

Held AUGUST 20, 2019 20

The Miami Township Board of Trustees met in regular session on Tuesday, August 20, 2019 at 7:00 PM. Trustee Schultz called the meeting to order and led the Pledge of Allegiance. The invocation was given. Mr. Ferry called the roll. Attending were Karl Schultz, Ken Tracy and Mary Makley Wolff. Mr. Tracy made a motion to approve the minutes of the July 16, 2019 business meeting, seconded by Ms. Wolff with all voting "AYE".

Correspondence: Mr. Ferry advised of one liquor permit for Ming Hua Restaurant LLC dba Shanghai Bistro, 471 Wards Corner. There were no objections from the Police Department and no hearing is required.

Proclamations and Special Presentations: Mr. Tracy read a proclamation recognizing the 157th Anniversary of Ebenezer Baptist Church.

Chief Kelly conducted a badge and pinning ceremony for new Firefighter/Paramedics Luke Palmer and Chris Dotson. Law Director Joe Braun administered the oath of office.

Records Commission: Mr. Schultz called the Records Commission meeting to order. Mr. Wright presented revised RC-2 forms for the Fiscal Office, Recreation, Police, Community Development, Administration, Personnel, and Service departments. RC-1 obsolete records forms were also presented for the Police and Community Development departments. There was no public comment. Ms. Wolff made a motion to close the public comment portion of the Records Commission meeting, seconded by Mr. Tracy with all voting "AYE".

Mr. Tracy made a motion to approve the revisions to the RC-2 forms as presented for the Fiscal Office, Recreation, Police, Community Development, Service, Administration departments and approve the One-Time Disposals from the Police and Community Development departments as presented, seconded by Ms. Wolff with all voting "AYE".

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

Old Business: None.

New Business: Mr. Tracy made a motion to pay the bills of the Township with 346 checks numbered 134100 - 134445 and 22 electronic checks numbered 1502 - 1523 for the total amount of \$1,287,506.25 plus payroll and payroll taxes for the check dates 7/19/19 in the amount of \$327,868.33 and 8/2/19 in the amount of \$280,276.85, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$9,985.88.

Ms. Wolff made a motion to adopt Resolution 2019-24 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$9,985.88 and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright recommended the Board of Trustees remove Jay Niederheman from his probationary status that he has successfully completed. His new hourly pay rate would become \$17.34, effective June 6, 2019.

Mr. Tracy made a motion to remove Building Maintenance employee Jay Niederheman from probationary status with a new hourly pay rate of \$17.34, effective June 6, 2019, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright recommended the Board of Trustees remove Kyle Mitchell with the Service Department from probationary status after successful completion of that requirement, effective June 25, 2019.

Ms. Wolff made a motion to remove Kyle Mitchell with the Service Department from probationary status effective June 25, 2019, seconded by Mr. Tracy with all voting "AYE".

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

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Mr. Wright advised that Mr. Musselman has recommended Patricia Hall be reclassified as a Maintenance Worker 4, Step 1 at a rate of \$28.60 effective August 21, 2019.

Mr. Tracy made a motion to reclassify Patricia Hall as a Maintenance Worker 4, Step 4 at an hourly rate of \$28.60 effective August 21, 2019, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that Mr. Musselman has requested a final offer of employment be offered to Thomas McNary as a part-time Maintenance Worker at an hourly rate of \$12 effective August 21, 2019.

Mr. Tracy made a motion to grant a final offer of employment to Thomas McNary as a part-time Maintenance Worker at an hourly rate of \$12 effective August 21, 2019, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that Police Officer Terry Eshman submitted his resignation effective August 9, 2019.

Ms. Wolff made a motion to accept the resignation of Police Officer Terry Eshman effective August 9, 2019, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that he and Chief Kelly are recommending a final offer of part-time employment be provided to Tony Romano for the position of part-time Fire Inspector with a starting hourly rate of \$18.36 with a one-year probationary term.

Mr. Tracy made a motion to grant a final offer of part-time employment to Tony Romano for the position of part-time Fire Inspector with a starting hourly rate of \$18.36 with a one-year probationary term, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that due to the significant snow events that occurred in the North and New England, this past winter, we anticipated an increase in cost of road salt. Through the Township's involvement in a consortium, it is proposed the lowest and most responsive bid be accepted from Compass Minerals at a rate of \$83.62 per ton. The total cost is \$227,774 for 2,700 tons of road salt. This cost will be approximately \$14,000 under the budgeted amount.

Ms. Wolff made a motion to contract for 2,700 tons of road salt for the 2019-2020 winter season with Compass Minerals in the amount of \$227,774, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the health insurance benefit year runs from September 1 through August 31. A review was conducted with our local broker, Marsh McClellan, for any items to be changed and noted that some years we go back out for competitive bids to the marketplace as was done this year. Three companies bid and a zero percent renewal is being presented. One bid was significantly higher, and the other bid would have required significant changes to the plan. He recommended the renewal be approved and noted the ancillary products for dental and vision were also reviewed and can be renewed with no additional cost through Ameritas. Life, accidental death and dismemberment were also bid which yielded a new company for the Township, Mutual of Omaha. He summarized that a small decrease of \$2,300 would be observed across all four product lines in the upcoming budget year.

Mr. Wright added that two meetings were held in July with the employee health insurance committee for the opportunity to ask questions and vet the renewal. The committee was unanimous in recommending the Board renew with Anthem for the health insurance, Ameritas for dental and vision, and switching voluntary and basic life to Mutual of Omaha.

Mr. Tracy made a motion to approve the 2019-2020 Anthem Health Insurance Benefit Plan, Ameritas dental and vision plan and the Basic Life, AD&D and Voluntary Life with Mutual of Omaha, effective September 1, 2019 and authorize the Township Administrator to execute the plans on the Board's behalf, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the discussions in preparation of the 2019 budget included a component of the annual hardware replacement program that provided for, when necessary, a one-to-one replacement

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of mobile Toughbooks utilized by the Fire and EMS personnel. The equipment is used in the field on every call. Chief Kelly has recommended a switchover to a new model as quoted by CDW-G in the amount of \$10,500 which includes ancillary items and two-year service agreements for the replacements.

Ms. Wolff made a motion to authorize the purchase of two new computers, a new docking station and a two-year service agreement, and shipping and handling from CDW-G at a cost not to exceed \$10,500, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised each year the Township has a milling and paving program that includes a budgeted amount for the Reclamite (asphalt rejuvenator). He noted the Township has performed asphalt rejuvenation for several years now and benefits from investment in the product by extending the life of our streets. The Reclamite product is on the state bidding system. Mr. Musselman has requested a contract with Pavement Technology, Inc. to apply the asphalt rejuvenator at a cost of \$99,811.80.

Mr. Tracy made a motion to contract with Pavement Technology Inc. to apply Reclamite rejuvenator to the streets designated in the 2019 paving program in an amount not to exceed \$99,811.80, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of two new lighting districts that were additional phases to existing neighborhoods. He stated that the upfront capital cost is paid by the developer to Duke Energy for the light and pole installation, and the monthly lighting bill comes to the Township to process the electric bills. He added that each year the Clermont County Auditor includes the cost of the electricity on property tax bills and over time homeowners pay back the cost of the lighting.

Mr. Wright presented the petition from Potterhill Homes, Inc. requesting the Board adopt a new street lighting district for the Mills of Miami 2A and 2B. There will be three (3) lights and 34 improved lots that will be assessed. Each improved lot will be assessed \$11.70 annually.

Mr. Tracy made a motion to adopt Resolution 2019-25 a resolution providing for the procurement of a street lighting system for the Mills of Miami 2A and 2B and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright presented the petition from The Drees Company requesting the Board adopt a new street lighting district for The Woods at Miami Trails Section 13. There will be four (4) lights and 19 improved lots that will be assessed. Each improved lot will be assessed \$23.41 annually.

Ms. Wolff made a motion to adopt Resolution 2019-26 a resolution providing for the procurement of a street lighting system for The Woods at Miami Trails Section 13 and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Fiscal Office and the Board has tasked staff with reviewing the fiscal health of the street lighting districts. The Township has 125 lighting districts. Staff recently concluded their review and proposed adjusting and certifying assessments on various existing districts.

Mr. Tracy made a motion to adopt Resolution 2019-27 a resolution adjusting and certifying the assessments of various street lighting districts in Miami Township and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Recreation Department has submitted a list of surplus property and, if approved, staff will place the items on the GovDeals auction site and unpurchased items will be disposed of appropriately.

Ms. Wolff made a motion to adopt Resolution 2019-28 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".

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Mr. Wright advised the three newest fleet of the Fire and EMS Department, two engines and one ambulance, are now reflective of the new color scheme. The second phase will be equipment that is planned to be in the fleet five years or longer, specifically, three fire engines and one ambulance. The final phase of the rebranding will occur incrementally with the other large equipment after those are replaced in 3-5 years.

Mr. Wright advised Chief Kelly obtained several quotes from local vendors with experience wrapping large vehicles. Chief Kelly is requesting to spend up to \$16,000 for the three engines and one ambulance to complete all four pieces this year.

Mr. Tracy made a motion to authorize an expenditure not exceeding \$16,000 with Vivid Wraps to transition fire department vehicles graphics, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Miami Township Zoning Commission met on August 1, 2019 and held a public hearing on Case#566 (text change) and Case #567 (zoning map amendment) and have rendered their decision. The process is to come back to the Board of Trustees for a public hearing. He stated that Mr. Elliff has identified a window of time which is prescribed to provide enough time for publishing public notices to hold the hearing within the required number of days upon receiving the Zoning Commission's recommendation. The meeting date proposed is Wednesday, September 11, 2019 at 7 p.m.

Discussion was held regarding alternative meeting dates to accommodate the Board's schedule. Ms. Wolff made a motion to set a hearing date of Monday, September 16, 2019 at 7 p.m. for Cases 566 and 567, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised Chief Kelly and his staff have been working on the fire code. The Township is currently operating from the 2017 Ohio Fire Code and the Ohio Revised Code section relevant to the Ohio Fire Code adoption by townships. He stated that adoption of the appendices is being requested which will, for example, allow inspectors to have greater authority when making inspections which are completed twice per year.

Mr. Tracy made a motion to approve Resolution 2019-29 adopting the Appendices to the current version of the International Fire Code as part of the Miami Township Fire Code pursuant to R.C. 505.373 and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of out of township travel requests. The Service Department has requested to send Brad Roettele to Dublin, Ohio to become a Certified Playground Safety Instructor. The course is presented by the Consumer Products Safety Commission. The total cost for the two nights lodging, course materials, exam, mileage and per diem would be \$1,060.36.

Mr. Tracy made a motion to approve out of township travel for Brad Roettele to attend the Certified Playground Safety Instructor course and exam in Dublin, Ohio from September 18-20, 2019 for a total cost not to exceed \$1,060.36, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised once every four years the Police Department goes through the CALEA accreditation process. In March of 2020, that event will occur. The Board is being asked to approve related costs for Chief Mills and two command staff to attend the 2020 CALEA conference at this time to allow for purchase of low airfare costs while favorable. The total for the airfare, associated, meals, and conference costs would be \$5,515 for all three personnel to attend.

Mr. Tracy made a motion to approve out of township travel for Chief Mills and two supervisors to attend the 2020 Commission on Accreditation for Law Enforcement Conference March 17-20, 2020 in Orlando, Florida for a total cost not to exceed \$5,515, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the existing brine system has been utilized for a few decades for the pretreatment process and works well in most temperatures. We have been experiencing leaks in the brine making tank. Welds have been made over the last few years, and the tank has been utilized passed its useful life. Mr. Musselman identified a new stainless-steel unit which costs up to \$55,000

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before installation. In looking at lower cost options, Mr. Musselman has provided the option to purchase a fiberglass unit that is considered marine grade. Two other communities in the region have had success with the fiberglass. It is being recommended that the fiberglass unit be purchased from Cargill in the amount of \$30,000 with a service life expectancy of 20 or more years.

Ms. Wolff made a motion to approve the purchase of a fiberglass brine making unit from Cargill in the amount of \$30,000, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised Mr. Musselman has identified several streets in the Township due for restriping of the roadway centerline and has requested to perform the work this fall. He stated that restriping will occur after paving is complete. A local company is able to accommodate the timing of the work to be completed. Authority is being requested to expend an amount not to exceed of \$29,415 for the 2019 Pavement Restriping Program to perform centerline striping on various Township streets.

Mr. Tracy made a motion to approve an amount not to exceed \$29,415 for the 2019 Pavement Restriping Program, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised with the changes to the holidays in the personnel policy approved at the June meeting, which switched Columbus Day with recognition of Veteran's Day, and related activities occurring that day, it is being proposed to not have a work session that morning. The proposed rescheduled work session date would be Monday, November 4, 2019 at 8:30 a.m.

Ms. Wolff made a motion to reschedule the November work session meeting from Monday, November 11th to Monday, November 4th at 8:30 a.m., seconded by Mr. Tracy with all voting "AYE".

Public Comment: Mark Hardin, 6100 Center Street, Miamiville, referenced a letter he sent to the Board explaining his preferences to keep Miamiville predominantly residential and that interpretation and intention of the planned district for this area, in his opinion, was to return residential status to the residents.

John Becker, 925 Locust Lane, announced his candidacy for state senate and asked for support.

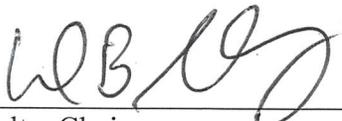
Executive Session: Mr. Tracy made a motion to go into Executive Session pursuant to Ohio Revised Code Section 121.22 (G)(1) to consider the discipline and terms and conditions of employment of a public employee or official, seconded by Ms. Wolff with all voting "AYE".

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

With no further business to come before the Board the meeting was adjourned at 8:55 p.m.

ATTEST:


Eric C. Ferry, Fiscal Officer


Karl Schultz, Chairperson