

DECEMBER 15, 2020

Held

20

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, December 15, 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.

Ms. Wolff made a motion to approve the minutes of the November 17, 2020 Trustee Business Meeting, and December 7, 2020 Work Session, seconded by Mr. Schultz with all voting "AYE".

**Special Presentations:** Mr. Tracy introduced the 2019 Police Service Award Recipient as Corporal Todd Taylor. Chief Mills read the nomination submitted by recently retired Lt. Petrocelli and shared that a modified presentation was held at the Police Department presenting Corporal Taylor with his award.

Next, Chief Kelly presented a brief bio for Eric Wagner in recognition as the newest full-time Firefighter/Paramedic on the Fire Department. Mr. Wagner's family was present and participated in the swearing-in and badge pinning. Law Director Braun administered the oath of office.

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

**Old Business:** None.

**New Business:** Mr. Schultz made a motion to pay the bills of the Township: 230 checks numbered 138223 to 138452 and 26 electronic checks numbered 1922 to 1947 for the total amount of \$1,874,831.43 plus payroll and payroll taxes for the check dates 11/20/2020 in the amount of \$307,317.30 and 12/4/2020 in the amount of \$473,523.88, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy advised of the need for a Then and Now Certificate in the amount of \$16,570.17.

Ms. Wolff made a motion to adopt Resolution 2020-40 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$16,570.17 and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that he and Chief Mills request the Board accept the resignation of Jennifer Ryan effective December 31, 2020. He thanked Mrs. Ryan for her nearly 30 years of service with the Police Department.

Mr. Schultz made a motion to accept the resignation of Jennifer Ryan effective December 31, 2020, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that he and Chief Kelly request the Board accept the resignation of Captain Brian Gulat effective January 8, 2021. He noted Captain Gulat has over 35 years of service with Miami Township.

Ms. Wolff made a motion to accept the resignation of Brian Gulat effective January 8, 2021, seconded by Mr. Schultz with all voting "AYE".

The Board took a moment to recognize and thank Mrs. Ryan and Captain Gulat for their dedication and long tenured service to the Township.

Mr. Wright advised of a request to renew an existing contract for emergency medical services with the Loveland-Symmes Fire Department for the automatic aid coverage along the corridor of O'Bannonville Road. He stated the terms for 2021 would be unchanged from the current year's contract

**RECORD OF PROCEEDINGS  
MIAMI TOWNSHIP BOARD OF TRUSTEES**

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Mr. Schultz made a motion to authorize the Township Administrator to execute a renewal contract with Loveland-Symmes Fire Department to facilitate automatic aid coverage along O'Bannonville Road, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that the Board and Fiscal Officer held discussion at the December Work Session regarding the 2012 refinancing that occurred with the Civic Center. He stated that prior to 2020, 25% of the debt was paid for from the Parks and Recreation Fund since a portion of the building is used for Recreation events and programs. Due to a declining balance in the Parks and Recreation Fund in 2020, the related portion of the principal and interest was advanced from the General Fund with the intention of that being repaid to the General Fund. He noted this methodology was proposed for the 2021 Budget.

Mr. Wright reported that, at the direction of the Board, it is now intended that a transfer would be made from the General Fund to the Parks and Recreation Fund to cover past years' Civic Center debt service and that being inclusive of 2015-2019. The total amount of the transfer will be \$296,300 and the advance of \$53,503 made in 2020 will be converted to a transfer so that repayment will not be required.

Ms. Wolff made a motion to transfer \$296,300 from the General Fund to the Parks and Recreation Fund to account for the Civic Center debt service payments for the years 2015 through 2019, seconded by Mr. Schultz with all voting "AYE".

Ms. Wolff made a motion to convert the 2020 Advance of \$53,503 from the General Fund to the Parks and Recreation Fund as a transfer, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of proposed supplemental appropriations necessary to reconcile accounts for the year 2020. He stated that this was an end of year item that all local governments in Ohio are required to complete. He reported the aggregate effect of the final appropriations is to decrease total appropriations by \$6,973,001.06. He noted the decreases are related to the reserve balances that are included in the ending fund balance and reduces appropriations to the total amount available to comply with budgetary law. He commented that if actual revenues are less than estimated, the Ohio Revised Code may require appropriations to be reduced in funds. He referenced the recap was provided to the Board detailing the proposed changes in funds and this was due to very healthy fund balances at the end of the year.

Mr. Schultz made a motion to adopt Resolution 2020-41, a Resolution to Amend Appropriations for Current Expenses and Other Expenditures of Miami Township, State of Ohio, During the Fiscal Year Ending December 31, 2020 and Declaring an Emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised he is pleased to present the 2021 Budget to the Board. He stated that staff has prepared a fiscally conservative budget at the Board's direction. The budget recognizes the modest streams of revenue and still provides sufficient funds to allow all of the departments to carry out their missions to provide quality, efficient services to the residents.

Mr. Wright stated the Board held its 2021 Budget discussion at the December 7, 2020 Work Session. Recommendations given by the Board, which Mr. Wright summarized briefly, at that meeting were updated and incorporated in the document presented for approval.

Ms. Wolff made a motion to adopt Resolution 2020-42, a Resolution to Make Appropriations for Current Expenses and Other Expenditures of Miami Township, State of Ohio, During the Fiscal Year Ending December 31, 2021 and Declaring an Emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that every year the Board sets the payrates for the coming year. He noted that the four collective bargaining units which represents approximately 82% of the employees have rates established by those previously approved contracts. For the non-bargaining

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~~employees, the rate proposed for 2021 is to not exceed 2% and a list of those non-union employees are attached to the memo submitted to the Board.~~

Mr. Schultz made a motion to approve the submitted compensation list of Township employees effective the beginning of the pay period following January 1, 2021, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of proposed Resolution 2020-43 to authorize the compensation of each member of the Board of Trustees and Fiscal Officer. The compensation proposed is the maximum permitted per the Ohio Revised Code, and payable in equal monthly payments.

Ms. Wolff made a motion to adopt Resolution 2020-43, a Resolution Authorizing the Compensation of the Township Trustees and Township Fiscal Officer and Declaring an Emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Township has two land use boards, the Zoning Commission and Board of Zoning Appeals, which are each comprised of five members and one alternate member. He stated the terms of the members are staggered so that one regular seat expires every calendar year. He stated that it has been customary that prior to the beginning of each new year the Board of Trustees have appointed a member to the Zoning Commission and Board of Zoning Appeals. The term of appointment for both seats will begin January 1, 2021 and expire on December 31, 2025. He stated that he agreed with the recommendation of Planning and Zoning Administrator Brian Elliff that Wayne Loudermilk of the Board of Zoning Appeals and Mark Schulte of the Zoning Commission be re-appointed.

Mr. Schultz made a motion to re-appoint Wayne Loudermilk to the regular BZA seat for the term January 1, 2021 through December 31, 2025 and re-appoint Mark Schulte to the regular Zoning Commission seat for the term January 1, 2021 through December 31, 2025, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that it has been customary at the end of each year that we have a resolution that would authorize any necessary travel expenses for the Board of Trustees and Fiscal Officer for any out of town conferences, meetings or training programs related to their duties.

Ms. Wolff made a motion to adopt Resolution 2020-44, a Resolution Approving Travel Expenses for Township Trustees and Township Fiscal Officer and Dispensing with the Second Reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Tracy next introduced the re-organization of the Board for 2021. He stated that as past and continuing practice, the annual rotation of each position on the Board (Member, Vice Chair and Chair) will occur.

Mr. Tracy nominated Mary Makley Wolff as Chair, Karl Schultz as Vice Chair and himself as Board Member for 2021, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy next discussed the meeting dates and times for 2021, noting that the first quarter of the year meetings would be conducted via Zoom then re-evaluated.

Ms. Wolff made a motion to hold the Trustee work session meetings the 2<sup>nd</sup> Monday of each month at 8:30 a.m. and to hold the Trustee business meetings on the third Tuesday of each month at 7:00 p.m., seconded by Mr. Schultz with all voting "AYE". It was noted the virtual meeting format would be re-evaluated after the first quarter.

Mr. Tracy then took a moment to recognize and thank former Trustee Ed Humphrey for his service to the Township and his help as a mentor to Mr. Tracy in translating business practices to local government. He stated Mr. Humphrey's last Commissioner's meeting is December 16, 2020.

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Ms. Wolff added that Mr. Humphrey now deserves the rest and can enjoy the fruits of his contributions over his long tenure as a public servant. She wished him luck in his retirement.

Fiscal Officer Ferry highlighted that Mr. Humphrey hired him in 1992 and taught him a lot which he appreciates. He stated that he did not think Mr. Humphrey would retire and would transition to something different. Mr. Ferry wished him luck in the next endeavor.

Mr. Schultz shared that he and Mr. Humphrey grew up together and have been friends since the seventh grade. He commented that everywhere Mr. Humphrey has served that organization improved. Mr. Schultz recalled that he sat on the Zoning Commission when Mr. Humphrey was a Trustee and it was a time of tremendous growth in the Township, becoming an urbanized area from a rural area. He shared Mr. Humphrey had served as the Fire Chief of Miamiville during the merger of multiple fire departments which was a difficult task and he did well. He stated he is sure since everywhere Mr. Humphrey has been becomes better, that will continue in the future and thanked Mr. Humphrey for his service.

**Public Comment:** None.

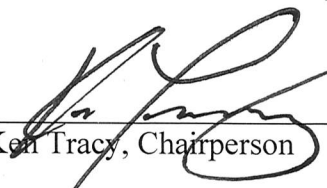
**Executive Session:** Mr. Schultz made a motion to consider information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance that involves public infrastructure improvements and that it is necessary to protect the interests of the 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, and to conference with counsel related to pending or imminent litigation, pursuant to Section 121.22(G)(3) of the Ohio Revised Code, seconded by Ms. Wolff with all voting "AYE".

Mr. Schultz 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 8:45 p.m.

ATTEST:

  
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 Eric C. Ferry, Fiscal Officer

  
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 Ken Tracy, Chairperson