

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

MARCH 12, 2018

20

The Miami Township Board of Trustees met in work session on Monday, March 12, 2018 at the Miami Township Civic Center. Chairperson Wolff called the meeting to order and led the Pledge of Allegiance. Mr. Ferry called the roll and present were Mary Makley Wolff, Karl Schultz and Ken Tracy.

Mr. Wright advised Rumpke Waste & Recycling Company would like to present an initiative that would offer Miami township households, both current and future customers, a reduced cost plan that could guarantee rates until 2020 and offer free recycling and recycling containers. Mr. Wright explained the Township would not be required to be a party to any contracts or agreements and this offer from Rumpke will still allow residents to preserve their opportunity to choose their waste collection company. Mr. Wright introduced Mr. Dean Ferrier, a Public Sector/Municipal Representative, to answer any questions the Board had. Mr. Ferrier explained the service that will be offered which would include free recycling and recycling bin.

Street Lighting District Public Hearing: Ms. Wolff called to order the public hearing for the Street Lighting District for Pine Bluffs Section 2B. The notice of public hearing was read into the record. Mr. Wright explained HPA Development Group has requested the board adopt a new street lighting district for Pine Bluffs Section 2B. HPA owns all of the lots at this time. There will be one (1) light in Section 2B and 13 improved lots in Section 2B that will be assessed. Each will be assessed \$10.47 annually. The Board asked for comments from the public and there were none.

Mr. Schultz made a motion to adopt Resolution 2018-07 a resolution providing for the procurement of a street lighting system for Pine Bluffs Section 2B and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

The public hearing was officially closed by Ms. Wolff.

Mr. Elliff advised there is some risk going forward that the Township's zoning permitting software, ZonePro, may cease to function, as it is no longer supported by Microsoft. Zone Pro is based upon the Visual FoxPro database software, which Microsoft stopped supporting in 2013. The Township's ZonePro vendor, ZP Systems, has ended business operations and merged with another software provider, IWorq. Mr. Elliff recently attended a webinar by IWorq staff demonstrating their product. IWorq advised it will continue to act as our ZonePro vendor but cannot guarantee the product will continue to function. Mr. Elliff advised the Clermont County Chief Building Official has presented the idea of Miami Township, and several other communities, partnering with the County and using its permitting software. The County is in the initial stages of rolling out a new permitting program known as EnerGov and last week Mr. Elliff attended a presentation by Mr. Lamping and the Building Department staff demonstrating the EnerGov capabilities. Mr. Elliff stated Mr. Lamping is looking for feedback. Mr. Elliff stated he is still unsure of using a County controlled software and there are pros and cons to this software. The Board asked Mr. Elliff to look into what other comparable sized communities are using. The Board also would like Mr. Elliff to look into something that will have Microsoft technical support for some time to come. The Board asked how imminent is this and Mr. Elliff stated he is not sure how long it will last. Mr. Elliff will get his data and report back to the Board.

Mr. Musselman discussed the Clean -Up Days the Township offers twice a year and the cost associated with these days. Mr. Musselman stated the two day events have had to have extra manpower earlier on Friday due to residents coming in early to drop-off. The crew has to unload and load large items they are not used to doing in their daily job causing injuries and Workers Comp claims and the shred-it event on the same day causes traffic issues through the parking lot. Mr. Musselman asked the Center for Local Government for information on other communities and whether or not they have clean up days and Mr. Musselman stated we are offering quite a bit more than our neighbors as most of them are only offering a one day event and some charge for some items. Mr. Musselman had costs associated with our clean up event

Held

MARCH 12, 2018

20

and stated it costs approximately \$23.15 per visitor and the total amount of vehicles represented approximately 8 to 9% of the Township's households. Mr. Musselman is asking the Board to consider trimming back the clean up days to save money, save wear and tear on the parking lot and save wear and tear on the crew. The Board asked what Mr. Musselman's recommendation is and Mr. Musselman stated he is recommending to cut it back to one day per because that seems to be what most other communities are doing. Mr. Wright stated he would not recommend eliminating the event totally but wanted to make sure the Board knew the total cost per year is approximately \$60,000.00. Mr. Musselman stated our Spring clean up event is already scheduled for April but he is not sure what the Board is comfortable with. The Board stated they are not comfortable with eliminating anything and that this is a customer service industry and this event helps our residents and keeps our Township cleaner. The Board stated they would like to keep it as is for now.

Chief Madsen advised of an out of Township travel request to send Detective Matt Davila to the two week long Homicide Investigation Class at the Southern Police Institute in Louisville, Kentucky, June 3rd through June 15, 2018. This class will provide state of the art homicide investigative training. The cost for the 10 day training is \$2,370.00. This will be an action item at the business meeting.

Chief Kelly advised of an out of Township travel request to send Jason Burbrink and Greg Ortman to the annual Zoll Summit Conference in Denver, Colorado from May 7th through May 11, 2018. Zoll ePCR is our EMS reporting software platform and is working very well for our operations and because of our participation in the beta test of a new version of this software the department will save approximately \$4,800 annually over the next three years and we are entitled to two registrations for this conference at no cost to the department. This conference is only held at the Zoll corporate headquarters in Denver, Colorado. The estimated cost for the conference and all travel expenses is estimated not to exceed \$2,000.00 and reflects double occupancy for lodging. This will be an action item at the business meeting.

Ms. Kelly Flanigan, Finance Director, presented an out of Township travel request to attend the Government Finance Officers Association 112th annual conference in St. Louis, Missouri from May 6 through May 9, 2018 at a cost not to exceed \$1,525.00. Ms. Flanigan explained this conference provides an opportunity to earn continuing professional education credits of which her CPA license requires 120 every three years, with at least 20 to be earned annually. This will be an action item at the business meeting.

Chief Madsen advised at the December 2017 budget hearing, she presented a capital improvement purchase request to cover a portion of the police department lower level interior walls with high impact vinyl wall guards and rub rails to help reduce the amount of wear and tear to the interior of the lower level walls. Three companies were contacted for quotes, two responded and the low bid was from All Around Joe LLC with a quote of \$10,335.00. This will be an action item at the business meeting.

Mr. Musselman advised the final report from Stantec was received and the report shows that 48% of our road network is in poor or failed condition. This 48% equals 74.15 miles of road. At an estimated repaving cost of \$126,000.00 per mile we have over 9.3 million dollars of repaving costs to bring all of our poor or failed streets up to good or better condition. This number does not include curb repairs which increases that cost by approximately \$158,000.00 per mile of curb replaced. The revenue budgeted for the 2018 street repair program is \$463,000.00. Mr. Musselman included a spreadsheet showing the lowest rated streets from the assessment. It was noted that the Township receives under \$500,000.00 per year for paving and we have a 21 year project which shows that the Township has a funding problem. The Board asked about funding options. Mr. Wright stated we should be paving 8 miles of road each year to make sure each road gets repaved every 20 years, which means we should be spending approximately 1.3 million dollars each year on paving to have a 20 year cycle. The Township is

MARCH 12, 2018

Held _____ 20_____

already at its threshold for inside millage so inside millage is not an option for Miami Township. If the Township decided to entertain the idea of asking for a levy for road funds we

would determine the amount needed for the annual repaving project and propose different millage rates for the Board to consider to be proposed to the residents on the November ballot. Mr. Wright and Mr. Musselman will compile the information and bring it back to the Board for their consideration. Mr. Wright stated they will hold public meetings regarding this information.

Mr. Musselman presented a resolution for a speed limit reduction for Redbird Meadows Drive, Belle Meadows Drive and Chamblee Drive to be reduced to 25 mph.

Mr. Tracy made a motion to adopt Resolution 2018-05 a resolution lowering the speed limit on certain streets in Miami Township and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Chief Kelly is requesting approval to purchase new office furniture for a few of the offices at Station 26. This project was budgeted for in the 2018 budget. The furniture being replaced is 25 years old and is showing its age. The quote through Office Furniture Source, in Sharonville, was the most cost effective and the total cost will not exceed \$3,360.00. This will be an action item at the business meeting.

Chief Kelly is requesting approval to perform station maintenance and improvement work at Station 27 and 28. All of the turnout gear at the stations is stored in the apparatus bays on metal racks that are about 20 years old and the racks and shelving are pulling away from the walls because the anchoring systems are failing. This is a budgeted item for 2018 and would cost \$10,200.00 for the project at both stations. This will be an action item at the business meeting.

Chief Kelly is requesting approval to contract with Bzak Landscaping Inc. to perform the third and final phase of the landscaping project at Station 27. This final phase involves new plantings and redesigned landscaping along Wards Corner and Branch Hill Guinea Pike as well as around the new LED sign at a cost of \$5,230.36. Chief Kelly is asking for approval to perform similar improvements to the landscaping at Station 28 but not to the extent of Station 27 but will need to install a sidewalk from the front apron to the public entrance and the cost for Station 28 will be \$8,238.35. The total cost for both stations will not exceed \$13,500.00. This will be an action item at the business meeting.

Mr. Musselman advised the department had budgeted for the replacement of a pick up truck which has been taken out of service permanently due to severe rust and frame issues. Mr. Musselman stated they can purchase a new GMC Sierra 2500 through Ohio DAS purchasing for \$29,240. Once received we will have the bed liner sprayed for approximately \$500.00 additional dollars. This will be an action item at the business meeting.

Mr. Musselman updated the Board on Service projects including the Miami Meadows Lake erosion wall, the Romar lighting and the Romar Fence project.

Public Comment: Mr. John Becker, a resident of Miami Township came forward to speak about the funding for the road repaving project and he is supportive of helping.

Executive Session: Mr. Schultz made a motion to go into executive session to consider the sale or purchase of property pursuant to Section 121.22(G)(2) of the Ohio Revised code, and to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance which is necessary to protect the interests of the

RECORD OF PROCEEDINGS

022

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

Meeting

HEAD GRAPHICS 800.325.8094 FORM NO. 10148

Held MARCH 12, 2018 20

applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project pursuant to Section 121.22(G)(8) of the Ohio Revised Code, seconded by Mr. Tracy with all voting "AYE".

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

With no further business to come before the Board the meeting was adjourned at 10:15 a.m.

ATTEST:

Eric C. Ferry

Eric C. Ferry, Fiscal Officer

Mary Makley Wolff

Mary Makley Wolff, Chairperson