PO	Schedule Number	Due Date	Payment Terms
2594		16736 (01/01/26 - 12/31/26)	February 6, 2026	Net 30

No.	Description	Quantity	Unit Price	Comment	Tax %	Line Amount Excl. Tax
472	Elite™ EMS - SaaS *Includes Elite™ Field	1	12,459.02 192	Annual Fee	0	12,459.02

**Notes:**

43	CAD Distribution	1	1,537.346 69	Annual Fee	0	1,537.35
----	------------------	---	-----------------	------------	---	----------

**Notes:**

897	Upgrade EMS to Rescue - SaaS Additional Annual	1	10,949.34 309	Annual Fee	0	10,949.34
-----	---	---	------------------	------------	---	-----------

**Notes:**

792	Mobile Fire Inspections - SaaS	1	4,402.924 9	Annual Fee	0	4,402.92
-----	--------------------------------	---	----------------	------------	---	----------

**Notes:**

790	Permits	1	2,318.548 15	Annual Fee	0	2,318.55
-----	---------	---	-----------------	------------	---	----------

**Notes:**

1041	Continuum®	1	4,637.096 3	Annual Fee	0	4,637.10
------	------------	---	----------------	------------	---	----------

**Notes:**

<b>Subtotal</b>	<b>36,304.28</b>
<b>Total Tax</b>	<b>0.00</b>





**Office of Auditor of State**  
88 East Broad Street  
Post Office Box 1140  
Columbus, OH 43216-1140

Auditor of State - Unresolved Findings for Recovery Certified Search

(614) 466-4514  
(800) 282-0370

I have searched The Auditor of State's unresolved findings for recovery database using the following criteria:

Contractor's Information:

Name: ,  
Organization: **Image Trend**  
Date: **1/16/2026 11:45:36 AM**

This search produced the following list of **1** possible matches:

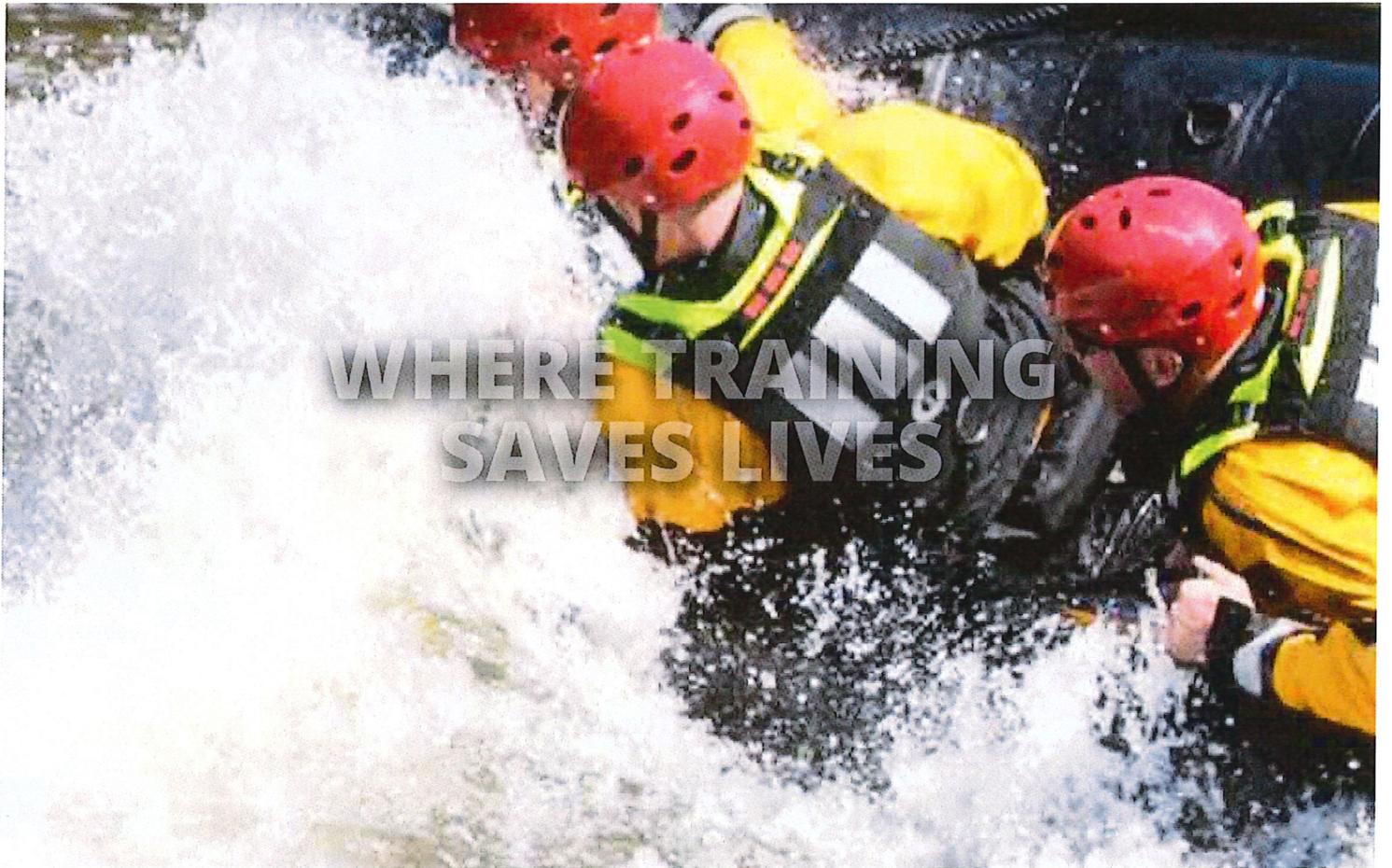
Name/Organization	Address
Silliman, Margaret	4999 Polecat Rd

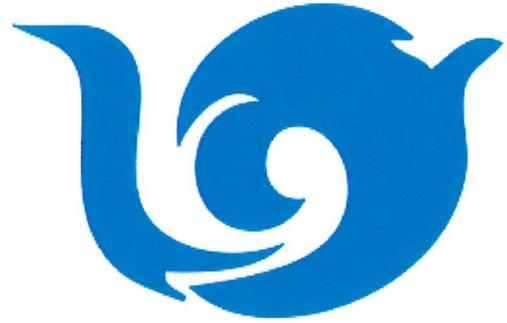
The above list represents possible matches for the search criteria you entered. Please note that pursuant to ORC 9.24, only the person (which includes an organization) actually named in the finding for recovery is prohibited from being awarded a contract.

If the person you are searching for appears on this list, it means that the person has one or more findings for recovery and is prohibited from being awarded a contract described in ORC 9.24, unless one of the exceptions in that section apply.

If the person you are searching for does not appear on this list, an initialed copy of this page can serve as documentation of your compliance with ORC 9.24(E).

Please note that pursuant to ORC 9.24, it is the responsibility of the public office to verify that a person to whom it plans to award a contract does not appear in the Auditor of State's database. The Auditor of State's office is not responsible for inaccurate search results caused by user error or other circumstances beyond the Auditor of State's control.





training, students will learn: boat operations, rope rescue systems, reaching rescue, swimming “Go” rescues, search techniques and other important life-saving skills. Our instructors are the best in the business and their top priority is delivering real world skills and the safety of our students. With each student’s successful completion of our course, they will meet the requirements of NFPA 1006 and 1670 Technician Level for Swiftwater Rescue.

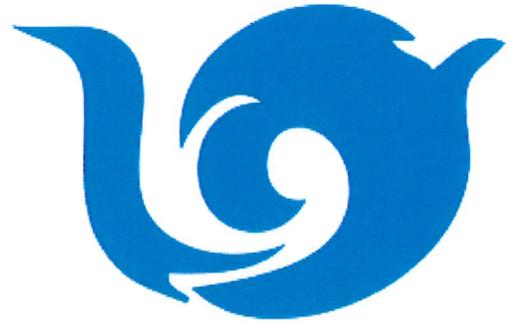




## OUR FACILITIES

# WHERE WE TRAIN

Our training site of the St. Joseph River and East Race Waterway provide a multifaceted training ground all in one location. The St. Joseph River, with its L-shaped dam and varying terrain, create unique challenges for boat and shore based rescue operations. The East Race Waterway is the first, and only flow-diversion, artificial white water course in North America. With an unlimited



**Fire Fighters**

**First Responders**

**Police**

Fire fighters will need this class if river operations is part of your department's job requirements. This class is meant to teach those that have water rescue as part of their job description and would benefit their community with having this training.





# Course Outline

## MONDAY

1st Location: South Bend Fire Department – 4 hours of Classroom Lecture. An overview of the week and review of the textbook.

2nd Location: Local high school – 3 hours at the pool to cover a swim evaluation of 300 yards followed by a variety of skill stations.

Lunch Provided





# TUESDAY

Location: East Racy Waterway and St. Joseph River

Mostly land based skill stations with boat operations mixed in. Defensive self-rescue techniques later in the day on the East Race Waterway

Lunch Provided

# **WEDNESDAY**

**Location: East Race Waterway and St. Joseph River**

**This day will build on day 1 skill stations by adding in water.**

**Boat operations will continue, and this will be day one of vehicles in moving water.**

**Afternoon sessions to include shallow water rescues, and aggressive swimming techniques.**

**Lunch Provided**



# THURSDAY

**Location: East Race Waterway and St. Joseph River**

**This will be the most physically and mentally challenging day of the week. Continuing to build on the first three days, day four will include more student decision making, the second day of vehicles in moving water, and an afternoon of aggressive go rescue skills.**

**Lunch Provided**

# FRIDAY

**Location: East Race Waterway and St. Joseph River**

**Written exam in the morning followed by an afternoon of team based rescue scenario.**

No lunch provided

