

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held NOVEMBER 12, 2018 20

The Miami Township Board of Trustees met in work session on Monday, November 12, 2018 at the Miami Township Civic Center. Chairperson Wolff called the meeting to order and led the Pledge of Allegiance. Mr. Ferry called the roll and present were Mary Makley Wolff and Karl Schultz. Mr. Tracy was unable to make the meeting.

Ms. Wolff called the Records Commission Meeting to order. There was a presentation of revised RC-2s from the Fiscal Office and the Fire/EMS Department and a revised Form RC 100 and RC 101 being combined to make both forms a RC 100. There was no public comment and Ms. Wolff explained this is a formality that is required by law.

The Records Commission members agreed to the revised RC 2s and the revised RC 100 and the Records Commission public hearing meeting was closed.

Mr. Wright explained that Sgt. Petrocelli of the Police Department has, for several years, has been working with subdivisions regarding traffic counts as well as speed studies. Mr. Wright advised of the almost completed intersection of Cook/Weber/Guinea Pike and this has made a difference in the traffic pattern. Mr. Bob Nelson of Paxton Lake Subdivision came forward to address the Board regarding increased volume of traffic and speed through Paxton Lake and Paxton South Subdivisions and the concern for safety of residents. Mr. Nelson stated the area was never planned for the kind of density they have. Mr. Nelson gave a PowerPoint presentation with his data and noted there are several subdivisions with inter-connecting roadways with many other subdivisions with over 900 homes. Mr. Nelson stated he thinks their roads are used as a cut-through. Mr. Nelson's recommendation is to have the Trustees close the connection at Paxton Woods Drive and Old Mill Drive, add stop signs to make three and four way stops at intersections, add speed bumps, widen Paxton Guinea Road and neighborhood self-control. Mr. Nelson asked what actions will be taken, how quickly and how can they help. The Board stated they are bound by laws and will research further what can be done to help alleviate their concerns. Mr. Wright advised he is reaching out to the County Engineer's office regarding a sight distance issue at Branch Hill Guinea and Paxton Guinea Road which may help with traffic. The Board asked the residents to help by contacting the County to get them to help with sight distance issues.

Mr. Gary Knepp came forward to update the Board on the Spirit of '76 Arboretum noting they planted 25 trees on October 10th. Mr. Knepp introduced Carol Kormelink and Patsy Myers who made a donation that made the first two phases of the Arboretum possible. Mr. Knepp asked the ladies to come forward and explain why they made the large donation. Both ladies said they had contributed to the front part of the park and wanted it to continue. Mr. Knepp showed pictures of phase three that is being worked on. Mr. Kenpp introduced Mr. Don Baker of Milford Schools who introduced Mr. Dunn from Milford Jr. High School. Mr. Dunn introduced students from the school who raised money to help continue with the tree planting. The students donated a check for \$1,078.00 to the Spirit of '76 Park to help with addition plantings and landscaping. The Board thanked the group of students.

Mr. Wright presented personnel actions for the Board's consideration. In the Police Department to grant conditional offer of employment to Sarah Mathews for a part-time Police Clerk position. This is a replacement hiring due to a retirement earlier this year. This conditional offer will allow the background check and drug screening to proceed.

Mr. Schultz made a motion to grant conditional offer of employment to Sarah Mathews for the position of part-time Police Clerk, seconded by Ms. Wolff with all voting "AYE".

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In the Service Department to promote Chris Burdsall to Maintenance Worker 4, Step 2. Mr. Burdsall is one of the department's most dependable and reliable employees with managing the sign programs, coordination and location of burials in Evergreen Cemetery and also coordinates location and pouring of foundations at the cemetery.

Mr. Schultz made a motion to recategorize Chris Burdsall to a Maintenance Worker 4, Step 2 effective November 13, 2018, seconded by Ms. Wolff with all voting "AYE".

Also, in the Service Department to recategorize Mr. Tim Berchem to Maintenance Worker 4, Step 1. Mr. Berchem is dependable and reliable. During an extended period of time when the road crew has been saddled with the reduced capabilities of employees and Mr. Berchem filled in where he was needed.

Mr. Schultz made a motion to recategorize Tim Berchem to Maintenance Worker 4 Step 1, effective November 13, 2018, seconded by Ms. Wolff with all voting "AYE".

Mr. Braun presented Resolution 2018-54 that he prepared, at the request of the Trustees, as part of the annual review process for the Township Administrator. The resolution would result in providing a bonus, to the Township Administrator, that would be a net amount of \$5,000.00 as recognition for the quality work he has done. Mr. Braun is recommending the Board adopt this resolution.

Mr. Schultz made a motion to adopt Resolution 2018-54 a resolution providing for compensation to be paid to Township Administrator Jeffrey A. Wright and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Elliff presented proposed revised sign regulations in the zoning resolution. Mr. Elliff introduced Board of Zoning Appeals members, Mr. Rick Goettke and Wayne Loudermilk, who came in support of the sign revisions. Mr. Elliff gave a PowerPoint presentation showing the current 26 pages sign regulations will decrease to 14 pages and the changes will streamline the sign regulations. Mr. Elliff went through the changes and how they benefit all. Mr. Elliff stated with the Board's support he will present a resolution for the Board to initiate the text amendment. This will be an action item at the November business meeting. The Board asked Mr. Elliff to allow the Zoning Commission to look at this before the resolution would come to the Trustees for initiation.

Mr. Wright advised earlier this year the Board supported having ODOT's upcoming replacement of the Happy Hollow Road Overpass over Bypass 28 be upgraded to include the "Miami Township" lettering and a more attractive fencing be designed and included with the new bridge. As is customary anytime ODOT constructs a project in concert with a local jurisdiction that is adding additional features, the local government is required to pass legislation that states the obligations of the township. For this project, we are agreeing to be responsible for the costs and maintenance of the powder coating of the fencing and the costs and maintenance of the lettering. It was recommended the resolution be brought to the November business meeting.

Mr. Wright advised the Pine Bluffs subdivision is nearing completion and the developer has submitted a petition for a street lighting district for Pine Bluffs Section 3. The developer owns all of the lots in that section. Mr. Wright is recommending the Board set Monday, December 10, 2018 at 8:30 a.m., during the regular work session.

Mr. Schultz made a motion to set a hearing for a street lighting district on Monday, December 10, 2018 at 8:30 a.m. for Pine Bluffs Section 3 and any other business to come before the Board, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wright advised the Trustees have been contacted, by residents, regarding the prohibition of large commercial trucks using engine brakes. Some residents find the noise of the engine brakes disturbing. Mr. Wright and Assistant Chief Mills have determined that Sections 505.17 and 4513.221 of the Ohio Revised Code permit townships to regulate the use of engine brakes. They have also found some examples of resolutions adopted by several townships in Ohio. A police officer would have to be present to witness an infraction of the use of an engine brake if prohibited. Coordination with ODOT and the Clermont County Engineer's office would be necessary for the installation of "No Engine Brakes" signs at main entrances into the Township. If the Board pursues a resolution regulating the use of engine brakes, staff would send letters to the larger trucking companies in the area advising them of our regulations. There was a discussion regarding the enforcement and making sure the word gets out if this regulation is passed. The Board stated they have had requests regarding the engine brakes for several years and it may be time for the regulation.

Mr. Elliff advised he will be bringing a nuisance abatement resolution before the Board at the November business meeting for two properties they have been trying to work with, but the properties are not in compliance.

Mrs. Flanigan advised the Township has used Bastin & Company, LLC since 2011 with assisting the Township with preparing draft financial statements, related footnotes and filing of our financials. Bastin & Company, LLC has submitted a proposal to provide these services to Miami Township at the same rate that they did for services in 2017. Anticipating a maximum of 50 hours, billed at a rate of \$65.00 per hour for a total proposed fee of \$3,250.00. Mrs. Flanigan stated the Fiscal Office is very pleased with the work done by Bastin and feels this is a great value for the product received. This will be an action item at the business meeting.

Mr. Musselman is requesting to relocate the shred event portion of the Clean Up Days to the Safety Services campus. The shred event is very popular during the Clean Up Days and residents who have only shred items have to wait in line with the large item disposal customers. Mr. Musselman feels moving the shred portion to the Safety Services campus will alleviate traffic congestion, allow more room for trash disposal and make it a much more efficient service. The Board agreed to moving the shred event with the caveat there be much communication regarding this change.

Mrs. Flanigan explained every five years the Clermont County Budget Commission approves an Alternative Method of Distribution on how to divide the local government funds received from the State. Earlier this year, the Trustees authorized adoption of an Alternative Method of Apportionment of the Undivided Local Government Fund for a period of one year, 2019 to allow time to review the current allocation method. The County received enough resolutions for the 2019 local government fund allocation to be renewed for one year versus five. The Clermont County Township Association then formed a committee to review the current allocation and proposed an alternative method for the local government funds to be distributed beginning in 2020. The proposed new formula would be based on per capita per the 10 year census. The Clermont County Township Association is requesting each Township move forward with passing a resolution for 2020 to allow ample time for review by the Clermont County Budget Commission or discussion among the other jurisdictions affected. In order for a county to adopt an alternative distribution method, it must be adopted by the County Commissioners and a majority of the townships and municipalities. This will be an action item at the business meeting.

Mrs. Flanigan advised we have vetted seven different cleaning service companies and obtained quotes from four as a potential replacement from our current cleaning service for the administrative side of the Civic Center. The current service has been inconsistent and we are continually contacting them about non-performance. Precision Cleaning quoted \$10,200

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annually for five days a week service and that was the lowest cost of the four submitted bids. Precision Cleaning also has a month to month contract. This will be an action item at the business meeting.

Mrs. Thibodeau presented a request for an increase in the fees for some of the Township rental facilities. It was explained the cleaning of the facilities is up because of the increase in rentals. Mrs. Thibodeau is recommending rental fees increase for the Miami Room, the Mulberry Room and the Leming House. The increase will not go into effect until January 1, 2019 and it will not affect any current rentals that are booked for next year. This will be an action item at the business meeting.

Mr. Elliff advised with the adoption of Resolution 2018-52, which establishes revised and comprehensive noise regulations, the zoning resolution will need to be amended to remove noise from the resolution. Mr. Elliff presented a red-lined draft of the sections of the zoning resolution that would be amended. With the Board's approval Mr. Elliff will submit a resolution for the Board to adopt to initiate those text changes. This will be an action item at the business meeting.

Mr. Musselman updated the Board on Service projects noting the Lewis Road project still needs engineer drawings, Parks Grant submission was successful, Sugar Camp Road slope stabilization emergency funding application still waiting on one document for submittal, Dry Run Road slope stabilization should be complete within a couple of days, the Kelley Nature Preserve Board Ramp project is continuing with aerial photos and Klondyke Road project looks to start next March or April.

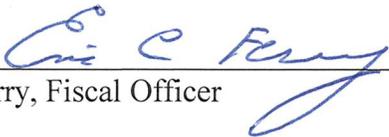
Public Comment: None

Executive Session: Mr. Schultz made a motion to go into Executive Session to discuss 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 10:40 a.m.

ATTEST:



Eric C. Ferry, Fiscal Officer



Mary Makley Wolff, Chairperson