

JUNE 18, 2019

Held \_\_\_\_\_ 20 \_\_\_\_\_

The Miami Township Board of Trustees met in regular session on Tuesday, June 18, 2019 at 7:00 PM. Trustee Tracy 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 Ken Tracy and Mary Makley Wolff. Ms. Wolff made a motion to approve the minutes of the May 21, 2019 business meeting and January 31, 2017 special meeting, seconded by Mr. Tracy with all voting "AYE".

**Correspondence:** Mr. Ferry advised of one liquor permit for Cincy Sports Nation LLC, 5999 Meijer Drive. There were no objections from the Police Department and no hearing is required.

**Proclamations and Special Presentations:** Chief Kelly introduced Mr. Bill Knepp to talk about the donation of rescue straps received from the family of Carol Kormerlink to the Miami Township Fire Department. Mr. Knepp spoke about the late Ms. Kormerlink's continuous support and donations to the community and local charities over the past many years along with his appreciation of her generosity and friendship.

Chief Kelly expressed his appreciation for the donation of 20 rescue straps to the Miami Township Fire Department. He displayed the strap and explained that its function is to assist in safely lifting or pulling a victim to safety during a fire. He stated that her donation will help her memory live on in our community and the City of Milford.

Chief Kelly presented a certificate to the family of the late Carol Kormerlink in recognition of their support and dedication for the safety of the Fire Department's crews through the donation of the rescue straps. Chief Kelly also presented a certificate of recognition to Bill Knepp for assisting with the donation in honor of the late Ms. Kormerlink.

**Public Hearing:** Mr. Tracy opened the public hearing for the 2020 Preliminary Tax Budget. Mr. Wright advised the Township must annually adopt its preliminary tax budget for the upcoming year and submit it to the County auditor by July 20<sup>th</sup>. He thanked Finance Director Kelly Flanigan for her professional work in preparation of the budget. He clarified that this is the first step in preparing the 2020 Budget and in the fall, staff will get into greater detail of the 2020 Budget. In the first week of December, the operating budget will be brought back to the Board for its consideration.

Mr. Wright shared the report on the 2020 Preliminary Tax Budget reflects the eight funds that are used solely for their intended purposes. It also notes that all funds are projected to end the year healthy, indicative of cautious spending. With the increase in revenue observed in the last few years, the Parks and Recreation Fund is anticipating an ending balance of approximately \$13,000. No questions were received from the Board.

Mr. Tracy called for public comment. Ken Foster, 1334 Prayview Court, commented about the Township's repaving project and expressed his desire for curbing to be included in the repaving project. He shared that he also owns property on 6606 Donna Jay. He disagreed with the assessment that the curbs are in fair condition in that area. He stated that in 2000, the Township contracted with Adleta Construction to repair some curbing there and he feels the areas of curb not completed at that time are now in poor condition on a section of Donna Jay and his street. He also commented on potholes in this area, and that overall the streets are in good shape except for a specific section he believes measures approximately 10' x 30'.

Mr. Wright commented on the process which took place to generate the list of streets and bid for the repaving work which will soon begin. He shared that it was not known at that time if the State's new gasoline tax would pass. There are estimates of what Miami Township's specific share would be and later this summer the Township will receive its first receipt of the new income. He stated that once the amount of income is known, he and Mr. Musselman have discussed an additional repair program to encompass medium sized projects for street work to supplement the 2019 repaving program.

MIAMI TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held \_\_\_\_\_

\_\_\_\_\_20\_\_\_\_\_

JUNE 18, 2019

Mr. Musselman concurred that additional work can be accomplished with additional funding and noted stormwater issues are in the forefront presently. Mr. Wright added that these two streets would be addressed either this year through the additional revenue from the state's gasoline tax or slated for the 2020 repaving program. Mr. Foster expressed that he was encouraged by the Township's response. Mr. Wright added that with the ongoing funding from the road levy, the Township will be performing more street repairs than in years prior.

The public hearing was closed, and Ms. Wolff made a motion to approve 2020 Preliminary Tax Budget and that it be submitted to the Clermont County Auditor's Office, seconded by Mr. Tracy with all voting "AYE".

**Department Reports:** A representative of each department presented a report of activities during the month of May 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:** Ms. Wolff made a motion to pay the bills of the Township with 224 checks numbered 133701 - 133924 and 24 electronic checks numbered 1456 - 1479 for the total amount of \$2,308,889.31 plus payroll and payroll taxes for the check dates 05/24/2019 in the amount of \$283,962.02 and 06/07/2019 in the amount of \$303,573.92, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$9,648.61.

Ms. Wolff made a motion to adopt Resolution 2019-17 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$9,648.61 and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that for the Fire & EMS Department, he and Chief Kelly are requesting conditional offers of volunteer employment to Perry Fisher, Jacob Emenaker, Stephen McClanahan and Jack Ward to allow them to continue in the screening process for new employees.

Ms. Wolff made a motion to offer conditional employment to Perry Fisher, Jacob Emenaker, Stephen McClanahan and Jack Ward with the Fire & EMS Department, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised a final offer of employment is requested for Grayson Hines in the position of Seasonal Hydrant Maintenance Technician at an hourly rate of \$12.00 per hour.

Ms. Wolff made a motion to offer final employment to Grayson Hines as a Seasonal Hydrant Maintenance Technician at an hourly rate of \$12.00 per hour, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that an additional classification is being requested for part-time employment of Janie Grover as Audio Visual Support for the Trustee Meetings at a rate of \$75 per meeting on an as-needed basis when the Multimedia Manager is unable to attend those meetings effective June 18, 2019.

## MIAMI TOWNSHIP BOARD OF TRUSTEES

Held \_\_\_\_\_

20 \_\_\_\_\_

JUNE 18, 2019

Ms. Wolff made a motion to approve part-time employment of Janie Grover as Audio Visual Support for the Trustee Meetings at a rate of \$75 per meeting effective June 18, 2019, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that an existing member of the Board of Zoning Appeals, Vikki Miller has resigned related to family business. He stated that she expressed interest in serving in the future and enjoyed her time serving in the role.

Ms. Wolff made a motion to accept the resignation of Vikki Miller from the Board of Zoning Appeals effective May 7, 2019, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright recommended the Board appoint the current Board of Zoning Appeals alternate, Randy Merrill, to the seat vacated by Ms. Miller, for a term through December 31, 2021.

Ms. Wolff made a motion to appoint current alternate Randy Merrill as a regular member of the Board of Zoning Appeals to fill an unexpired term through December 31, 2021, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that he and Mr. Elliff recommend appointing Tim Brandstetter to be appointed to fill the vacant Board of Zoning Appeals alternate position. He stated that Mr. Brandstetter works in the field of community design, transportation planning and engineering which is well suited for the role. The term will run through December 31, 2023.

Ms. Wolff made a motion to appoint Tim Brandstetter as the alternate member of the Board of Zoning Appeals, to fill an unexpired term through December 31, 2023, seconded by Mr. Tracy with all members voting "AYE".

Mr. Wright advised that a team effort among the Recreation, Service, Police and Administration Departments met to review the existing rules related to the activities and use of the parks. The Law Director, Mr. Braun, also held several meetings to bring forward the final work product. Some changes were to standardize language, remove references to the former skate park, and include trends now prevalent in every community such as food trucks, drones, service dogs, and motorized wheelchairs. Revisions required by newer Ohio law include differentiation between concealed and non-concealed firearms, penalty sections, and related definitions were added.

Ms. Wolff made a motion to approve the revisions to the Miami Township Bylaws and Rules for Park Governance, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that the past practice every five years of the Clermont County Budget Commission is to approve the alternative method of distribution for the Local Government Fund. He stated that the Board is aware that last July the Clermont County Budget Commission did pass such action. Many communities over the past twelve months have held public conversation regarding revisions to the current alternative apportionment of those funds.

Mr. Wright explained that Clermont County keeps 48% and the remaining 51% is divided among all of the cities, villages and townships in Clermont County. He stated that on May 22, 2019 the Board of County Commissioners passed a resolution that adopted an alternative method of apportionment starting in 2020 for the Local Government Fund. That action would have part of the funds not kept by the County be distributed in a new manner. The new method would be that 25% of those funds would be divided across the board in an equal manner to every township, village and city. The remaining 75% of the funds would be distributed on a per capita basis.

Mr. Wright advised that the new method would be phased in over a three-year period in years 2020, 2021 and 2022. The Ohio Revised Code does require an exclusion, and in order to have the exclusion with the city of the greatest population in a county, this type of a resolution has to

JUNE 18, 2019

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\_\_\_\_\_20\_\_\_\_\_

be adopted annually by the County and a majority of its jurisdictions. Mr. Wright recommended the Board pass proposed Resolution 2019-18 revising the method.

Ms. Wolff made a motion to adopt Resolution 2019-18 Authorizing Adoption of an Alternative Method of Apportionment of the Undivided Local Government Fund for Calendar Year 2020 per Ohio Revised Code Section 5747.53 which Excludes the Approval Otherwise Required of the Legislative Authority of the City, Located Wholly or Partially in the County, with the Greatest Population, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright complimented Mr. Elliff and his staff for doing an amazing job with nuisance properties during the heavy rains received during the month of June which is not normal. Two properties are being presented for nuisance abatement for which the Township will contract a local township-based landscaping company to have the lawns mowed. After abatement, a lien is placed on the property owner's tax bill.

Ms. Wolff made a motion to adopt Resolution 2019-19 Authorizing the Abatement, Control, or Removal of Vegetation, Garbage, Rubbish, or Debris and Dispensing with the Second Reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that a team effort to review the procedures for Street Lighting Districts occurred over the past several months. There are over 100 lighting districts in the Township with over 4,000 parcels benefiting from lighting districts. More frequent reviews of the lighting district funds are occurring to identify districts which may not be producing sufficient funds from property owners that is necessary to pay the Duke electric bills. The Township functions as a pass-through on the billing.

Mr. Wright stated that timing of when the special assessments are enacted by the County can create an 18-month period where the Township may be subsidizing the lighting district. The proposed changes provide the ability for the Township to recover upfront what would be the estimated months of expenses so that the Township's General Fund is not subsidizing those lighting districts.

Ms. Wolff made a motion to the procedures for the establishment of street lighting districts, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright provided summary of the public meetings that occurred for the proposed text changes to the zoning code regulations for signs and fences. A public hearing is being requested before the Board of Trustees on Zoning Cases 568 and 569.

Mr. Tracy made a motion to set Zoning Cases 568 and 569 for Tuesday, July 16, 2019 at 6:00 p.m., seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that through the annual fleet evaluation by Chief Kelly, proposed last month was a replacement fire department vehicle that is 18 years old and with its lower mileage, a review of the payload needed for the replacement vehicle was conducted. Chief Kelly sought additional bids. Beechmont Ford provided a quote below the state bid. Chief Kelly has brought forward a bid for an F350 which is lower than the F250, thus achieving the payload for towing their equipment in addition to its multi-use for the department.

Ms. Wolff made a motion to purchase an F350 1-ton pickup truck from Beechmont Ford at a cost not to exceed \$30,855, seconded by Mr. Tracy with all voting "AYE".

**Public Comment:** None.

**Executive Session:** None.

RECORD OF PROCEEDINGS  
MIAMI TOWNSHIP BOARD OF TRUSTEES

148  
Meeting

Minutes of

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held JUNE 18, 2019 \_\_\_\_\_ 20\_\_\_\_\_

With no further business to come before the Board the meeting was adjourned at 8:10 p.m.

ATTEST:   
Eric C. Ferry, Fiscal Officer

  
Ken Tracy, Vice Chairperson