

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**March 17,**

**2026**

**I. CALL TO ORDER**

At 1:30 p.m., Mr. Cavener called the **Regular Meeting** to order.

**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, Deputy Fire Chief Tom Lee, Police Chief David Briggs, Service Director Roger Boggs, Asst. Fiscal Officer Cynthia Lampkins, and guest Franklin Co. Deputy Sheriff Upton.

**IV. PUBLIC COMMENTS**

None

**V. CONSENT AGENDA**

Approval of **Minutes**: March 2, 2026, Regular Meeting

**Resolution 52-26**

Approval of **Warrants** of 2/27/2026 – 3/13/2026

Approval of **Consent Agenda**

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

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

**VI. CORRESPONDENCE**

Mr. Leeseberg sent information to the other trustees regarding proceeding with the Mayor’s Monarch Pledge. A Resolution will be the extent of our involvement and Mr. Leeseberg will handle this moving forward.

**VII. NEW BUSINESS**

**Resolution 53-26 (Service)**

Approve a contract with Sanders Lawn Care for the 2026 Mowing Season for Mifflin Cemetery, to include thirty (30) mows, and twenty-six (26) trims, in the amount of \$44,550.00

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Mr. Leeseberg moved to approve **Resolution 53-26**. Mr. Angelou seconded.

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

## **Resolution 54-26 (Fire)**

Approve a conditional offer of employment to applicant Joseph Baker for Dispatcher

Mr. Cavener moved to approve **Resolution 54-26**. Mr. Leeseberg seconded.

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

## **Resolution 55-26 (Fire)**

Adopt EMS Billing Rates for Emergency Medical Services Transports

Mr. Angelou moved to approve **Resolution 55-26**. Mr. Leeseberg seconded.

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

## **Resolution 56-26 (Fire)**

Approve a Blanket Purchase Order for 2026 Uniforms, in the amount not to exceed \$75,000

Mr. Cavener moved to approve **Resolution 56-26**. Mr. Leeseberg seconded.

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

## **Resolution 57-26 (Fire)**

Approve annual lawn mowing services with MGM Landscaping LLC for 2026 in the amount not to exceed \$20,050 for all Gahanna fire stations and the OPS Center property

Mr. Cavener moved to approve **Resolution 57-26**. Mr. Angelou seconded.

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

## **Resolution 58-26 (Fire)**

Approve annual EMS Cot Maintenance Agreement with Stryker in the amount of \$12,810.20.

Mr. Cavener moved to approve **Resolution 58-26**. Mr. Leeseberg seconded.

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

## **VIII. OLD BUSINESS**

None

## **IX. UNSCHEDULED BUSINESS**

None

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

### **Fiscal Department – (See attachment)**

Regarding the qualification of Baker Tilly as Municipal Advisor for the issuance of bonds needed for the fire apparatus, Ms. Wildes expressed that she would like to work with them.

Ms. Lampkins reminded all department heads to ensure that employees submitting purchase documentation provide itemized receipts. Ms. Lampkins mentioned this requirement is outlined in the employee manual and is a mandatory requirement under Township policy.

### **Human Resources**

We have received two applications for the part-time HR Generalist position. We have 6 or 7 independent cleaning services applications.

Mr. Cavener offered to bring in a contractor to assist with HR duties, but we agreed that we should be able to manage until a new individual is hired.

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**Service Department/Code Enforcement – (See attachment)**

Mr. Boggs is considering purchasing a mini excavator from Southeastern Equipment and he has a quote for it.

**Police**

Several applicants have been interviewed, and their background checks have been initiated. At the next meeting, Chief Briggs hopes to have names ready for consideration.

**Division of Fire – (See attachment)**

Over 70 calls were received as a result of the windstorms. There were no injuries.

A request from the Department of Youth Services asked if they could use one parking spot in our parking lot for an employee parking his personal and company car.

**IT** – No report.

**Trustees**

Mr. Leeseberg reported that the wrestling team has a two-time state champion in the 155-pound weight class, Kylee Tibbs, and the team placed 5<sup>th</sup> in the State.

Mr. Angelou offered a prayer for the turmoil the first responder is experiencing.

**XI. EXECUTIVE SESSIONS**

At 2:01 p.m., Mr. Leeseberg moved to go into an Executive Session per ORC §121.22 (G) (2) Purpose: To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is averse to the general public interest. Mr. Angelou seconded.

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

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**Held** **March 17,** **2026**

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At 2:15 p.m., Mr. Cavener moved to exit the Executive Session. Mr. Leeseberg seconded.

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

At 2:15 p.m., Mr. Cavener moved to go into an Executive Session per ORC §121.22 (G) (1) Purpose: To consider the compensation of a public employee. Mr. Leeseberg seconded.

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

At 2:20 p.m., Mr. Cavener moved to exit the Executive Session. Mr. Angelou seconded.

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

## XII. ADJOURNMENT

At 2:20 p.m., Mr. Cavener moved to adjourn the meeting. Mr. Leeseberg seconded.

### 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, March 17, 2026, 1:30 p.m.

OPS Center

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

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. PUBLIC COMMENTS**

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

**V. APPROVAL OF CONSENT AGENDA**

- Approval of Minutes:
  - March 2, 2026, Regular Meeting
- **Resolution 52-26** Warrants of 2/27/2026 – 3/13/2026

**VI. CORRESPONDENCE**

**VII. NEW BUSINESS**

**Resolution 53-26 (Service)**

Approve a contract with Sanders Lawn Care for the 2026 Mowing Season for Mifflin Cemetery, to include thirty (30) mows, and twenty-six (26) trims, in the amount of \$44,550.00

**Resolution 54-26 (Fire)**

Approve a conditional offer of employment to applicant Joseph Baker for Dispatcher

**Resolution 55-26 (Fire)**

Adopt EMS Billing Rates for Emergency Medical Services Transports

**Resolution 56-26 (Fire)**

Approve a Blanket Purchase Order for 2026 Uniforms, in the amount not to exceed \$75,000

**Resolution 57-26 (Fire)**

Approve annual lawn mowing services with MGM Landscaping LLC for 2026 in the amount not to exceed \$20,050 for all Gahanna fire stations and the OPS Center property

**Resolution 58-26 (Fire)**

Approve annual EMS Cot Maintenance Agreement with Stryker in the amount of \$12,810.20

**VIII. OLD BUSINESS**

**IX. UNSCHEDULED BUSINESS**

**X. DEPARTMENT REPORTS/TRUSTEE DISCUSSION**

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

**XI. EXECUTIVE SESSION (Fire) Land Sale Discussion**

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

**XII. ADJOURNMENT**

**Reminders**

1. Thursday, March 19, District Advisory Council Meeting 2026, Franklin Co. Public Health, 280 E. Broad St., Cols., 5:30 p.m. – Chair Kevin Cavener
2. Monday, April 6, Regular Trustees Meeting, 10:00 a.m., OPS Center
3. April 12-18 – International Public Safety Telecommunicators/Dispatchers Week
4. Tuesday, April 21, Regular Trustees Meeting, 1:30 p.m., OPS Center

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**March 2,**

**2026**

I. **CALL TO ORDER**

At 10:00 a.m., Mr. Cavener called the **Regular Meeting** to order.

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

III. **ROLL CALL**

Present: Chair Kevin Cavener, Trustee Richard Angelou, and Fiscal Officer Darlene Wildes. Vice Chair Jamie Leeseberg arrived at 10:12 a.m.

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

IV. **PUBLIC COMMENTS**

There were no visitors.

V. **CONSENT AGENDA**

Approval of **Minutes:** February 17, 2026, Regular Meeting

**Resolution 46-26**

Approval of **Warrants** of 2/14/2026 – 2/26/2026

Approval of **Consent Agenda**

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

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

VI. **CORRESPONDENCE**

There was no correspondence.

VII. **NEW BUSINESS**

**Resolution 47-26 (Code Enforcement)**

Approval of the following code violations to be placed as a lien on the tax duplicate per §505.87(B)(2) for 2898 Woodland Ave. – Trash - \$300, and 2836 – 2850 Baughman – Trash - \$600.

Mr. Angelou moved to approve **Resolution 47-26**. Mr. Cavener seconded.

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

**Resolution 48-26 (Fire)**

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Approval to modify Resolution #45-26 with a vendor change to Atlantic Emergency Solutions

Mr. Cavener moved to approve **Resolution 48-26**. Mr. Angelou seconded.

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

### **Resolution 49-26 (Fire)**

Approve a Blanket PO for station supplies in the amount of \$30,000.

Mr. Cavener moved to approve **Resolution 49-26**. Mr. Angelou seconded.

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

### **Resolution 50-26 (Fire)**

Approval of funding for annual mental wellness check-ups with Center of Resilience and Wellness in the amount not to exceed \$38,000

Mr. Cavener moved to approve **Resolution 50-26**. Mr. Leeseberg seconded.

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

### **Resolution 51-26 (Fire)**

Approve a conditional offer of employment to applicant Kylee McFarland for Dispatcher

Mr. Angelou moved to approve **Resolution 51-26**. Mr. Cavener seconded.

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

## **VIII. OLD BUSINESS**

Discussion continued regarding the HR Generalist part-time position.

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**Held**

**March 2,**

**2026**

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**IX. UNSCHEDULED BUSINESS**

None

**X. DEPARTMENT REPORTS/TRUSTEE COMMENTS**

**Fiscal Department**

Fiscal Officer Wildes reviewed the Statement of Cash, Expense and Revenue report distributed. Property tax advances are delayed because of the due date being extended and the County Auditor's system implementation issues. She said the township needs to build revenue/set money aside to reduce recurring early-year cash crunch.

**Human Resources**

The decision was made to post the part-time HR Generalist position this week after adding in an hourly pay rate.

**Service Department/Code Enforcement**

Mr. Boggs discussed the easement vacating in Leonard Park (end of Aberdeen Avenue.) A public hearing is scheduled for March 10<sup>th</sup>. If the commissioner approves, the matter will be returned to the Trustees for final resolution to vacate.

**Police**

No report.

**Division of Fire**

Chief Dunlevy said that historically the Safety Town planning program was outsourced, however, this year the department is taking over. Chief Dunlevy noted the annual participation in Walk in Our Boots, a VFW fundraiser.

**IT** – No report.

**Trustees**

Mr. Cavener congratulated Battalion 2 and all stations that went to the fire on Hines Road. He said Police Chief Briggs is recovering well and should return to work the week of March 9<sup>th</sup>. Mr. Angelou said he was glad to hear he was recovering well.

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**Held**

**March 2,**

**2026**

**XI. ADJOURNMENT**

At 10:36 a.m., Mr. Cavener moved to adjourn the meeting. Mr. Angelou seconded.

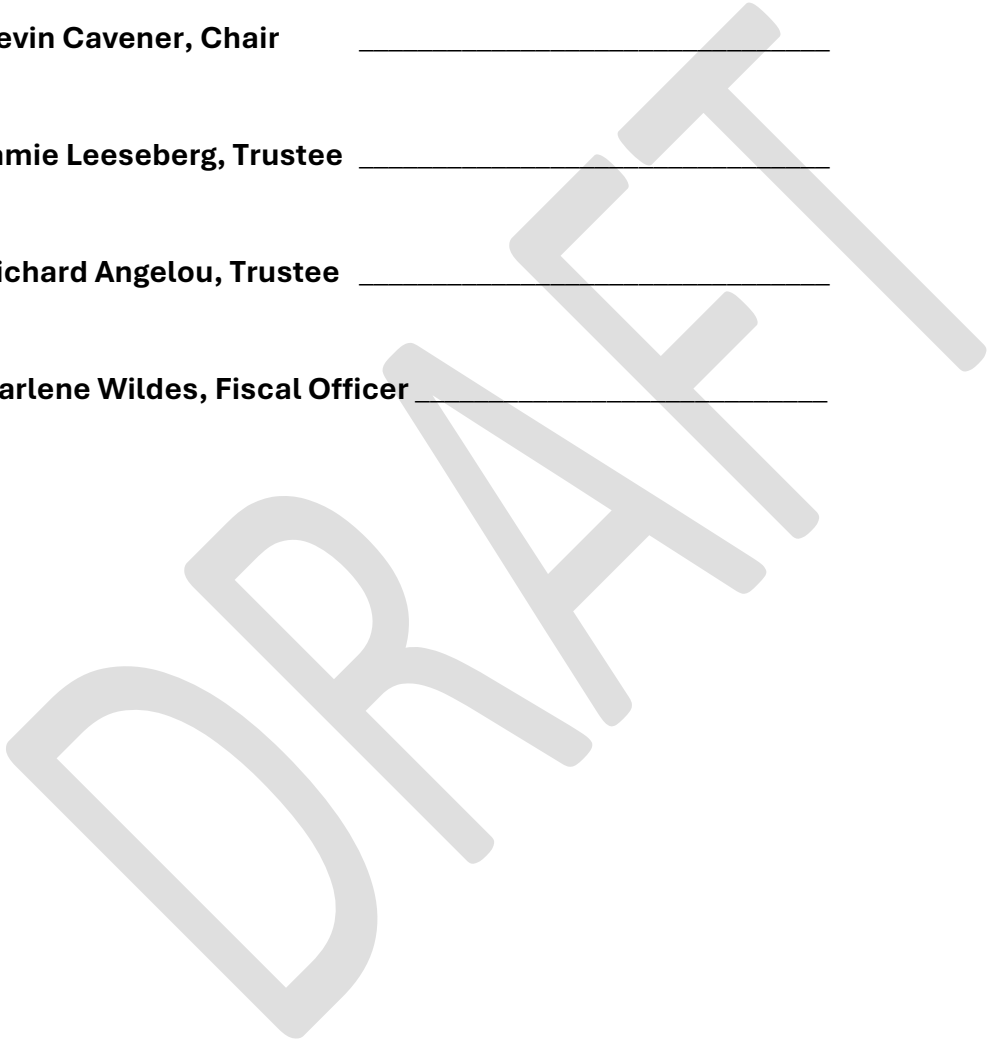
**BOARD OF TRUSTEES and FISCAL OFFICER  
MIFFLIN TOWNSHIP, FRANKLIN COUNTY**

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

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

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

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



**RESOLUTION #52-26**

**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, Chair

CERTIFIED BY:

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

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

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

# Mifflin Township

## Check Report by Check Number

Banks: All

Payment Method: Checks, ACH, EFT

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

Checks: All

Check Dates: 2/27/2026 to 3/13/2026

As Of Check Cashed Date: 3/1/2026 to 3/13/2026

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>								
0000352144	02/27/2026	APA Benefits, Inc	APA Benefits, Inc	Check	Outstanding		\$0.00	\$77.77
0000352145	02/27/2026	ABM	ABM Industry Groups, LLC	Check	Outstanding		\$0.00	\$2,914.70
0000352146	02/27/2026	Atlantic -Finley Fire	Atlantic Emergency Solutions	Check	Outstanding		\$0.00	\$1,673.24
0000352147	02/27/2026	Batteries Plus LLC	BPB Company Stores	Check	Outstanding		\$0.00	\$16.95
0000352148	02/27/2026	BranhamSign Comp	Branham Sign Company Inc	Check	Outstanding		\$0.00	\$37.68
0000352149	02/27/2026	Brosius, Johnson &	Brosius, Johnson & Griggs, LLC	Check	Outstanding		\$0.00	\$4,999.58
0000352150	02/27/2026	Franklin County Tre	Cheryl Brooks Sullivan, Franklin County Trea	Check	Outstanding		\$0.00	\$1,473.17
0000352151	02/27/2026	Delta Dental Insura	Delta Dental	Check	Outstanding		\$0.00	\$11,912.72
0000352152	02/27/2026	Eng Temp Sol	Engineered Temperature Solutions	Check	Outstanding		\$0.00	\$12,365.64
0000352153	02/27/2026	Ergotech Controls, I	Ergotech Controls, Inc.	Check	Outstanding		\$0.00	\$252.87
0000352154	02/27/2026	Franklin County Eng	Franklin County Engineer	Check	Outstanding		\$0.00	\$1,667.04
0000352155	02/27/2026	Genesis	Genesis Building Systems, LTD	Check	Outstanding		\$0.00	\$425.00
0000352156	02/27/2026	NAPA	Genuine Parts Company Inc. / Napa Auto Pa	Check	Outstanding		\$0.00	\$26.37
0000352157	02/27/2026	Government Forms	Government Forms & Supplies	Check	Outstanding		\$0.00	\$170.19
0000352158	02/27/2026	Julian and Grube	Julian & Grube, Inc.	Check	Outstanding		\$0.00	\$2,700.00
0000352159	02/27/2026	OhioHealth WorkHe	OhioHealth Employer Services/Work Health	Check	Outstanding		\$0.00	\$5,804.00
0000352160	02/27/2026	RingCentral Inc.	RingCentral Inc.	Check	Outstanding		\$0.00	\$1,662.73
0000352161	02/27/2026	Screenpointe, Inc.	Screenpoint Inc	Check	Outstanding		\$0.00	\$92.50
0000352162	02/27/2026	Stericycle, Inc.	Stericycle	Check	Outstanding		\$0.00	\$31.91
0000352163	02/27/2026	Task Force Holding	Task Force Tips	Check	Outstanding		\$0.00	\$141.10
0000352164	02/27/2026	CFRW	The Center for Resilience & Wellness	Check	Outstanding		\$0.00	\$5,700.00
0000352165	02/27/2026	Water Works	The Waterworks	Check	Outstanding		\$0.00	\$325.00
0000352166	02/27/2026	TK Elevator Corpor	TK Elevator Corporation	Check	Outstanding		\$0.00	\$1,333.24
0000352167	03/06/2026	Atlantic -Finley Fire	Atlantic Emergency Solutions	Check	Outstanding		\$0.00	\$3,125.38
0000352168	03/06/2026	BOUND TREE	Bound Tree Medical, LLC	Check	Outstanding		\$0.00	\$2,666.30
0000352169	03/06/2026	CDW Government	CDW-G	Check	Outstanding		\$0.00	\$560.00
0000352170	03/06/2026	Coverall NA	Coverall North America Inc.	Check	Outstanding		\$0.00	\$478.00
0000352171	03/06/2026	Kenworth	CSM Kenworth	Check	Outstanding		\$0.00	\$1,428.94
0000352172	03/06/2026	Charles Taylor fka	Matrix Claims Mgt	Check	Outstanding		\$0.00	\$583.00
0000352173	03/06/2026	FOP Deduction	Fraternal Order Of Police-Financial Secy.	Check	Outstanding		\$0.00	\$140.00
0000352174	03/06/2026	J.P. Cooke Compan	J.P. Cooke Company	Check	Outstanding		\$0.00	\$639.20
0000352175	03/06/2026	Julian and Grube	Julian & Grube, Inc.	Check	Outstanding		\$0.00	\$6,050.00
0000352176	03/06/2026	IAFF Deduction	Mifflin Twp. Local IAFF 2818	Check	Outstanding		\$0.00	\$1,680.00
0000352177	03/06/2026	OE Meyer Co	OEMeyer Co.	Check	Outstanding		\$0.00	\$650.57
0000352178	03/06/2026	PennCare	Penn Care	Check	Outstanding		\$0.00	\$1,769.12

**As Of Check Cashed Date: 3/1/2026 to 3/13/2026**

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0000352179	03/06/2026	Peterson Highway	Peterson Highway Safety, Inc.	Check	Outstanding		\$0.00	\$395.00
0000352180	03/06/2026	Phillips Oil	Phillips Oil Co of OH	Check	Outstanding		\$0.00	\$178.20
0000352181	03/06/2026	Strategic Sourcing, I	Strategic Sourcing, Inc	Check	Outstanding		\$0.00	\$21,690.00
0000352182	03/06/2026	Breathing Air	Sub-Aquatics, Inc	Check	Outstanding		\$0.00	\$2,095.62
0000352183	03/06/2026	The Hartford	The Hartford	Check	Outstanding		\$0.00	\$7,319.87
0000352184	03/06/2026	Treasurer State of	Treasurer of State of Ohio	Check	Outstanding		\$0.00	\$113.40
0000352185	03/06/2026	Turnouts, LLC	Turnouts, LLC	Check	Outstanding		\$0.00	\$5,922.60
0000352186	03/06/2026	Zoll	Zoll Medical Corporation	Check	Outstanding		\$0.00	\$9,992.55
0000352187	03/13/2026	APA Benefits, Inc	APA Benefits, Inc	Check	Outstanding		\$0.00	\$35.43
0000352189	03/13/2026	Atlantic -Finley Fire	Atlantic Emergency Solutions	Check	Outstanding		\$0.00	\$214.56
0000352190	03/13/2026	B & C B&C	B & C Communications	Check	Outstanding		\$0.00	\$9,288.00
0000352191	03/13/2026	CDW Government	CDW-G	Check	Outstanding		\$0.00	\$1,850.00
0000352192	03/13/2026	City of Columbus -	City of Columbus	Check	Outstanding		\$0.00	\$4,674.00
0000352193	03/13/2026	COCP	COCP Distribution Services LLC	Check	Outstanding		\$0.00	\$1,606.75
0000352194	03/13/2026	Coughlin	Coughlin	Check	Outstanding		\$0.00	\$5,434.10
0000352195	03/13/2026	D&M	D & M Distributors, Inc.	Check	Outstanding		\$0.00	\$480.00
0000352196	03/13/2026	EngleField Oil Com	EngleField Oil Company	Check	Outstanding		\$0.00	\$669.35
0000352197	03/13/2026	Ergotech Controls, I	Ergotech Controls, Inc.	Check	Outstanding		\$0.00	\$238.51
0000352198	03/13/2026	FMI	Fire & Marine Inc.	Check	Outstanding		\$0.00	\$296.68
0000352199	03/13/2026	Franklin County Fire	Franklin County Fire Chiefs Association	Check	Outstanding		\$0.00	\$25.00
0000352200	03/13/2026	FYDA Freightliner	FYDA Freightliner Columbus, INC.	Check	Outstanding		\$0.00	\$746.40
0000352201	03/13/2026	IAAI	International Association of Arson Investigat	Check	Outstanding		\$0.00	\$203.00
0000352202	03/13/2026	IP Pathways	IP Pathways (Sophisticated Systems)	Check	Outstanding		\$0.00	\$3,030.45
0000352203	03/13/2026	Kiesler	Kiesler's Police Supply, Inc	Check	Outstanding		\$0.00	\$920.00
0000352204	03/13/2026	NFRG LLC	Nationwide First Responder Grants, LLC	Check	Outstanding		\$0.00	\$5,500.00
0000352205	03/13/2026	OACP	Ohio Association Chiefs of Police	Check	Outstanding		\$0.00	\$315.00
0000352206	03/13/2026	Paul R. Welsh	Paul R. Welsh	Check	Outstanding		\$0.00	\$28.00
0000352207	03/13/2026	MECC Dispatching-	Regional Council of Government (MECC)	Check	Outstanding		\$0.00	\$155,816.25
0000352208	03/13/2026	Robert John Cloud	Robert Cloud	Check	Outstanding		\$0.00	\$3,950.00
0000352209	03/13/2026	Vector Solutions	Target Solutions Learning LLC	Check	Outstanding		\$0.00	\$5,214.40
0000352210	03/13/2026	CFRW	The Center for Resilience & Wellness	Check	Outstanding		\$0.00	\$900.00
0000352211	03/13/2026	Topline Designs	Topline Designs	Check	Outstanding		\$0.00	\$1,840.00
0000352212	03/13/2026	Turnouts, LLC	Turnouts, LLC	Check	Outstanding		\$0.00	\$1,633.10
0000352213	03/13/2026	VSP Insurance	VSP Insurance	Check	Outstanding		\$0.00	\$2,629.97
0020260129	02/27/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$1,156.67
0020260130	02/27/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$563.90
0020260131	02/27/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$59.35
0020260134	03/02/2026	MED MUTUAL Insu	Medical Mutual Of Ohio	EFT	Outstanding		\$0.00	\$237,450.34
0020260135	03/02/2026	Verizon	Verizon	EFT	Outstanding		\$0.00	\$2,213.78
0020260136	02/27/2026	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$1,300.00
0020260137	03/03/2026	Breezeline	Breezeline	EFT	Outstanding		\$0.00	\$277.33
0020260138	03/03/2026	Columbus Storm W	Columbus City Water	EFT	Outstanding		\$0.00	\$17.15
0020260139	03/03/2026	Columbus Storm W	Columbus City Water	EFT	Outstanding		\$0.00	\$270.21
0020260140	03/03/2026	Amazon Mkt Place	Amazon Market Place	EFT	Outstanding		\$0.00	\$1,385.48
0020260141	03/04/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$59.63
0020260142	03/04/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$179.53

**As Of Check Cashed Date: 3/1/2026 to 3/13/2026**

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0020260143	03/04/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$1,512.27
0020260144	03/04/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$10,773.74
0020260145	03/05/2026	Mifflin Payroll	Mifflin Township Payroll	EFT	Outstanding		\$0.00	\$310,665.89
0020260146	03/05/2026	Payroll TAX	Mifflin Payroll TAX	EFT	Outstanding		\$0.00	\$83,006.28
0020260147	03/05/2026	Child Support Dedu	Ohio Child Support Payment Central	EFT	Outstanding		\$0.00	\$1,394.90
0020260150	03/09/2026	7 Eleven Speedway	Wex Bank	EFT	Outstanding		\$0.00	\$1,517.62
0020260151	03/09/2026	US Bank Equipment	U,S, Bank Equipment Financing	EFT	Outstanding		\$0.00	\$25,028.64
0020260152	03/09/2026	Empower 457 Dedu	Empower 457 Deduction	EFT	Outstanding		\$0.00	\$6,522.30
0020260153	03/09/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$909.34
0020260154	03/10/2026	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$6,725.00
0020260155	03/10/2026	OPEDC Deduction	Ohio Deferred Compensation	EFT	Outstanding		\$0.00	\$1,300.00
0020260156	03/10/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$881.05
0020260157	03/10/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$584.51
0020260158	03/10/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$552.54
0020260159	03/10/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$356.14
0020260160	03/10/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$303.18
0020260161	03/10/2026	Granite	Granite Telecommunications	EFT	Outstanding		\$0.00	\$1,367.50
0020260163	03/03/2026	MM Self-Insured Ins	Medical Mutual Self-Insured	EFT	Outstanding		\$0.00	\$48.60
01. A/P BANK - 5/3 Bank A/P Total:							\$0.00	\$1,029,202.97
Grand Total:							\$0.00	\$1,029,202.97

**RESOLUTION #53-26**

**Resolution Authorizing the Expenditure of \$44,550 with Sanders Lawn Care**

**WHEREAS**, the Board recognizes the necessity of maintaining Mifflin Cemetery in a clean, safe, and presentable condition for the benefit of the community; and

**WHEREAS**, Sanders Lawn Care has submitted a proposal to provide mowing and trimming services for the 2026 mowing season; and

**WHEREAS**, the proposal includes 30 mows and 26 trims for a total contract amount of Forty-Four Thousand Five Hundred Fifty Dollars (\$44,550.00);

**NOW, THEREFORE BE IT RESOLVED BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES OF FRANKLIN COUNTY, OHIO** that the Board hereby approves the contract with Sanders Lawn Care in the amount of \$44,550.00 for mowing and trimming services at Mifflin Cemetery for the 2026 mowing season.

**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 #54-26**

**Resolution to Approve the Contingent Full-time Hiring of  
Dispatcher Joseph Baker**

**WHEREAS**, the Division of Fire has conducted a selection process to fill the position of Dispatcher;  
and

**WHEREAS**, applicant Joseph Baker has been identified as a qualified candidate for the position;  
and

**WHEREAS**, funding for this position has been planned and budgeted within the current fiscal year;

**NOW, THEREFORE, BE IT RESOLVED, BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES,  
FRANKLIN COUNTY, OHIO** hereby approves extending a conditional offer of employment to  
applicant Joseph Baker for the position of Dispatcher; and

**BE IT FURTHER RESOLVED** that the applicant shall begin employment on a date determined by  
the Fire Chief; and

**BE IT FURTHER RESOLVED** that the applicant shall be placed at Pay Step Two of the Division of  
Fire Dispatcher pay scale; and

**BE IT FURTHER RESOLVED** that this provisional appointment is contingent upon the successful  
completion of all pre-employment background checks and psychological assessments as required  
by departmental 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 #55-26**

**Resolution to Adopt EMS Billing Rates for  
Emergency Medical Services Transports**

**WHEREAS** it is the desire of Mifflin Township to maintain the health, safety and welfare of the community, and

**WHEREAS**, the Board, on March 17, 2026, determined that it was in the best interest of Mifflin Township to establish a fee for Emergency Medical Services Transports provided by Mifflin Township; and

**WHEREAS**, Mifflin Township desires to establish fair and equitable transport fee rates according to billing procedures and policies through Medicount, an EMS service billing company;

**NOW, THEREFORE, BE IT RESOLVED BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO** to authorize the Fire Chief to adopt the current transport fee of 2.5 times the full Center for Medicare and Medicaid Services (CMS) Fee Schedule amount effective 03/17/2026.

**BE IT FURTHER RESOLVED** that if the CMS Fee-For-Service Schedule should decrease, Mifflin Township would continue billing for transport fees at the current rate, and not decrease.

**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 #56-26**

**Resolution Authorizing the Approval of a Blanket Purchase Order for  
2026 Uniforms in the Amount Not to Exceed \$75,000**

**WHEREAS**, Mifflin Township Division of Fire maintains operational readiness and professional standards through the regular replacement of required uniforms and equipment; and

**WHEREAS**, uniform items—including Class A, Class B, and Class C uniforms, as well as boots, shoes, belts, and coats—must be purchased throughout the year to ensure personnel are properly equipped; and

**WHEREAS**, establishing a blanket Purchase Order for the 2026 fiscal year will streamline procurement, reduce administrative delays, and allow for timely replacement of necessary uniform items; and

**WHEREAS**, the total amount necessary to support scheduled uniform replacements for 2026 is estimated not to exceed Seventy-Five Thousand Dollars (\$75,000);

**NOW, THEREFORE, BE IT RESOLVED BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO** that a blanket purchase order in the amount of Seventy-Five Thousand Dollars (\$75,000) is hereby approved for the purchase of Class A, Class B, and Class C uniforms, as well as boots, shoes, belts, and coats.

**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 #57-26**

**Resolution Authorizing the Expenditure with MGM Landscaping LLC  
in the Amount Not to Exceed \$20,050**

**WHEREAS**, the Board recognizes the necessity of maintaining the Mifflin Township fire stations and OPS Center in a clean, safe, and presentable condition for the benefit of the community; and

**WHEREAS**, MGM Landscaping LLC has submitted a proposal to provide mowing services for the 2026 mowing season for all the Gahanna fire stations and the OPS Center property in the amount not to exceed Twenty Thousand and Fifty Dollars (\$20,050.00);

**NOW, THEREFORE, BE IT RESOLVED BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO** that the Board hereby approves annual lawn mowing services with MGM Landscaping LLC for 2026 in the amount not to exceed \$20,050.00 for all Gahanna fire stations and the OPS Center property.

**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 #58-26**

**Resolution Authorizing the Expenditure of \$12,810.20 with Stryker**

**WHEREAS**, the safety, reliability, and operational readiness of EMS transport equipment are essential to ensuring high-quality emergency medical services; and Stryker provides preventive maintenance and inspection services necessary to properly service and maintain the equipment; and

**WHEREAS**, the annual EMS Cot Maintenance Agreement includes preventive maintenance and inspection of four (4) power cots and six (6) power load systems; and the total cost of the annual agreement is Twelve Thousand Eight Hundred Ten Dollars and Twenty Cents (\$12,810.20);

**NOW, THEREFORE, BE IT RESOLVED BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO** that the Board hereby approves the Annual EMS Cot Maintenance Agreement with Stryker in the amount of **\$12,810.20**, for the preventive maintenance and inspection of four power cots and six power load systems.

**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



March 11, 2026

# Mifflin Township, Ohio

Firm Introduction and Statement of Qualifications

March 11, 2026

Darlene Wildes, Fiscal Officer  
Mifflin Township  
P.O. Box 307630  
400 W. Johnstown Rd., Suite 200  
Gahanna, Ohio 43230

Baker Tilly Municipal Advisors, LLC  
140 E Town St, Suite 1275  
Columbus, OH 43215  
T: +1 (614) 223 9209  
bakertilly.com

Dear Ms. Wildes:

On behalf of Baker Tilly Municipal Advisors, LLC (BTMA), we are pleased to provide our statement of qualifications to Mifflin Township (the Township). Enclosed you will find information regarding BTMA, our transaction experience, qualifications, Ohio personnel and references.

BTMA is a leader in the municipal advisory space and is well-suited to assist the Township in achieving its financial objectives. We have the necessary resources, experience and commitment to quality you require. With BTMA you will benefit from:

- Dedicated municipal advisors with deep experience in Ohio
- A collaborative approach through which we share insights and best practices
- Work product and advice that is understandable and supports your goals

Additional benefits of working with BTMA include:

#### Ohio based advisors

Located in Columbus, Ohio, you will receive responsive client service from a close-knit team that is passionate about helping our clients build strong communities in Ohio.

#### Local experience, national resources

We have provided services to more than 100 Ohio local governments and municipalities. Pairing our local experience with our national standing as a top five municipal advisory firm, the Township will be served by a team of municipal advisors who understand Ohio and will deliver big-picture insights and best practices.

#### The right team


Our team has years of experience assisting counties throughout the state. We bring specialized expertise in public finance, debt management and capital planning needs of local governments. We take a proactive, team approach, with senior members of the firm always available to respond and provide high quality advice in a timely manner.

#### The right resources

We are known for our sophisticated financial abilities. By developing financing structures and reviewing alternative plans of finance using financial and analytical software, our quantitative skills help us provide solutions for new debt issuances, as well as refundings and restructurings. We are an independent advisor with a significant presence in the market.

We appreciate the opportunity to provide our qualifications, and we would welcome a chance to meet with you to further discuss your plans and visions, share ideas, strategize and lay-out plans to achieve your goals. We are eager to offer our expertise and demonstrate the BTMA difference.

Sincerely,



Brian S. Cooper, Principal  
Baker Tilly Municipal Advisors, LLC  
+1 (614) 987 1681 | [brian.cooper@bakertilly.com](mailto:brian.cooper@bakertilly.com)

## Firm Overview

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and is controlled by Baker Tilly Advisory Group, LP. Baker Tilly is an independently owned and managed member of Baker Tilly International.

**When you choose BTMA, you're not just choosing a leading advisory firm. You're choosing a skilled navigator for the road ahead.**

BTMA and Baker Tilly offer a broad array of services that help government leaders resolve the financial issues they face as they work to improve the quality of life in their communities. The cornerstone of our services is financial analyses that assist our clients with resource allocation, bond ratings, financial planning, internal management, reporting and the many other influences that require comprehensive analysis. As experienced advisors, our specialized team works closely with clients to develop solutions driven by data and rooted in best practices — helping you succeed today and anticipate tomorrow.

We pay special attention to the intersection of strategy and execution to deliver:

- **Deliver innovative, practical solutions** that help you adapt quickly, implement best practices and stay competitive in any environment
- **Identify and mitigate risk**, so you can make informed decisions with greater certainty
- **Solve your toughest challenges**, with a team that brings creativity, agility and deep state and local government sector knowledge

More than anything, the Township will receive an exceptional experience for your governance team and — ultimately — your citizens.

Following are some key facts about our consulting practice, including the depth of resources that stand ready to support your core project team:



## Bringing greater value, relationships and resources to our clients: Baker Tilly and Moss Adams have joined forces

On June 3, 2025, Baker Tilly and Moss Adams combined to redefine advisory and accounting services for our clients. The merger, which makes Baker Tilly the sixth-largest advisory CPA firm in the United States, brings deeper industry specialization, broader geographic reach and expanded capabilities to the Sewer District.



## Municipal Advisory Expertise

In 2019, Baker Tilly combined with two major U.S. public sector municipal advisory firms, Springsted, Inc. and H.J. Umbaugh & Associates, to form BTMA. This merger created one of the largest municipal advisory practices in the nation. BTMA has been serving clients as an independent municipal advisory firm for over 60 years, emphasizing their fiduciary responsibility and advocacy for clients without competing interests. We provide tailored financial consulting and planning services for governmental that considers high-level strategy with a close eye on the crucial details. Our services have led to completed projects and improved management for various state-level issuers, municipalities, utilities, authorities, school districts, and other governmental units nationwide.

BTMA brings decades of extensive expertise in employing creative financial solutions for issuers like the Township. The Township will benefit from our industry specialization in several specific ways:

- **Specialized training and continuing education:** Our team has the skills and up-to-date knowledge to perform effectively.
- **Local knowledge:** Our advisors have extensive experience within Ohio’s borders and strong relationships with other finance professionals in the state, ensuring seamless integration.
- **Industry involvement:** We lead key industry organizations such as GFOA and OASBO, staying ahead of trends and best practices.
- **Year-round consultation:** We are available for routine calls and technical questions, offering recommendations and new ideas to address operational issues and create value.

## National Experience

BTMA works with issuers of all sizes throughout the Midwest. Rankings tell you experience by the numbers, but our results are best illustrated by our clients’ ongoing trust in us. The bond issues we advise on each year cover the full range of municipal bond and leasing tools. With an average of almost one bond sale per business day, our experience covers all segments of the national and many regional markets we serve. To successfully perform at this level on an ongoing basis requires a range and depth of expertise with competitive sales, negotiated sales, or placements and with an array of general obligation and revenue credits.

2025 Municipal Advisor Ranking by Number of Issues			
Rank	Financial Advisor	No. of Issues	Par Amount (Millions)
1	PFM Financial Advisors LLC	671	\$91,717
2	Hilltop Securities Inc	443	\$34,402
3	Robert W Baird & Co	237	\$3,562
4	Ehlers & Associates Inc	227	\$2,689
5	<b>Baker Tilly Municipal Advisors LLC</b>	<b>225</b>	<b>\$5,115</b>
6	Masterson Advisors LLC	170	\$5,224
7	Piper Sandler & Co	161	\$9,146
8	Stephen H McDonald & Associates Inc	143	\$842
9	Specialized Public Finance Inc	140	\$6,789
10	Urban Futures Inc	140	\$4,590

Source: Bloomberg

## Ohio Personnel

BTMA has the capacity and knowledge to provide comprehensive municipal advisory services. Our Ohio team consists of five employees, all of whom are trusted members of the municipal finance community, frequently speaking at industry conferences and participating on various boards. The

## FIRM INTRODUCTION AND STATEMENT OF QUALIFICATIONS

three primary team members below have 40 years of combined experience in the field. We know the Township expects to work with professionals who are experienced municipal advisors, who understand your needs, who are proactive and creative in identifying issues and who are flexible in providing solutions. Each member of your project team is deeply committed to providing the Township with exceptional client service. If engaged by the Township, our project team will include Brian Cooper, Tom Ricchiuto, and Alyssa Dorsten.

Team member	Title	Role	Years with the firm	Years in the industry
Brian Cooper	Principal	Lead Advisor	11	23
Tom Ricchiuto	Senior manager	Advisor	10	12
Alyssa Dorsten	Senior consultant	Analytics	5	5

Brian Cooper will serve as the primary contact and, together with Tom Ricchiuto and Alyssa Dorsten, will be responsible for the day-to-day activities with the Township. Additional information relative to training, education and relevant experience for each of these individuals is available for review in **Appendix A**.

### Recent Bond and Note Experience

The following table displays Brian, Tom, and Alyssa’s experience with bond and note transactions since 2024.

	Pricing Date	Issuer Name	Par Amount (Millions)
1	1/22/2024	Moorhead Public Service, MN	\$27.81
2	2/5/2024	Dublin City School District, OH	\$95.00
3	3/20/2024	Gahanna, OH	\$30.52
4	3/29/2024	State of Wisconsin	\$207.58
5	4/1/2024	Shaker Heights City School District, OH	\$102.66
6	4/4/2024	Chicago, IL	\$227.93
7	5/16/2024	State of Wisconsin	\$19.29
8	5/17/2024	Manhattan, KS	\$12.00
9	5/17/2024	Manhattan, KS	\$41.41
10	5/21/2024	Gahanna, OH	\$33.50
11	5/27/2024	Shaker Heights City School District, OH	\$16.50
12	6/17/2024	Bedford City School District, OH	\$12.00
13	7/30/2024	Streetsboro, OH	\$6.00
14	8/5/2024	Powell, OH	\$6.26
15	8/5/2024	Powell, OH	\$1.72
16	8/12/2024	Kent, OH	\$6.71
17	8/13/2024	Unified Government of Kansas City and Wyandotte County, KS	\$12.10
18	8/14/2024	Dublin, OH	\$15.26
19	8/14/2024	Dublin, OH	\$19.16

## FIRM INTRODUCTION AND STATEMENT OF QUALIFICATIONS

	Pricing Date	Issuer Name	Par Amount (Millions)
20	8/14/2024	Dublin, OH	\$12.71
21	8/14/2024	Chicago, IL	\$646.56
22	8/26/2024	New Albany, OH	\$22.50
23	9/16/2024	Franklin County Convention Facilities Authority, OH	\$137.50
24	9/23/2024	Franklin County Convention Facilities Authority, OH	\$65.47
25	9/24/2024	Columbus State Community College, OH	\$75.00
26	9/30/2024	Northeast Ohio Regional Sewer District, OH	\$135.75
27	10/23/2024	Reynoldsburg, OH	\$30.70
28	11/11/2024	Dublin City School District, OH	\$50.00
29	11/15/2024	Manhattan, KS	\$54.37
30	12/4/2024	Bexley City School District, OH	\$3.50
31	12/9/2024	Hilliard City School District, OH	\$15.00
32	12/10/2024	Grandview Heights City School District, OH	\$15.00
33	12/10/2024	New Albany Plain Local School District, OH	\$15.00
34	12/11/2024	Dublin City School District, OH	\$15.00
35	12/12/2024	Akron City School District, OH	\$15.00
36	1/28/2025	Piqua, OH	\$3.20
37	2/4/2025	Olentangy Local School District, OH	\$37.00
38	2/5/2025	Delaware City School District, OH	\$18.31
39	2/11/2025	New Albany-Plain Local School District, OH	\$75.00
40	2/19/2025	Westerville, OH	\$30.00
41	3/4/2025	Grandview Heights City School District, OH	\$69.53
42	3/5/2025	Hilliard City School District, OH	\$55.00
43	3/11/2025	State of Wisconsin	\$144.03
44	5/20/2025	Cleveland Municipal School District, OH	\$75.00
45	7/24/2025	Akron City School District, OH	\$27.50
46	8/5/2025	Dublin, OH	\$43.24
47	8/5/2025	Dublin, OH	\$4.83
48	8/6/2025	Shaker Heights City School District, OH	\$18.53
49	8/12/2025	Olentangy Local School District, OH	\$16.43
50	8/13/2025	Dublin, OH	\$10.36
51	8/20/2025	Worthington, OH	\$11.40
52	9/3/2025	Hilliard City School District, OH	\$87.00
53	9/24/2025	Zanesville, OH	\$6.50
54	10/1/2025	Avon Lake City School District, OH	\$88.09
55	10/8/2025	Cuyahoga Falls, OH	\$5.86
56	10/9/2025	Pickerington Local School District, OH	\$15.27
57	11/4/2025	Marysville Exempted Village School District, OH	\$20.47
58	11/5/2025	Fairlawn, OH	\$10.21

## FIRM INTRODUCTION AND STATEMENT OF QUALIFICATIONS

	Pricing Date	Issuer Name	Par Amount (Millions)
59	12/16/2025	Bloom-Carroll Local School District, OH	\$5.20
60	12/17/2025	Olentangy Local School District, OH	\$15.00
61	1/21/2026	Sunbury, OH	\$2.56
62	2/2/2026	Portage County Port Authority, OH	\$8.06
63	2/3/2026	Olentangy Local School District, OH	\$263.25
64	2/10/2026	State of Wisconsin	\$333.72
65	2/10/2026	State of Wisconsin	\$128.32
66	2/11/2026	Columbus City School District, OH	\$100.05
67	2/12/2026	Unified Government of Wyandotte County/Kansas City	\$117.18
68	2/18/2026	Big Walnut Local School District, OH	\$27.06
69	2/19/2026	Aurora, OH	\$12.32
70	2/24/2026	Jonathan Alder Local School District, OH	\$70.63
Number of Ohio Transactions			57
Par Amount of Ohio Transactions			\$2,186.19
Number of All Transactions			70
Par Amount of All Transactions			\$4,158.46

### Experience and Approach to Debt Issuance

BTMA has a great deal of experience in Ohio municipal finance. We currently serve as municipal advisor for a number of Ohio issuers throughout the state, many of which are townships such as the Township. Some notable clients include Blendon Township, Genoa Township, Plain Township, Prairie Township, City of Gahanna, City of New Albany, City of Reynoldsburg, City of Whitehall, City of Westerville among others.

We have an established methodology for advisory services related to the issuance of debt. Our organized approach begins at the outset, taking part in the planning processes to fully understand the client's goals. Comprehensive financing scenarios are tailored to the client's needs and are prepared in easy-to-understand formats to allow decision makers the ability to make well-informed, sound financial decisions. Specific steps related to the debt issuance process follow.

**I. Debt Management.** As a first step, BTMA models the issuer's current debt portfolio and identifies the issuer's financing objectives. We then consider a variety of financing scenarios, examining potential structures, call options and coupon combinations.

Our goal is not to view each transaction in isolation, but to develop a debt structure that comfortably fits within both the issuer's existing debt portfolio, as well as anticipated debt portfolio for the next five to 10 years. BTMA continually monitors refunding candidates so that our clients are prepared to move forward when an opportunity arises. We utilize a preliminary analysis to provide maturity-by-maturity results to begin the process of evaluating solutions.

**II. Underwriter selection.** In the event a negotiated transaction is to be executed and an underwriter has not been previously selected, BTMA can assist the issuer in identifying and selecting a senior

## FIRM INTRODUCTION AND STATEMENT OF QUALIFICATIONS

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manager and/or underwriting syndicate. In doing so, BTMA can distribute a request for proposals for underwriting services on behalf of the issuer. We have developed a request for proposals document and process that is extensive, but intended to be customized to the specific needs, type of security and selection criteria of the issuer.

**III. Structuring.** We take a comprehensive approach to assessing the benefit of certain items for the issue, including the optional redemption (call) provisions, couponing structures, bifurcation of maturities and the use of serial and/or term bonds. Each debt issuance is different, and the value of these structuring items can vary depending on the market environment. Our goal is to evaluate these items to help determine that the appropriate structure is obtained for the issuer.

**IV. Document review.** It is our preference to review financing documents that might impact the issuer's debt structure. By bringing BTMA into the review process early, we are able to provide feedback to bond counsel and the financing team before decisions are finalized. We review financing and legal documents including the POS and OS, tax compliance agreements, lease agreements and other financing documents where appropriate. BTMA also reviews the documents to ascertain compliance with the issuer's debt policy. Our goal is not only to review the documents for factual accuracy, but also to help ensure the financing goals identified by the issuer at the commencement of the process are being met. BTMA will assist the Township in the preparation and distribution of financing schedules, distribution lists, meeting agendas, credit rating presentations, notices of sale (including identifying bid specifications), underwriter selection letters and other documents related to the issuance of debt.

**V. Rating and credit review.** BTMA begins the rating and credit review process with an analysis of recent rating actions to be certain that any concerns and/or weaknesses identified by the rating analysts have been addressed. The rating review includes preparing pro forma rating scorecards and analyzing a variety of key credit characteristics including financial results, demographics, debt characteristics, future borrowing plans, economic development initiatives and an assessment of the quality of management. Our role as municipal advisor is to assist the issuer in developing a strategy for approaching the rating agencies. We will help to clearly identify the strengths and weaknesses of the issuer's credit and prepare management to present the case to rating agencies in a clear and concise manner.

**VI. Pre-pricing and pricing.** BTMA maintains live data feeds from LSEG's TM3 data service and Bloomberg to monitor the municipal bond market based upon real-time conditions. These tools are essential in enabling us to assist our clients in accessing the credit markets. We use TM3, Bloomberg, and Solve to evaluate how the issuer's bonds have traded historically. These sources provide one piece of information, but the issuer's bonds are sold in a "market" composed of real transactions rather than against a hypothetical index. BTMA establishes its own inventory of both negotiated and competitive comparable transactions that we see in the market and believe to be reasonable benchmarks against which to measure proposed pricing levels. We do not rely upon the underwriters to provide comparable sales. Data obtained from the electronic sources and information related to the comparable transactions are compiled in a pre-pricing book that is reviewed with the client prior to the sale.

BTMA serves as an "independent municipal advisor" without any ties to a particular underwriter or financial institution. Our independence helps assure the issuer that it will receive real-time market data and financing solutions tailored specifically to the issuer's needs. Our activity in the market represents a broad variety of issuers and provides constant feedback of investor preference and pricing to help create an interest rate structure that endeavors to minimize overall cost. We view our role as that of the issuer's advocate with no competing interests of an institutional sales force.

## FIRM INTRODUCTION AND STATEMENT OF QUALIFICATIONS

**VII. Post-sale review.** BTMA typically prepares a comprehensive closing memorandum at the conclusion of each transaction. For negotiated transactions, we can request the orders and allocations from the senior underwriter, which serve as the basis for evaluating the performance of each manager in the underwriting syndicate, as well as a summary of market conditions and the extent to which the issuer’s financing objectives were achieved.

### Successful Relationships with Similar Clients

We encourage you to connect with the clients below to learn more about the value of their relationship with BTMA. Each client will offer a different perspective as you consider your own needs.

BLENDON TOWNSHIP, OHIO			
<b>Name</b>	Joann Bury	<b>Title</b>	Fiscal Officer
<b>Phone</b>	(614) 882-1270	<b>Email</b>	jbury@blendontwp.org
<b>Transactions</b>	\$5,510,000	Various Purpose Bonds, Series 2016	
	\$10,000,000	Capital Facilities Notes, Series 2021	
	\$5,900,000	Capital Facilities Notes, Series 2022	
	\$5,950,000	Capital Facilities Notes, Series 2023	
	\$1,180,000	Special Obligation Nontax Revenue Bonds, Series 2025 (Federally Taxable)	

GENOA TOWNSHIP, OHIO			
<b>Name</b>	Patrick Myers	<b>Title</b>	Fiscal Officer
<b>Phone</b>		<b>Email</b>	pmyers@genoatwp.com
<b>Transactions</b>	\$7,000,000	Police Station Bonds, Series 2019	

PLAIN TOWNSHIP, OHIO			
<b>Name</b>	Ben Collins	<b>Title</b>	Administrator
<b>Phone</b>	(614) 855-2085	<b>Email</b>	bcollins@plaintownship.org
<b>Transactions</b>	TBD	Capital Facilities Bonds, Series 2026 ( <i>In Process</i> )	

PRAIRIE TOWNSHIP, OHIO			
<b>Name</b>	Randi Good	<b>Title</b>	Fiscal Coordinator
<b>Phone</b>	(614) 878-3317 (x112)	<b>Email</b>	rgood@prairietownship.org
<b>Transactions</b>	\$8,430,000	Recreation Center Refunding Bonds, Series 2016	

## Appendix A: Employee backgrounds

### INTENTIONALLY SELECTED ENGAGEMENT TEAM FOR THE TOWNSHIP

#### Brian Cooper, Principal

##### **Role: Principal-in-charge/Lead advisor**



Brian is a veteran to the public finance and economic development arena and specializes in general obligation and revenue-based project financings. He consults on financial matters encompassing capital planning, credit strategy and debt issuance, as well as financial operations including budgeting, forecasting and management review. Brian advises cities, counties, schools and authorities on the bond issuance process, consults on economic development and tax increment financing projects throughout Ohio, develops comprehensive plans of finance, credit strategy and capital planning models for municipal issuers and leads capital market bond pricing efforts. Brian holds a Bachelor of Science in Business Administration and a Bachelor of Arts in Spanish from The Ohio State University. He also holds his Series 50 municipal advisor and Series 54 municipal advisor principal professional qualifications.

#### Tom Ricchiuto, Senior Manager

##### **Role: Advisor**



Tom is a senior manager and municipal advisor within the public sector practice group. Tom's practice focuses on general obligation and revenue-backed credits, and specializes with capital planning, credit strategy and debt issuance. His professional background includes work in investment banking. His experience includes providing services related to the issuance of bonds, from financial feasibility through post-issuance. He has extensive experience with a multitude of credits, assisting clients with rating analyses, debt structuring and long-term capital planning. Tom holds a Bachelor of Science degree in Business Administration from The Ohio State University and is also MSRB Municipal Advisor Series 50 Qualified.

#### Alyssa Dorsten, Senior Consultant

##### **Role: Analytics**



Alyssa joined the firm in 2021 after graduating from The Ohio State University with a bachelor of business administration. She joins the team with a focus on general obligation projects, debt structuring, pricing analytics, credit analysis, and economic development. She focuses on providing advisory services to state and local government entities in Ohio. She is also MSRB Municipal Advisor Series 50 Qualified.



# MEMO

**DATE: 3/17/2026**

**TO: Mifflin Township Trustees**

**FROM: Service Director – Roger Boggs**

**SUBJECT: Updates & Requests**

## Service Dept. Request

- Request to use Sanders Lawn Care for the 2026 Mowing Season at Mifflin Cemetery. The contract will be for 30 mows, 26 trims in the amount of \$44,550.00

## Updates

- The service dept. has been busy patching holes throughout the township now that everything is thawing out.
- The service dept. will be getting ready to remove all artificial decorations and start pouring foundations as weather allows this month.

## Code Enforcement - Nuisance Abatement

### Updates

- The service dept. has been working diligently to remove trash from the roadways, alleys and ditches throughout the township. The amount of trash we are picking up is more than I've seen since starting here in 2011.

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.

Sanders Lawn Care  
 427 Theori Ave  
 Gahanna, OH 43230

# Estimate

Date	Estimate #
1/15/2026	180

Name / Address
Mifflin Township 155 Olde Ridenour Road Gahanna, OH 43230

Property Location

Terms	Project
Due on receipt	

Item	Description	Occurrences	Rate	Total
Weekly Mowing	Service Location: Mifflin Cemetery. 2026 Contract Mowing Mifflin Cemetery. (mow, trim, and cleanup)	30	1,485.00	44,550.00
Thank you for your business.			<b>Total</b>	\$44,550.00

Phone #
614-206-3296



**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: **Sanders, Zach**  
Organization: **Sanders Lawn Care**  
Date: **3/12/2026 9:26:22 AM**

This search produced the following list of **6** possible matches:

Name/Organization	Address
Sanders, Christina	5387 Dushore Drive
Thomas, Zachary	80 Township Road 1198
Thomas, Zachary	80 Township Rd. 1198
Hasani Management Inc.	12207 Summerland avenue
Sandifer, Teresa	7905 Summerlin Blvd.
Sandine, Eric	189 East South Street

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.



# MIFFLIN TOWNSHIP

Brian P. Dunlevy  
Fire Chief

Scott Davis  
Assistant Fire Chief

## BOARD OF TOWNSHIP TRUSTEES MEETING

**March 17, 2026**

### **FIRE DIVISION REQUESTS:**

**Resolution # XXX-26: Request to Approve Full-Time Dispatcher:**

**03172026-1.** This is a request to approve a conditional offer to applicant Joseph Baker as a dispatcher. With the Boards approval he will start his employment at a date determined by the Fire Chief, pay step two of the division of fire's dispatcher pay scale and his provisional appointment is contingent on successfully completing the pre-employment background and psychological assessments. This request is planned and budgeted.

**Resolution # XXX-26: Request to Approve Billing Resolution for EMS.**

**03172026-2.** This is a request to approve a resolution to modify the EMS billing schedule to align with Ambulance Inflation Factor (AIF) which is a 2.5 times Medicare Fee for service. This fee schedule will automatically change with regional comparisons to ensure defensible and competitive invoicing. Maintaining appropriate charge levels supports compliance with federal ground ambulance data collection requirements and ensures accurate financial reporting. While rate adjustments do not always directly increase revenue, maintaining defensible and current rates supports long-term financial sustainability. This is an administrative request.

**Resolution # XXX-26: Request to Approve Blanket Uniform Purchase Order:**

**03172026-3.** This is a request to approve a blanket PO for replacement uniform purchases for 2026 in the amount not to exceed \$75,000. The funds are used for all uniform purchases that Are scheduled. Included are Class A, B, & C uniforms, boots, shoes, belts, and coats. This is a planned and budgeted expense

**Resolution # XXX-26: Request to Approve Annual Lawn Mowing Services:**

**03172026-4.** This is a request to approve lawn mowing services for 2026 to MGM Landscaping LLC in the amount not to exceed \$20,050.00 This is for all the Gahanna fire stations and the OPS Center property. This is a planned and budgeted expense.

**Resolution # XXX-26: Request to Approve Annual Cot Maintenance Agreement: 03172026-5.** This is a request to approve the annual EMS Cot Maintenance Agreement to Stryker in the amount of \$12,810.20 This is for the preventive maintenance and inspection of 4 power cots and 6 power load systems. This is a planned and budgeted expense.

**UPDATES:**

- New firefighters are on company and working on minimum competencies.
- Preparing for 2026 Gahanna Safety Town.
- Proposal for Fleet Maintenance Program for review
- Planning for 2026 community events
- Stelzer Road purchase is on track for June/July
- Programing proposal for fleet maintenance facility






# Joseph Baker Full Time Dispatcher MECC

Final Audit Report

2026-03-06

Created:	2026-03-06
By:	BRIAN DUNLEVY (dunlevyb@miffiin-oh.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAADa-pSIXr0SkLdVN2rtUX0JCS-MEQ0Mbf

## "Joseph Baker Full Time Dispatcher MECC" History

-  Document created by BRIAN DUNLEVY (dunlevyb@miffiin-oh.gov)  
2026-03-06 - 7:14:05 PM GMT
-  Document emailed to Joseph Baker (baker52003@hotmail.com) for signature  
2026-03-06 - 7:14:09 PM GMT
-  Email viewed by Joseph Baker (baker52003@hotmail.com)  
2026-03-06 - 7:29:17 PM GMT
-  Document e-signed by Joseph Baker (baker52003@hotmail.com)  
Signature Date: 2026-03-06 - 7:34:00 PM GMT - Time Source: server
-  Agreement completed.  
2026-03-06 - 7:34:00 PM GMT

# MGM Landscaping LLC

7709 Morse Rd  
New Albany, OH 43054  
(614) 448-6268  
mgmlandscaping.llc@gmail.com  
<https://www.mgmlandscaping-llc.com/>



## Estimate

ADDRESS  
Ops Center  
400 W. Johnstown Rd  
Columbus, Ohio 43230

ESTIMATE 1095  
DATE 01/16/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/16/2026	Mowing	Mowing to include: cut grass at 3" to 4" height, trim around obstacles, edge along concrete surfaces, and blow grass clippings from hard surfaces. ( \$280 each cut )	30	280.00	8,400.00T
01/16/2026	Spring Clean-up	Clean up all flower beds. Edge, prune shrubs and Spread Everblack mulch. edge around 38 individual trees and spread mulch.	1	2,700.00	2,700.00T
01/16/2026	Fall clean-up	Clean-up flowerbeds, cut back perennials and remove leaves.	1	1,600.00	1,600.00T
01/16/2026	Mowing	Fire Station #133 Mowing to include: cut grass at 3" to 4" height, trim around obstacles, edge along concrete surfaces, and blow grass clippings from hard surfaces. ( \$120 each cut )	30	120.00	3,600.00T
01/16/2026	Mowing	Fire Station #131 Mowing to include: cut grass at 3" to 4" height, trim around obstacles, edge along concrete surfaces, and blow grass clippings from hard surfaces. ( \$55 each cut )	30	55.00	1,650.00T
01/16/2026	Mowing	Fire Station #134 Mowing to include: cut grass at 3" to 4" height, trim around obstacles, edge along concrete surfaces, and blow grass clippings from hard surfaces. ( \$70 each cut )	30	70.00	2,100.00T

Please remit check to MGM Landscaping LLC to the address listed above, Venmo @MGM-LandscapingLlc, or Zelle MGM LANDSCAPING LLC.

SUBTOTAL 20,050.00  
TAX 0.00



**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: **Montanez, Mario**  
Organization: **MGM Landscaping LLC**  
Date: **3/13/2026 1:24:44 PM**

This search produced the following list of **62** possible matches:

<b>Name/Organization</b>	<b>Address</b>
Coon, Marion	3 N. High Street
D'Amico, Mario	4999 Pine Avenue
Anderson, Margie	1248 Paddock Hills
Bates, Marvin	12 Tank Hill
Brown, Tamara	Unknown
Bruno, Mary	30 West Front Street
Clemmons, Shawn	312 Overlook Drive
Clemmons, Shawn	312 Overlook Drive
Congo, H. Marie	5170 Poets Way
Cortes, Tamara	11770 Lassiter Drive
Culp, Mary	423 Buckeye Street
Daugherty, Mary	118 Bone Street Apt. #3
Dozier, Margaret	248 Main Street
Dozier, Margaret	248 Main Street
Ford, Maria	1105 Lantern Trail Ave.
Gaddiss, Tamara	
Grinner, Martha	
Harmony Community School	
Harmony Community School, c/o Buckeye Community Hope Foundation	3021 East Dubli Granville Road
Harmony Community School, c/o Buckeye Community Hope Foundation	3021 East Dublin Granville Rd.
Harmony Community School, c/o Buckeye Community Hope Foundation	3021 East Dublin Granville Road
Harmony Community School, c/o Buckeye Community Hope Foundation	3021 East Dublin-Granville Rd.
Harmony Community School, c/o Buckeye Community Hope Foundation	3021 East Dubln Granville Rd.
Hill, Marlene	2470 Chelsea Drive

<b>Name/Organization</b>	<b>Address</b>
Holeton, Tamara	1317 Mills St.
Ireton, Margaret	2800 Hatfield Road
Jeffers, Marilyn	8411 Stout Road
Johnson, Marcia A.	4502 East Paradise Village Parkway S. Apartment 20
Johnson, Mary	1853 Finley Chapel Rd.
Lisath, Mark	3280 Morse Rd., Suite 214
May, Marcus	DC# F30130
McMullen, Margie	905 Linkwood Drive
Mirza, Maria	2200 Old U.S. Highway 33
Monroe, Randolph	153 North Gettysburg Avenue
Montgomery, Amy	525 1/2 East Monroe Street
Nichol, Mark	7360 S.R. 45
Oak Tree Montessori, Inc.	
Oak Tree Montessori, Inc.	
Olds, Mark	38510 Flanders Drive
Pavlovsky, Marilyn	1096 Shepherd Lane
Pawlowski, Mary	3671 Good road
Perkins, Martha	163 S. High St.
Potts, Mark	107 Boulder Drive
Reid-Moncrief, Cathy	209 Hamrock Drive
Reynolds, Maranda	204 E. Main Street
Rhinehart, Mary	3151 Clime Road
Ricketts, Mark	335 Willow Road
Roberts, Mary B	2922 Norwood Dr
Robinson, Mary Sue	2414 North 2nd Street
Robinson, Markisha	3897 E. 155th Street
Robinson, Kimberly Marie	
Schweikert, Mark	109 Conren Drive
Silliman, Margaret	4999 Polecat Rd
Simmons, Gayle	4223 Old Osprey Circle
Simmons, Gayle	4223 Old Osprey Circle
Simmons, Gayle	4223 Old Osprey Circle
Simon, Carolyn	7257 Thomas Drive
Simon, Thomas	2003 Warwick Drive
Stiffler, Maria	
Thompson, Marcy	16576 State Route 45
Timmons, James	74 Laurel Street
Wright (AHRMS Management Company), Marcus	

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.

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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).

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**Prevent**

Quote Number: 11269306

Version: 1

Prepared For: MIFFLIN TWP FIRE DEPT ADMIN  
Attn:

Division: Medical

Rep: Allyson Wright

Email:

Phone Number:

GPO: CUSTOMER CONTRACT

SMK Service Rep Name: Craig Schmidt

SMK Service Rep Email: craig.schmidt@stryker.com

Quote Date: 03/10/2026

Expiration Date: 06/08/2026

Contract Start: 03/09/2026

Contract End: 03/08/2027

**Delivery Address**

**Sold To - Shipping**

**Bill To Account**

Name: MIFFLIN TWP FIRE DEPT  
ADMIN

Name: MIFFLIN TWP FIRE DEPT  
ADMIN

Name: MIFFLIN TWP FIRE DEPT  
ADMIN

Account #: 20158898

Account #: 20158898

Account #: 20158898

Address: 400 W JOHNSTOWN RD STE  
210

Address: 400 W JOHNSTOWN RD STE  
210

Address: 400 W JOHNSTOWN RD STE  
210

GAHANNA

GAHANNA

GAHANNA

Ohio 43230-2733

Ohio 43230-2733

Ohio 43230-2733

**ProCare Products:**

#	Product	Description	Months	Qty	Disc % Off Contract	Sell Price	Total
1.0	POWERPRO-PROCARE	PROCARE-SVC-POWERPRO √Parts, Labor, Travel √Preventative Maintenance √Batteries Service	12	1	20.0%	\$1,340.00	\$1,340.00
2.0	POWERLOAD-PROCARE	PROCARE-SVC-POWER-LOAD √Preventative Maintenance	12	3		\$525.00	\$1,575.00
3.0	POWERLOAD-PROCARE	PROCARE-SVC-POWER-LOAD √Parts, Labor, Travel √Preventative Maintenance √Batteries Service	12	3	20.0%	\$1,958.40	\$5,875.20
4.0	POWERPRO-PROCARE	PROCARE-SVC-POWERPRO √Parts, Labor, Travel √Preventative Maintenance √Batteries Service	12	3	20.0%	\$1,340.00	\$4,020.00
ProCare Annual Payment:							\$12,810.20

**Price Totals:**

Grand Total: \$12,810.20

**\*\* One Time Exception Discount of 20% \*\***



**Prevent**

Quote Number: 11269306  
Version: 1  
Prepared For: MIFFLIN TWP FIRE DEPT ADMIN  
Attn:

Division: Medical  
Rep: Allyson Wright  
Email:  
Phone Number:

GPO: CUSTOMER CONTRACT

SMK Service Rep Name: Craig Schmidt  
SMK Service Rep Email: craig.schmidt@stryker.com

Quote Date: 03/10/2026  
Expiration Date: 06/08/2026  
Contract Start: 03/09/2026  
Contract End: 03/08/2027

\_\_\_\_\_  
Authorized Customer Signer (Printed)      Date

\_\_\_\_\_  
Stryker Authorized Signature (Printed)      Date

\_\_\_\_\_  
Authorized Customer Signature      Date

\_\_\_\_\_  
Stryker Authorized Signature      Date

\_\_\_\_\_  
Purchase Order Number

**Service Terms and Conditions:**

The Terms and Conditions outlined in this quote, as well as any resulting Customer purchase order, are governed by the Terms and Conditions specified in the Terms Addendum to ProCare Medical Quote attached hereto. However, these Terms and Conditions do not apply if the Customer and Stryker are bound by a Master Service Agreement or by a separate written agreement that governs the purchase or sale of goods and/or services.

# Payment Schedule

**Starting Balance:**

**\$12,810.20**

Date	Payment	Balance
03/09/2026	\$12,810.20	\$ -

## Equipment Service Plan

Line Item #	Model	ProCare Materials	Serial #
1.0	650605550001	PROCARE-SVC-POWERPRO	2012020500018
2.0	639005550003	PROCARE-SVC-POWER-LOAD	2111012700050
2.0	639005550003	PROCARE-SVC-POWER-LOAD	2212012700006
2.0	639005550003	PROCARE-SVC-POWER-LOAD	2206012700218
3.0	6390000000	PROCARE-SVC-POWER-LOAD	171039125
3.0	6390000000	PROCARE-SVC-POWER-LOAD	171039124
3.0	6390000000	PROCARE-SVC-POWER-LOAD	171041009
4.0	6506000000	PROCARE-SVC-POWERPRO	171041949
4.0	6506000000	PROCARE-SVC-POWERPRO	171041658
4.0	6506000000	PROCARE-SVC-POWERPRO	171041948

# ProCare® Services

## Our ProActive approach

With ProCare Services, we offer you operational and financial peace of mind through three comprehensive offerings: **ProCare Preventive Maintenance, ProCare Protect and ProCare Prevent**. You will have confidence in your device's state of readiness along with these additional benefits of your service plan.



## Your service details are:



### Parts, labor and travel (PLT)

Our most inclusive service offering. All parts, labor and travel associated for repairs of contracted products are included in the cost of the service agreement. This does not include replacement of soft goods or accessories (i.e. mattresses, restraints, removable parts) and is not available for AEDs.



### Preventive Maintenance (PM)

Contracted products receive an annual PM for the length of the service agreement. PM-only agreements do not cover any necessary repairs identified through the PM process. For details on preventive maintenance, refer to applicable product sheet. Preventive maintenance can also be done as individual billable work.

- **Additional Preventive Maintenance:**

Contracted products on a PM-only contract can receive an additional PM at the 6-month mark for the length of the service agreement.



### Case Change

Stryker defibrillators, AEDs and LUCAS® products with this entitlement are allowed an agreed upon and documented number of case changes, upon failure, during the length of the service agreement.



### Special Ops

This is a premium, fully customizable service based on your installed assets. This white-glove experience is designed to complete large scale PM projects in a short amount of time, typically within a week. Services include PM's, product unboxing and set up, power washing, all repair work as well as other customer or field initiatives.



### Maintenance inspections

Stryker Medical products past their service life, with this entitlement, will receive one maintenance inspection annually for the duration of the service agreement. This does not include any repair work or any work that is part of the PM process. Additional inspections are available for purchase.



### Battery service

Stryker Medical products with this entitlement can have the batteries replaced, as a one-for-one swap, upon failure, during the length of the service agreement.

## ADDENDUM TO PROCARE MEDICAL QUOTE

This Addendum ("Addendum") is entered into by and between the facility listed on the Quote ("Customer") and Stryker Sales, LLC, acting through its Medical Division ("Stryker") and modifies the ProCare Medical Quote ("Quote"). The terms of this Addendum will apply to Customer's purchase of Services as outlined in the Quote for Service. In the event of a conflict or inconsistency between the Quote and this Addendum, relative to Service, this Addendum will govern.

1. **Effective Date and Term.** The term of this Addendum shall be coterminous with the Quote ("Term").
2. **Service.** Stryker will perform the repair and maintenance services as described in the Quote (collectively, the "Services") to the Equipment set forth on the Quote ("Equipment").
3. **Service Terms and Conditions.** Services will be subject to the terms and conditions set forth in this Addendum.
4. **Product Maintenance.** Customer is required to adhere to the routine maintenance instructions provided by Stryker, its equipment and operations manuals, and accompanying labels and/or inserts for each item of Equipment. Customer covenants and agrees that its appropriate user personnel will follow the instructions and contents of those manuals, labels and inserts.
5. **Warranty and Limitations of Warranty.** During the Term, Stryker warrants, with the exception of software maintenance services, the following:
  - a. Stryker has the experience, capability and resources to perform the Services, and Stryker further represents and warrants that the Services will be performed in a workmanlike manner and with professional diligence and skill;
  - b. Services will comply with all applicable laws and regulations and all applicable standards set forth by law or ordinance or established by the rules and regulations of any federal, state or local agency, department, commission, association or pertinent governing, accrediting or advisory body, including The Joint Commission having authority to set standards for healthcare facilities;
  - c. If the Services are to be performed on Customer's premises, Stryker represents and warrants that Stryker will comply with all applicable safety laws and Customer's then current safety and other applicable regulations, all human resource policies and health and drug and alcohol screening policies; provided that Customer has provided advance written notification of such rules, regulations and policies to Stryker;
  - d. Stryker currently has, or prior to the commencement thereof, will obtain, pay for, and maintain any and all licenses, fees, and qualifications required to perform the Services.
  - e. TO THE FULLEST EXTENT PERMITTED BY LAW, THE EXPRESS WARRANTIES SET FORTH HEREIN ARE THE ONLY WARRANTIES APPLICABLE TO THE SERVICES AND ARE EXPRESSLY IN LIEU OF ANY OTHER WARRANTY BY STRYKER, AND STRYKER HEREBY EXPRESSLY DISCLAIMS ANY AND ALL OTHER EXPRESS OR IMPLIED WARRANTIES REGARDING THE SERVICES, INCLUDING, BUT NOT LIMITED TO, MERCHANTABILITY, NON-INFRINGEMENT OR FITNESS FOR A PARTICULAR PURPOSE.
6. **Limitation of Liability.** EXCEPT FOR THIRD PARTY DAMAGES RELATED TO STRYKER'S INDEMNITY OBLIGATIONS UNDER THE SECTION HEREOF ENTITLED "INDEMNIFICATION," STRYKER'S LIABILITY ARISING UNDER THIS ADDENDUM WILL NOT EXCEED THE AMOUNT OF SERVICE FEES PAID UNDER THIS ADDENDUM DURING THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE DATE THE CLAIM AROSE. IN NO INSTANCE WILL STRYKER BE LIABLE TO CUSTOMER FOR INCIDENTAL, PUNITIVE, SPECIAL, COVER, EXEMPLARY, MULTIPLIED OR CONSEQUENTIAL DAMAGES OR ATTORNEYS' FEES OR COSTS FOR ANY ACTIONS UNDER OR RELATED TO THIS AGREEMENT.
7. **Customer Obligations.** Customer will use commercially reasonable efforts to cooperate with Stryker in connection with Stryker's performance of the Services. Customer understands and acknowledges that Stryker employees will not provide surgical or medical advice, will not practice surgery or medicine, will not come in physical contact with the patient, will not enter the "sterile field" at any time, and will not direct equipment or instruments that come in contact with the patient during surgery. Customer's personnel will refrain from requesting Stryker employees to take any actions in violation of these requirements or in violation of applicable laws, rules or regulations, Customer policies, or the patient's informed consent. A refusal by Stryker employees to engage in such activities will not be a breach of this Addendum. Customer consents to the presence of Stryker employees in its operating rooms, where applicable, in order for Stryker to provide Services under Addendum and represents that it will obtain all necessary consents from patients.
8. **Limitations and Exclusions from Service.** Notwithstanding any other provision set forth herein, the Services not covered under this Addendum as determined by Stryker in its sole discretion are as follows: (a) abnormal wear or damage caused by reckless or intentional misconduct, abuse, neglect or failure to perform normal and routine maintenance as set out in the applicable maintenance manual or operating instructions provided with the Equipment; (b) catastrophe, fire, flood or act(s) of God; (c) damage resulting from faulty maintenance, improper storage, repair, handling or improper use (including use of non-Stryker accessories or consumables), damage and/or alteration by non-Stryker-authorized personnel; (d) equipment on which any original serial numbers or other identification marks have been removed or destroyed; (e) damage caused as a result of the use of the Equipment beyond the useful life, if any, specified for such equipment in the user manual; (f) service Stryker cannot perform because the Equipment has been discontinued or its parts have been discontinued or made obsolete; (g) service to the Equipment if the Equipment or the Equipment site is contaminated with potentially infectious and/ or biohazardous substances; (h) Equipment that has been repaired or used with any unauthorized or non-Stryker components or by an unauthorized or non-Stryker third party; or (i) any Services provided by the Stryker Medical division do not include batteries (unless stated in Stryker's quote), mattresses, disposable items, IV poles or rust or corrosion damage; Customer agrees to provide personal protective equipment ("PPE") to OnSite/Clinical Specialists. Notwithstanding anything else in this Addendum in the event Customer fails to provide appropriate industry-standard PPE to all OnSite Specialists, as determined in Stryker's sole discretion, then Stryker may immediately, in its sole discretion: (i) suspend the OnSite Specialist Coverage until Customer provides such PPE; or (ii) terminate the applicable Service.
9. **Indemnification.** Stryker shall indemnify Customer from any third party liability and/or damages which Customer suffers directly as a result of the gross negligence or willful misconduct of Stryker or its employees or agents in the course of providing Services. The foregoing indemnification will not apply to any liability arising solely from: (i) an injury or damage due to the negligence of any person other than Stryker's employee or agent; (ii) the failure of any person other than Stryker's employee or agent to follow any instructions outlined in the labeling, manual, and/or

instructions for use of the Equipment; (iii) the use of any equipment or part not purchased from Stryker or any equipment or any part thereof that has been modified, altered or repaired by any person other than Stryker's employee or agent; or (iv) any actions taken or omissions made by any Stryker employee while under the direction or control of Customer's staff. Customer agrees to hold Stryker harmless from and indemnify Stryker for any claims or losses or injuries arising from (i)-(iv) above resulting from Customer's or its employees' or agents' actions.

10. **Insurance.** Stryker shall maintain the following insurance coverage during the Term: (i) commercial general liability insurance, including coverage for products and completed operations liability, with limits of \$1,000,000.00 per occurrence and \$2,000,000.00 annual aggregate applying to Stryker's liability for bodily injury, personal injury, and property damage; (ii) automobile liability insurance with a combined single limit of \$1,000,000.00 each accident covering Stryker's use of owned, hired, and non-owned vehicles; and (iii) worker's compensation insurance as required by applicable law subject to statutory limits and employer's liability insurance with limits of \$1,000,000.00 each accident and/or \$1,000,000.00 each employee and policy limit for disease covering Stryker's employees. At Customer's written request, certificates of insurance shall be provided by Stryker prior to commencement of the Services at any premises owned or operated by Customer. Notwithstanding any other requirements within this Addendum to the contrary, to the extent allowed by applicable law or regulation, Stryker shall be permitted to meet the above insurance requirements through a program of self-insurance.
11. **Confidentiality.** Stryker and Customer: (i) shall hold in confidence this Addendum and any information and materials which are related to the business of the other or are designated as proprietary or confidential, herein or otherwise, or which a reasonable person would consider to be proprietary or confidential information; and (ii) hereby covenant that they shall not disclose such information to any third party without prior written authorization of the one to whom such information relates. The rights and remedies available to a Party hereunder shall not limit or preclude any other available equitable or legal remedies.
12. **Non-Solicitation and Non-Hire.** Customer agrees that, during the Term and for a period of one (1) year following Service, it will not solicit any employees of Stryker to terminate their employment with Stryker, unless Stryker consents in writing.
13. **Background Check.** Stryker warrants that all of its employees who will be on a Customer's premises to perform Services will have undergone a criminal background check as part of Stryker's hiring practice. The background check consists of the following:
  - a. Education verification, which includes a review of employee's submitted educational institutions to ensure proper accreditation;
  - b. Employment history verification;
  - c. SSN trace, including address history verification;
  - d. OFAC Watch List search, including a search of global terrorist and national drug trafficker lists;
  - e. FDA Debarment and Disqualified/Restricted List search;
  - f. OIG/HHS Exclusion List check;
  - g. EPLS/GSA Exclusion List check;
  - h. Criminal history search, including a National Criminal Database (NCD) search and a national sex offender registry search and a search of all jurisdictions where the employee has lived or worked during the last seven years; and
  - i. Motor vehicle check

During the Term, a Customer may request a meeting with Stryker to review the performance, behavior or expectations of Stryker service personnel who are assigned to provide service at Customer's facility. Any Stryker service personnel who willingly and knowingly violate Customer's rules, regulations, procedures, or policies may be removed from Customer's facility at Customer's option and will be replaced by Stryker promptly.

14. **Independent Contractor.** The relationship between the Parties is that of independent contractors. It is mutually agreed that Stryker is at all times acting and performing as an independent contractor with respect to Customer, and nothing is intended nor shall be construed to create an employer/employee relationship between Stryker and Customer. It is agreed that any person employed by Stryker to perform hereunder shall not be deemed to be an employee of Customer, and Stryker and Stryker's employees, agents or representatives shall not be, or represent themselves to be, officers, employees, agents or representatives of Customer.
15. **Miscellaneous.** No Party shall be liable for failure of or delay in performing obligations set forth in this Addendum, and no Party shall be deemed in breach of its obligations, if such failure or delay is due to natural disasters or any causes reasonably beyond the control of such Party. This Addendum shall be governed by and construed in accordance with the laws of the State of Michigan and the Parties consent and agree that any and all litigation arising from this Addendum will be conducted by state or federal courts located in the State of Michigan. This Addendum shall inure to the benefit of, and be binding upon, Customer and Stryker and their respective successors and assigns. Neither Party may assign any of its rights or obligations under this Agreement without the prior written consent of the other Party. Any purported assignment in violation of the preceding sentence will be void. This Agreement constitutes the entire agreement between the Parties concerning the subject matter of this Agreement and supersedes all prior negotiations and agreements between the Parties concerning the subject matter of this Addendum. In the event of an inconsistency or conflict between this Addendum and any purchase order, invoice, or similar document, this Addendum will control. The sections entitled Warranty and Limitation of Warranties, Indemnification, Limitation of Liability, Confidentiality and Miscellaneous of this Addendum shall survive its termination or expiration.

\*\*\*\*\*

**PURCHASE ORDER FORM**

Does the Customer require a PO# on invoices for payment?  No  Yes  
If yes, do not use this form.

Check box confirming BILL TO and SHIP TO on quote is accurate.

	<b>Customer # - 20158898</b>
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**Company Name** MIFFLIN TWP FIRE DEPT ADMIN

**Contact or Dept**

**Phone**

**Email**

<b>Stryker Quote #</b>	<b>Grand Total Amount</b>
11269306	\$12,810.20

**Authorized Customer:**

**Printed Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

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

Check box if anything attached

**\*Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services on the Stryker Quote.\***

**\*Service Terms and Conditions:**

The Terms and Conditions outlined in this quote, as well as any resulting Customer purchase order, are governed by the Terms and Conditions specified in the Terms Addendum to ProCare Medical Quote attached hereto. However, these Terms and Conditions do not apply if the Customer and Stryker are bound by a Master Service Agreement or by a separate written agreement that governs the purchase or sale of goods and/or services



**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: **wright, Allyson**  
Organization: **Stryker**  
Date: **3/13/2026 1:26:16 PM**

This search produced the following list of **19** possible matches:

<b>Name/Organization</b>	<b>Address</b>
Wright, Brenda	1051 McClaskey Road
Wright (AHRMS Management Company), Marcus	
Wright-Dunbar Technology Academy	122 Knox Avenue
Wright-Dunbar Technology Acadmey	122 Knox Avenue
Crane Run Construction	15589 Holman Rd.
Heights, Lekendalle	6020 Hammel
Industrial Hydraulics, Mr. Ron Baisden	108 S. 2nd St.
Kassim, Abdalla	2650 Willowgate Road
Lowring, Beverly	1804 Lee Street
Penix, Sally	
Penix, Sally	308 Burlington Rd.
Street, Andre	4101 Edgewood Drive
Street, Andre	649 Mesa Verde Dr.
Strickler, Ryan	
Strickling, Vivian	11755 Norbourne Dr., Apt. 1001
Total Deliverance Ministries	105 Spears Court
Urban Strategies & Solutions	850 Lincoln Avenue
Vierstra, Cy	35863 Huston Road
Vierstra, Cyril	68518 Bannock 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.

December 16, 2025

Mr. Thomas H. Lee, Deputy Fire Chief  
**Mifflin Township Division of Fire**  
400 West Johnstown Road, Suite 201  
Gahanna, Ohio 43230

**Re: 4301 Johnstown Road – Storage and Maintenance Facility - Proposal for Services**

Deputy Chief Lee:

Thank you for your time to meet with me to further discuss the above-referenced project. Based on our conversation, I have revised our initial proposal to incorporate the following scope into the overall programming and planning effort.

It is my understanding that the project is to include two free-standing buildings for fire department use on the +/- 3-acre parcel at the corner of Johnstown Road and Beecher Road. The first building is a 3 or 4-bay maintenance facility that will include offices, lockers room and toilet facilities for a projected staff of 3 or 4 people. The second building will be a 6-bay storage building. It is anticipated that both buildings will be pre-engineered metal buildings. The final size and layout of each building will be determined as part of the programming and site planning process.

Additionally, it is my understanding that you wish to incorporate a future expansion of the fire station to the north into the overall site plan. As discussed, our team can provide a high-level review of the existing building conditions and prepare and written and photographic summary of our findings. I have provided a separate alternate fee for this service.

This proposal is for the initial building programming and schematic design to outline the building requirements and illustrate the proposed building size and interior plan. These preliminary design documents will be used as the basis for the initial construction cost estimate for the project.

We will provide our services in coordination with the civil engineer, Advanced Civil Design, who will develop the preliminary site plan, utility plan and storm water plans for the site. Additionally, we will collectively meet with representatives of the City of Gahanna Planning Department to review the initial site and building plans to review the planning and zoning requirements for the site and will incorporate this information into the preliminary design.

***Scope of Professional Services:***

Ford & Associates Architects, Inc. (FAA) proposes to provide the following services on behalf of **Mifflin Township Division of Fire** (Client/Owner).

1. FAA shall meet with Client representatives to review the proposed building program. From this meeting FAA shall develop a written outline of the specific interior building and site requirements and shall provide the outline to the Owner for review.

Mr. Thomas Lee

**4301 Johnstown Road – Storage and Maintenance Facility - Proposal for Services**

December 16, 2025

Page 2

2. Based on the approved building(s) program outline, FAA shall develop a preliminary buildings plan Client review and comment. FAA shall modify the preliminary building plan to incorporate the Client's comments.
3. FAA shall review the City of Gahanna Zoning Code to identify the zoning regulations that may impact on the building and/or site design.
4. Based on the determination of the building size, FAA shall develop a preliminary site plan for Client review and comment. FAA shall modify the preliminary site plan to incorporate the Client's comments. A project phasing diagram will be provided.
5. FAA shall develop preliminary building elevations for each building for Client review and comment. FAA shall modify the building elevations based on the Client's comments.
6. FAA shall provide Advanced Civil Design an electronic drawing file of the proposed building and site plan for their use to develop a preliminary site dimensional plan, grading plan, utility plan and stormwater plan.
7. FAA, in collaboration with Advanced Civil Design, shall meet with representatives of the Gahanna Planning Department to review the preliminary building and site plans. FAA will incorporate any specific planning department comment into the preliminary design documents.
8. Preliminary Construction Cost Estimates: FAA will coordinate the development of a preliminary construction cost estimate with a local general contractor. FAA will provide the contractor the preliminary design documents and a written project narrative to outline the estimated building utilities, heating and cooling requirements and other key building requirements to assist in the cost estimating process.
9. FAA and the selected general contractor will meet with the Client to review the preliminary construction cost estimate.
10. If requested as a separate fee, FAA shall provide one (1) three-dimensional rendering of the proposed building addition. See separate fee below.

**Professional Fees:**

We propose to provide the architectural services outlined above at our standard hourly rates with an estimated maximum fee of \$12,280.00.

Cost Estimating Services: I would anticipate the cost from a general contractor to develop a preliminary cost estimate to be \$4,500 to \$5,000.

If requested, we will prepare a high-level existing condition report of the existing fire station to the north at our standard hourly rates with an estimated maximum fee of \$5,200.00

If requested, one (1) three-dimensional rendering will be provided at a rate of \$900.00.

Reimbursable expenses and charges for printing, site visits, overnight courier, reproduction, and delivery will be billed in addition to the professional fees specified at the rate of 1.10 times the amounts paid by consultant. Travel expenses for all site visits will be billed at the current IRS reimbursement rate.

**Authorization:**

If the described scope of services and associated fees are consistent with your understanding of what is required for the project, please sign below, and return one copy of this proposal for our records.

The signature below indicates authorization for Ford & Associates Architects, Inc. to proceed with the services described above and the Client agrees to pay for all expenses and fees incurred in the completion of the described services.

We look forward to being of assistance to you on this project.

Sincerely,  
**FORD & ASSOCIATES ARCHITECTS, INC.**

Accepted by:  
**Mifflin Township Division of Fire**

Mark P. Ford  
 Architect, NCARB

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Printed Name Date

CC: File

Hourly Billing Rates – Architectural Services	\$/Hour
Principal	245
Project Architect	225
Staff Level 1	195
Staff Level 2	175
Staff Level 3	140
Staff Level 4	120
Clerical	60

**Exclusions:**

1. The following items and services are specifically excluded from the scope of this proposal:
  - a. Application Fees.
  - b. Public notices.
  - c. Civil Engineering.
  - d. Structural Engineering.
  - e. MEP Engineering.
  - f. Landscape Architecture.
  - g. Three-dimensional photorealistic renderings.
  - h. Geotechnical report and testing.
  - i. Environmental reports and testing.
  - j. Cost estimating services (by a selected general contractor).

**Standard Terms and Conditions:**

1. Unless otherwise provided this Agreement shall be governed by the laws of the State of Ohio.
2. **Ownership of Documents:** Architect and Client acknowledge that all reports, drawings, specifications, computer files, field data drawings, specifications and other similar documents are instruments of professional service and not products. All instruments of service shall remain the property of the Architect. The Architect shall retain all common law, statutory and other reserved rights, including, without limitation, the copyrights thereto. The Architect shall deliver to the Client one (1) electronic (read-only) and one (1) hard copy of construction documents prepared by the Architect. The Client shall be entitled to use these materials for this specific project only and these documents shall not be re-used or distributed without the written consent

of the Architect. The re-use of these documents, either hard copy or electronic, for any other project by the Client or another Architect is strictly prohibited. The Client recognizes that the instruments of service shall not be reused for additions, modifications, or renovations on this Project without the evaluation of the documents in relation to applicable codes and standards by a legally competent agent of the Client. In return for the Architect's release of use of the instruments of service, the Client agrees to waive any claim against the Architect and consultants to the Architect and defend, indemnify, and hold the Architect and consultants to the Architect harmless from any claim or liability for injury or loss allegedly arising from reuse of the Architect's and consultants to the Architect design or instruments of service.

3. **Standard of Care:** In providing services under this Agreement, the Architect shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality.
4. **Coordination of Documentation:** The Architect shall exercise reasonable care and skill in review of all drawings and design documents related to the project, including the documents prepared by the consultants to the Client. The Architect shall be entitled to rely on the accuracy, timeliness and completeness of such services and information. The Architect shall not be responsible for the accuracy, completeness, technical quality, or timeliness of documents prepared by others not under direct contract to the Architect.
5. **Interpretation of Codes:** In performing professional services, the Architect shall exercise the generally accepted standard of care in the identification and interpretation of applicable codes, laws, regulations, and standards. Changes in Laws and Regulations after the execution of this Agreement that were not known or reasonably foreseeable affecting the cost or time of performance may be the subject of a change order.
6. **Limitation of Liability:** In recognition of the relative risks and benefits of the Project to both the Client and the Architect, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law and notwithstanding anything to the contrary in this Agreement, to limit the liability of the Architect to the Client for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Design Professional to the Client shall not exceed the Design Professionals total fee for architectural services rendered on this Project. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.
7. **Definitions:** Definitions and Terms used in this agreement shall have the same meaning and intent as the definitions and terms in standard AIA agreements.
8. **Reimbursable Expenses:** Reimbursable expenses and charges for printing, travel, overnight courier, reproductions, and delivery will be billed in addition to the professional fees specified at the rate of 1.10 times the amounts paid by consultant. Travel expenses for all job meetings, site visits and regulations meetings will be billed at the current IRS reimbursement rate.
9. **Owner/Client's Consultants:** In contracts with its consultants, the Client shall require that the consultant's services, whether performed directly by a consultant or by its sub-consultants, shall be performed by qualified professionals licensed as may be required by applicable law to perform such services in the jurisdiction where the Project is located.

10. **Testing and Inspections:** Unless otherwise provided in this Agreement, the Client shall furnish tests, inspections and reports required by law or the Contract Documents, addressing such issues as structural, mechanical, chemical, air and water pollution, and hazardous materials. All testing and inspections services are excluded from the scope of this Agreement.
11. **Invoices:** Professional services will be billed monthly and shall be due and payable by the Client within 30 days from the date of invoice. Invoices not timely paid will be charged interest at the rate of 1.5% per month. Consultant may suspend services if payment is not received when due.
12. The Client confirms that Architect has not offered any fiduciary service to the Client and no fiduciary responsibility shall be owed to the Client by the Architect as a consequence of entering into the Agreement with the Client.
13. **Termination:** In the event of termination of this Agreement by either party, the Client shall within thirty (30) calendar days of termination pay the Architect for all services rendered and all reimbursable costs incurred by the Architect up to the date of termination, in accordance with the payment provisions of this Agreement. The Client may terminate this Agreement for the Client's convenience and without cause upon giving the Architect not less than seven (7) calendar days' written notice.
14. **Termination:** Either party may terminate this Agreement for cause upon giving the other party not less than seven (7) calendar days' written notice for any of the following reasons:
  - a. Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party;
  - b. Assignment of this Agreement or transfer of the Project by either party to any other entity without the prior written consent of the other party.
  - c. Suspension of the Project or the Architect's services by the Client for more than ninety (90) calendar days, consecutive or in the aggregate;
  - d. Material changes in the conditions under which this Agreement was entered into the Scope of Services or the nature of the Project and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

In the event of any termination that is not the fault of the Consultant, the Client shall pay the Consultant, in addition to payment for services rendered and reimbursable costs incurred, for all expenses reasonably incurred by the Consultant in connection with the orderly termination of this Agreement, including but not limited to demobilization, reassignment of personnel, associated overhead costs and all other expenses directly resulting from the termination.
15. **Suspension of Services:** The Architect may suspend services if the Client fails to make payments to the Architect in accordance with this Agreement. If the Architect elects to suspend services, the Architect shall give the Client seven days written notice. In the event of suspended services, the Architect shall have no liability for delays or damages caused to the Client caused by the suspension of services.
16. **Mediation:** Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is subject of a lien arising out of the Consultant's services, the Consultant may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

The Client and Architect shall endeavor to resolve claims, disputes, and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall

be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering this mediation. The request may be made concurrently with the filing of a compliant or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

17. **Third-Party Beneficiaries:** Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Architect. The Architect's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Architect because of this Agreement or the performance or nonperformance of services hereunder. The Client and Architect agree to require a similar provision in all contracts with contractors, subcontractors, sub-consultants, vendors, and other entities involved in this Project to carry out the intent of this provision.
18. **Consequential Damages:** The Client and the Architect waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with the Agreement.
19. Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and applicable statutes of limitations shall commence to run no later than either the date of Substantial Completion for acts or failures to act occurring prior to Substantial Completion or the date of issuance of the final Certificate of Payment for acts or failure to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when the Architect's services are substantially completed.
20. The Client and Architect, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to the Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither the Client nor Architect shall assign this Agreement without written consent of the other, except that the Client may assign this Agreement to an institutional lender providing financing for the project. In such event, the lender shall assume the Client's rights and obligations under this Agreement. The Architect shall execute all reasonably required consents to facilitate such assignment.
21. If the Client requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review and negotiation at least 14 days prior to the requested dates of execution. The Architect shall not be required to execute certificates that would require knowledge, services, or responsibilities beyond the scope of this Agreement. With respect to such certifications, the Architect and the Architect's consultants shall certify that to the best of their knowledge, information and belief the documents or services to which such

Mr. Thomas Lee

**4301 Johnstown Road – Storage and Maintenance Facility - Proposal for Services**

December 16, 2025

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certifications pertain (a) are consistent with the Project Criteria provided to the Architect by the Client except to the extent specifically identified in such certificate, (b) comply with applicable professional practice standards, and (c) comply with applicable laws, ordinances, codes, rules and regulations governing the design of the Project. The Client shall be entitled to rely upon the representations and statements contained in such certifications.

22. Unless otherwise provided in this Agreement, the Architect and Architect's consultants shall have no responsibility for the discovery, presence, handling, removal, or disposal of or exposure of persons to hazardous materials in any form at the Project site.



March 9, 2026

**VIA US MAIL AND E-MAIL**

The Board of Trustees of Mifflin Township  
Attn: Brian P. Dunlevy and Tom H. Lee  
400 West Johnstown Road, Suite 200  
Gahanna, OH 43230  
Email: [dunlevyb@mifflin-oh.gov](mailto:dunlevyb@mifflin-oh.gov) and [leet@mifflin-oh.gov](mailto:leet@mifflin-oh.gov)

With a copy to:

Greenberg Traurig, LLP  
Attn: Diane D. Reynolds  
500 Campus Drive, Suite 400  
Florham Park, NJ 07962

Re: March 10, 2025 – Commercial Real Estate Purchase Contract for 9.107 +/- Acres and First Amendment dated March 3, 2025 (collectively, the “Contract”) for Franklin County Tax Parcels 191-000046-00 and 191-000047-00

Dear Brian and Tom:

Pursuant to Paragraph 17 of the Contract, the Buyer hereby notifies you of its election to extend the Buyer’s contingencies for the first of two 60-day extension periods, expiring May 11, 2026. A check in the amount of \$20,000.00 will be sent to Talon Title Company as an Additional Deposit, as defined in the Contract.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Joe Thomas", is written over a faint background map of a residential or commercial development. The signature is fluid and cursive.

Joe Thomas

Enc.