

RECORD OF PROCEEDINGS
MIAMI TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

AUGUST 20, 2024

20

The Miami Township Board of Trustees met in a Business Session on Tuesday, August 20, 2024, at 7:00 p.m. at the Miami Township Civic Center. Chairperson Mary Makley Wolff called the meeting to order and led the Pledge of Allegiance.

INVOCATION

Chaplain Brian Wikoff joined the attendees in prayer.

ROLL

Mr. Eric Ferry called the roll. Attending were Mary Makley Wolff, Mark Schulte, and Ken Tracy. Also present were Township Administrator and Public Safety Director Steve Kelly as well as Law Director Joseph Braun.

SWEARING IN CEREMONY

Administrator Kelly introduced Robert Hirsch as the new Miami Township Chief of Police. Rob was sworn in and pinned before many of his colleagues, superiors, family, and friends.

APPROVAL OF MINUTES

Mr. Ken Tracy made a motion to approve Minutes for the July 16, 2024 Business Meeting and July 24, 2024 Special Meeting. Mr. Mark Schulte seconded the motion. All voted "AYE."

DEPARTMENT REPORTS

Each Department Head gave a report for the previous month. Key highlights included:

Community Development

Mr. Brian Elliff highlighted new restaurant permits in the area and introduced a new Miami Township Dining Guide that the department is working on. Elliff discussed several recent nuisance cases and shared before and after photos.

Finance

Mr. Ferry briefly introduced his written report as complete.

Fire & EMS

Fire Chief Dave Jetter highlighted a recent grant of \$47,669.00 received through the Ohio Ambulance Impact and Industry Program. Jetter also discussed recent structure fires and significant automobile accidents in the Township as well as a recent safety presentation at Signode given by Deputy Chief Stoffolano. Finally, Jetter presented drone footage from the Police Department showing the extent of the damage to Arrowhead Apartments during a recent fire.

Police Department

Lieutenant Ted Swain thanked sponsors Sora's Towing, Scene 75, SATCO, Meijer, COP Federal Credit Union and Coal Electric for their support of the department's recent annual event: National Night Out. Lt. Swain also discussed recent H2O with the 5-0 and FD events. Finally, Swain introduced this year's Citizen's Police Academy program, which will kick off September 4th.

Recreation Department

Mr. Ryan Himes discussed recent Concerts in the Park and July events including the Vintage Baseball game, Bronson Arroyo, and UC band concerts. Himes thanked the community, other departments, photographers, and chamber members for their collaborative support. Finally, Himes presented a Summer Camp Wrap-Up video and gave a reminder about the rescheduled Parrots of the Caribbean concert that will take place September 15th.

Service Department

Mr. Chris Burdsall discussed recent projects including the Lorven Drive connector project to Sorrel Lane and Miami Riverview Park pickleball project which are moving along well.

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Additionally, Burdsall reported that the Township Road Resurfacing project, though behind schedule due to contractor staffing issues, is expected to get back up to speed soon following discussions between Mr. Burdsall, the Township Administrator, and the contractor. Finally, Burdsall stated that Choice One Engineering has completed the survey work on Ibold Road and are now working on the design phase of the project. The manual is expected to be ready for Board review by the end of the year, with an intended January 1st adoption.

Administration

Mr. Steve Kelly echoed Mr. Burdsall's assurances regarding the paving project and stated that he and Mr. Burdsall have been in contact with Milford Schools and the Transportation Department to keep them informed. Finally, Kelly informed the Board that Administration will be working with Joe Braun and two new Labor attorneys at Strauss Troy to update the Township's Policy and Procedures Manual.

OLD BUSINESS

None.

NEW BUSINESS

New Business was discussed as follows:

AGENDA ITEM #1 — PAYMENT OF BILLS

Mr. Schulte made a motion to pay the bills of the Township including checks numbered 147012 through 147219, 109 ACH payments numbered 691 through 799 and 72 electronic payments numbered 3860 through 3931 for the total amount of \$2,748,550.94.

In addition, the motion approves the following net payroll expenses:

<u>Direct Deposit</u>	<u>Date</u>	<u>Amount</u>
	07/26/2024	\$563,670.75
	08/09/2024	\$639,490.58

The motion was seconded by Mr. Tracy. All voted "AYE."

Mr. Ferry noted that the numbers included for payroll appear higher than usual because the Finance Department has begun showing gross payroll amounts (as opposed to net).

AGENDA ITEM #2 — THEN AND NOW (R2024-035)

Mr. Tracy made a motion to adopt Resolution 2024-035 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$22,944.50, dispensing with the second reading, and declaring an emergency.

Mr. Schulte seconded the motion. All voted "AYE."

AGENDA ITEM #3 — PERSONNEL

Mr. Schulte made a motion to accept the following personnel recommendations as stated:

Recreation Department

Accept the resignation of Stephanie Stanton from the position of part-time lifeguard effective August 20, 2024.

Add a weekly stipend of \$75.00 to be paid to Jason Portula for assuming all cleaning duties for the Administration and Zoning offices in the Civic Center effective August 19, 2024. The stipend will be paid on a bi-weekly basis for all weeks in which the services are performed.

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Held AUGUST 20, 2024 20**Police Department**

Remove Macklin Tudor from probationary status effective August 21, 2024.

Fire Department

Remove Nate Burkhardt from probationary status and increase his hourly rate to \$27.95 effective July 10, 2024.

Mr. Tracy seconded the motion. All voted "AYE."

AGENDA ITEM #4 — ACCEPTANCE OF RATES (R2024-036)

Mr. Tracy made a motion to adopt Resolution 2024-036, a resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to County Auditor, declaring an emergency and dispensing with the second reading.

The motion was seconded by Mr. Schulte. All voted "AYE."

AGENDA ITEM #5 — UNIFORM PURCHASE

Mr. Schulte made a motion to approve the Fire Department's purchase of uniforms and associated items at a cost not to exceed \$12,500.00.

The motion was seconded by Mr. Tracy. All voted "AYE."

AGENDA ITEM #6 — SALT CONTRACT

Mr. Tracy made a motion to contract with Compass Minerals for 2024-2025 Winter Highway Salt at the price of \$84.23 per ton.

The motion was seconded by Mr. Schulte. All voted "AYE."

AGENDA ITEM #7 — IMAGE CLEANING CONTRACT

Mr. Schulte made a motion to allow the Township Administrator to execute a contract with Image Cleaning Systems, Inc. for the remainder of the 2024 calendar year at a cost not to exceed \$29,950.00.

The motion was seconded by Mr. Tracy. All voted "AYE."

AGENDA ITEM #8 — A/V IMPROVEMENTS

Mr. Tracy made a motion to approve the A/V Improvement project at a cost not to exceed \$45,000.00.

The motion was seconded by Mr. Schulte. All voted "AYE."

AGENDA ITEM #9 — STATION 26 LOCKERS

Mr. Schulte made a motion to approve the Fire Department's purchase of lockers at a cost not to exceed \$16,845.57.

The motion was seconded by Mr. Tracy. All voted "AYE."

AGENDA ITEM #10 — DRY RUN WALL MONITORING

Mr. Tracy made a motion to enter into agreement with Choice One Engineering at the cost of \$6,800.00 for Wall Monitoring Survey on Dry Run Road.

The motion was seconded by Mr. Schulte. All voted "AYE."

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AGENDA ITEM #11 — CONFERENCE FURNITURE

Mr. Schulte made a motion to approve the Administration's request to purchase conference furniture at a cost not to exceed \$2,898.55.

The motion was seconded by Mr. Tracy. All voted "AYE."

AGENDA ITEM #12 — CBC ADVERTISEMENT

Mr. Tracy made a motion to approve the purchase of a half-page advertisement in the Cincinnati Business Courier at a cost not to exceed \$2,950.00.

The motion was seconded by Mr. Schulte. All voted "AYE."

AGENDA ITEM #13 — CMC CLUTCH PURCHASE

Mr. Schulte made a motion to approve the Fire Department's purchase of 6 CMC Clutch devices at a cost not to exceed \$4,590.00.

The motion was seconded by Mr. Tracy. All voted "AYE."

ADDITIONAL (R2024-037)

Lieutenant Swain requested that the Board approve the Police Department's sale of a 2016 Ford Explorer.

Chairperson Wolff interjected to clarify with Lt. Swain that the sale price for the vehicle is appropriate and that we are not underpricing cruisers as, according to Ms. Wolff, was an issue in the past. Lt. Swain assured the Board that the Police Department prices vehicles fairly and accurately. Mr. Braun also clarified to the Board that it is allowable under the ORC to sell Police vehicles without public bidding, so long as they go to another Police Department to be used for a public purpose.

Mr. Tracy made a motion to authorize the Police Department to accept and proceed with the sale of the cruiser to the Village of Seaman Police Department for \$5,000.00, and adopt Resolution 2024-037, a Resolution authorizing the sale of unneeded or obsolescent personal property no longer necessary for township use by sale to another public agency pursuant to section 505.101 of the Ohio Revised Code, declaring an emergency and dispensing with the second reading.

The motion was seconded by Mr. Schulte. All voted "AYE."

PUBLIC COMMENT

None.

EXECUTIVE SESSION

None.

The meeting was adjourned at 8:00 p.m. on August 20, 2024.

ATTEST:


Eric C. Ferry, Fiscal Officer


Mary Makley Wolff, Chairperson