

FEBRUARY 19, 2019

Held

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The Miami Township Board of Trustees met in regular session on Tuesday, February 19, 2019 at 7:00 PM. Trustee Schultz called the meeting to order and led the Pledge of Allegiance. The invocation was given by Trustee Tracy. Mr. Ferry called the roll. Attending were Karl Schultz, Ken Tracy and Mary Makley Wolff. Ms. Wolff. made a motion to approve the minutes of the January 15, 2019 business meeting and the February 13, 2019 special meeting, seconded by Mr. Tracy with all voting "AYE".

Correspondence: Mr. Ferry confirmed no correspondence was received.

Proclamations and Special Presentations: Mr. Bill Knepp, the Town Crier, came forward to speak about his transition to the City of Milford as a resident, provide a history of his family's years here and how the Township has developed in that time. He thanked the Township for his opportunity to have served as a volunteer and encouraged others to do so for the betterment of the community. Mr. Knepp also presented a document to the Township giving the history of the Constitution of the United States.

Mr. Ben Behimer, Troop 128, from the Milford First United Methodist Church informed the Board he was seeking approval of his Eagle Scout project which has been proposed for the Spirit of '76 Park at Miami Meadows. The project consists of adding a copper roof for the existing information signs for weather protection, installing a decorative stone cover around the existing pump near the lake for improved aesthetics, and installing shade roofs over two of the existing benches to provide an option for shade during the summer for park-goers. The project timeline would be to start in the spring and finish by early June.

Ms. Wolff thanked Mr. Behimer for his efforts and that she is looking forward to these park improvements.

Special Personnel: Chief Kelly asked the Board to come forward along with Mr. Braun and Michael Ramsey and his family for the badge pinning ceremony for the position of full-time fire fighter. Chief Kelly provided Mr. Ramsey's professional background. Mr. Braun administered the oath of office. Lt. Richardson presented the firefighters badge to Mr. Ramsey's family for pinning on the badge. Chief Kelly congratulated Mr. Ramsey as a new member of the fire department.

Next Chief Kelly asked Mr. Matthew Brown to step forward. Chief Kelly announced that Mr. Brown is being promoted to the rank of Lieutenant to fill the vacancy created by Lt. Bischof when he retired. Mr. Braun administered the oath of office. Chief Kelly congratulated Lt. Brown on his promotion.

Department Reports: A representative of each department presented a report of activities during the month of January 2019.

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

Old Business: None.

New Business: Mr. Tracy made a motion to pay the bills of the Township with 243 checks numbered 132676 - 132919 and 26 electronic checks numbered 1357 - 1383 for the total amount of \$1,336,237.15 plus payroll for the check date 1/18/2019 in the amount of \$301,307.63, payroll for the checks dated 2/1/2019 in the amount of \$288,910.94, and payroll for the checks dated 2/15/2019 in the amount of \$294,454.20, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$59,837.87.

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Ms. Wolff made a motion to adopt Resolution 2019-03 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$59,837.87 and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised they have completed the negotiations for a new three-year contract with the Service Department that provides for a two percent raise each year and consolidates the existing 25-step classification table, by the third year of contract, to 12-steps. Mr. Tracy made a motion to approve the collective bargaining agreement between the Miami Township Board of Trustees and the International Brotherhood of Teamsters effective January 1, 2019 through December 31, 2021, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright announced that he and Chief Kelly are recommending the Board accept the retirement of Lt. Glen Bischof effective February 9, 2019. He stated the Township appreciates the 30-plus year career that Lt. Bischof had with the department and wishes him well in retirement.

Ms. Wolff made a motion to accept the Fire/EMS Department personnel action as submitted, seconded by Mr. Tracy with all voting "AYE".

In follow-up to the formal ceremonies earlier in the meeting, Mr. Wright recommended the Board promote Firefighter/Paramedic Matthew Brown to the position of Station Lieutenant effective February 24, 2019 to fill the vacancy created by Lt. Bischof's retirement. In accordance with the collective bargaining agreement, Mr. Brown's starting pay will be at an hourly rate of \$32.39 with a one-year probationary term.

Mr. Tracy moved to approve the Fire/EMS Department personnel action as submitted, seconded by Ms. Wolff with all voting "AYE".

With the need to backfill Mr. Brown's position, Mr. Wright recommended the Board make a final offer of full-time employment to recently hired part-time Firefighter/Paramedic Michael Ramsey at an hourly rate of pay of \$22.71 with a one-year probationary period in accordance with the collective bargaining agreement effective February 24, 2019.

Ms. Wolff moved to approve the Fire/EMS Department personnel action as submitted, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that he and Chief Mills are recommending the following graduates of this year's Miami Township Citizens Police Academy be accepted formally as Miami Township volunteers: Lindsay Scott, Gary Sheridan, Lori Smith, Michael Desmond, and Jamie Reynolds.

Mr. Tracy moved to approve the Police Department personnel action as submitted, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that he and Chief Mills are recommending conditional offer of employment be given to Daniel Stephan and Kelsey Feverston for the position of full-time Police Officer. The offers will be contingent on successful completion of the remaining steps in the selection process. Filling these two vacancies maintains our approved staffing of 42 officers.

Ms. Wolff moved to approve the Police Department personnel action as submitted, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright presented the mileage certification provided from the Ohio Department of Transportation which reported that at the end of 2017 the Township was responsible for 156.052 miles of road. With the addition Chamblee Drive and Birch Creek Drive the new total is 156.165 miles.

Mr. Tracy made a motion to accept the 2018 Annual Township Highway System Mileage Certification, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wright informed the Board that the Township had an engineer's estimate for \$317,213 for the Lewis Road Slope Stabilization project and will utilize a grant to pay for 65% of the project through the Ohio Public Works Commission resulting in the Township's portion of the cost being \$78,889.30. Upon receiving three bids for the project, W.E. Smith Construction had a low bid of \$225,398. He stated that Mr. Musselman and Mr. Braun are completing review of the bid package. Mr. Wright reported that this item will be brought back formally to the Board at its March 12 meeting.

Mr. Wright reported that as the Township handles its investments certain former employees' names require removal from the accounts. Some financial entities require approval from the Board in order to do so.

Ms. Wolff made a motion to remove William (Bill) Taphorn and/or Lawrence (Larry) Fronk from any account affiliated with Miami Township and to add Fiscal Officer Eric Ferry, Township Administrator Jeff Wright and Finance Director Kelly Flanigan, as account signatories, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright presented a proposed text amendment from Mr. Elliff to the property maintenance code relating to resident complaints about vehicles parked in the front lawns, specifically as follows:

In platted residential subdivisions, on lots containing an area of two acres or less, off street parking forward of the house shall be confined to approved parking and drive surfaces and may not occur on lawn, dirt, mulch or similar areas if forward of the house. This subsection does not apply to temporary activity such as active loading or unloading, or an ongoing special event such as a party. This subsection does not regulate parking in the street right of way. If necessary, the Community Development Director shall determine the area of the approved parking and drive surfaces.

Ms. Wolff made a motion to adopt Resolution 2019-04 amending the Miami Township, Clermont County, Ohio Property Maintenance Code and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Township is on year three for significant improvements to the Township's information and communications technology infrastructure. In the 2019 Capital Budget, Chief Kelly planned for necessary Fire/EMS components such as network switch replacements at Stations 27 and 28, a network switch replacement for the public safety training center, and remote desktop licensing for Fire/EMS users for a cost of \$4,000, and the total cost for these items in the budget is \$21,500. Additionally, a need to replace aged and obsolete desktops and laptops for a total of nine desktops and three laptops was also identified as being at the end of their service life.

Mr. Tracy made a motion to approve the purchase of computer network improvements utilizing Intrust in the amount of \$21,500 and replacement computers at a cost not to exceed \$13,500, seconded by Ms. Wolff with all voting "AYE".

Ms. Wolff made a motion to adopt Resolution 2019-05 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. Tracy with all voting "AYE".

Mr. Wright informed the Board of complaints Mr. Musselman had received from residents on Highland Terrace regarding stormwater runoff on their property and sometimes water in their home. Township resources were spent to assess whether this was initiating in the right of way or coming from another neighborhood or if it was specific to the homeowners. A township-based civil engineering company performed a complete review of the watershed that encompasses all of the Highland Terrace neighborhood. The engineering firm determined there was a choke point in the

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drainage that is too small of a basin in the yard of the homeowners. CEC's solution and report was recommended and provided to the property owners.

Mr. Tracy made a motion to approve the purchase of three computers from MobileTek Consulting for a total cost of \$9,000, seconded by Ms. Wolff with all voting "AYE".

Ms. Wolff made a motion to approve a contract with Scott Ison Construction in the amount of \$7,650 for remodeling of the shower facilities at Fire Station 27, seconded by Mr. Tracy with all voting "AYE".

Mr. Tracy made a motion to approve a one-year agreement with Health & Safety Institute for an online training platform in the amount of \$3,620, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright presented the one-year contract renewal of an existing contract with Loveland-Symmes Fire Department to serve a small area of the Township known as O'Bannonville, located in the northernmost part of the Township. The proposed cost is \$8,000 for 2019 and there will be a decrease by \$500 next year.

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 for 2019 and authorize the Township Administrator to execute the contract on behalf of the Board, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that, as discussed in the fall budget sessions, Mr. Musselman has identified an increase in traffic on Hoffman Road resulting from a new subdivision in the area. Lt. Petrocelli conducted a traffic study which revealed a higher number of vehicles traveling the roadway. The correction being proposed would be that ChoiceOne Engineering would design a plan to widen that section of Hoffman Road closest to Mt. Zion Road. This project was placed in the 2019 Budget and will not utilize funds from the new road levy. The funds will come from the adjacent White Gate Farms TIF Fund. The estimated construction costs are \$110,000. This project will be brought back to the Board at its March 12 meeting.

Mr. Wright advised that, as Mr. Musselman presented and discussed last fall, the purchase of a bucket lift swap-loader attachment has been included in the 2019 Capital Budget in the amount of \$49,000 through the existing vendor K.E. Rose. This recommendation will be brought to the Board as its March 12 meeting.

Mr. Wright advised that Mr. Musselman have presented for consideration a detailed street list for the 2019 Resurfacing Plan including estimates for asphalt and concrete costs.

Mr. Tracy made a motion to approve the 2019 Pavement Resurfacing Plan as presented and grant permission to advertise for bids, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that Chief Kelly has requested approval to purchase three Akron Brass intake valves for our various fire apparatus at a total cost of \$5,170 which are utilized during trainings and working fires.

Mr. Tracy made a motion to approve the purchase of three Akron Brass intake valves from Vogelpohl Fire Equipment in the amount of \$5,170.

Mr. Wright advised that a new pricing request for the opt-out aggregation group is needed for the existing natural gas aggregation agreement with Constellation New Energy. He stated a long-term fixed price will provide stability and price protection versus the previous flex-down option and would be for a period of three years at or below \$0.399/ccf for natural gas. For comparison, a flex-down price would cost close to \$0.420/ccf. Looking at historical GCR rates (Duke's price), the fixed price rate of \$0.399/ccf would have beaten the Duke rate 67 out of the past 72 months.

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Ms. Wolff made a motion to authorize the Township Administrator to sign a Price Request with Constellation New Energy for a new, three-year term, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Board that, as Ms. Thibodeau presented, replacement flooring for the Leming House is being proposed. The purchase was deferred in 2018 pending approval of a competitive grant from the State of Ohio. In total, there will be approximately \$55,000 awarded for the flooring replacement and roof replacement projects.

He stated it is likely the Township will receive full reimbursement for this flooring project. Bids were received from Carpetland/Schumacher in the amount of \$16,450, McSwain Carpets & Floors in the amount of \$15,662.07, and JLG Flooring in the amount of \$21,351.09. Mr. Wright advised that he and Ms. Thibodeau recommend utilizing McSwain Carpets & Floors.

Mr. Tracy made a motion to approve the purchase of replacement flooring for the Leming House from McSwain Carpets & Floors for a total cost of \$15,662.07, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised there was a meeting of the Zoning Commission on February 7, 2019 and recommended approval of Case #565. He stated that Mr. Elliff has reviewed and proposed dates for this case to be heard before the Board between March 11 and 21 with a recommendation to hold the hearing at 7 p.m. on March 13.

Ms. Wolff made a motion to schedule a special meeting of the Board of Trustees for Wednesday, March 13, 2019 at 7:00 p.m. to hear zoning case #565, to consider possible revisions to the sign and fence regulations, and for any other business that may come before the Board, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright presented out of township travel requests. The Police Department is requesting approval to send Officer Rasfeld to the Annual DARE America International Conference in Phoenix, Arizona on July 24-28, 2019 for a total cost not to exceed \$1,500.

Mr. Tracy made a motion to approve out of township travel for Officer Rasfeld to attend the Annual DARE America International Conference in Phoenix, Arizona from July 24-28, 2019 for a total cost not to exceed \$1,500, seconded by Ms. Wolff with voting "AYE".

Mr. Wright advised the Police Department is requesting approval to send School Resource Officers Brashear, Benhase and Ball to attend the NASRO (National Association of School Resource Officers) School Safety Conference in Pigeon Forge, Tennessee June 23-28, 2019 for a total cost of \$4,932.

Mr. Tracy made a motion to approve the out of township travel for SRO Officers Brashear, Benhase and Ball to attend the National Association of School Resource Officers (NASRO) conference in Pigeon Forge, Tennessee June 23-28, 2019 at a total cost not to exceed \$4,932, seconded by Ms. Wolff with voting "AYE".

Ms. Thibodeau presented and reviewed with the Board the 2019 Recreation event schedule.

Ms. Wolff reported that the Miami Township Quilters group meets in our building on the third Tuesday each month, and they thanked the Township for their opportunity to meet at the Civic Center. She stated that it is impressive what the group accomplished for the community in 2018 and provided a summary of the organizations and charities the quilters helped during the year. She thanked them for giving back to the community.

Mr. Schultz closed the business portion of the meeting.

RECORD OF PROCEEDINGS
MIAMI TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

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Public Comment: Boy Scout Keegan Speaks Hall was present from Troop 128. He informed the Board that he was in attendance to earn his merit badge for Citizenship in the Community.

Commissioner Painter provided an update to the Board on recent activities and projects, including funding for OKI road improvements. He talked with the Board about the County's services to assist in addressing community needs. He stated there will be an invitation out soon to the Board offering the opportunity for the Township to provide updates about the Township in the County's forum.

Executive Session: Mr. Tracy made a motion to go into executive session pursuant to Ohio Revised Code Section 121.22 (G)(1) to consider the discipline and terms and conditions of employment of a public employee or official, seconded by Ms. Wolff with all voting "AYE".

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

The Board agrees with the recommendation of the Township Administrator regarding the discipline afforded Officer Kevin Murray. All voted "AYE".

With no further business to come before the Board the meeting was adjourned at 9:20 p.m.

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

Karl Schultz
Karl Schultz, Chairperson