

January 6, 2025

Minutes of Mifflin Township Board of Trustees Meeting and Organizational Meeting

Held January 6, 2025

The January 6, 2025 Mifflin Township Board of Trustee Meeting and Organizational Meeting was called to order at 7:00 p.m. by Chairman Tim Echelberger. Trustees present were Tim Echelberger, Eric Oswald and Dan Atterholt. Others in attendance were Twp. Fiscal Officer, John Bartley, Mifflin Twp. Volunteer Firefighter Chief J.J. Bittinger and Assistant Chief, Randy Jackenheimer.

The minutes of the December 30, 2024, Mifflin Township Trustee Board Meeting were sent to the trustees for review.

25-001 A resolution was made by Mr. Atterholt to approve the minutes as sent to the Trustees for review, second by Mr. Echelberger. Roll call results: Echelberger – yes and Atterholt – yes. Oswald – Abstained.

Correspondence:

Ohio BWC, Payroll True-up Information. This has been completed.

Public Input: None

Old Business: None

Reports:

Mifflin Twp. Volunteer Firefighter Chief J.J. Bittinger is looking into buying LED Flares to put in all of the vehicles. Need to order a few more Yellow Safety Coats for some Firefighters. He is going to look into pricing.

Fiscal Officer John M. Bartley stated the next regular meeting of the Mifflin Township Trustees will be held on Tuesday January 21, 2025. Monday is Martin Luther King Day.

Trustee Discussion Items

The new Township Storage building now has the electric hooked up. Bursley's Heating and Cooling are waiting for the heaters to come in.

New Business:

25-002 A resolution was made by Mr. Oswald to pay the bills, a second by Mr. Atterholt. Roll Call results: Echelberger – Yes, Oswald - Yes and Atterholt – Yes. Resolution Passed.

Budget Work Session:

Fiscal Officer John M. Bartley presented the Trustees the 2024 Appropriation Budget Work Sheets and financial reports to establish the 2025 Mifflin Township Budget. A 2025 Appropriation Budget was formed and will be turned in to the Ashland Co. Auditor & Budget Commission for their approval following the trustee board adoption.

25-003 A motion was made by Mr. Oswald to accept the 2025 Mifflin Township Appropriation Budget as prepared by the Board of Trustees, second by Mr.

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Echelberger. Roll call results: Echelberger – yes, Atterholt – yes and Oswald – yes. Motion passed. 2025 Appropriation Budget Adopted.

25-004 A resolution was made by Mr. Oswald to adjourn the Mifflin Township Board of Trustees Meeting, second by Mr. Atterholt. Roll Call results: Echelberger – Yes, Oswald - Yes and Atterholt – Yes. Resolution Passed.

Regular Mifflin Township Trustee Board Meeting adjourned at 7:39 p.m.

John M. Bartley
Mifflin Twp. Fiscal Officer

Warrants & Payments Approved for January 6, 2025

Post Date	Type	Payee	Total Warrant Amount
1/6/25	EW	Ohio Department of Taxation	\$ 52.57
1/6/25	AW	Ashland Hydraulics LLC	\$ 95.00
1/6/25	EW	Ohio Deferred Compensation	\$ 175.00
1/6/25	EW	Ohio School District Income Tax	\$ 182.43
1/6/25	AW	Centerra Co-op	\$ 187.93
1/6/25	EW	EFTPS Payment - IRS - Ohio	\$ 320.19
1/6/25	EW	EFTPS Payment - IRS - Ohio	\$ 633.86
1/2/25	EW	Ohio Public Employees Retirement System	\$ 1,200.56
			\$ 2,847.54

(Chairperson)

(Date)

Mifflin Township Trustees Organizational Meeting

January 2, 2024

Fiscal Officer, John M. Bartley, assumed the duties of the chair in order to elect a 2025 Trustee Board chairperson. Mr. Bartley called the Mifflin Township Organizational Meeting to order at 7:40 p.m. and called for nominations from the floor for a chairperson.

25-005 A nomination was made by Mr. Echelberger to appoint Mr. Oswald for 2025 Mifflin Township Trustee Board Chairperson, second by Mr. Atterholt. Roll call results: Echelberger – yes, Atterholt – yes and Oswald – yes. Nomination passed.

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New Chairperson assumed the duties of the chair:

- 25-006 A nomination was made by Mr. Oswalt to appoint Mr. Atterholt as 2025 Vice Chairperson for Mifflin Township Trustee Board, second by Mr. Echelberger. Roll call results: Echelberger – yes, Atterholt – yes and Oswalt – yes. nomination passed.
- 25-007 A resolution was made by Mr. Echelberger to set the Mifflin Township Trustee Board Meetings on the 1st and 3rd Mondays of each month at the Mifflin Volunteer Fire Station with a 7:00 pm starting time and if the meeting falls on a holiday, the meetings will be held the next business day at the regular time, second by Mr. Oswalt. Roll call results: Echelberger – yes, Atterholt – yes and Oswalt – yes. Resolution passed.
- 25-008 A resolution was made by Mr. Oswalt pay the Trustees for 2025 a salary as set in accordance with the ORC Sections 505.24, 507.09 and HB64 basing the salaries on the annual budget which will be \$64.03 x 200 Days = \$12,806.00. 70% of each Trustee's salary be taken from the General Fund and 30% from the Road & Bridge Fund, second by Mr. Echelberger Roll call results: Echelberger – yes, Atterholt – yes and Oswalt – yes. Resolution passed.
- 25-009 A resolution was made by Mr. Oswalt to set the 2025 Salary for the Fiscal Officer as in accordance with the ORC Sections 505.24, 507.09 and HB64 and the annual budget, which will be \$21,133.00. The Fiscal Officer's Salary will be paid out of the following funds: General = 30%, MVL = 5%, Gasoline = 20%, R&B = 20%, Fire = 20% and EMS = 5%, second by Mr. Oswalt. Roll call results: Echelberger – yes, Atterholt – yes and Oswalt – yes. Resolution passed.
- 25-010 A resolution was made by Mr. Oswalt to set the 2025 wages for Part Time Road Supervisor/Worker at \$19.00/hr., second by Mr. Atterholt. Roll call results: Echelberger – yes, Atterholt – yes and Oswalt – yes. Resolution passed.
- 25-011 A resolution was made by Mr. Echelberger to pay \$16.00/hr. for any additional road workers as needed, second by Mr. Atterholt. Roll call results: Echelberger – yes, Atterholt – yes and Oswalt – yes. Resolution passed.
- 25-012 A resolution was made by Mr. Echelberger to set holiday pays at 8 hrs./holiday for the road workers pay rate for the following holidays: New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day and Christmas Day, Second by Mr. Atterholt. Roll call results: Echelberger – yes, Atterholt – yes and Oswalt – yes. Resolution passed.
- 25-013 A resolution was made by Mr. Atterholt to pay the Necessary and Legal expenses of Trustees, Fiscal Officer and Zoning Inspector for attending conferences, workshops or seminars as deemed necessary by the board, second by Mr. Oswalt. Roll call results: Echelberger – yes, Atterholt – yes and Oswalt – yes. Resolution passed.
- 25-014 A resolution was made by Mr. Echelberger to reimburse Trustees, Fiscal Officer, Zoning Inspector and Fire Department Officers using their own vehicles outside the township for township business, conferences, workshop and seminars at the rate of \$0.70 per mile, second by Mr. Atterholt. Roll call results: Echelberger – yes, Atterholt – yes and Oswalt – yes. Resolution passed.

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- 25-016 A resolution was made by Mr. Atterholt to approve the fiscal officer’s request to make money transfers and adjustments within a fund for 2025 as deemed necessary, second by Mr. Oswald. Roll call results: Echelberger – yes, Atterholt – yes and Oswald – yes. Resolution passed.
- 25-017 A resolution was made by Mr. Echelberger to approve Mifflin Twp. HC (Health Care Program) to reimburse Trustees, FO, Zoning Inspector up to \$200.00 for their “Out of Pocket” insurance premium payments, second by Mr. Oswald. Roll results: Echelberger – yes, Atterholt – yes and Oswald – yes. Resolution passed.
- 25-018 A resolution was made by Mr. Echelberger to keep the rent at \$600.00 per month for the Township’s rental property at 110 S. Ohio Street, Ashland, Ohio 44805, and if the tenant mows the Fire Station property, a \$50.00 deduction in rent will take place, second by Mr. Oswald. Roll call results: Echelberger – yes, Atterholt – yes and Oswald – yes. Resolution passed.
- 25-019 A resolution was made by Mr. Echelberger to hire Mr. David B. McQuillen as Zoning Inspector and Secretary to the Zoning Commission with a salary of \$1,500.00 per year and \$60.00 per meeting as secretary of the Zoning Commission second by Mr. Atterholt. Roll call results: Echelberger – yes, Atterholt – yes and Oswald – yes. Resolution passed.
- 25-020 A resolution was made by Mr. Echelberger to appoint Mrs. Amanda Jones as Secretary of the Zoning Appeals Board with a payment of \$100.00 per meeting, second by Mr. Oswald. Roll call results: Echelberger – yes, Atterholt – yes and Oswald – yes. Resolution passed.
- 25-021 A resolution was made by Mr. Echelberger to set the 2025 Zoning Permits & Fees as follows:

Mifflin Township 2025 Zoning Permits & Fees

- House Trailer (Temporary Residence during Construction of a Permanent Dwelling) \$ 150.00
- Garage or a Necessary Building Addition to a Residence .. \$ 150.00
- All Residential Zoning Permits \$ 400.00
- Filing of a “Notice of Appeal” \$ 300.00
- Filing of an Application for Re-Zoning..... \$ 350.00

second by Mr. Oswald. Roll call results: Echelberger – yes, Atterholt – yes and Oswald – yes. Resolution passed.

- 25-022 A resolution was made by Mr. Oswald for the Township to adopt the Zehner Cemetery Lot Charges for 2025 as follows:

Zehner Cemetery Lot Charges 2025

<u>Township Residences</u>	<u>Non Township Resident</u>
Single Grave Site (4’x10’) = \$ 150.00	Single Grave Site (4’x10’) = \$ 500.00

second by Mr. Atterholt. Roll call results: Echelberger – yes, Atterholt – yes and Oswald – yes. Resolution passed.

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25-023 A resolution was made by Mr. Oswald to set the Zehner Cemetery Burial Rates for 2024 as follows:

Burial Rates 2025

Adult Opening/Closing	\$625.00
Cremation Burials	\$325.00
Saturday Burials, Opening/Closings	\$925.00
No Sunday Burials	

second by Mr. Atterholt. Roll call results: Echelberger – yes, Atterholt – yes and Oswald – yes. Resolution passed.

25-024 A resolution was made by Mr. Echelberger to appoint David L. Seiss as Mifflin Twp. Cemetery Sexton for 2025 at the rate of \$15.00/hr., second by Mr. Oswald. Roll call results: Echelberger – yes, Atterholt – yes and Oswald – yes. Resolution passed.

25-025 A resolution was made by Mr. Oswald to accept The Volunteer Firefighters Active Roster, second by Mr. Echelberger. Roll call results: Echelberger – yes, Atterholt – yes and Oswald – yes. Resolution passed.

25-026 A resolution was made by Mr. Echelberger to destroy Financial & Non-Legal Information for years up to 2017, second by Mr. Atterholt. Roll call results: Echelberger – yes, Bartley – yes and Oswald – yes. Resolution passed.

25-027 A resolution was made by Mr. Atterholt to adjourn the organizational meeting, second by Mr. Echelberger. Roll call results: Echelberger – yes, Atterholt – yes and Oswald –Yes. Resolution passed.

The Mifflin Township Organizational Meeting adjourned at 8:07 p.m.

John M. Bartley
Mifflin Twp. Fiscal Officer

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2025 Mifflin Township - Ashland County To Auditor

1/6/2025

General Fund - 1000

1000-110-111-0000	Salaries (Trustees)	\$	27,100.00	1000-110-345-0000	Advertising	\$	400.00
1000-110-121-0000	Salary (Fiscal Officer)	\$	6,530.00	1000-110-381-0000	Property Insurance	\$	5,000.00
1000-110-211-0000	OPERS Employers Share	\$	4,790.00	1000-110-410-0000	Office Supplies	\$	3,000.00
1000-110-213-0000	Medicare - Twp Share	\$	550.00	1000-110-519-0000	Other Expenses	\$	2,000.00
1000-110-228-0000	Health Care Reimbursement	\$	9,600.00	1000-110-591-0000	Contributions & Assessments	\$	1,000.00
1000-110-230-0000	Worker's Comp.	\$	1,100.00	1000-110-599-0000	Other Expenses	\$	17,500.00
1000-110-312-0000	Auditing Fees	\$	4,000.00	1000-120-730-0000	Bld. & Grounds wimprove.	\$	81,732.00
1000-110-313-0000	UAN Accounting	\$	700.00	1000-760-740-0000	Mach., Equip. & Furniture	\$	80,061.68
1000-110-314-0000	Tax Collection Fees	\$	2,600.00	1000-820-820-0000	Capitol Outlay - Principal	\$	-
1000-110-315-0000	Election Expenses	\$	500.00	1000-830-830-0000	Capitol Outlay - Interest	\$	-
1000-110-321-0000	Rentals and Leases	\$	1,000.00	1000-930-930-0000	Contingency Expenses	\$	2,400.00
1000-110-330-0000	Travel & Meeting Expenses	\$	4,000.00				
1000-110-341-0000	Telephone	\$	-				
				Total General Miscellaneous Purposes		\$	255,563.68

Cemetery (General Fund)

1000-410-300-0000	Purchased Services	\$	6,500.00
1000-410-490-0000	Supplies & Materials	\$	500.00
1000-410-599-0000	Other Expenses	\$	500.00
1000-410-730-0000	Site Improvements	\$	3,000.00
Total Cemetery		\$	10,500.00

Zoning (General Fund)

1000-130-100-0000	Salary & Fees	\$	1,700.00
1000-130-211-0000	OPERS Employer Share	\$	290.00
1000-130-213-0000	Medicare - (Twp. Share)	\$	40.00
1000-130-228-0000	Health Care Reimb.	\$	2,268.00
1000-130-490-0000	Supplies & Materials	\$	60.00
1000-130-599-0000	Other Expenses	\$	70.00
Total Zoning		\$	4,428.00

Highway Misc. (General Fund)

1000-760-750-0000	Tools & Equipment	\$	4,000.00
Total Highway Misc.		\$	4,000.00

Total General - All Funds \$ **274,491.68**

Motor Vehicle License Tax Fund - 2011

2011-110-121-0000	Salary - (Fiscal Officer)	\$	2,000.00
2011-110-211-0000	OPERS - (Twp. Share)	\$	200.00
2011-110-213-0000	Medicare - (Twp. Share)	\$	50.00
2011-110-313-0000	UAN Accounting	\$	1,000.00

2011-190-323-0000	Repairs & Maint.	\$	8,831.51
2011-190-420-0000	Operating Supplies	\$	8,500.00
2011-190-490-0000	Other - Supplies & Materials	\$	5,000.00
2011-710-599-0000	Other Expenses	\$	920.00

Total Motor Vehicle License Tax Fund \$ **26,501.51**

Gasoline Tax - 2021

2021-110-121-0000	Salary - (Fiscal Officer)	\$	4,330.00
2021-110-190-0000	Salaries - (Road Labor)	\$	40,000.00
2021-110-211-0000	OPERS - (Twp. Share)	\$	6,200.00
2021-110-213-0000	Medicare - (Twp. Share)	\$	550.00
2021-110-228-0000	Health Care Reimb.	\$	3,000.00
2021-110-230-0000	Worker's Comp.	\$	4,000.00
2021-110-313-0000	UAN Accounting	\$	700.00
2021-110-341-0000	Telephone - (Wireless =1/2)	\$-	
2021-190-323-0000	Repairs & Maint.	\$	10,826.31

2021-190-390-0000	Other - Purchased Services	\$	55,000.00
2021-190-400-0000	Supplies & Materials	\$	35,000.00
2021-190-599-0000	Other Expenses	\$	10,000.00
2021-330-490-0000	Supplies & Materials	\$	100,000.00
2021-760-730-0000	Site Improvement	\$	100,000.00
2021-760-740-0000	Machinery, Equipment	\$	5,500.00
2021-820-820-0000	Capitol Outlay - Principal	\$	40,600.00
2021-830-830-0000	Capitol Outlay - Interest	\$	7,400.00
2021-990-990-0000	Other - Financing Uses	\$	3,000.00

Total Gas Tax Fund \$ **426,106.31**

Road & Bridge Tax Levy Fund - 2031

2031-110-111-0000	Salary - 3-Trustees	\$	12,000.00
2031-110-121-0000	Salary - (Fiscal Officer)	\$	5,000.00
2031-110-211-0000	OPERS - (Twp. Share)	\$	2,100.00
2031-110-213-0000	Medicare - (Twp. Share)	\$	300.00
2031-110-312-0000	Auditing Services	\$	2,000.00
2031-110-313-0000	UAN Accounting	\$	954.00
2031-110-314-0000	Tax Collection Fees	\$	3,000.00
2031-110-315-0000	Election Expenses	\$	1,000.00
2031-110-319-0000	Prof. & Technical Services	\$	800.00
2031-110-380-0000	Insurance & Bonding	\$	14,000.00

2031-120-351-0000	Electricity Twp Garage)	\$	4,000.00
2031-120-353-0000	Natural Gas (Twp. Garage)	\$	4,000.00
2031-190-323-0000	Repairs & Maint.	\$	8,000.00
2031-190-490-0000	Materials	\$	25,300.00
2031-330-490-0000	Supplies & Materials	\$	25,300.00
2031-760-599-0000	Other Expenses	\$	12,000.00
2031-760-740-0000	Machinery, Equip.	\$	35,412.63
2031-820-820-0000	Capitol Outlay - Principal	\$	40,600.00
2031-830-830-0000	Capitol Outlay - Interest	\$	7,400.00
Total Road & Bridge Tax Levy		\$	203,166.63

Cemetery Fund - 2041

2041-110-190-0000	Salaries & Withholdings	\$	2,000.00
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2041-410-323-0000	Repairs & Maintenance	\$	10,525.32
Total Cemetery Fund		\$	12,525.32

Fire Levy Tax Fund - 2111

2111-110-121-0000	Salary - (Fiscal Officer)	\$	4,350.00
2111-110-211-0000	OPERS - (Fiscal Officer)	\$	650.00
2111-110-213-0000	Medicare - (Twp. Share)	\$	80.00
2111-110-312-0000	Auditing Services	\$	2,000.00
2111-110-313-0000	UAN Accounting	\$	700.00
2111-110-314-0000	Tax Collection Fees	\$	3,000.00
2111-110-315-0000	Election Expenses	\$	500.00
2111-110-321-0000	Rental & Leases	\$	2,000.00
2111-190-190-0000	Salaries	\$	500.00
2111-190-211-0000	OPERS - (Twp. Share)	\$	80.00
2111-190-230-0000	Worker's Compensation	\$	900.00
2111-190-323-0000	Repairs & Maint.	\$	15,000.00
2111-190-380-0000	Insurance & Bonding	\$	18,000.00

2111-190-420-0000	Operating Supplies	\$	5,000.00
2111-190-490-0000	Supplies & Materials	\$	26,000.00
2111-190-599-0000	Other Expenses	\$	2,000.00
2111-220-318-0000	Training	\$	2,000.00
2111-220-341-0000	Telephone (Land Line)	\$	3,200.00
2111-220-351-0000	Electricity	\$	5,400.00
2111-220-353-0000	Natural Gas	\$	3,000.00
2111-220-359-0000	Other - Utilities	\$	5,000.00
2111-220-599-0000	Other Expenses	\$	3,000.00
2111-220-740-0000	Machinery, Equipment	\$	43,600.00
2111-760-730-0000	Buildings & Grounds Improv.	\$	27,293.48
2111-820-820-0000	Capitol Outlay - Principal	\$	51,000.00
2111-830-830-0000	Capitol Outlay - Interest	\$	15,000.00
Total Fire Levy Fund		\$	239,253.48

Ambulance & Emergency Medical Service Fund - 2281

2281-110-121-0000	Salary - (Fiscal Officer)	\$	1,080.00
2281-110-211-0000	OPERS - (Twp. Share)	\$	170.00
2281-110-213-0000	Medicare - (Twp. Share)	\$	25.00
2281-110-313-0000	UAN Accounting	\$	700.00
2281-110-341-0000	Telephone - (Wireless 1/2)	\$	700.00
2281-190-380-0000	Insurance & Bonding	\$	500.00
2281-190-420-0000	Operating Supplies	\$	6,500.00
2281-190-490-0000	Supplies & Materials	\$	1,000.00

2281-230-318-0000	Training	\$	3,000.00
2281-230-323-0000	Repairs & Maintenance	\$	5,000.00
2281-230-360-0000	Contracted Services	\$	5,000.00
2281-230-740-0000	Machinery, Equipment	\$	23,793.05
2281-820-820-0000	Capitol Outlay - Principal	\$	-
2281-830-830-0000	Capitol Outlay - Interest	\$	-
2281-990-990-0000	Other Expenses	\$	6,000.00
Total Ambulance Emergency Medical		\$	53,468.05

Total All funds Appropriated for 2025

\$1,235,512.98