

RECORD OF PROCEEDINGS

Minutes of

Meeting

MIAMI TOWNSHIP BOARD OF TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held DECEMBER 19, 2017 20

The Miami Township Board of Trustees met in regular session on Tuesday, December 19, 2017 at 7:00 PM. Trustee Tracy called the meeting to order and Troop 888 of Loveland Presbyterian Church 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. Ms. Wolff made a motion to approve the minutes of the November 9, special zoning hearing, the November 2017 business meeting and the December 11, 2017 work session/budget hearing, seconded by Mr. Schultz with all voting "AYE".

Correspondence: Mr. Ferry advised of two liquor permit applications that the Township has not requested a hearing for. Milford Petro Inc DBA Milford Sunoco at 987 St. Rt. 28 and Courtney Chumbley DBA Friend Stop at 6203 Branch Hill Guinea Pike.

Proclamations and Special Presentations: Mr. Tracy introduced Mr. Jeff Blom as the new President of the Clermont County Convention and Visitors Bureau. Mr. Blom gave some background on himself and explained the roll of the Convention and Visitors Bureau.

Chief Kelly introduced Lt. David Jetter and gave some background on Lt. Jetter. Chief Kelly advised that Lt. David Jetter has been promoted to Deputy Chief of Operations for the Miami Township Fire & EMS Department. Chief Kelly asked David Jetter, the Board and David's family to come forward. Joe Braun, Law Director administered the Oath of Office. David's wife, Jennie pinned the badge on David's uniform and Jennie and Chief Kelly replaced the collar brass on his uniform.

Chief Kelly asked Jordan Hall, Brian Mungan and Matthew Wendell to come forward. Chief Kelly advised these are the three new full time firefighter/paramedics. Chief Kelly gave background on each and introduced their families. Chief Kelly asked for the person who will be pinning the badge to come forward with their family member. Joe Braun, Law Director, administered the Oath of Office and the spouses pinned the badge on the lapels.

Mr. Wright advised that Nicole and Tim Worsham, owners of Midwest Best BBQ & Creamery, have submitted an application for a tax abatement incentive through the Rural Enterprise Zone program. The current restaurant will move from Hamilton County to a location on Wards Corner Road near I-275. The company is requesting a seven (7) year, 50% abatement on real property taxes. On November 9, 2017 the Milford Board of Education passed a resolution approving the granting of an Enterprise Zone Real Property Exemption for Midwest Best BBQ & Creamery at the previously stated terms. Mr. Wright thanked Allison Murcia and Adele Evans of the Clermont County Department of Community and Economic Development for their professional and courteous working relationship. Mr. Wright has prepared Resolution 2017-62 for the Board's consideration.

Adele Evans, Assistant Director of the Clermont County Department of Community and Economic Development came forward and introduced Tim and Nicole Worsham and asked them to come forward to speak a little of their business. Nicole Worsham came forward to thank the Board and everyone who worked to help make this possible.

Mr. Schultz made a motion to adopt Resolution 2017-62 a resolution authorizing a Tax Abatement to Midwest Best BBQ & Creamery through the Rural Enterprise Zone Legislation and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the hard work by the Siebers to get a lease arrangement for the Chick-fil-A on Romar Drive. Ms. Kelly Gilbert of the Milford Miami Township Chamber came forward to introduce the franchise owner, Mike Moore. Mr. Moore came forward to thank everyone for the opportunity to locate in Miami Township and for all of the hard work by Miami Township. Mr. Moore introduced his Grand Opening Supervisor team who are his corporate support.

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

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

Old Business: None

New Business: Mr. Schultz made a motion to pay the bills of the Township with 338 checks numbered 129234-129572 and 17 electronic checks numbered 1050-1067 for the total amount of \$1,844,423.48 plus payroll and payroll taxes for the check date 11/21/2017 in the amount of \$259,551.58 and payroll and payroll taxes for the check date 12/8/2017 in the amount of \$423,425.55, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate.

Ms. Wolff made a motion to adopt Resolution 2017-55 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$24,861.84 and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright presented one personnel item. To grant final employment to Kelly Flannigan as the Finance Director at a salary of \$90,000.00 annually with an effective start date of February 19, 2018 and a probationary period of one (1) year.

Mr. Schultz made a motion to grant final employment to Kelly Flannigan as the Finance Director at a salary of \$90,000.00 annually with an effective start date of February 19, 2018 and a probationary period of one (1) year, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that at the end of each year the Board of Trustees appoint two Township representatives to the Volunteer Fire Fighter's Dependents Fund Board. Historically the Township Administrator and the fire Chief have been appointed and Mr. Wright is recommending the Board do the same for 2018.

Ms. Wolff made a motion to appoint Jeff Wright, Township Administrator, and Steve Kelly, Fire Chief, to the Volunteer Fire Fighter's Dependents Fund Board for 2018, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised when a Township exceeds a population of 40,000 it earns a seat on the Ohio Kentucky Indiana Regional Council of Governments Board of Directors. Miami Township is in receipt of correspondence acknowledging that our population exceeds 40,000 and requests that Miami Township appoint a representative to serve on the Board. Mr. Schultz has been our representative in the past and recommends we re-appoint Mr. Schultz.

Ms. Wolff made a motion to re-appoint Karl Schultz as the Miami Township representative to the Ohio Kentucky Indiana Regional Council of Governments Board of Directors for 2018, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that Mr. Elliff has investigated acceptance of credit cards for zoning fees and applications, after customer feedback and realizing it would be a great benefit to businesses and residential customers. Several processing vendors were contacted and one, TSYS Business Solutions, LLC was most responsive. Mr. Wright is recommending the

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Board approve authorizing the Township Administrator to enter into the Application for Merchant Card Processing.

Mr. Schultz made a motion to authorize the Administrator to complete the Application for Merchant Card Processing with TSYS Business Solutions, LLC and complete any other necessary paperwork to establish a credit card processing arrangement for the Community Development Department with TSYS, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised there is a need to amend the 2017 Township Appropriations. Due to increases or decreases in revenue or expenditures in certain funds, it is necessary to amend the approved 2017 appropriations to match the actual revenues and expenditures. Mr. Wright has drafted Resolution 2017-56 for the Board's consideration.

Ms. Wolff made a motion to adopt Resolution 2017-56 a resolution amending the Township's 2017 annual appropriations with Exhibit A and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright presented the Board with the proposed Miami Township 2018 Budget. Staff has continued to prepare fiscally conservative budgets that recognize our moderate gains in revenue, yet still provide sufficient funds to allow the departments to carry out their missions to provide quality, efficient services to our residents. A budget hearing was held on Monday, December 11, 2017 to discuss the 2018 budget and staff made the revisions as requested by the Board. Resolution 2017-57 has been drafted for the Board's consideration.

Mr. Schultz made a motion to adopt Resolution 2017-57 a resolution adopting the Miami Township 2018 Appropriations and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised Loveland Symmes Fire Department has submitted a renewal contract for fire and EMS service to the O'Bannonville area. Miami Township has contracted with the LSFDF for a number of years to supplement the services that we provide to the residents and properties in that area. The contract remains for one year and the cost remains the same at \$8,000 for one year. The contract has been reviewed and approved as to form by the Law Director.

Ms. Wolff made a motion to enter into a one year contract with the Loveland Symmes Fire Department in an amount not to exceed \$8,000.00 for 2018 and authorize the Township Administrator to execute the contract on behalf of the Board, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that the Fiscal Office is requesting that the Board adopt a resolution that will permit the Township to collect advance taxes in 2018. We have followed this practice for many years and Resolution 2017-58 is before the Board for their consideration.

Ms. Wolff made a motion to adopt Resolution 2017-58 a resolution requesting Advance of Taxes Collected and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised each year the Trustees must adopt a resolution authorizing the travel expenses for the Board of Trustees and Fiscal Officer as they are required to attend various out of Township conferences, meetings and training programs that are necessary in the performance of their Township duties and responsibilities. Resolution 2017-59 is submitted for the Board's consideration.

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Ms. Wolff made a motion to adopt Resolution 2017-59 a resolution approving the travel expenses for Township Trustees and Township Fiscal Officer at an amount of \$2,500.00 for each Trustee and Fiscal Officer and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised each year the Board adopts a resolution for the compensation of the Township Trustees and Fiscal Officer and the compensation shall be the maximum compensation permitted per the Ohio Revised Code. The compensation shall be an annual salary to be paid in equal monthly payments. Resolution 2017-60 has been drafted for the Board's consideration.

Mr. Schultz made a motion to adopt Resolution 2017-60 a resolution authorizing the compensation of the Township Trustees and township Fiscal Officer and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised at the end of each year the Board of Trustees sets the pay rates for all employees for the following year. For the four collective bargaining units, the rates of pay are previously established by approved contracts. For non-bargaining employees the rate increase is generally a 2.0% increase to align with the increases in the collective bargaining units. Resolution 2017-61 has been drafted for the Board's consideration.

Ms. Wolff made a motion to adopt Resolution 2017-61 a resolution providing for compensation of Township employees effective with the first pay period of 2018 and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Police Department is in possession of miscellaneous surplus equipment that is not needed or unfit for public use. The Police Department wishes to trade in the equipment to Kiesler's Police Supply, Inc. and will be purchasing new equipment from Kiesler's. The trade in value will be credited against the purchase price of the new equipment. A listing of the surplus equipment is shown as Exhibit A of Resolution 2017-63.

Mr. Schultz made a motion to adopt Resolution 2017-63 a resolution authorizing the disposal of unneeded or unfit motor vehicles, road machinery, equipment or tools no longer necessary for Township use by Trade In pursuant to Section 501.10(A)((3) of the Ohio Revised Code and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised, as discussed at the December work session, the Police Department has tested and presented for purchase 36 AXON Body Worn cameras and associated equipment hardware, software and Cloud storage of data for a 5 year contract for a total cost of \$111,969.34. The capital expense of in car camera systems was presented as well as a part of the overall cost to outfit the 2018 requested two marked patrol cars. An option was presented to the Board of moving away from our current in-car camera vendor and moving to the Axon-Fleet option for in-car camera systems. Axon provided a quote taking into consideration 2017 pricing which will save the Township approximately \$23,741.00 by agreeing to sign the Master Services and Purchasing Agreement with Axon Enterprises, Inc. in 2017 for delivery of products in 2018 and payment of products over a 5 year period of time. The total cost for the 36 AXON Body Worn Cameras and 2 Axon-Fleet in car camera systems along with associated equipment hardware, software, cloud storage of data, installation and training is \$124,675.27. Mr. Wright is recommending the Board approve the purchase of the 36 Body Worn Cameras and the 2 in car camera systems by resolution.

Mr. Schultz made a motion to adopt Resolution 2017-64 a resolution authorizing approval of an agreement between Miami Township and Axon Enterprises, Inc. and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

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Mr. Tracy advised at the end of each year the Board rotates chairing the Trustee meetings. Mr. Tracy made a motion to appoint Mary Makley Wolff as the Board Chair, Karl Schultz as Vice Chair and Ken Tracy as member, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to hold the Trustee work session the second Monday of each month at 8:30 a.m. except for May and October which will be held the first Monday, May 7th and October 1st and to hold the regularly scheduled business meetings on the third Tuesday of each month at 7:00 p.m., seconded by Ms. Wolff with all voting "AYE".

Public Comment: Cee Cee Collins, President of the Little Miami River Chamber Alliance, came forward to say they had the privilege, as a Chamber, to honor 12 businesses within Loveland, Symmes and Miami Township and wanted to congratulate Chief Kelly because he and his staff were honored with the Military, Safety and Justice Award from the Little Miami River Chamber Alliance. Ms. Collins wanted to congratulate Chief Kelly and his staff publically.

Ms. Collins invited everyone to the State of the Region Event on January 18, 2018, as Jeff Wright will be speaking along with the City Manager of Loveland and the Administrator of Symmes Township. This will take place at R.S.V.P. on Wards Corner Road at 11:30 a.m.

Executive Session: None

With no further business to come before the Board the meeting was adjourned at 8:19 p.m.

ATTEST: *Eric C Ferry*
Eric C. Ferry, Fiscal Officer

Ken Tracy
Ken Tracy, Chairperson