

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

BEAR GRAPHICS 800 325-8094 FORM NO. 10148

Held _____ 20 _____
NOVEMBER 4, 2019

The Miami Township Board of Trustees met in work session on Monday, November 4, 2019 at the Miami Township Civic Center. Mr. Schultz called the meeting to order and led the Pledge of Allegiance. Mr. Ferry called the roll and present were Karl Schultz, Ken Tracy and Mary Makley Wolff.

Chief Kelly presented the Board with a quote to install a standard light and siren package on the recently purchased F350 which includes a protective cap for the rear of the vehicle for storing items and equipment. Two quotes were sought, and the vendor recommended is Cincinnati Safety Outfitters in the amount of \$6,012.39. It was noted the cost is lower because it is a standard package since this vehicle is not planned for emergency runs.

Mr. Wright advised the Board that because the Township has over 40,000 residents, the Ohio Kentucky Indiana (OKI) Regional Council of Governments has a by-law that states townships of that size will be able to appoint one representative to the OKI Board of Directors. He noted this is annual appointment that begins in January of each year. For the past several years, Mr. Schultz has been the appointee. Mr. Wright stated the Board needs to make an appointment for the 2020 representative.

Ms. Wolff stated that she would like to see the OKI representative be rotated among the Board similar to how the members of the Board rotate through the Chair, Vice Chair and Board Member positions. She added that this is an opportunity for all Trustees. Discussion was held among the Board about the function of the OKI representative's role and deferred the appointment to the November 19 Business Meeting for consideration.

Mr. Wright advised that Chief Mills is requesting Police Clerk Sarah Mathews be removed from probationary status on November 27, 2019. She has successfully completed the requirements of her probationary period.

Mr. Tracy made a motion to remove Police Clerk Sarah Mathews from probationary status effective November 27, 2019, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised Chief Kelly is requesting conditional offers of full-time employment for the following individuals to move them forward in the next phase of this year's career hiring process: Liam Herold, Cory Barney, Stephanie McMahon, Caden Smolenski, Andrew Logan, John Cooper, Jr., Christine Nauhan, Erik Cowell, Paul Peters, Jacob Hendricks, Brian Welshans, and Josh Haney. It was clarified that these are the candidates from which to select, not all are being hired.

Ms. Wolff made a motion to grant conditional offers of full-time employment to Liam Herold, Cory Barney, Stephanie McMahon, Caden Smolenski, Andrew Logan, John Cooper, Jr., Christine Nauhan, Erik Cowell, Paul Peters, Jacob Hendricks, Brian Welshans, and Josh Haney, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised he and Chief Kelly are recommending the promotion of Bob Foppe to Station Lieutenant that would be effective December 1, 2019 at an hourly rate of \$32.39 in accordance with the current collective bargaining agreement. He noted this fills a vacancy created by Bill Richardson's retirement. This includes a one-year probationary term. The promotional ceremony is to be conducted at the November 19 Business Meeting.

Mr. Tracy made a motion to promote Firefighter/Paramedic Bob Foppe to the position of Station Lieutenant effective December 1, 2019 with an hourly rate of \$32.39 and a one-year probationary period, seconded by Ms. Wolff with all voting "AYE".

Mr. Musselman reported that on October 31, 2019 at 2 p.m. a bid opening was conducted for the Kelly Nature Preserve Boat Ramp Project. The engineer's estimate was \$77,070.40. Four bids were received, Adleta Construction at \$79,746, Fillmore Construction at \$75,988, DER

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Construction at \$68,292.46, and Rack & Ballauer Excavating at \$65,169.78. He stated the bids have been checked for accuracy with all being correct and have been submitted to Law Director Joe Braun for legal review. He stated that Rack & Ballauer are the apparent low bidder pending legal review. A recommendation to award will be presented at the November 19, 2019 Business Meeting.

Chief Kelly advised that a grant was sought to offset the cost of purchasing two thermal imaging cameras and he was notified the grant was not successful. He stated that 2019 Budget had planned for the cost of the replacement of two FLIR Thermal Imaging Cameras. He stated this was part of the replacement that began last year to remove outdated technology from service. Two thermal imaging cameras are being presented for purchase in the amount of \$14,065 through First In, Last Out Fire Equipment & Training LLC. This will be brought to the November 19, 2019 Business Meeting for the Board's consideration.

Ms. Flanigan advised the resolution presented is to amend appropriations with the timing in anticipation of the Beauty Ridge TIF project and monies cannot be expended until the appropriations are made. She stated this is anticipated to occur prior the end of the year, and because it was not planned in the 2019 Budget there are zero appropriations currently. She also noted that additional appropriations are included which will lessen the amount of changes that will be brought before the Board in December. She added that the County Budget Commission is meeting on December 19, 2019 and thus the reason for a resolution for consideration at this meeting versus being brought back to the November Business Meeting.

Mr. Tracy made a motion to adopt Resolution 2019-40, 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. Musselman advised a bid opening was conducted for the Hoffman Road Pavement Widening Project on October 31, 2019 at 2 p.m. The engineer's estimate was \$142,647. Five bids were received as follows: JR Jurgenson at 215,152.30, Barrett Paving at 177,372.80, Rack & Ballauer Excavating at \$169,877.66, Prus Construction at \$165,350.90, and Fillmore Construction at \$137,714.50. He noted he spoke to the engineer in regard to the low bid by Fillmore Construction and was advised Fillmore has completed several multimillion-dollar projects successfully. Bids have been submitted to Law Director Joe Braun for legal review and a recommendation will be brought to the Board at the November Business Meeting.

Chief Mills advised with the recent land clearing at Business 28 and Meijer Drive, the Police Department's rear parking lot has become exposed which creates security and privacy concerns. An 8-foot fence is being proposed for approval with budgeted funds left in the building fund. Three bids were collected and recommend Mills Fence Company at \$10,248.

Ms. Wolff made a motion to proceed with the Police Department parking lot fence project from Mills Fence Company at a cost not to exceed \$10,248, seconded by Mr. Tracy with all voting "AYE".

Ms. Flanigan previewed a resolution to request advance payments from the County Auditor for the Township's real estate taxes for tax year 2019, collected in 2020. She stated this request is made annually so that the Township does not have to wait until spring and fall when the disbursements would otherwise be made. This will be brought back to the November Business Meeting for consideration.

Mr. Wright advised of a work item by Will Menz, the Township's Multimedia Manager, which is another new way to emphasize the branding efforts the Township has been taking for the last several years. Specifically, Mr. Menz is working on receiving the brackets and banners for between 25-30 light poles on Romar Drive, Business 28 and the Branch Hill Guinea/Loveland

RECORD OF PROCEEDINGS

180

Minutes of

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Meeting

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Miamiville intersection, which are high traffic corridors and retail centric. He stated this was an item budgeted for 2019 in the amount of \$15,000. Mr. Wright stated that prototypes are coming in and it is a very appropriate and eye-catching design. He noted these can be kept up year-round thus making it low-maintenance, and the Service Department will be utilized for installation in-house. This will be presented for consideration at the November 19 Business Meeting.

Mr. Musselman provided an update on various Service Department projects. The storage building has been completed and pending final occupancy permit from Clermont County. He stated the snow and ice removal equipment had been readied for the upcoming winter season.

He advised the slide projects are awaiting final approval, and Mr. Wright added that both projects are above the cut-line and if that stays the Township anticipates 71% funding for these projects.

Mr. Musselman continued that the Leming House project has a final repair plan and rough timetable in place, pending grant approval for state funds to assist with the project. Lastly, he shared that on Romar Drive a light pole was struck damaging the pole and fixture which is not a stocked item thus it will take several months for the repair. Ms. Wolff added that if possible, to order additional materials so response to repairs can be sooner. Discussion was held regarding the types of lights and materials that make the poles unique when it comes to repairs, and Mr. Musselman plans to change out the light fixtures to LED bulbs as well.

Mr. Wright provided an introduction and Mr. Schultz presented to Tim and Nicole Worsham, owners of Midwest Best BBQ, a Proclamation Designating Midwest Best BBQ as the Grand Marshal for the 2019 Holiday Parade in Miami Township.

Public Comment: None.

Executive Session: None.

With no further business to come before the Board the meeting was adjourned at 8:28 a.m.

ATTEST:



Eric Ferry, Fiscal Officer



Karl Schultz, Chairperson