

RECORD OF PROCEEDINGS

032

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 11148

Held

September 12, 2022

20

The Miami Township Board of Trustees met in a work session on Monday, September 12, 2022, at 7:00 p.m. at the Miami Township Civic Center. Chairperson Schulte called the meeting to order and led the Pledge of Allegiance.

Mr. Ferry called the roll. Attending were Mark Schulte, Ken Tracy and Mary Makley Wolff.

Mr. Wright is requesting that the Board take the following actions regarding personnel matters:

To transfer Judy Keeney from the Recreation Department to the Administration Department effective August 25, 2022.

To extend a final offer of full-time employment to Jason Portula for full-time Facilities Maintenance effective 9/15/22 at a rate of \$20 per hour.

To rescind the conditional offer of volunteer employment for Wesley Prather, the final offer of part-time employment for Trevor Myers, and terminate the seasonal employment of Samuel Angel in the Fire/EMS Department effective August 19th.

To accept the resignation of part-time FF/EMT McKeon Buchanan effective September 6th. Adjust the hourly pay rate for career FF/Medic Trent Estes to \$30.19 (Year 4) under our lateral entry policy retroactive to July 13th. Extend final offers of part-time employment to FF/EMTs Charles Graham, Tyler Todhunter, and Leann Thacker effective September 12th with a starting hourly base rate of \$15.60. Extend final offers of part-time employment to Fire Inspectors Ronald Wallace and Paul Eckert with starting hourly rates of pay of \$22.00 and \$20.00 respectively. Extend final offers of full-time employment as FF/EMTs to Honor Workman and Peter Froehlich effective the week of October 16th with a starting hourly rate of \$21.15 and a one-year probationary period.

To extend an offer to another student seeking co-op credit from Cincinnati State. I recommend an offer of employment for Nicholas Schaeper as a Multimedia Coordinator (co-op) at a pay rate of \$13.75 per hour starting September 13, 2022.

To take John Prince off probation effective 8/18/2022. He will remain a MW 2-1, but at the rate for that position in the 2022-2024 Teamsters contract of \$24.31 per hour (retroactive to August 18, 2022), and to accept the resignation of Harley Healy effective 9/1/2022.

Held _____ 20 _____

~~Community Development Zoning & Property Maintenance Inspector John Langenheim~~ has completed his probation, effective September 3, 2022. His new pay rate will be \$22.88 per hour.

Mr. Tracy made a motion to accept the personnel actions as stated, seconded by Ms. Wolff and all voted "AYE."

Mr. Wright provided information on a widely used economic development tool known as a Community Reinvestment Area (CRA) that was established to encourage new construction and the improvement of properties in older business districts and neighborhoods.

CRA's are a tool in which a portion of the taxes on the valuation of new buildings or building additions is forgiven for a period of years. The property taxes on any existing buildings and land remains in place and is not reduced. Only a portion of the taxes on new construction is reduced.

6283, 6285 and 6287 Tri Ridge Boulevard comprise a total of approximately 474,000 square feet of nearly vacant office and lab space. These three buildings are approaching thirty years in age and were recently purchased by a new owner. Before this space can be leased and occupied by new tenants, it is necessary to make millions of dollars of investment in the buildings to bring them up to modern standards that will have the space competitive with office, R&D and industrial space in competing communities. Being eligible for an incentive would increase significantly how quickly the new owner can reinvest in the properties which will add to the value of the property and lure new tenants. In addition to the proposed rehabilitation of the existing commercial space, the owner is also proposing to construct \$15 million worth of new townhomes on the property.

While the Ohio Revised Code prescribes the parameters allowed for a CRA district, the individual communities are permitted to set some guidelines for the terms of a program. A CRA district is typically a small, specific area and is required to contain a few residential properties. The length of a CRA benefit cannot exceed 15 years. CRA districts do not change the zoning, land use, or underlying tax structure of the properties located within the district.

Chief Mills previously requested authorization to place their 2023 order for police vehicles due to the lengthy lead time, which was approved. When they received the newly published bid price due to the lead times and inflation, the costs had increased by more than \$5,700 per vehicle. He is requesting an additional \$17,256 for the vehicles for a total purchase price of \$125,946. The vehicles will be paid for once they are received.

Held _____

20

Mr. Wright presented the Board to pass a resolution tonight for the final action of the street light district. Ms. Wolff made a motion to adopt Resolution 2022-32, seconded by Mr. Tracy and all voted "AYE."

Chief Kelly noted that the Fire Department is in the process of converting the exiting Knox KeySecure systems in their vehicles from the older version that is being phased out by Knox Systems to the newer, wireless units. These devices allow responders to have a key in each vehicle in the fleet that will open any Knox Box on any residence or business within Miami Township. These keys are unique to our department and afford a very high level of security for any facility that has a Knox Box installed. Our crews can open these boxes to retrieve keys to the building without having to force entry, thereby reducing time to access the building and any potential for additional damage to occur.

The department has slowly been making the conversion to the new wireless Knox KeySecures as they have purchased new vehicles, but they are at a point where they need to purchase additional units to replace aging ones in the fleet that are failing and are no longer able to be supported successfully by Knox Tech Support.

Chief Kelly presented a quote for Knox Systems to purchase five (5) new KeySecure units at a cost of \$4,964.00, which includes shipping and handling. They generally switch these units out internally and do not need to send them out for service. He intends to budget the balance of the replacement units for 2023 to make the full conversion to the latest model for uniformity across the fleet.

Chief Kelly shared with the Board plans for the construction and installation of a vehicle exhaust extraction system for Station 29. We received the Assistance to Firefighters Grant (AFG) from FEMA in the amount of \$47,619 in 2021 towards this project. All of our existing stations have a direct vehicle exhaust capture and extraction system in them that helps us to remove the vehicle exhaust to the outside of the station when we start our trucks or pull them back into the apparatus bays.

When Station 29 was built and opened in 2017, we elected to utilize a "whole bay" open exhaust system that was believed to be comparable at the time. Over the last five years, we have realized that this system is not nearly as effective and efficient as the "direct capture" method and devices. Knowing that, we applied for the AFG microgrant to help us afford the installation of a direct capture system. We estimated the complete project to be between \$50,000 and \$75,000. Our grant will cover three-quarters to almost all of those estimates.

Mr. Braun has reviewed the bid specifications and posting and has approved them as to form. We would intend to post this bid process as soon as possible in an effort to get this project completed before the end of this year.

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____

20 _____

Mr. Tracy made a motion to authorize the posting of a bid for the Station 29 whole bay open exhaust system. Seconded by Ms. Wolff and all voted "AYE."

Due to unexpected issues with the supply chains and the availability of new sets of turnout gear, Chief Kelly is requesting approval to place our annual turnout gear order now with the expectation that it will be delivered and invoiced in early 2023. According to our distributor on behalf of the manufacturer, we could expect to see a 4.5% increase in the cost of our normal set of gear, as well as lead times up to nine months from now for delivery. By placing our order before October 1st, we can avoid the price increase for this year but will still be expecting the gear to be delayed on delivery for many months.

We currently have a need to order sixteen (16) sets of turnout gear for planned replacements and for new employees that have been hired this year. The current cost per set is \$3,545.00 and we are requesting approval to agree to spend \$56,720.00 on this order that would be invoiced in 2023. We can build this cost into our capital expenditures for next year but would like to be able to place the order before October 1st to avoid the cost increases.

Chief Kelly requested approval to purchase additional voice amplifiers for the SCBA facepieces for our current Scott SCBA air packs. We first purchased the current inventory of SCBA in 2014 with a grant from FEMA and have had success with them over the years. One of the newer developments has been the ability to add a voice amplifier to the SCBA facepiece that allows our personnel to communicate more clearly and effectively when wearing the facepiece. Traditionally, radio communications have been very difficult at times due to the noisy environments that our crews are operating in when they are required to have their facepiece on.

The voice amplifiers that we are requesting to purchase interface with our Motorola portable radios through a Bluetooth connection. This allows for voice transmission to be very clear and easier to understand for both the sender and receiver.

He presented a quote for four (4) new voice amplifiers. That will give us one additional unit per station, which will be in addition to the existing four (4) units that we purchased as a trial earlier this year. We have had success with them and are looking forward to the added capabilities. The cost through MES/Warren Fire Equipment will be \$3,784.00, which includes shipping and handling. This is the only local distributor for this equipment. These devices can be installed and programmed by our personnel.

Mr. Musselman presented a quote for the purchase of a mini skid steer that was budgeted for 2022. This piece of equipment is a joint purchase between the roads and

Held

20

parks divisions. This machine will save both time and labor and will fit into tighter spaces than our current skid steer.

The original purchase price estimate in 2021 when we obtained the quote for budgeting purposes has increased by approximately 3% from \$54,109.46 to \$55,813.25. We had budgeted \$27,500 per department so our total budget increase will be \$813.25 (split between parks and roads).

Mr. Musselman presented information on an unscheduled repair that needs to be made on Orchard Valley Drive. During the cross-over pipe inspection that was performed prior to the start of paving this year, the Service Department found that a long run of storm water pipe starting at 1571 Orchard Valley Drive needed repair. The most cost-effective method for this repair is to use a cured in place grout on each joint in this pipe.

He received two quotes for this repair. One is to repair only the currently leaking joints in the amount of \$10,900 and the other is to repair all the pipe joints in the amount of \$20,300. This pipe has had this repair performed previously and while those repairs are still good, more pipe joints are leaking and creating issues at the surface (sinkhole). He is recommending that we repair all the joints in this pipe to avoid having to go in again at some point in the future to repair the rest of the pipe.

Mr. Musselman presented the bid results for the MTCC Window Replacement Project. The windows we are replacing are the large curtain wall windows that form much of the perimeter walls of the Miami Township Civic Center. This is necessary due to the movement of the outside edge seals in each window panel. They must be replaced before they fail completely and all of them are showing signs of progressive failure, so we are being proactive with this replacement project. The project estimate was \$63,505.00.

We received one bid from Ryan's All Glass in the amount \$51,101. They did a great job on last year's window replacement, so they are familiar with the project.

Mr. Elliff asked the board to set a date for the rehearing of the Zoning Commission hearing on Case #581.

Ms. Wolff made a motion to set a hearing date of October 10, 2022 at 6:00pm to rehear zoning case #581, seconded by Mr. Tracy and all voted "AYE."

Mr. Wright presented information from Emily Asher, Human Resources Director, on a new system needed for a BCI Fingerprint Background Check which are conducted in house. The company who processed our BCI fingerprint background check requests has gone out of business, and we need to choose a new provider. Ms. Asher obtained 3

RECORD OF PROCEEDINGS

Minutes of

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BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ 20 _____

~~quotes for this service: Option 1: Web Check –Year one cost with equipment: \$6,195.00. Annual fee starting year 2: \$512.00; Option 2: National Background Check, Inc. –Year one cost with equipment: \$6,499.00. Annual fee starting year 2: \$799.00; Option 3: Biometric Information Management (BIM) –Year one cost with equipment: \$6,800. Annual fee starting year 2: \$800.00.~~


PUBLIC COMMENTS: There were no public comments.

Mr. Tracy made a motion to go into executive session pursuant to ORC 121.22 (G) (1) to consider the compensation of a public employee, Seconded by Ms. Wolff and all voted "AYE."


Mr. Tracy made a motion to come out of executive session, seconded by Ms. Wolff and all voted "AYE."

The meeting was adjourned at 8:36 pm.

ATTEST:



Eric C. Ferry, Fiscal Officer



Mark C. Schulte, Chairperson