

# RECORD OF PROCEEDINGS

Minutes of

Meeting

## MIAMI TOWNSHIP BOARD OF TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held SEPTEMBER 26, 2017 20

The Miami Township Board of Trustees met in regular session on Tuesday, September 25, 2017 at 7:00 PM. Trustee Ken Tracy called the meeting to order and led the Pledge of Allegiance. The invocation was given by Mr. Tracy. Mr. Ferry called the roll. Attending were Ken Tracy, Mary Makley Wolff and Karl Schultz. Mr. Schultz made a motion to approve the minutes of the August 14, 2017 business meeting, the August 23, 2017 special meeting, the September 6, 2017 zoning hearing and the September 11, 2017 work session, seconded by Ms. Wolff with all voting "AYE".

**Correspondence:** Mr. Ferry advised of two pieces of correspondence, both having to do with liquor permits. One is for a liquor permit for Cincy Sports Nation LLC dba Cincy Sports Nation and there are no objections to this request. The second liquor permit correspondence is transferring the liquor permit for the Rusty Nail from two owners to just one owner.

**Proclamations and Special Presentations:** None

**Department Reports:** A representative of each department presented a report of activities during the month of August 2017.

Community Development	Mr. Elliff
Finance	Mr. Ferry
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Wilson
Service	Mr. Musselman
Administration	Mr. Wright

During Mr. Wright's Administration report, it was noted that Karen Wikoff has been the Director of the Milford Miami Township Chamber for the past 12 years and will be retiring. Mr. Wright wanted Mrs. Wikoff to know how much he enjoyed working with her and how much she and her husband have contributed to our community over the years.

**Old Business:** None

**New Business:** Mr. Wright presented personnel actions for the Board's consideration. In the Service Department to accept the resignation of part-time Maintenance Worker Jason Walton, effective August 18, 2017.

Ms. Wolff made a motion to approve the Service Department personnel item as presented, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright recommended, in the Administration Department, to temporarily adjust Robin Grover's compensation during the time period she performed the duties of Finance Associate at a temporary rate of \$23.37 per hour from June 19, 2017 through September 22, 2017.

Mr. Schultz made a motion to approve the Administration Department personnel item as presented, seconded by Ms. Wolff with all voting "AYE".

Mr. Braun recommended the Board adopt a resolution amending the Employment Agreement for Jeffrey A. Wright to continue being the Township Administrator.

Ms. Wolff made a motion to adopt **Resolution 2017-45** a resolution amending the Employment Agreement with Jeffrey A. Wright to serve as Township Administrator and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright recommended, in the Police Department, that the Board remove Officer Jake Dold from probationary status effective October 1, 2017.

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Ms. Wolff made a motion to approve the Police Department personnel action as presented, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright recommended the Board make a Conditional Offer of Employment to Jesse Graham and Ryan Rees for the position of full time Police Officer. These two offers will be replacing recently vacated positions within the department.

Mr. Schultz made a motion to approve the Police Department personnel action as presented, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright recommended the Board grant Condition Offer of Employment for full-time Firefighter/Medics to Daniel Knapke, Shawn Wurzelbacher, Brian Mungan, Matthew Wendel, Jordan Hall and Austin Brown.

Ms. Wolff made a motion to approve the Fire Department personnel action as presented, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Fire/EMS Department is in possession of miscellaneous surplus equipment that is no longer necessary for its operation or is obsolete. Mr. Wright is recommending the Board adopt Resolution 2017-38 to auction that equipment which is listed as Exhibit A in the resolution.

Mr. Schultz made a motion to adopt **Resolution 2017-38** a resolution authorizing the disposal of surplus property and authorizing the sale of unneeded or obsolescent personal property no longer necessary for Township use by Internet Auction pursuant to Section 505.10 of the Ohio Revised Code and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that Mr. Bill Taphorn has researched the street lighting districts and has found that the assessments for all of the Hunters Valley street lighting districts need to be adjusted. There are six (6) lighting districts in Hunters Valley. Mr. Wright is recommending the Board adopt Resolution 2017-39.

Ms. Wolff made a motion to adopt Resolution 2017-39 a resolution adjusting and certifying the assessments for various street lighting districts in Miami Township and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised as discussed at the September 11<sup>th</sup> work session, the Police Department has requested to purchase five (5) Rock River .223 AR-15's with sights and slings from Keisler's Police Supply, Inc. in the amount of \$4,225.20. This was a 2017 budgeted item.

Mr. Schultz made a motion to approve the purchase of five (5) Rock river .223 AR-15's with sights and slings from Kiesler's Police Supply, Inc. at a cost of \$4,225.20, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Board typically sets Trick or Treat date and time at the September business meeting and the standard practice has been to set Trick or Treat for October 31, 2017 from 6:00 p.m. to 8:00 p.m. It was noted if the weather is not good then it is up to parents to make the choice for their own children as to them going out or staying in.

Mr. Schultz made a motion to set Trick or Treat for October 31<sup>st</sup> from 6:00 p.m. to 8:00 p.m., seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised as discussed at the September work session, the Community Development Department has prepared an amendment to the Property Maintenance Code to establish the zoning Commission as an appeals body for decisions made pursuant to the PMC.

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Mr. Wright is recommending the Board adopt Resolution 2017-40 amending the Property Maintenance Code.

Ms. Wolff made a motion to adopt Resolution 2017-40 a resolution amending the Miami Township, Clermont County, Ohio, Property Maintenance Code, dispensing with the second reading and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the need for a nuisance abatement for only one (1) property. Mr. Wright is recommending the Board adopt Resolution 2017-41.

Mr. Schultz made a motion to adopt Resolution 2017-41 a resolution authorizing the abatement, control or removal of vegetation, garbage, rubbish or debris and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that periodically Miami Township needs to renew its Agreement with Constellation NewEnergy Gas Division who has been the natural gas provider for the Township's gas aggregation program since 2009. The contract has been reviewed and approved as to form by the Township Law Director. Mr. Wright reminded all that this is an opt-out program that residents will receive subsequent mailings to that effect. Mr. Wright is recommending the Board adopt Resolution 2017-42 for this renewal.

Ms. Wolff made a motion to adopt Resolution 2017-42 authorizing approval of a gas aggregation agreement between Miami Township and Constellation NewEnergy-Gas Division LLC and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised residents have contacted staff regarding handicap accessibility measures be implemented at the lake at Miami Meadows Park, to assist the safety of residents fishing from wheelchairs or who may be otherwise physically handicapped. Staff feels this situation can be satisfied by installing a concrete sidewalk from the adjacent parking lot to a new concrete pad adjacent to the wall over the lake and installing protective railing on the water's edge of the concrete pad. Clermont County Park District recently announced a first-ever grant program they are calling "Community Parks Improvement Program". Grant requests for \$10,000.00 or less do not require any local match. Mr. Musselman has obtained quotes from two contractors and we believe that the total project can be completed for approximately \$9,200.00. Mr. Wright is recommending the Board adopt Resolution 2017-43 authorizing him to prepare and submit an application to participate in this program.

Mr. Schultz made a motion to adopt Resolution 2017-43 authorizing the Township Administrator to prepare and submit an application to participate in the Clermont County Park District 2017 Community Parks Improvement Program and to execute contracts as required, dispensing with the second reading and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Service Director is requesting to purchase a ¾ ton Ford F250 pick-up truck for the Parks department through the State of Ohio's DAS purchasing co-op.. This was a 2017 budgeted item and the old vehicle will move down in the fleet for use in multiple purposes. Staff does check with area dealers but those dealers cannot beat the State's price which is \$27,054.00.

Mr. Schultz made a motion to grant permission for the purchase of a ¾ ton Ford F250 pick-up truck for the Parks through the State of Ohio DAS purchasing co-op in the amount of \$27,054.00, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wight advised we received three quotes to perform pavement assessment of our entire 156 mile road network. Mr. Wright advised this would be an assessment that would occur once every five years and this will provide us the level of detail we need to prepare for the next year's paving program. It is being recommended the Board award this project contract to Stantec in the amount of \$45,695.00

Mr. Schultz made a motion to accept and award the Performance of Pavement Assessment quote to Stantec in the amount of \$45,694.00, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised three quotes were received for the new sign to be placed at St. Rt. 28 and Meijer drive, replacing the existing tube steel sign. A mock-up of the sign for review by Clermont County Engineer's Office has been constructed so they can verify that sight distance won't be a problem. The County did make one suggestion to move it about three feet back and that will not be a problem and will not lose its effectiveness. The lowest quote for the sign was from Signarama for \$39,500.00 and the lowest quote to provide electric to the sign was from Cincinnati Electric Service for \$3,300.00. The project can be paid for from TIF balances generated from adjacent commercial development.

Ms. Wolff made a motion to accept the quote from Signarama to provide the electronic message board sign at St. Rt. 28 and Meijer Drive in the amount of \$39,500.00 and for Cincinnati, Electric Service to install the electric feed at a cost of \$3,300.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Board previously approved the purchase of decorative street lights to be installed on Romar Drive and was included in the 2017 budget. Quotes obtained from four different companies for installation ranged from \$32,320.50 to \$131,000.00. Quotes from two companies to perform trenching and raceway installation were \$21,350.00 and \$36,400.00. Mr. Wright explained there are sufficient funds in the Lowe's TIF Fund to complete this project. Mr. Wright is recommending the Board accept the quote from Yasco for the pole and luminaire installation in the amount of \$32,320.50 and the quote from 4A Company for the trenching and raceway install in the amount of \$21,350.00 for a total cost of \$53,670.50.

Mr. Schultz made a motion to accept the quote from Yasco for the pole and luminaire installation in the amount of \$32,320.50 and the quote from 4A Company for the trenching and raceway install in the amount of \$21,350.00 for a total cost of \$53,670.50, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised with the disposal of six sections of fire hose the fire Department is asking for approval to purchase those replacement hoses and additional fire hose through Vogelpohl Fire Equipment at a cost of \$4,514.00. This was a 2017 budgeted expense and will allow us to have 26 additional sections of hose of varying sizes in our equipment cache. This will allow for the older hose to be placed in reserve.

Mr. Schultz made a motion to approve the purchase of fire hose through Vogelpohl Fire Equipment in the amount of \$4,514.00, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright is recommending the Board adopt a resolution approving language to cover instances where salaried personnel might be activated and deployed to respond to a state or federally declared emergency. Chief Kelly is a member of a Type III Incident Management Team and was recently deployed to help with the aftermath of Hurricane Irma in Florida. The State of Florida did request assistance from the State of Ohio. Having this language in place will allow the Township to recover the full amount of funds that are expended in paying salary, benefits and equipment usage costs during these types of emergency responses outside of Ohio.

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Ms. Wolff made a motion to adopt Resolution 2017-44 a resolution approving compensation to salaried employees who respond to emergency operations pursuant to Ohio Revised Code Section 5502.35 and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

**Public Comment:** Ms. Karen Wikoff of the Milford Miami Township Chamber came forward to introduce the new Executive Director of the Milford Miami Township Chamber, Ms. Kelli Gilbert. Ms. Wikoff thanked the Board for their years of working with her at the Chamber.

Ms. Kelli Gilbert of the Milford Miami Township Chamber came forward to thank everyone for the warm welcome and looks forward to working with everyone. Ms. Gilbert also advised they are still accepting applications for the Business Award Gala.

**Executive Session:** Mr. Schultz made a motion to go into Executive Session to conference with counsel related to pending or imminent litigation pursuant to Section 121.22(G)(3) of the Ohio Revised Code, seconded by Ms. Wolff with all voting "AYE".

Mr. Schultz made a motion to come out of Executive Session, seconded by Ms. Wolff with all voting "AYE".

With no further business to come before the Board the meeting was adjourned at 8:20 p.m.

ATTEST:

  
Eric C. Ferry, Fiscal Officer

  
Ken Tracy, Chairperson