

# RECORD OF PROCEEDINGS

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

OPS Center, 400 W Johnstown Rd, Gahanna OH 43230

**Held**

**April 21,**

**2026**

## I. CALL TO ORDER

At 1:00 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, Police Chief Briggs (arrived at 1:28 p.m.) Service Director Roger Boggs, and Asst. Fiscal Officer Cynthia Lampkins.

Guests present: Amy DeLong and Lars Larson

## IV. EXECUTIVE SESSIONS

At 1:00 p.m., Mr. Cavener moved to go into an Executive Session per ORC §121.22 (G)(1) to consider the discipline of a public employee. Mr. Angelou seconded.

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

In attendance for the Executive Session were Chair Kevin Cavener, Vice Chair Jamie Leeseberg, Trustee Richard Angelou, Fiscal Officer Darlene Wildes, Fire Chief Brian Dunlevy, Service Director Roger Boggs, and Assistant Fiscal Officer Cynthia Lampkins.

At 1:25 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			

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At 1:26 p.m., Mr. Cavener moved to go into an Executive Session per ORC §121.22 (G)(1) to consider the employment of a public employee. Mr. Leeseberg seconded.

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

In attendance for the Executive Session were Chair Kevin Cavener, Vice Chair Jamie Leeseberg, Trustee Richard Angelou, Fiscal Officer Darlene Wildes, Fire Chief Brian Dunlevy, Police Chief David Briggs, Service Director Roger Boggs, and Assistant Fiscal Officer Cynthia Lampkins.

At 1:28 p.m., Mr. Cavener moved to exit the Executive Session and enter into regular session. Mr. Leeseberg seconded.

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

## V. PROCLAMATION

April 21, 2026 was proclaimed Monarch Pledge Day. Although no vote was required for this item, a vote was taken, however.

Mr. Cavener moved to proclaim April 21, 2026 as Monarch Pledge Day. Mr. Leeseberg seconded.

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

Mr. Leeseberg will provide Becky Swingle, Administrative Communications Coordinator, with information for posting to the Township website. Mr. Leeseberg donated milkweed seeds for planting on the township property.

## VI. PUBLIC COMMENTS

Mr. Larson said he is having difficulty obtaining police reports and assistance when needed. His calls are being redirected between Mifflin Township and Franklin County. Mr. Cavener stated that the Franklin County Sheriff's Office will respond only to high-priority calls when Mifflin Police are unavailable. Office

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hours were noted as Monday through Friday, 8:00 a.m. to 4:00 p.m. It was also mentioned that assistance with future levy outreach to neighboring residents this fall would be beneficial. Police Chief Briggs offered direct contact via cell phone if office calls are not returned. Mr. Larson asked about using earned income tax instead of property taxes. Mr. Leeseberg stated that income tax collection is not permitted under the Revised Code unless there is a JEDD or JEDZ arrangement with an incorporated municipality, such as the City of Columbus or the City of Gahanna.

## VII. **CONSENT AGENDA**

Approval of **Minutes**: April 6, 2026, Regular Meeting

### **Resolution 71-26**

Approval of **Warrants** of 4/3/2026 – 4/17/2026

Approval of **Consent Agenda**

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

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

## VIII. **CORRESPONDENCE**

None

## IX. **NEW BUSINESS**

### **Resolution 72-26 (Fiscal)**

Authorize a compensation change for Abriona Hill, effective April 13, 2026

Mr. Leeseberg moved to approve **Resolution 72-26**. Mr. Cavener seconded.

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

### **Resolution 73-26 (Police)**

Approve the job description for the position of Senior Officer/Officer-In-Charge

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Mr. Cavener moved to approve **Resolution 73-26**. Mr. Angelou seconded.

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

## **Resolution 74-26 (Fire)**

Approve the hiring of a Part-time Janitorial Specialist.

Mr. Leeseberg moved to approve **Resolution 74-26**. Mr. Cavener seconded.

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

## **Resolution 75-26 (Fire)**

Approve the hiring of a Part-time Human Resource Generalist.

Mr. Leeseberg moved to approve **Resolution 75-26**. Mr. Angelou seconded.

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

## **X. OLD BUSINESS**

### **Resolution 64-26 (Police) – Tabled from the April 6, 2026 Meeting**

Approved construction work for the police department building by Alexander's Affordable Construction LLC department, in the amount of \$34,614 (20% contingency included)

Mr. Leeseberg moved to approve Resolution **64-26**. Mr. Angelou seconded.

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

## **XI. UNSCHEDULED BUSINESS**

None

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## XII. DEPARTMENT REPORTS/TRUSTEE COMMENTS

### **Fiscal Department – Updates**

Fiscal Officer Wildes distributed information on property tax issues via e-mail. Fiscal Officer Wildes will be resigning from the City of Columbus effective April 30, 2026.

### **Human Resources – No Report**

### **Service Department/Code Enforcement – No Report, Updates**

Right-of-way vacating at the dead end of Aberdeen Avenue in Leonard Park was discussed. Right-of-way paperwork has been received from the County Commissioners and County Engineer. The Township will pass its own resolution at the next meeting and then return the documentation to the County Engineer to complete the process.

New equipment (mini excavator) was received to support road work and serve as a backup for digging.

Service staff to attend training at Franklin County fairgrounds with the Central Ohio Damage Prevention Council (excavation/utility damage prevention focus). Certification training is scheduled for September 17<sup>th</sup> for new excavating laws coming into effect.

### **Police – See Report**

The Chief has completed range qualification and certification, enabling firearms qualification to be conducted in-house and generating cost savings for the Township, and plans to attend a less-lethal instructor's course in May.

### **Division of Fire – See Report**

### **IT – No Report**

### **Trustees**

Mr. Leeseberg discussed planning a proclamation recognizing Gahanna student Kael Clous for achieving Bowling State Champion honors. During the meeting, it was noted that the boys team finished fourth place at the state level. After the meeting, it was clarified that the girls team finished as state runner-up, earning second place.

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**XIII. ADJOURNMENT**

At 2:22 p.m., Mr. Leeseberg moved to adjourn the meeting. Mr. Cavener 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, April 21, 2026, 1:00 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. EXECUTIVE SESSION**

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

**V. EXECUTIVE SESSION**

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

**VI. PROCLAMATION**

- April 21, 2026 proclaimed Monarch Pledge Day

**VII. PUBLIC COMMENTS**

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

**VIII. APPROVAL OF CONSENT AGENDA**

- Approval of Minutes:
  - April 6, 2026, Regular Meeting
- **Resolution 71-26 (Fiscal)** Warrants of 4/3/2026 – 4/17/2026

**IX. CORRESPONDENCE**

**X. NEW BUSINESS**

**Resolution 64-26 (Police) (Tabled from 4/6/2026 meeting)**

Approve construction work for the police department building by Alexander's Affordable Construction LLC department, in the amount of \$34,614 (20% contingency included)

Kevin J. Cavener, Chair • Jamie D. Leeseberg, Vice Chair • Richard J. Angelou, Trustee • Darlene Wildes, Fiscal Officer

**Resolution 72-26 (Fiscal)**

Authorize a Compensation Change for Abriona Hill, Effective 4/13/2026

**Resolution 73-26 (Police)**

Approve the job description for the position of Senior Officer/Officer-In-Charge

**Resolution 74-26 (Fire)**

Approve the hiring of a Part-time Janitorial Specialist

**Resolution 75-26 (Fire)**

Approve the hiring of a Part-time Human Resource Generalist

**XI. OLD BUSINESS**

**XII. UNSCHEDULED BUSINESS**

**XIII. DEPARTMENT REPORTS/TRUSTEE DISCUSSION**

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

**XIV. ADJOURNMENT**

**Reminders**

1. Monday, May 4, Regular Trustees Meeting, 10:00 a.m., OPS Center
2. May 10-16 – National Police Week
3. May 17-23 – National EMS Week
4. Tuesday, May 19, Regular Trustees Meeting, 1:30 p.m., OPS Center
5. Monday, May 25 – Township Offices Closed – Memorial Day Holiday

**PROCLAMATION**

**Mifflin Township - Monarch Pledge Day**

**WHEREAS**, the monarch butterfly is an iconic North American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions of Americans; and

**WHEREAS**, the monarch butterfly, with its bright orange wings and contrasting black and white markings, is one of the most iconic and most studied butterflies in North America, and is widely admired for its beauty; and

**WHEREAS**, both the western and eastern monarch populations have seen significant declines with less than one percent of the western monarch population remaining, while the eastern population has fallen by as much as ninety percent; and

**WHEREAS**, MIFFLIN TOWNSHIP recognizes that human health ultimately depends on well-functioning ecosystems and that biodiverse regions can better support food production, healthy soil and air quality and can foster healthy connections between humans and wildlife ; and

**WHEREAS**, cities, townships and counties have a critical role to play to help save the monarch butterfly, and MIFFLIN TOWNSHIP is striving to become a leader; and

**WHEREAS**, MIFFLIN TOWNSHIP has committed to planting native milkweed and nectar sources to support the monarch and other pollinators at township-owned facilities; and

**WHEREAS**, every resident of MIFFLIN TOWNSHIP can make a difference for the monarch by planting native milkweed and nectar plants to provide habitat for the monarch and pollinators in locations where people live, work, learn, play, and worship; and

**WHEREAS**, MIFFLIN TOWNSHIP, has committed to providing educational information to the community and encourage all residents to participate in community activities that support and celebrate pollinator protection; and

**NOW, THEREFORE, THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO**, does hereby proclaim April 21, 2026 as

**Mifflin Township - Monarch Pledge Day**

and encourages all residents to participate in community activities that support and celebrate monarch butterfly conservation.

Signed April 21, 2026



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

\_\_\_\_\_  
James Leeseberg, Vice Chair

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

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

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**April 6,**

**2026**

**I. CALL TO ORDER**

At 10:01 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, Vice Chair Jamie Leeseberg, Trustee Richard Angelou, and Fiscal Officer Darlene Wildes.

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

Guests present: Gahanna Lincoln High School Student & State Wrestling Champion KyLee Tibbs along with her mother.

**IV. PROCLAMATION**

April 6, 2026 proclaimed Mifflin Township KyLee Tibbs Day

**V. PUBLIC COMMENTS**

None

**VI. CONSENT AGENDA**

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

**Resolution 59-26**

Approval of **Warrants** of 3/14/2026 – 4/2/2026

Approval of **Consent Agenda**

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

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

**VII. CORRESPONDENCE**

None

**VIII. NEW BUSINESS**

**Resolution 60-26 (Service)**

Approve Vector Disease Control 2024-2026 Contract Renewal (Final Year) for township mosquito management services in the amount of \$13,701.75

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Mr. Angelou moved to approve **Resolution 60-26**. Mr. Cavener seconded.

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

## **Resolution 61-26 (Service)**

Approve the purchase of a 2024 Kobelco SK35SR-7 Mini Excavator (new) from Southeastern Equipment Company in the amount of \$59,763

Mr. Angelou moved to approve **Resolution 61-26**. Mr. Leeseberg seconded.

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

## **Resolution 62-26 (Code Enforcement)**

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

1.	2170 Aberdeen Ave	Trash	\$300.00
2.	2170 Aberdeen Ave (Parcel) – 2549 Perdue Ave	Trash	\$300.00
3.	2100 Aberdeen Ave	Trash	\$300.00

Mr. Angelou moved to approve **Resolution 62-26**. Mr. Leeseberg seconded.

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

## **Resolution 63-26 (Police)**

Approve a conditional offer of employment to applicant Amber Blackburn for Full-time Police Officer

Mr. Cavener moved to approve **Resolution 63-26**. Mr. Leeseberg seconded.

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

## **Resolution 64-26 (Police)**

Approve construction work for the police department building by Alexander's Affordable Construction LLC department, in the amount of \$34,614 (20% contingency included)

- \$18,995 – new flooring and patching/painting of walls throughout building
- \$ 9,850 – repairs to new addition, including insulation, heat ducts, cracks in flooring

Mr. Cavener moved to **Table Resolution 64-26** for discussion at a future meeting.  
Mr. Leeseberg seconded the motion.

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

## **Resolution 65-26 (Police)**

Approve Officer Brooke Darnell be appointed to the newly created Senior Officer/OIC position, to include a pay increase of one dollar \$1.00/hr., and effective on April 12, 2026

Mr. Cavener moved to approve **Resolution 65-26**. Mr. Angelou seconded.

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

## **Resolution 66-26 (HR)**

Approve New Positions & Job Descriptions – HR Generalist, Fleet Mechanic Manager, Fleet Mechanic I & II, Janitorial Specialist

Mr. Cavener moved to approve **Resolution 66-26**. Mr. Leeseberg seconded.

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

## **Resolution 67-26 (Fire)**

Approve the annual Engineered Temperature Solutions (ETS) HVAC Agreement for 2026 in the amount of \$33,000

Mr. Cavener moved to approve **Resolution 67-26**. Mr. Angelou seconded.

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

## **Resolution 68-26 (Fire)**

Approve the annual Vector Solutions Software Licensing Agreement for 2026 in the amount of \$24,000

Mr. Cavener moved to approve **Resolution 68-26**. Mr. Leeseberg seconded.

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

## **Resolution 69-26 (Fire)**

Approve Tax Incentive Review Council (TIRC) Representatives – Trustee Kevin Cavener & Fiscal Officer Darlene Wildes

Mr. Cavener moved to approve **Resolution 69-26**. Mr. Angelou seconded.

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

## **Resolution 70-26 (Fire)**

Approve Salary & Compensation Policy Change

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Mr. Cavener moved to approve **Resolution 70-26**. Mr. Angelou seconded.

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

## IX. OLD BUSINESS

An employee from the Ohio Department of Youth Services (ODYS) requested permission to park both a private and a government-issued vehicle in the parking lot. The private vehicle will park during daytime hours and the government-issued vehicle during evenings and weekends. Chief Dunlevy will have the ODYS employee complete the required form and waiver.

Mr. Cavener moved to approve. Mr. Leeseberg seconded. With a majority yes vote, motion carried. Chief Dunlevy will present a Resolution for approval at the next Board meeting.

## X. UNSCHEDULED BUSINESS

None

## XI. DEPARTMENT REPORTS/TRUSTEE COMMENTS

### **Fiscal Department – Updates**

The Fiscal Officer presented copies of the 1<sup>st</sup> Quarter Statement of Cash from Revenue and Expense, and a comparison of 1<sup>st</sup> Quarter 2025 and 1<sup>st</sup> Quarter 2026 Revenue and Expenses.

### **Human Resources – No Report**

Chief Dunlevy to schedule interviews on April 10, 2026, for the HR Generalist part-time position.

### **Service Department/Code Enforcement – See Report**

The Fiscal Officer reported that Rumpke Trash Pickup and Recycling Services implemented a rate increase effective January 1<sup>st</sup>, 2026, but did not begin charging customers the new rate until recently. Residents may see higher charges and possible retroactive billing. Questions will be directed to Rumpke.

### **Police – No Report**

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## **Division of Fire – See Report**

Step Increase Language – Effective at the beginning of the first full pay period following the effective date. If the effective date coincides with the start of a full pay period, the change will be effective in that pay period.

## **IT – No Report**

The State requested a progress update on the network security grant. The requested information was submitted, and confirmation of receipt was received. The Fire Department is charging the RCOG approximately \$7,200-\$7,300 for Quarter 1 IT services. Efforts are ongoing to ensure employees complete their required cybersecurity training and that compliance remains up to date.

## **Trustees**

Chair Cavener noted that informational materials regarding the proposed abolition of property tax in Ohio will be posted on the Township website. Trustee Angelou noted that springtime is on the horizon.

Vice Chair Angelou will contact a representative from the Gahanna City Council to determine whether informational content regarding the proposed abolition of property tax in Ohio will be posted on Gahanna’s website.

A reminder was given regarding the Monarch Pledge Day Proclamation to be read on April 21, 2026. The Service Department will assist with planting milkweed and information will be posted to the Township’s website and social media outlets.

## **XII. ADJOURNMENT**

At 10:55 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 #71-26**

**ACCEPTING WARRANTS**

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

**NOW, THEREFORE BE IT RESOLVED BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES, 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: 4/3/2026 to 4/17/2026

As Of Check Cashed Date: 4/3/2026 to 4/17/2026

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>								
0000352253	04/03/2026	WEX Health, Inc.	WEX Health, Inc.	Check	Outstanding		\$0.00	\$222.50
0000352254	04/03/2026	Atlantic -Finley Fire	Atlantic Emergency Solutions	Check	Outstanding		\$0.00	\$2,555.73
0000352255	04/03/2026	Best One Tire & Ser	BestOne Tire & Service,	Check	Outstanding		\$0.00	\$8,344.10
0000352256	04/03/2026	Coughlin	Coughlin	Check	Outstanding		\$0.00	\$204.95
0000352257	04/03/2026	Coverall NA	Coverall North America Inc.	Check	Outstanding		\$0.00	\$478.00
0000352258	04/03/2026	Delta Dental Insura	Delta Dental	Check	Outstanding		\$0.00	\$11,675.06
0000352259	04/03/2026	eMazzanti	eMazzanti Technologies	Check	Outstanding		\$0.00	\$2,537.40
0000352260	04/03/2026	GOODYEAR	Goodyear Auto Service Center	Check	Outstanding		\$0.00	\$1,670.48
0000352261	04/03/2026	IBS	INTERSTATE BATTERIES	Check	Outstanding		\$0.00	\$401.90
0000352262	04/03/2026	OE Meyer Co	OEMeyer Co.	Check	Outstanding		\$0.00	\$833.41
0000352263	04/03/2026	CFRW	The Center for Resilience & Wellness	Check	Outstanding		\$0.00	\$1,500.00
0000352264	04/03/2026	ZEP	ZEP Sales & Services	Check	Outstanding		\$0.00	\$1,037.62
0000352265	04/03/2026	FOP Deduction	Fraternal Order Of Police-Financial Secy.	Check	Outstanding		\$0.00	\$140.00
0000352266	04/03/2026	IAFF Deduction	Mifflin Twp. Local IAFF 2818	Check	Outstanding		\$0.00	\$1,680.00
0000352267	04/10/2026	APA Benefits, Inc	APA Benefits, Inc	Check	Outstanding		\$0.00	\$80.85
0000352268	04/10/2026	Atlantic -Finley Fire	Atlantic Emergency Solutions	Check	Outstanding		\$0.00	\$4,368.48
0000352269	04/10/2026	BranhamSign Comp	Branham Sign Company Inc	Check	Outstanding		\$0.00	\$11.52
0000352270	04/10/2026	City of Columbus -	City of Columbus	Check	Outstanding		\$0.00	\$4,814.22
0000352271	04/10/2026	Coughlin	Coughlin	Check	Outstanding		\$0.00	\$879.46
0000352272	04/10/2026	Elite Fire Service	Elite Fire Service, LLC	Check	Outstanding		\$0.00	\$105.00
0000352273	04/10/2026	Eng Temp Sol	Engineered Temperature Solutions	Check	Outstanding		\$0.00	\$2,095.72
0000352274	04/10/2026	Franklin Co Sheriff	Franklin County Sheriff's Office	Check	Outstanding		\$0.00	\$15.99
0000352275	04/10/2026	FYDA Freightliner	FYDA Freightliner Columbus, INC.	Check	Outstanding		\$0.00	\$454.45
0000352276	04/10/2026	IP Pathways	IP Pathways (Sophisticated Systems)	Check	Outstanding		\$0.00	\$3,030.54
0000352277	04/10/2026	NCPI	North Coast Polytechnic Institute Inc	Check	Outstanding		\$0.00	\$2,100.00
0000352278	04/10/2026	OhioHealth WorkHe	OhioHealth Employer Services/Work Health	Check	Outstanding		\$0.00	\$213.00
0000352279	04/10/2026	Phillips Oil	Phillips Oil Co of OH	Check	Outstanding		\$0.00	\$267.30
0000352280	04/10/2026	Sedgwick/York/CAR	Sedgwick	Check	Outstanding		\$0.00	\$6,490.00
0000352281	04/10/2026	The Hartford	The Hartford	Check	Outstanding		\$0.00	\$7,241.09
0000352282	04/10/2026	Water Works	The Waterworks	Check	Outstanding		\$0.00	\$325.00
0000352283	04/10/2026	TRUGREEN Leisur	Trugreen	Check	Outstanding		\$0.00	\$69.28
0000352284	04/10/2026	TRUGREEN Leisur	Trugreen	Check	Outstanding		\$0.00	\$54.01
0000352285	04/10/2026	Vector	Vector Disease Control International, LLC	Check	Outstanding		\$0.00	\$3,274.06
0000352286	04/10/2026	VSP Insurance	VSP Insurance	Check	Outstanding		\$0.00	\$2,619.44
0000352287	04/17/2026	WEX Health, Inc.	WEX Health, Inc.	Check	Outstanding		\$0.00	\$212.50

**As Of Check Cashed Date: 4/3/2026 to 4/17/2026**

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0000352288	04/17/2026	Atlantic -Finley Fire	Atlantic Emergency Solutions	Check	Outstanding		\$0.00	\$3,410.40
0000352289	04/17/2026	Central Ohio Hydra	Central Ohio Hydrant Repair & Install	Check	Outstanding		\$0.00	\$3,881.00
0000352290	04/17/2026	Eng Temp Sol	Engineered Temperature Solutions	Check	Outstanding		\$0.00	\$2,620.00
0000352291	04/17/2026	IAFF Deduction	Mifflin Twp. Local IAFF 2818	Check	Outstanding		\$0.00	\$1,680.00
0000352292	04/17/2026	OhioHealth WorkHe	OhioHealth Employer Services/Work Health	Check	Outstanding		\$0.00	\$140.00
0000352293	04/17/2026	SOUTHEASTERN	Southeastern Equipment Co., Inc.	Check	Outstanding		\$0.00	\$59,763.00
0020260213	04/07/2026	MED MUTUAL Insu	Medical Mutual Of Ohio	EFT	Outstanding		\$0.00	\$242.64
0020260214	04/09/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$929.44
0020260215	04/08/2026	7 Eleven Speedway	Wex Bank	EFT	Outstanding		\$0.00	\$10,136.51
0020260216	04/10/2026	5th-3rd-Bank Servic	Fifth Third Bank-Central Ohio	EFT	Outstanding		\$0.00	\$977.81
0020260217	04/09/2026	Granite	Granite Telecommunications	EFT	Outstanding		\$0.00	\$1,371.20
0020260218	04/10/2026	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$147.00
0020260219	04/10/2026	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$108.00
0020260220	04/10/2026	Columbia Gas	Columbia Gas	EFT	Outstanding		\$0.00	\$646.40
0020260221	04/13/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$633.11
0020260222	04/13/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$356.14
0020260223	04/13/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$552.54
0020260224	04/13/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$905.35
0020260225	04/13/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$303.18
0020260226	04/13/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$0.50
0020260227	04/13/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$0.50
0020260228	04/13/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$0.50
0020260229	04/13/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$0.50
0020260230	04/13/2026	Gahanna Water	City of Gahanna	EFT	Outstanding		\$0.00	\$0.50
0020260231	04/14/2026	Cintas	Cintas	EFT	Outstanding		\$0.00	\$898.33
0020260232	04/14/2026	Columbus Storm W	Columbus City Water	EFT	Outstanding		\$0.00	\$438.89
0020260233	04/14/2026	MM Self-Insured Ins	Medical Mutual Self-Insured	EFT	Outstanding		\$0.00	\$288.70
0020260234	04/15/2026	AEP	American Electric Power	EFT	Outstanding		\$0.00	\$24.30
01. A/P BANK - 5/3 Bank A/P Total:							\$0.00	\$162,459.50
Grand Total:							\$0.00	\$162,459.50

**RESOLUTION #64-26**

**Approve the Expenditure of \$34,614 with Alexander’s Affordable Construction LLC  
for Construction and Repairs to the Police Department Building**

**WHEREAS**, the Police Department building requires interior and structural improvements to maintain a safe, functional, and professional working environment; and

**WHEREAS**, Alexander’s Affordable Construction LLC has submitted a proposal for construction work divided into two projects to address the work needed; and

**WHEREAS**, project one includes new flooring throughout the police building as well as patching and painting of walls, at a cost of Eighteen Thousand Nine Hundred Ninety-Five Dollars (\$18,995) for materials and labor; and

**WHEREAS**, project two includes repairs to the building’s new addition, consisting of insulation installation, heat duct work, and repairs to flooring cracks, at a cost of Nine Thousand Eight Hundred Fifty Dollars (\$9,850) for materials and labor; and

**WHEREAS**, the total cost of the proposed construction work is Thirty-four Thousand Six Hundred Fourteen Dollars (\$34,614) and includes a twenty percent (20%) contingency;

**NOW, THEREFORE, BE IT RESOLVED BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO**, that the Board hereby approves the contract with Alexander’s Affordable Construction LLC in the amount not to exceed \$34,614 for construction and repairs to the police department building.

**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 # 72-26**

**AUTHORIZE A COMPENSATION CHANGE FOR ABRIONA HILL**

**WHEREAS**, per the Township Salary and Compensation Plan, the Fiscal Officer is requesting a 3% pay increase for Abriona Hill, Fiscal Clerk, effective the pay period starting 4/13/2026;

**NOW, THEREFORE, BE IT RESOLVED BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO**, that the Board hereby authorizes a 3% increase for Abriona Hill, Fiscal Clerk, effective the pay period starting 4/13/2026.

**Moved by:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

**Seconded by:**

- Kevin Cavener
- Richard Angelou
- Jamie Leeseberg

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

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

\_\_\_\_\_  
Date

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

CERTIFIED BY:

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

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

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

**RESOLUTION # 73-26**

**APPROVE THE JOB DESCRIPTION FOR SENIOR OFFICER/OFFICER-IN-CHARGE**

**WHEREAS**, the Police Chief has identified the need for enhanced leadership, continuity of operations, and supervisory support within the patrol division; and

**WHEREAS**, a new position titled Senior Officer/Officer-in-Charge (OIC) was approved to meet the operational, administrative, and training needs of the department;

**NOW, THEREFORE, BE IT RESOLVED BY THE MIFFLIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO**, that the Board hereby approves the job description for the position of Senior Officer/Officer-In-Charge.

**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, Trustee

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

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

**RESOLUTION # 74-26**

**APPROVE THE HIRING OF A PART-TIME JANITORIAL SPECIALIST**

**WHEREAS**, the Board is authorized under the Ohio Revised Code to employ personnel necessary for the efficient operation and maintenance of Township facilities; and

**WHEREAS**, the Township requires janitorial services to maintain Township buildings in a clean, safe, and professional manner; and

**WHEREAS**, the Board has determined that hiring a part-time employee for janitorial services will result in a significant cost savings compared to contracting such services; and

**WHEREAS**, funding for this position has been planned for and included in the approved Township budget; and

**WHEREAS**, the Township Administration has recommended the hiring of Shannon Kyle for the position of Part-Time Janitorial Specialist;

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

**SECTION 1.** The Board hereby approves the hiring of Shannon Kyle as a Part-Time Janitorial Specialist, effective May 1, 2026.

**SECTION 2.** The position shall be part-time, working three (3) days per week, with an average of fifteen (15) hours per week, at a starting rate of Seventeen Dollars (\$17.00) per hour.

**SECTION 3.** The appointment shall be subject to a probationary period of one (1) year, during which time employment may be evaluated and terminated at the discretion of the Board in accordance with Township policy.

**SECTION 4.** The Board affirms that this action represents a cost-effective alternative to contracted janitorial services and is in the best interest of the Township.

**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, Trustee

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

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

**RESOLUTION # 75-26**

**APPROVE THE HIRING OF A PART-TIME HUMAN RESOURCE GENERALIST**

**WHEREAS**, the Board is authorized under the Ohio Revised Code to employ personnel necessary for the efficient administration of Township operations; and

**WHEREAS**, the Township requires professional human resources services to support Township staff and ensure compliance with applicable laws and policies; and

**WHEREAS**, the Board has determined that restructuring the Human Resources function into a part-time position will meet operational needs while providing cost-effective staffing; and

**WHEREAS**, this part-time position replaces the Township's previous full-time Human Resources position; and

**WHEREAS**, funding for this position has been planned for and included in the approved Township budget; and

**WHEREAS**, the Township Administration has recommended the hiring of Caroline (Amy) DeLong for the position of Part-Time Human Resource Generalist;

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

**SECTION 1** The Board hereby approves the hiring of Caroline (Amy) DeLong as a Part-Time Human Resource Generalist, effective April 27, 2026

**SECTION 2** The position shall be scheduled for thirty (30) hours per week, compensated at a rate of Thirty-Five Dollars (\$35.00) per hour, and shall include employee benefits in accordance with Township policy

**SECTION 3** The appointment shall be subject to a probationary period of one (1) year during which time employment performance may be evaluated and employment may be terminated at the discretion of the Board in accordance with Township policy

**SECTION 4** The Board affirms that this position is a planned and budgeted expense and serves as a replacement for the previous full-time Human Resources position

**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, Trustee

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

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



## TRUSEES MEETING AGENDA

To: Board of Trustees

From: Chief Briggs

Date: 04/15/2026

Re: Agenda Items Board of Trustee Meeting 04/21/2026

### **Request:**

Executive session under Ohio Revised Code Section 121.22 (G)(1) to consider the discipline of a public employee.

To approve the job description for the newly established Senior Officer / Officer in Charge position.

### **Updates:**

The anticipated start date for our new hire will be April 27<sup>th</sup>, 2026. Everything in the background is complete, just waiting for the results of the pre-employment physical and drug screen.

Officer Darnell has recently completed a First Line Supervision and a Field Training Officer Schooling, certifying her in both areas.

I have successfully completed week 2 of the Police Executive and Administrative Leadership School, I have one week left, which will be May 4<sup>th</sup> through May 8<sup>th</sup>.

### **Old Business:**

Request the approval of the needed construction at the police department building, that was tabled at the April 6<sup>th</sup> meeting.



## JOB DESCRIPTION

Division/Department:	Police
Location:	2459 Agler Road
Job Title:	Senior Officer / Officer in Charge
Reports to:	Police Chief

### SUMMARY

Supervise, coordinate, and participate in all police officer activities for assigned shift or as directed by Chief.

### SUPERVISORY RESPONSIBILITIES

This is an assignment to a supervisory position. As an OIC in the absence of a Sergeant, this position is responsible for the day-to-day operations of the patrol division, to include but not limited to, training, education, guidance, leadership, supervision, assigned administrative duties and internal investigations. This position may investigate an IA, but discipline must be administered by the Chief of Police. This position will still be responsible for all duties and responsibilities listed in the Patrol Officer Job Description. This position may be assigned to acting Police Chief, in times where the Chief may be off for an extended period of time. This position may be permanent or temporary depending on department needs. The compensation for this position is \$1.00 an hour on top of the normal hourly rate.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Perform the essential duties and responsibilities of a full-time police officer during assigned shift
- Supervise, guide, and coordinate all police officer duties and responsibilities in absence of Sergeant
- Coordinate and provide instruction and on-going training for all department personnel
- Provide orientation and performance feedback for all assigned personnel
- Assist in background investigations for recruits
- Conduct investigations of suspected and actual criminal acts, felonies, and misdemeanors
- Oversee, coordinate, and participate in the maintenance and care of all station cruisers, equipment, gear, and supplies
- Notify Police Chief of any inventory and major repair, replacement, and maintenance needs
- Establish and maintain regular communication with Police Chief and all officers
- Establish and maintain positive, cooperative, and collaborative intra/inter department and mutual aid agency relationships



Type of position:		Hours: 40/week	
<input checked="" type="checkbox"/> Full-time		<input type="checkbox"/> Exempt	
<input type="checkbox"/> Part-time	<input type="checkbox"/>	<input checked="" type="checkbox"/> Non-exempt	
<input type="checkbox"/> Intern	<input type="checkbox"/>		
Paid			Unpaid
Volunteer	Paid		Unpaid



- Prepare and submit activity, incident, and investigation reports, and other routine records and correspondence
- Perform other duties as assigned

#### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of and compliance with all Township and department-specific policies and procedures
- Knowledge of advanced methods and techniques of law enforcement and crime prevention
- Knowledge of correct English usage (spelling, grammar, punctuation, and vocabulary)
- Ability work cooperatively with mutual aid and other law enforcement/public safety officers and first responders
- Ability to operate and maintain body camera, handheld communication radio, MDT, and other industryrelated technology, tools, and equipment
- Ability to maintain all required licensures and certifications without lapses
- Ability to maintain a valid Ohio Driver's License and insurability under the Township's vehicle insurance policy
- Ability to use standard Microsoft Office 365 and industry-related software and applications
- Ability to use a personal computer and other modern standard office equipment

#### **OTHER TRAITS/COMPETENCIES**



- **Commitment to Excellence** – punctual; dependable; adaptable; agile; flexible; accountable; trustworthy; integrous; humble; shows initiative; conscientious; team player; professional; establishes and maintains effective and respectful interpersonal relationships; committed to lifelong personal and professional growth and development
- **Communication** – uses clear, direct, and firm but gentle language and tone when confronting, questioning, apprehending, etc. actual and potential law violators; responds rather than reacts; uses active and attentive listening skills; is patient, compassionate, and respectful with people in physical, psychological, and emotional distress; uses negotiation skills to establish quick and effective connection, de-escalation, and resolution; regularly checks email and other forms of communication to stay current on Township and department-specific news, information, events, and requirements; regularly and promptly shares/disseminates information to all who need to know; prepares and submits detailed, clear, accurate, and timely investigation reports and other routine records and correspondence
- **Decision Making** – maintains logic, reasoning, and problem-solving ability under pressure; confident; decisive and deliberate; discerning; objective/unbiased; pays attention to details
- **Emotional Intelligence:** is self-aware; empathetic; able to assess and adjust in response to different people, situations, circumstances, and environments; able to maintain perspective and composure when challenged

- **Health and Wellness** – commits to a regular fitness schedule; resilient; has a positive and optimistic attitude
- **People Champion/Advocate** – fair and consistent; well-respected; leads by example; creates a safe and supportive environment; empowers and encourages; acknowledges and celebrates successes; provides timely and appropriate constructive feedback; seeks to represent and balance the needs and interests of the officers and the Township as a whole

## PHYSICAL REQUIREMENTS



- Always maintain optimum physical fitness and a body weight that meets medical standards
- Always wear body armor when on duty
- Often walk, run, jump, climb, crawl, and generally traverse over all types of surfaces and terrains
- Sometimes lift, carry, push, pull, drag the actual or equivalent weight of an average individual (150-200 pounds)
- Always use arms and hands to perform routine and/or repetitive tasks and operate tools and equipment
- Sometimes endure extreme temperatures and weather conditions for prolonged periods of time
- Sometimes exposed to hazardous substances, conditions, situations, and environments
- Always able to distinguish color, depth, and good peripheral vision
- Sometimes sit, stand, bend, reach away from body and overhead
- Always hear, read, write, understand, and clearly articulate the English language

#### LICENSURE AND CERTIFICATION REQUIREMENTS

OPOTA, First Aid / CPR, Taser, LEADS, Firearm

#### OTHER MINIMUM REQUIREMENTS

- Mastery of full-time Police Officer essential duties and responsibilities
- Valid Ohio Driver's License
- Associate's or bachelor's degree from an accredited institution in criminal justice, law enforcement, public administration, or a related field preferred, or equivalent training, experience, knowledge
- Minimum of five (5) years' experience as a career Police Officer
- Ability to work 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> shifts, weekends, holidays, and overtime
- Ability to attend and successfully complete first line supervision or equivalent training

*This job description is intended to provide some illustrative examples of the duties and essential functions of this position but should not be interpreted to describe all the work or essential duties and responsibilities which may be required of employees holding this position.*

PRINT EMPLOYEE NAME:

EMPLOYEE SIGNATURE:

DATE ACKNOWLEDGED:



# Alexander's Affordable Construction LLC

7407040355

alexander\_brandon97@icloud.com

## ESTIMATE

**Billed To****Mifflin Police Department**

2455 Angler Rd Columbus Ohio 43224

**Billed From****Alexander's Affordable Construction LLC****Estimate #:** EST200**Date:** Mar 22, 2026

Item	Price	Quantity	Total
<b>Fix Sally Port</b> Fix sally port. Upon inspection of sally port there is improper insulation installation in ceiling. Improper heat runs. Incorrect sealing of walls and ceiling. Will fix what we noticed and inspect in further detail once we start tearing it apart.	\$9,850.00	1	\$9,850.00

**Subtotal** \$9,850.00

**Grand Total** \$9,850.00

This estimate is subject to change due to any underlying issues we may find. Will consult with customer before moving forward. If customer decides they don't want to move forward they will be billed for what was already completed.



# Alexander's Affordable Construction LLC

7407040355

[alexander\\_brandon97@icloud.com](mailto:alexander_brandon97@icloud.com)

## ESTIMATE

**Billed To**

**Mifflin Police Department**

2455 Angler Rd Columbus Ohio 43224

**Billed From**

**Alexander's Affordable Construction LLC**

**Estimate #:** EST199

**Date:** Mar 22, 2026

Item	Price	Quantity	Total
<b>Flooring And Paint</b> Flooring thru out police department. Fix holes in the walls and paint all walls doors and trim thru out building. Install new commercial grade flooring and carpet squares in the offices. Price is material and labor.	\$18,995.00	1	\$18,995.00
<b>Subtotal</b>			\$18,995.00
<b>Grand Total</b>			\$18,995.00

This estimate is subject to change due to any underlying issues we may find. Will consult with customer before moving forward. If customer decides they don't want to move forward they will be billed for what was already completed.



# MIFFLIN TOWNSHIP

Brian P. Dunlevy  
Fire Chief

Scott Davis  
Assistant Fire Chief

## BOARD OF TOWNSHIP TRUSTEES MEETING

April 21, 2026

### **FIRE DIVISION REQUESTS:**

**Resolution # ~~XXX~~-26: Request to Approve Part-Time Hiring Janitorial Specialist: 04212026-1.** This is a request to approve Shannon Kyle a part-time Janitorial Specialist position. This position would start May 1, 2026, working three days per week with an average of fifteen hours per week. Starting hourly rate at seventeen dollars per hour. The Township will save a significant cost by employing a part-time staff member rather than contracting the services. This is a planned and budgeted expense.

### **TOWNSHIP REQUESTS:**

**Resolution # ~~XXX~~-26: Request to Approve Part-Time HR Generalist: 04212026-2.** This is a request to approve Caroline (Amy) DeLong a part-time Human Resource position. This position would start on April 27, 2026, working thirty hours per week, at thirty-five dollars per hour and includes benefits. This position would replace our previous full-time position for Human Resources. This is a planned and budgeted expense.

### **UPDATES:**

- Preparing for 2026 Gahanna Safety Town.
- Preparing for Fleet Maintenance Tech I Applications
- Planning for 2026 community events
- Stelzer Road purchase is on track for June/July
- Planning for Station 131 2<sup>nd</sup> half of front ramp repairs and sidewalks