

MIAMI TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

OCTOBER 20, 2020

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The Miami Township Board of Trustees met in a regular virtual session, as permitted in Bill 197 passed by the Ohio General Assembly, on Tuesday, October 20, 2020 at 7:00 PM. Trustee Tracy called the meeting to order and led the Pledge of Allegiance. The invocation was given. Mr. Ferry called the roll. Attending were Ken Tracy, Mary Makley Wolff and Karl Schultz.

Mr. Schultz made a motion to approve the minutes of the September 14, 2020 Special Trustee Meeting, September 22, 2020 Trustee Business Meeting and October 12, 2020 Work Session, seconded by Ms. Wolff with all voting "AYE".

Correspondence: Mr. Ferry advised of one liquor permit for Scene 75 at 876 State Route 28. There were no objections from the Police Department and no hearing is required.

Proclamations & Special Presentations: Ms. Wolff read a proclamation recognizing Fire Prevention Week as October 4-10, 2020.

Ms. Karen Sherra, Executive Director, Clermont County Mental Health & Recovery Board, announced their board has a renewal levy on the ballot for November 3, 2020. She shared the levy began in 1981 and expressed appreciation for the support of Miami Township and County for the past years of funding. She noted the levy now represents half of their funding as a result of cuts. The levy generates \$3.1 million and provides to effectively meet the needs of people in the community through contract services. She shared that over 10,000 people are assisted by their services each year whether through treatment or prevention services or recovery support. She explained each of the services funded by the levy and the value of the services and partnership at work in the community. She urged for support for the levy renewal to maintain the critical services provided.

Department Reports: A representative of each department presented a report of activities during the month of September 2020.

Old Business: None.

New Business: Ms. Wolff made a motion to pay the bills of the Township: 241 checks numbered 137719 to 137959 and 27 electronic checks numbered 1870 to 1896 for the total amount of \$2,648,273.14 plus payroll and payroll taxes for the check dates 9/25/2020 in the amount of \$310,922.87 and 10/9/2020 in the amount of \$289,020.12, seconded by Mr. Schultz with all voting "AYE".

Mr. Tracy advised of the need for a Then and Now Certificate in the amount of \$8,831.44.

Mr. Schultz made a motion to adopt Resolution 2020-31 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$8,831.44 and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that, as Chief Kelly discussed at the October work session, fire hose replacements were anticipated in the 2020 annual budget. Bids were obtained from two vendors who frequently supply area fire departments with fire hose. He reported that the Township's Fire & EMS Department completed its hose inspection and it will be necessary to replace failing sections.

Mr. Wright stated that he and Chief Kelly are recommending the low bid received from First In, Last Out Fire Equipment in the amount of \$5,815 be accepted.

Ms. Wolff made a motion to approve the purchase of 11 new sections of fire hose from First In, Last Out Fire Equipment, LLC for a total cost not to exceed \$5,815, seconded by Mr. Schultz with all voting "AYE".

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Mr. Wright advised that as the Board is familiar, the Township has budgeted for a project that would connect the Meadowview Elementary to the subdivisions adjacent on Mt. Zion Road, Wittmer Estates and Wittmer Meadows, and both subdivisions are residential incentive districts which will provide for 100% of the cost and design of the construction of the sidewalk. The engineer's estimate was just over \$108,000. He shared that six different contractors bid, and many were below the estimate. Adleta Construction is the low bid in the amount of \$82,071.41 and has performed similar work for the Township. He stated that based on experience with Adleta Construction it is recommended the Board award the contract to Adleta. The contract would be performed next summer when school is out between June 1 and August 10, 2021.

Mr. Schultz made a motion to contract with Adleta Construction to perform the Mt. Zion/Buckwheat Road sidewalk project in the amount of \$82,071.41, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that Chief Kelly also anticipated in the 2020 budget for the forcible entry simulator. The device would be purchased from PAR Training Props for \$4,300. The advantage it has is that it can be adjusted for multiple door and window sizes and can also replicate different types of training. Additionally, it is portable which provides great flexibility for training from station to station, and neighboring fire companies.

Ms. Wolff made a motion to purchase a kit for a portable forcible entry training simulator from PAR Training Props, LLC in the amount of \$4,300, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that that Redbird Road is a one way in, one way out road in the northern part of the Township and it has multiple residences that rely on it for access, and Loveland School District has at least one bus stop on the road. He explained that a stream has been eroding the base of the roadway for the last few years, therefore, an OPWC grant application was submitted for a repair project. The Township was successful and 49% of the project cost will be funded from the grant. He informed the Board that three contractors bid the project and while the engineer's estimate was over \$196,000, all bids were under the estimate with the low bid being from W.E. Smith Construction for \$159,690.

Mr. Schultz made a motion to contract with W. E. Smith Construction to perform the Redbird Road Slope Stabilization project in the amount of \$159,690, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that, as discussed at the recent work session, a facility study for Fire Station 27 was included in the 2019 and 2020 budget. Approval from the Board is being sought to go ahead with MSA Design to perform an analysis and recommendation in the amount of \$11,000. He shared successful projects that MSA completed for the Township in prior years. He informed the Board that this building has been selected not only due to being 30 years old, but also that the building was constructed prior to it being utilized as a 24-hour full time operation and it is not on public sanitary sewer.

Ms. Wolff made a motion to contract with MSA Design to perform a facility study for Fire Station 27 for a total amount not to exceed \$11,000, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that a developer has contracted to develop an Aldi grocery store to be built on the southside of State Route 28 that will be accessed by the existing traffic signal serving Kohl's. To further benefit public safety, there is an opportunity for Miami Township to have the Aldi's drive (a publicly accepted street) be further designed to connect to Sorrel Lane to have full access to Roan and the adjacent subdivision. He reported that McGill Smith Punshon is the traffic engineering firm that has completed some survey reconnaissance work. This would provide an economy of scale and efficiency realized should the Township contract with MSP. In 2021, the Township could bid the contract. The surveying, civil engineering and design services would be a not to exceed amount of \$39,900.

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Ms. Wolff made a motion to authorize the Administrator to enter into a professional services work order with McGill Smith Punshon for surveying and civil engineering design services for the Sorrel Lane roadway extension and Roan Road intersection improvements at a cost not to exceed \$39,900, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that the Township for the past decade each year and as required by the Ohio Public Employers Retirement System has adopted a conversion plan related to the sick and vacation time accrued which applies upon retirement of an employee. Resolution 2020-32 was presented for approval.

Mr. Schultz made a motion to adopt Resolution 2020-32 a resolution authorizing the adoption of an Annual Conversion Plan in accordance with Ohio Revised Code Section 145.01 and Ohio Administrative Code 145-1-26 and to dispense with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that each year in advance of the winter season, the Board has adopted a resolution that allows the Service Department to plow the dedicated but unaccepted streets that would have been built in the past year within a subdivision. Resolution 2020-33 was proposed which would be in effect for six months.

Ms. Wolff made a motion to adopt Resolution 2020-33 a Resolution Declaring an Emergency to Exist and Authorizing the Removal of Snow and Ice from Undedicated Roads Pursuant to Section 505.82 of the Ohio Revised Code and Declaring an Emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that the Board directed staff to revise the existing Policy & Procedures Manual to include language specifically for a 27th pay period that occurs every 10-12 years. The next time that will occur is in 2032. To accomplish this, the following language would be inserted into Section 3.5 of the manual:

All salaried positions are calculated assuming a 26 pay period schedule from January 1 through December 31, which is the normal annual pay schedule for the Township. In the event the Township experiences a year which has 27 bi-weekly pay periods, the annual salary will be divided by 27, rather than the typical 26, to account for the 27th pay. Due to the additional pay period, the bi-weekly amount will reflect a reduction over a 26 pay period year.

Mr. Schultz made a motion to approve the revised Section 3.5 of the Miami Township Personnel Policies and Procedures Manual, seconded by Ms. Wolff with all voting "AYE".

Public Comment: Chris Hicks, 444 Woodwick Court, Cincinnati, OH 45255, commented regarding the Imbus' use of three sign panels on the Miami Township marquis sign for a political message. Mr. Hicks expressed his overall dissatisfaction with the Township and its recent press release pertaining to the sign panels and the interpretation of the agreement thereof. He expressed his opinion that he feels the Trustees owe Mr. Imbus an apology for not allowing him to put messaging of his choosing on the signs.

Mr. Tracy thanked Mr. Hicks for responding and provided comment for clarity to the Township's agreement and its function relative to the Miami Township marquis sign. He stated that the Township does not support or endorse political parties.

Additional discussion was held with Mr. Hicks regarding discussions and agreements previously had with Mr. Imbus about the use of the sign panels for purposes of promoting commercial properties. Mr. Hicks made pointed questions about the existence of a verbal agreement.

Mr. Braun clarified that while discussions were had with Mr. Imbus, the recorded agreement did not include rights to the sign panels transferring such rights to Mr. Imbus and going

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forward the Township Trustees will review and approve messaging for the signs which is considered a taxpayer asset.

Cynthia Alvey, 3368 Wagner Road, Cincinnati, OH 45245, commented that she was a non-resident and attended to express her overall support to keep the political message on the Miami Township marquis sign. She stated that she is part of the Trump political campaign for Clermont County. She provided reasons why she believed that Township could allow the political message, her opinion that this is a republican-oriented county, and her strong disappointment that the message has been removed.


Mr. Tracy assured Ms. Alvey that research was conducted prior to any action was taken with regard to the political message to ensure fairness when representing the taxpayers and their dollars. He explained that the easement on the property, which was included in the agreement, is what gave the Township the rights to have the sign constructed at that location and maintain it thereon.

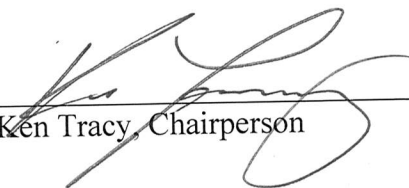
Mr. Tracy noted there was a question in the chat section of Zoom from a Mr. King who asked if Mr. Braun would be providing comment regarding Hollybrook Lane. Mr. Braun stated that he believed that may be related to Pine Bluffs and the Township was not in a position to comment publicly at this time. Mr. Braun stated that he and Mr. Elliff could follow-up with Mr. King by way of phone contact to answer any questions.

Executive Session: None.

With no further business to come before the Board the meeting was adjourned at 8:05 p.m.

ATTEST:


Eric C. Ferry, Fiscal Officer


Ken Tracy, Chairperson