

## RECORD OF PROCEEDINGS

Minutes of MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

APRIL 12, 2021

20

The Miami Township Board of Trustees met in a virtual work session on Monday, April 12, 2021 at 8:30 a.m., as permitted by Bill 197 passed by the Ohio General Assembly. Chairperson Wolff called the meeting to order and led the Pledge of Allegiance.

Mr. Ferry called the roll. Attending were Mary Makley Wolff, Karl Schultz and Ken Tracy.

As previously presented at the March Work Session, Chief Mills reported to the Board that the Township previously received a public safety grant from Firehouse Subs for the purchase of ballistic helmets and plate carrier vests for the 42 sworn officers at the Police Department. A request was made to purchase 28 protective face shields from Baysingers Uniforms & Equipment at a cost of \$3,471.72 and 28 mounting rails from HCC Tactical for a total cost of \$6,028.86.

Mr. Tracy made a motion to purchase 28 face shields from Baysingers Uniforms & Equipment at a cost of \$3,471.72 and 28 mounting rails from HCC Tactical for a cost not to exceed \$6,028.86, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Township each year is required to convene its Records Commission and reported one item to bring before the Commission. A proposed date of Tuesday, April 20, 2021 at 7 p.m. was suggested to review the revised records request form.

Mr. Schultz made a motion to hold a Records Commission meeting on Tuesday, April 20, 2021 at 7:00 p.m. during the regularly scheduled business meeting, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised each year the Township's property and casualty insurance expires on April 19<sup>th</sup> and additional work went into this year's renewal since it has been three years since the Township switched from OTARMA. The new broker, Marsh & McLennan, sought multiple quotes on the market from different providers. He reported that while many communities and private sector businesses are seeing double-digit increases this year, the proposed renewal for the Township's policy would have an increase of only 2.6% for the next 12 months.

Mr. Tracy made a motion to renew our property and casualty insurance with Marsh & McLennan Agency in an amount not to exceed \$138,480.55, seconded by Mr. Schultz with all voting "AYE".

Mr. Elliff reported that during the 2020 budget meeting the Community Development Department put in a budget item and a brief discussion was held to purchase a new zoning inspection vehicle. He advised since then the State of Ohio bid list has been released and stated he was pleased with the quality and pricing of all-wheel drive vehicle that could be obtained and fully outfitted. He reviewed the specifications of the proposed vehicle as noted in the submitted memo and shared this would be brought back, if the Board agrees, to April 20<sup>th</sup> Business Meeting to be formally considered.

Mr. Tracy held discussion regarding the staff members with access to the vehicle. Mr. Elliff explained that all three Community Development Department personnel would utilize the vehicle, with primary use for property maintenance. It was noted the current vehicle was almost 16 years old. Additional discussion was held regarding steps to lengthen the life of the new vehicle. It was also discussed by the Board to seek to repurpose the existing vehicle if possible with the Township's operations before sending it for auction.

Mr. Musselman reported that at the March Business Meeting he began a discussion on the possibility of participating in a group purchase of a salt conveyor. He detailed the conveyor would only be utilized by six or seven other communities. The conveyor's total cost is \$69,820.73 and the cost to participate would be a one-time cost of \$8,728 to \$10,000 with the final cost pending as to whether the City of Springdale will be participating. He noted there would be shared maintenance costs of a few hundred dollars annually.

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

BEAR GRAPHICS 800.325.8094 FORM NO 10148

Held \_\_\_\_\_

20 \_\_\_\_\_

APRIL 12, 2021

Mr. Musselman shared the difference in the ability to maintain the integrity of the salt utilizing the conveyor versus the salt "blower" method for piling salt into the salt storage dome. He stated the conveyor will allow more salt to be piled into the dome. The service life expectancy of the equipment is 15 to 20 years. Insurance would be carried by Symmes Township with storage of the equipment at Deerfield Township. He listed the participating communities as Symmes Township, Sycamore Township, Deerfield Township, Anderson Township, Amberley Village, City of Madeira and City of Springdale (pending). It was stated that payment would be made to Kimco USA and all payments would go directly to the vendor. A request was made to consider approval to proceed.

Discussion was held regarding the scheduling among the communities and current costs for the existing machine. Ms. Wolff deferred to Mr. Braun as to whether an MOU should be in place. Mr. Musselman added that a general agreement was being drafted by another participating community which was forthcoming.

Next, Ms. Wolff took a moment to emphasize that work sessions are not to function as business sessions with requests for motions and discussed whether the timing of this item was critical.

Ms. Thibodeau presented the 2021 Recreation Schedule of Events to the Board. A schedule was provided and reviewed that included Summer Concerts in the Park, Fishing Tournaments, and proposed Harvest Fest, Holiday Parade and Tree Lighting. She highlighted that two chambers are going to be partnering with the Township. She noted that all four concerts will be held at Community Park. Food and alcohol sales will be available at two concerts. She reviewed the schedule and discussion was held regarding use of vendors, which parks would host the events and associated logistics.

Mr. Wright advised that every five years the Clermont County Emergency Management Agency is required to update the existing All-Hazards Mitigation Plan. He stated that this is a requirement by the federal government so that local jurisdictions can be eligible for grants and reimbursements should we have any natural hazard disasters. The updated plan was reviewed by township departments. He stated the County is asking for adoption of a resolution to match their timeline and it is the Board's pleasure if it occurs at this meeting or next week's business meeting. The item was slated for the April 20<sup>th</sup> business meeting agenda.

Mr. Wright advised Chief Kelly is requesting the Board make a final offer of volunteer employment to EMT Elizabeth Highland to allow her to complete our hiring process and begin her orientation program.

Discussion was held regarding the timing of personnel action items to align with the business meeting agenda noting that there may be situations where action at a work session is necessary.

Mr. Tracy made a motion for a final offer of volunteer employment to EMT Elizabeth Highland, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that Ms. Thibodeau has a request to withdraw the employment of summer staff who will not be returning in 2021, effective April 12, 2021 for the following individuals:

Jan Ellis, Logan Geesner, Brooklyn George, Helena Hill, Katie Hill, Olivia Tarter and Nina Young.

Mr. Schultz made a motion to withdraw employment of summer camp seasonal staff Jan Ellis, Logan Geesner, Brooklyn George, Helena Hill, Katie Hill, Olivia Tarter and Nina Young effective April 12, 2021, seconded by Mr. Tracy with all voting "AYE".

## RECORD OF PROCEEDINGS

Minutes of **MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION** Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held APRIL 12, 2021 \_\_\_\_\_ 20\_\_\_\_\_

Mr. Wright advised that offers of conditional employment are being requested for Kelly Paul who is a returning Summer Camp Leader from 2019 and YELL volunteers Ryan Noe and Ella Sizemore.

Mr. Tracy made a motion to extend a conditional offer of employment as a Summer Camp Leader to Kelley Paul and YELL volunteers Ryan Noe and Ella Sizemore, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised with the onboarding and training of Recreation summer employees, he and Ms. Thibodeau are recommending the following, returning summer staff receive adjustments to their current pay rates effective April 19, 2021:

Allison Abas - \$9.50 per hour  
 Emily Abas - \$9.25 per hour  
 Lydia Byrd - \$9.50 per hour  
 Marla Conrad - \$10.50 per hour  
 Peyton Fiegel - \$9.25 per hour  
 Emma McMannis - \$9.25 per hour

Mr. Schultz made a motion to adjust summer staff pay rates effective April 19, 2021 for the following individuals: Allison Abas - \$9.50 per hour, Emily Abas - \$9.25 per hour, Lydia Byrd - \$9.50 per hour, Marla Conrad - \$10.50 per hour, Peyton Fiegel - \$9.25 per hour, Emma McMannis - \$9.25 per hour, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised of a request to remove two police officers from probation effective retroactively to April 2, 2021. He stated Officers Jordan Haggerty and Tim Brinker have successfully completed their probation.

Mr. Tracy made a motion to remove Police Officers Jordan Haggerty and Tim Brinker from probationary status effective April 2, 2021, seconded by Mr. Schultz with all voting "AYE".

Mr. Elliff presented a request to set a hearing date and time for Zoning Case #577 to re-zone 1.10 acres of property on Branch Hill Guinea Pike from Residence District to Professional Office District. The proposed meeting date was Wednesday, May 5, 2021 at 7 p.m.

Mr. Schultz made a motion to set a special Board of Trustees meeting for Wednesday, May 5, 2021 at 7 p.m. to hear Zoning Case #577 and other business that may come before the Board, seconded by Mr. Tracy with all voting "AYE".

Mr. Musselman reported that the Township budgeted \$47,000 to purchase a new Batwing Mower for use in our Parks. This type of mower provides a much wider cutting path (11' total) while allowing for uneven terrain with the floating wing mowers. He noted both are 4WD. The John Deere has a few more horsepower while the Toro has a slightly wider cutting path. He shared that the experience with the Toro equipment has been very positive.

Mr. Musselman shared the quotes received from Toro in the amount of \$62,074.14 with a \$14,200 trade-in of the existing mower; and \$57,223.22 from Koenig Equipment (no trade-in). It was noted this item will return to the Business Meeting to be formally considered.

Chief Kelly presented a request to purchase various equipment for the new ladder truck that is to be delivered by August. He stated the equipment purchases were built into the operating budget for this year. He shared two quotes, one from First In, Last Out Fire Equipment & Training, two (2) positive pressure ventilation fans at a cost of \$7,970.00, which includes shipping and handling; and one from Vogelpohl Fire Equipment, various lights, hose, nozzles, and fittings for the truck at a cost of \$8,936.24, which includes shipping and handling. Chief Kelly stated re-useable equipment will be transferred to the new truck if possible. It was noted this item would be presented for consideration at the Business Meeting.

## RECORD OF PROCEEDINGS

Minutes of **MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION**

Meeting

BEAR GRAPHICS 800 325 8094 FORM NO 10148

Held

**APRIL 12, 2021**

20

Mr. Musselman reviewed quotes obtained for replacement of the 1,380 feet of wooden fence along the entrance road to Miami Meadows Park. He stated the fence is leaning, weathering and showing signs of age and general deterioration. Quotes for wooden and vinyl fencing were reviewed as follows:

## Eads Fence

8' high treated pine, dog eared shadowbox fence	\$46,500.00
6' high vinyl privacy fence with lattice top	\$58,250.00
8' high vinyl privacy fence	\$62,500.00
Remove and dispose existing	\$5000.00

## The Fence Company

8' high treated pine dog eared shadowbox	\$49,200.00
8' high cedar dog eared shadow box fence	\$71,500.00
8' high Bufftech vinyl privacy fence (lifetime warranty)	\$105,337.00

## Need a Fence Company

8' high treated pine dog eared shadow box fence	\$54,416.80
---	-------------

Mr. Musselman added that vinyl fencing is not being recommended due to the fence location being in an open field and could be blown down.

Discussion was held regarding the specifications of the fence, materials and construction. It was noted this item would be brought to the Business Meeting to be formally considered.

Chief Kelly presented requests for out of township travel for four members to participate in the mid-point inspection of the new ladder truck being manufactured in Ocala, Florida. The expected travel days are three and the travel expenses would not exceed \$2,000. The dates of travel will become known once E-One provides them. This will be brought to the Business Meeting to be formally considered.

Chief Mills presented a request for out of township travel for one investigator to attend the International Association of Identification in Nashville, Tennessee. The individual will drive a township vehicle to save on airfare and car rental. The requested cost is \$2,180.50 that will cover conference fees, food, lodging and travel expenses. It was noted this item would be brought to the Business Meeting to be formally considered.

Chief Mills presented a request to purchase four BolaWrap devices for supervisor vehicles. A video introducing the de-escalation product was shown to elaborate on the function of this tool which assists in restraint of non-compliant subjects for safer outcomes. The quote from the only authorized dealer was from Vance's Law Enforcement in the amount of \$5,092.90 and included cartridges and holders.

Discussion was held by the Board in support of adding options for de-escalating situations for police officers and this item will return to the Business Meeting agenda for formal consideration.

Chief Mills presented for discussion resident input regarding state law allowing golf carts on public roadways. He shared a list of requirements that could be implemented by resolution if the Board chooses to proceed. The under-speed vehicle resolution as explained by Chief Mills would assist officers in a clearer response when encountering this type of vehicle activity that is occurring in subdivisions.

Discussion was held by the Board in support of further researching the topic as to what other communities may be doing to regulate golf cart vehicles.

RECORD OF PROCEEDINGS

Minutes of

Meeting

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_  
APRIL 12, 2021

**Public Comment:** None.

**Executive Session:** None.

With no further business to come before the Board the meeting was adjourned at 9:39 a.m.

ATTEST:

*Eric C. Ferry*  
\_\_\_\_\_  
Eric C. Ferry, Fiscal Officer

*Mary Makley Wolff*  
\_\_\_\_\_  
Mary Makley Wolff, Chairperson