

RECORD OF PROCEEDINGS

027

Minutes of

Meeting

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held APRIL 9, 2018 _____ 20 _____

The Miami Township Board of Trustees met in work session on Monday, April 9, 2018 at the Miami Township Civic Center. Chairperson Wolff called the meeting to order and led the Pledge of Allegiance. Mr. Tracy made a motion to appoint Mr. Jeff Wright as acting Fiscal Officer, seconded by Mr. Schultz with all voting "AYE". Mr. Wright called the roll and present were Mary Makley Wolff, Karl Schultz and Ken Tracy.

Mr. Wright reminded the Board that the work session in May will be held the first Monday, which is May 7th.

Mr. Wright advised every year in April our property and casualty insurance expires and presented quotes from three insurance brokers. OTARMA, who our current policy is with, Marsh & McLennan and Hylant. Mr. Wright noted the Township has been with OTARMA for about 30 years and the difficulty leaving them because of open claims. Mr. Wright explained the three quotes. The Board wants to make sure the policies are identical in nature and that there are not any items that are missed from a sense of all the insurance benefits that could be out there. Mr. Wright stated he will double check the three. The Board had a concern that the new vendor will guarantee the same low rate but probably not if there are claims. Mr. Wright stated if we stay with OTARMA and there is a catastrophic claim we will probably never be able to leave OTARMA. If we go with another company and there is a catastrophic claim we would still be able to ask for bids from other vendors. The Board asked if OTARMA has given any kind of rate guarantee and Mr. Wright stated they have not. The Board asked why there is a \$7,000.00 difference between the low bid and the other two bids. Mr. Mark Renski of Hylant came forward and said they just have a very competitive price and is a robust policy. The Board asked how it is robust and Mr. Renski stated they include flood, quake, cyber liability and they cover claims started with them even if we would leave them. The Board asked what other municipalities they have worked with and Mr. Renski stated Union Township, Delhi Township and others. Mr. Joe Woods from Marsh McLennan came forward to answer questions from the Board. The Board asked for an overview of what they are presenting versus what Hylant is proposing. Mr. Woods stated they are very similar in their structure in forms of coverage and risk management and there are a lot of trainings that can bring claims down.

Mr. Gary Knepp came forward to propose tree plantings at the Spirit of '76 Park and introduced Mr. Don Baker of McCormick Elementary school who will coordinate the fund raising for this project and Mr. Dave Sence from LTD Landscaping. Mr. Knepp reminded everyone what this park is about. Mr. Knepp proposes an arboretum and gardens with flowering trees and fall colors, winter berries to feed wildlife and textures. They want to make sure the trees that will be planted are hearty and disease resistant and that they can survive this climate and soils. He also wants to make sure this to be a low maintenance park so our Service Department is not constantly there working. They are proposing a pollinating garden for butterflies and hummingbirds. Mr. Dave Sence of LTD Landscaping came forward and stated the object of the project is to create a quiet place or arboretum that is easy to maintain. It will be designed with the topography of the park, the park topography will not be changed. There will be evergreen trees, shade, ornamental trees and flowers. Mr. Knepp asked for the Board's approval of this concept so they can start the fund raising and stated they will do the project in phases.

Mr. Tracy made a motion to approve the concept of the Spirit of '76 arboretum and garden and to move forward, seconded by Mr. Schultz with all voting "AYE".

Mr. Elliff advised of two long-standing businesses that do not match the zoning of the property. One is a dentist's office on St. Rt. 131 on property zoned Residential and one is the Sherwin Williams store and toy store on St. Rt. 28 that is zoned "T" Mobile Home Park. Mr. Elliff is recommending the zoning for the dentist's office be re-zoned to "O-1" Professional Office and for the Sherwin Williams building to be rezoned to "B-2" General Business. In both cases the Board would exempt itself from the minimum square footage and minimum acreage requirements. Mr. Elliff explained the process for the Board to initiate the re-zoning process. This will be an action item at the business meeting.

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Mr. Wright presented personnel items for the Board's consideration. In the Community Development Department, to release Township Code Officer Nick Colliver from probationary status, effective April 4, 2018 with a new rate of pay of \$19.38 per hour.

Mr. Tracy made a motion to release Township Code Officer Nick Colliver from probationary status, effective April 4, 2018 with a new rate of pay of \$19.38 per hour, seconded by Mr. Schultz with all voting "AYE".

In the Service Department to offer employment to the following individuals based on successful completion of background check and drug screen. Two individuals will work in the Parks and one on the Road crew all effective start date of April 23, 2018 at an hourly rate of \$12.00 per hour. Hours will be a maximum of 1,499 each for Lloyd Norwak, Arthur Vogt and Zachary Ober.

Mr. Schultz made a motion to offer part-time employment to Lloyd Nowak, Arthur Vogt and Zachary Ober effective April 23, 2018 at an hourly rate of \$12.00 per hour conditioned on the successful completion of a background check and drug screen and a maximum of 1,499 hours each, seconded by Mr. Tracy with all voting "AYE".

In the Fire/EMS Department to remove FF/Medic Robert Moore from his one-year probationary period effective April 10, 2018 with a new hourly rate of \$25.19.

Mr. Schultz made a motion to remove FF/Medic Robert Moore from his one-year probationary period effective April 10, 2018 with a new hourly rate of \$25.19, seconded by Mr. Tracy with all voting "AYE".

In the Fire/EMS Department to accept the resignation of Griffin Drake from his part time FF/Medic position effective April 11, 2018.

Mr. Tracy made a motion to accept the resignation of Griffin Drake from his part time FF/Medic position effective April 11, 2018, seconded by Mr. Tracy with all voting "AYE".

In the Fire/EMS Department to grant formal offers of seasonal employment to Alex Holbert and Jared Holbert for the position of Hydrant Maintenance Technician for the 2018 hydrant flushing and maintenance season effective April 22, 2018 at a rate of \$12.00 per hour and not in excess of 30 hours per week per person.

Mr. Tracy made a motion to grant seasonal employment to Alex Holbert and Jared Holbert for the position of Hydrant Maintenance Technician for the 2018 hydrant flushing and maintenance season effective April 22, 2018 at a rate of \$12.00 per hour and not in excess of 30 hours per week per person, seconded by Mr. Schultz with all voting "AYE".

Chief Kelly presented a request for approval of the purchase of a new LED monument sign, for Station 28, that was budgeted for in 2018 as part of the capital improvement projects. The current sign is original from when the building was constructed in 1989 and is in disrepair. The cost of the new sign, through Signarama, would be \$39,500.00 and would be in the same style as the other signs in the Township. This will be an action item at the business meeting.

Chief Kelly is requesting formal endorsement by the Board to apply for the FY2017 Federal Emergency Management Agency's SAFER Grant. This grant is awarded to departments that qualify and are approved to increase their overall staffing with full-time positions. Chief Kelly is requesting approval to submit for the grant to fund three new full-time positions in our department, which would require the hiring of nine full-time personnel. This grant would cover the first year salary and benefit costs for all of the personnel that would be hired for three full years. At year 4 the Township would be required to cover the full cost of these employees or reduce them from the roster.

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Mr. Schultz made a motion to approve the submittal for the FY2017 SAFER Grant, seconded by Mr. Tracy with all voting "AYE".

Mr. Musselman advised the bid opening for the 2018 Paving Project was held at 2:00 p.m. on Friday, April 6th. The project was bid with a base bid, 1st alternate and a 2nd alternate. Bids were received from John R. Jurgenson, Rack Ballauer, Roberts Paving and Barrett Paving. Mr. Musselman advised Roberts Paving was the lowest bid but there was an error in their bid by submitting a square yard price instead of a cubic yard price which makes a big difference in price. Jurgenson was the next lowest bid. Mr. Musselman advised it is in the bid specs that the work must be performed in the summer while school is out. This will be brought back before the Board at the business meeting for consideration.

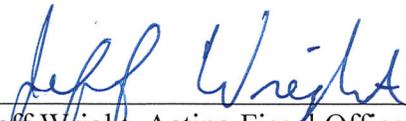
Mr. Musselman updated the Board on Service Department projects, noting the Miami Meadows Lake erosion wall is being prepped for hydro-seeding, the Romar Lighting poles and luminaries have been installed and the Romar fence project is on hold until the Chick Fil A sprinklers are moved from ODOT's right of way.

Public Comment: None

The Board noted that it was Jeff Wright's birthday and wished him well.

With no further business to come before the Board the meeting was adjourned at 9:24 a.m.

ATTEST:



Jeff Wright, Acting Fiscal Officer



Mary Makley Wolff, Chairperson