

MIAMI TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800 325-8094 FORM NO. 10148

Held _____ 20 _____
 JULY 17, 2018

The Miami Township Board of Trustees met in regular session on Tuesday, July 17, 2018 at 7:00 PM. Trustee Schultz called the meeting to order and led the Pledge of Allegiance. The invocation was given by Ken Tracy. Mr. Ferry called the roll. Attending were Karl Schultz and Ken Tracy. Mr. Tracy made a motion to approve the minutes of the July 2, 2018 special meeting and the July 11, 2018 special meeting, seconded by Mr. Schultz with all voting "AYE".

Correspondence: Mr. Ferry advised of a liquor permit request from Midwest Best BBQ and Creamery. There are no objections from the Police Department.

Personnel: Mr. Wright presented the following personnel actions: To grant final employment to Justin Flynn for the position of full time police officer, with an eighteen-month probationary period at a starting pay rate of \$30.82 per hour with a start date of August 1, 2018.

Mr. Tracy made a motion to grant final employment to Justin Flynn for the position of full time Police Officer with an eighteen-month probationary period, at a starting rate of \$30.82 per hour with an effective starting date of August 1, 2018, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright recommended the Board fill the recently vacated full time police clerk's position with the currently employed part time police clerk Sherry Drake. Ms. Drake has worked with the police department in a part time position for the past two years and seven months. Her evaluations have been superior, and she has embraced the core values of the police department. There are no changes required to her current pay status with this upgrade in position.

Mr. Tracy made a motion to upgrade the job status of Sherry Drake from part time to full time police clerk with no change in pay status effective July 17, 2018, seconded by Mr. Schultz with all voting "AYE".

Chief Madsen asked the Board, the Fiscal Officer, Mr. Wright and Mr. Braun to come forward for the swearing in and pinning ceremony. Chief Madsen requested Justin Flynn and his mother and father to come forward. Chief Madsen gave some background on Justin. Mr. Braun administered the Oath of Office and Justin was pinned with Badge #12 by his father. Chief Madsen gave some history of Badge #12 noting retired Patrol Officer Terry Trost was pinned with that badge in 1983 and retired from Miami Township in 2009. Retired Officer Trost was in the audience for this pinning ceremony.

Proclamations and Special Presentations:

Department Reports: A representative of each department presented a report of activities during the month of June 2018.

- | | |
|-----------------------|----------------|
| 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:

New Business: Mr. Tracy made a motion to pay the bills of the Township with 204 checks numbered 130980-131184 and 17 electronic checks numbered 1206-1223 for the total amount of \$1,201,685.86 plus payroll for the check date 6/22/2018 in the amount of \$278,974.93 and

MIAMI TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ 20_____
JULY 17, 2018

payroll for the check date 7/6/2018 in the amount of \$273,455.17, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$47,423.72.

Mr. Tracy made a motion to adopt Resolution 2018-25 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$47,423.72 and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Fire/EMS and Administration Departments are in possession of surplus property or equipment that is no longer of value to their operation. They intend to dispose of these items by internet auction on GovDeals and recycle them appropriately if there are no winning bidders. Mr. Wright presented Resolution 2018-26 for the Board to consider.

Mr. Tracy made a motion to adopt Resolution 2018-26 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 Mr. Schultz with all voting "AYE".

Mr. Wright advised every five years the Clermont County Budget Commission approves an Alternative Method of Distribution of how to divide the local government funds received from the State. The County Budget Commission and County Auditor held a meeting with Clermont County local governments, on June 28th, relating to the future distribution of Local Government funds. Several alternatives to the state formula were discussed, including maintaining the current distribution method. In order for a county to adopt an alternative distribution method, it must be adopted by the County Commissioners and a majority of the townships and municipalities. ORC Section 5747.51 also allows for an alternative method of distribution that may exclude the approval otherwise required of the legislative authority of the city with the greatest population. It is in Miami Township's interest to add this change. The county requires a resolution from a majority of local jurisdictions to adopt an alternative distribution method of Local Government funds. Although the alternative distribution method is not ideal, a better alternative distribution method that would better distribute funds based on population, road miles, area of the local government, etc. will need more time for discussion to be adopted since a majority of the cities and villages in the County presently benefit more from the current method. Rather than following past practice and adopting the current formula for another five-year term, an option is to have it in place for only one year in an attempt to have more discussions with other jurisdictions in an effort to have a majority of the jurisdictions agree on a new alternative for apportionment that is more equitable for a majority of the residents of the County. Mr. Wright is recommending the Board adopt a resolution for one year authorizing the adoption of an Alternative Method of Apportionment of the Undivided Local Government Fund.

Mr. Tracy made a motion to adopt Resolution 2018-27 authorizing adoption of an Alternative Method of Apportionment of the Undivided Local Government Fund for a period of one -year that per Ohio Revised Code Section 5747.53 excludes the approval otherwise required of the legislative authority of the city, located wholly or partially in the county, with the greatest population and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised, as discussed at the work session, the Carillon Group of Raymond James is interested in assisting with the investment of cash reserves for Miami Township. The Carillon Group specializes in working with public entities to assist in the management of their cash reserves and investment portfolios. Their clients consist of public entities such as municipalities, counties, school districts, library districts and other political subdivisions.

MIAMI TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800.325.8094 FORM NO. 10148

Held _____ 20_____
JULY 17, 2018

Their primary objective, in order of priority, is to preserve principal value within the context of maintaining appropriate liquidity and generating competitive yields. The types of investments are limited to those permitted by Ohio Revised Code, of which they are very familiar, including FDIC coverage, length of maturity etc. Raymond James has delivered 121 consecutive quarters of profitability. They credit much of this performance to the firm's client-first perspective and adherence to its founding core values of professional integrity, advisor independence and a conservative long term approach to investing. Mr. Ferry and Mrs. Flanigan met with Managing Director, Mr. Mike Fink of the Carillon Group of Raymond James to share some ideas on how he could potentially add value to the township finances and management of cash reserves. The Township currently uses JPMorgan Chase as our broker-dealer for all investment management and should the Township decide to enter into a relationship with the Carillon Group of Raymond James, there is no contractual obligation on the part of the Township. There is a client agreement that spells out rights and responsibilities of both parties, however, the relationship can be ended at any time. JPMorgan could still be used as our custodian of funds and have the ease of transactions moving in or out of our checking account. It is recommended the Township maintain a broker-dealer relationship for investment services, as this arrangement is cost neutral. Under this proposal, the fee structure is the same under both JPMorgan and Raymond James. Compensation occurs when a transaction takes place. It is being recommended the Township establish a client relationship with the Carillon Group of Raymond James.

Mr. Tracy made a motion to proceed with establishing a client relationship with The Carillon Group of Raymond James for investment services, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised as discussed at the work session, the Service Department has tested several mowers looking for a mower that will replace a 2004 Jacobsen, with a \$6,500 trade in, and a 2014 Jacobsen, with a \$16,000 trade in. After testing several mowers, Mr. Musselman is recommending the purchase of a new Toro Groundmaster priced at \$59,414.25. With the trade in for both Jacobsen mowers at \$22,500 that would make a final cost of \$36,914.25 for the Toro Groundmaster. This was a budgeted item and is below the \$57,000 that was budgeted.

Mr. Tracy made a motion to approve the purchase of a Toro Groundmaster mower at a cost not to exceed \$36,914.25, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised as discussed at the work session, Mr. Musselman sought out and received a proposal to develop building plans for the proposed storage garage for the Service Department. The proposal from DS2 Architects is for \$15,500. A second proposal from Brandstetter and Carroll was for \$45,000 for the building plans. It is being recommended the Board approve the quote from DS2 Architects.

Mr. Tracy made a motion to approve the quote of \$15,500.00 from DS2 to develop building plans for the proposed Service Department storage garage, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised as discussed at the work session, the Fire/EMS department is requesting approval to replace three existing Panasonic Toughbook CF-31 mobile data computers (MDC's) as part of their routine computer replacement schedule. Clermont County Communications has obtained a group discount rate through CDW-G so pricing for the new units is fixed. This project was budgeted for this year as a capital project and the Fire/EMS Department is seeking to spend no more than \$11,037.00 for the three units and the required components for installation.

Mr. Tracy made a motion to approve the replacement of three Panasonic Toughbook CF-31 mobile data computers at a cost not to exceed \$11,037.00 for the three units and the required components for installation, seconded by Mr. Schultz with all voting "AYE".

RECORD OF PROCEEDINGS

Minutes of

Meeting

MIAMI TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

20

JULY 17, 2018

Mr. Wright advised as discussed at the work session, Chief Kelly is requesting approval to send two members of the department, FF/Medic Jordan Hall and Deputy Chief Dave Jetter, to the 2018 Spartan Fire Truck Training Conference in Lansing, Michigan from September 30th through October 5th. This conference provided the attendees with the ability to learn and practice with the various specialty systems that are found on each piece of fire apparatus. The department is undergoing some changes to their internal fleet maintenance program and feel that this class would help to provide some newer members with the Knowledge and skills they will need to help maintain our vehicles. The cost for the conference and all travel expenses is estimated not to exceed \$2,272.00 and reflects double occupancy for lodging.

Mr. Tracy made a motion to approve the fire/EMS out of township travel request to send FF/Medic Jordan Hall and Deputy Chief Dave Jetter to the 2018 Spartan Fire Truck Training conference in Lansing, Michigan from September 30th through October 5th at a cost not to exceed \$2,272.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised as discussed at the work session, Chief Kelly is requesting approval to proceed with two station improvement projects that were planned for 2018 in the capital budget. The first is the repainting of the apparatus bays at Station 27. The Bays have not been painted in over ten years and need fresh sanding, priming and painting as part of routine maintenance. The department solicited three bids and Mason Painting is being recommended at a cost not to exceed \$7,000.00. The second project involves maintenance work on the doors that separate offices from the apparatus bays. In Station 26, 27 and 28 the doors are solid with no window. This has caused many issues with people accidentally opening the door into other people that could not be seen on the other side and has caused some near misses. Three quotes were received, and Skeets Humphries is being recommended to retrofit all three stations at a cost of \$4,897.00 for parts, labor and installation.

Mr. Tracy made a motion to approve the Fire/EMS station improvement projects of Station 27 apparatus bays painting by Mason Painting at a cost not to exceed \$7,000.00 and maintenance on the doors of Stations 26, 27 and 28 by Skeets Humphries at a cost not to exceed \$4,897.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised as discussed at the work session, the Fire/EMS Department is requesting approval to proceed with the purchase of replacement of tactical body armor that was budgeted for this year. This body armor has expired. The department will have various sizes at each station and personnel will select the appropriate size body armor and place it on the vehicles at the start of their shift. The department currently does not have helmets but these are critical to protecting personnel. The body armor and helmets chosen are from Armor Express. They offer Ohio State Term Contract Pricing at a 45% discount of list pricing. Their intent is to buy 34 carriers with Kevlar inserts at \$577.40 for a total cost of \$19,631.60 and 16 helmets at \$501.50 each for a total of \$8,024.00. This makes the total purchase for body armor and helmets \$27,655.60. Shipping is included in the price.

Mr. Tracy made a motion to approve the Fire/EMS tactical body armor purchase of 34 carriers with Kevlar inserts and 16 helmets for a total of \$27,655.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised there are locations on Dry Run Road and Sugar Camp Road where there are retaining walls between the roads and adjacent creeks that are being undermined by the creek and the integrity of the roadway is being compromised. Mr. Wright believes that the repair projects could be eligible for partial funding through the Ohio Public Works Commission (OPWC). We will have an engineer's estimate and complete an application prior to the County's deadline of August 10th. Although the Township has received preliminary approval of a 65% Emergency OPWC grant for the Lewis Road project, he would like to include that project preliminarily in the authorization as a potential application in case the emergency funding does not come to fruition. The Board must adopt a resolution

MIAMI TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ 20_____
JULY 17, 2018

authorizing the Administrator to file the grant application. Resolution 2018-28 was submitted for the Board's consideration.

Mr. Tracy made a motion to adopt Resolution 2018-28 authorizing the Township Administrator to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement Program and to execute contracts as required and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that in May of this year the Board adopted a resolution requesting the vacating of a portion of Miami Park Circle in the Mills of Miami subdivision. This resolution was sent to the Clermont County Board of Commissioners for their public hearing. On July the Board of County Commissioners held a public hearing and voted to adopt the requested vacation. The county has now advised that a final resolution adopted by Miami Township Board of Trustees is needed so that the applicant can file the necessary plat with the county so that the property can be transferred. Resolution 2018-29 was submitted for the Board's consideration.

Mr. Tracy made a motion to adopt Resolution 2018-29 vacating roads on the property located on Clermont County Real Estate Parcel No. 182402C001 and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Elliff advised the Board the Miami Township Zoning Commission recommended approval plus conditions of the zone change request in Case #560 and #563. The Board of Trustees must now set a public hearing date to make a formal decision. With a publication date of July 26, 2018, the time window for the Board to hear these cases is from Monday, August 6th to Friday August 10th. Mr. Elliff is recommending the Board set Tuesday, August 7, 2018 at 7:00 p.m. to hear these two cases. Mr. Tracy noted he will not be in town that week but understands Ms. Wolff will be.

Mr. Tracy made a motion to set a public hearing for zoning Case #560 and Case #563 for Tuesday, August 7, 2018 at 7:00 p.m. and any other business to come before the Board, seconded by Mr. Schultz with all voting "AYE".

Public Comment: Mr. David Painter, Clermont County Commissioner, came forward to thank Mr. Wright regarding the effort he has put in with Local Government Funding and wanted to let everyone know that he will be open and transparent with the FC Cincinnati pitch to Milford and the Commissioners.

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

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

Mr. Tracy moved we authorize the Township Administrator to pay \$5,000.00 to settle claims brought by the City of Cincinnati and Michael Silberstein in a lawsuit against the Township, seconded by Mr. Schultz with all voting "AYE".

With no further business to come before the Board the meeting was adjourned at 8:30 p.m.

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

Karl Schultz
Karl Schultz, Vice Chairperson