

DECEMBER 17, 2019

Held

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The Miami Township Board of Trustees met in regular session on Tuesday, December 17, 2019 at 7:00 PM. Trustee Schultz called the meeting to order and Scout Rachel Howdeshell 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 November 9, 2019 Business Meeting, and December 9, 2019 Work Session, seconded by Ms. Wolff with all voting "AYE".

Presentations: Mr. Rich Surace with Energy Alliances shared that after a review of the Township's electric aggregation program performance, beginning in February 2020 a lower rate of 5.19 cents, down from the current 5.46 cents, that would be effective through February 2023. Additionally, the facilities and street lighting rates will expire in April 2020 were also reviewed. The current facilities pricing is 5.29 cents and the renewal options for pricing and terms range from 12 to 36 months and 4.7 to 5.8 cents. The current street lighting rate is .371 which would remain relatively the same. He stated they would be able to lower prices by approximately eight percent if authorized to proceed by the Township.

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

Old Business: None.

New Business: Mr. Tracy made a motion to pay the bills of the Township with 284 checks 135156 to 135439 and 25 electronic checks numbered 1607 to 1631 for the total amount of \$1,404,683.32 plus payroll and payroll taxes for the check dates 11/22/19 in the amount of \$291,348.86 and 12/6/19 in the amount of \$464,310.14, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$17,188.31.

Ms. Wolff made a motion to adopt Resolution 2019-46 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$17,188.31 and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised he would like to offer full-time employment to Zach Ober for the position of Maintenance Worker I at a rate of \$19.88 per hour effective January 2, 2020.

Mr. Tracy made a motion to approve a full-time employment offer to Zach Ober for the position of Maintenance Worker I at a rate of \$19.88 per hour effective January 2, 2020, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised he and Chief Kelly are requesting conditional offers of part-time employment be made to the following individuals for them to be able to continue with the screening and hiring process: Corey Barney, William Spitznagel, Andrew Petronio, Greg Arnold, James Reist, Jacob Hendricks, Perry Fisher, Christine Nouhan, Corey Dishon, Erik Cowell, and Brooke Rosenberger.

Ms. Wolff made a motion to approve conditional offers of part-time employment to the following individuals for them to be able to continue with the screening and hiring process: Corey Barney, William Spitznagel, Andrew Petronio, Greg Arnold, James Reist, Jacob Hendricks, Perry Fisher, Christine Nouhan, Corey Dishon, Erik Cowell, and Brooke Rosenberger, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that he and Chief Mills are requesting a conditional offer of employment be made to William Dusa for the position of full-time Police Officer. Mr. Wright noted the offer would be contingent upon successfully completing the remaining steps of the selection process and the position will be filled in January. The opening was created by a resignation earlier in 2019.

Mr. Tracy made a motion to approve a conditional offer of employment to William Dusa for the position of full-time Police Officer, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wright advised of two separate actions for the disposal of property surplus. He stated the first resolution references a list of property for disposal by internet auction via GovDeals and if there are no winning bids those items will be disposed of properly. The second resolution was specifically prepared for police guns being disposed of through a trade-in with Glock, Inc. whereby a trade-in value will be applied and the final cost for the new guns would be less than 25% of the initial price. Mr. Wright stated that Resolution 2019-47 and Resolution 2019-53 have been prepared for the Board's consideration.

Mr. Tracy made a motion to adopt Resolution 2019-47, 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 Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to adopt Resolution 2019-53, a resolution authorizing the disposal of unneeded equipment no longer necessary for township use by trade-in pursuant to section 505.10(A)(3) of the Ohio Revised code and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that in Ohio when residential subdivisions are platted, those residentially public streets come into the ORC at a speed limit of 55 miles per hour. He stated a necessary step that townships must take is to go through an engineering investigation which Mr. Musselman has completed for streets in the newer Mills of Miami subdivision. Mr. Wright presented a resolution that would lower the speed limits on the six specific streets within the Mills of Miami to the appropriate 25 miles per hour limit. The Township will then make sure signs are posted and that it is communicated to all appropriate offices.

Ms. Wolff made a motion to approve Resolution 2019-48, a resolution lowering the speed limit on certain streets in Miami Township and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the next item is a work product by the fiscal office and was put together by Ms. Flanigan, our Director of Finance. He stated that she has highlighted funds as necessary for amended appropriations as is typical for any municipality in Ohio to amend current year appropriations.

Ms. Flanigan noted that at the bottom of the memo there is listed a potential advance from the General Fund's FEMA Fund which is because the SAFER grant is a reimbursement grant. She stated by the end of the year the Township will have incurred the cost of salary and benefits, and reimbursement has not been received back from FEMA. To prevent a negative balance occurrence, the advance is being requested, however, if FEMA reimburses the Township before the end of the year the advance will not be necessary.

Mr. Tracy made a motion to adopt Resolution 2019-49 a Resolution to Amend Appropriations for current expenses and other expenditures of Miami Township, State of Ohio, during the fiscal year ending December 31, 2019 and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that all department heads have completed their 2020 budgets. He stated it was a pleasure to work with the Board of Trustees and Fiscal Officer at the work session, which was an efficient and effective conversation held regarding next year's budget. He advised that as is expected, staff was very conservative in the estimates for the 2020 revenues. He shared the Township has been successful in several grants and has a workplan that will carry forward all of the critical missions and high quality of living we hope our residents enjoy in the Township. He expressed his appreciation for everyone's collective work in preparing the 2020 Budget. He then presented the resolution for adoption.

Mr. Tracy made a motion to adopt Resolution 2019-50 a resolution to make 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 Ms. Wolff with all voting "AYE".

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Mr. Wright advised in December by motion the rates of pay for all employees are adopted for the upcoming calendar year. He noted that 80% of the Township's employees are members of one of the collective bargaining units and those rates of pay have already been adopted previously. He stated that as the Board has tasked us with, the non-bargaining employees' rates of pay would be merit based and would not exceed 3%. He noted not all are listed at the full three percent because it was merit based. A list for the proposed motion has been provided that reflects the non-union employees' pay rates for 2020.

Ms. Wolff made a motion to approve the compensation list of Township employees effective the beginning of the pay period following January 1, 2020, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that as the Board is aware, in Ohio the Trustee and Fiscal Officer's pay is not set by the local jurisdiction. The Ohio Revised Code that is adopted periodically by the Ohio State legislature in Columbus does put together a compensation scale. It is customary to adopt a resolution for the compensation of the Board of Trustees and Fiscal Officer.

Mr. Tracy made a motion to adopt Resolution 2019-51 a resolution authorizing the compensation of the Township Trustees and Township Fiscal Officer and dispensing with a second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of two annual contracts that renew in December, one the Township is the provider and in the other the Township is the recipient jurisdiction. He stated the first is with the Loveland-Symmes Fire Department that provides the automatic aid coverage along O'Bannonville Road. No changes to the contract are proposed from the current year. The second item where the Township is the provider with the Village of Terrace Park to deliver advanced life support services to that community. This agreement has been in place since 2010 and an updated review has been completed which has determined the terms of the contract are sound and provide appropriate compensation for responses made to the Village of Terrace Park. He noted 39 responses occurred for 2019. He stated the contract is equitable and does not prevent the Township from providing services in our community.

Ms. Wolff made a motion to authorize the Township Administrator to execute renewal contracts with Loveland-Symmes Fire Department to facilitate automatic aid coverage along O'Bannonville Road, and Terrace Park for advanced life support services, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised as Mr. Elliff presented at the December Work Session, the members of the Zoning Commission and Board of Zoning Appeals are reviewed for expiring terms. He stated the Township does receive letters from residents interested in being members on those boards. He advised he does agree with Mr. Elliff's recommendations. There is one expiration on the BZA and it is recommended that the current BZA alternate Mr. Tim Brandstetter be placed as a regular member for a five-year term. Mr. Greg Horn is recommended for appointment to the alternate seat vacated by Mr. Brandstetter, for an unexpired term ending December 31, 2023. The recommendation for the Zoning Commission, is to re-appoint Ed Marcin as a regular zoning commission member

Mr. Tracy made a motion to appoint current BZA alternate Tim Brandstetter to the regular BZA seat for the term January 1, 2020 through December 31, 2024, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to appoint Greg Horn to the alternate BZA seat for the unexpired term through December 31, 2023, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to re-appoint Ed Marcin to the Zoning Commission for the term January 1, 2020 through December 31, 2024, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wright advised as Mr. Elliff presented at the December Work Session, the Township has engaged in a land use plan update process and it is anticipated this will take most of 2020. He stated a really good step for communities in taking a step like this is to formally engage as many of our residents as possible. He advised staff compiled a list of 15 interested residents and business owners for adoption as the Land Use Plan Committee. He stated that several evening meetings will be conducted to discuss the components of the land use plan in 2020. He stated that the proposed members represent a broad spectrum and multiple facets of the community.

Ms. Wolff made a motion to appoint to the Land Use Plan update steering committee those individuals as shown in the table attached to the staff memo dated December 11, 2019, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that as presented earlier by Mr. Surace with Energy Alliances, it is recommended to enter into the "blend and extend" contract in the interest of benefiting residents with a lower rate. The term would start in February 2020 for a three-year period that can be approved by motion. The other two motions would lock in a low price for the street lighting rates, and to lock-in a lower rate for the electric supply rate for Township buildings.

Mr. Tracy made a motion to approve an amendment to the master agreement with Dynegy Energy Services to provide electric generation supply and services and authorize the Administrator to execute the Agreement on behalf of the Board, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to approve an Electric Service Agreement with Dynegy Energy Services to provide electric generation supply and services for Miami Township street lighting and authorize the Administrator to execute the Agreement on behalf of the Board, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to approve an Electric Service Agreement with Dynegy Energy Services to provide electric generation supply and services for Miami Township facilities and authorize the Administrator to execute the Agreement on behalf of the Board, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised a resolution has been prepared that authorizes expenses for the Board to attend required various out of township conferences, meetings and training program in 2020 to carry out their duties.

Ms. Wolff made a motion to adopt Resolution 2019-52 a resolution approving travel expenses for Township Trustees and Township Fiscal Officer and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that each December the Board typically takes action to set up its meeting schedule for the upcoming calendar year. He shared that the Township picked up Veteran's Day when Columbus Day was removed from the holidays observed, which no longer presents a conflict for the October meeting. He reviewed that last year the Board proposed a summer schedule which is common in local jurisdictions in Ohio. He stated that in June, July and August 2019 there was no work session. This seemed to work well and did not impact workflow or legislation to complete. The Board can consider that option for 2020. He stated the chair and vice chair seats are also designated for the upcoming year at the December meeting.

Mr. Tracy made a motion to enact a summer schedule for 2020 and will recess work sessions during the months of June, July and August, seconded by Ms. Wolff with all voting "AYE".

Ms. Wolff made a motion to nominate Ken Tracy for Chair of the Board in 2020, seconded by Mr. Schultz with all voting "AYE".

RECORD OF PROCEEDINGS
MIAMI TOWNSHIP BOARD OF TRUSTEES

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Meeting

Minutes of

BEAR GRAPHICS 800 325-8094 FOHM NO 10148

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Mr. Tracy made a motion to nominate Mary Makley Wolff as Vice Chair of the Board in 2020, seconded by Mr. Schultz with all voting "AYE".

Mr. Braun informed the Board that at either the January work session or business meeting, Messrs. Tracy and Ferry would need to be sworn-in for their new terms. It was noted that this item would be added to an agenda in January.

Public Comment: None.

Executive Session: None.

With no further business to come before the Board the meeting was adjourned at 7:56 p.m.

ATTEST: Eric C. Ferry
Eric C. Ferry, Fiscal Officer

Karl Schultz
Karl Schultz, Chairperson