

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

March 22, 2022

20

The Miami Township Board of Trustees met in a regular session on Tuesday, March 22, 2022, at 7:00 p.m. at the Miami Township Civic Center, 6101 Meijer Drive, Miami Township, Ohio 45150. Chairman Mark Schulte called the meeting to order and led the Pledge of Allegiance.

Mr. Ferry called the roll. Attending were Mark Schulte, Ken Tracy and Mary Makley Wolff.

Mr. Schultz made a motion to approve the minutes of the February 15, 2022 Trustee Business Meeting and March 14, 2022 Trustee Work Session, seconded by Ms. Wolff and the motion carried.

Special Presentations:

Chief Mills introduced badge pinning ceremony and swearing in of Officer Kevin Woodruff, he was welcomed by the Elected Officials and members of the Police Department.

Department Reports: A representative of each department presented a report of activities during the month of February 2022. Mr. Wright welcomed a new franchise, Fyzical Therapy.

Old Business: None.

New Business: Mr. Tracy made a motion to pay the bills of the Township: Make a motion to pay the bills of the Township with 223 checks numbered 141224 to 141446, and 36 electronic checks numbered 2386 to 2421 for the total amount of \$1,399,250.26 plus payroll and payroll taxes for the check dates 2/11/22 in the amount of \$73.08 and 2/25/2022 in the amount of \$279,349.70 and 3/2/22 in the amount of \$8,225.93 and 3/11/22 in the amount of \$306,580.48 seconded by Ms. Wolff and the motion carried.

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$687,135.78

Ms. Wolff made a motion to adopt Resolution 2022-06 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$687,135.78 and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that he and Chief Kelly would like to request a conditional offer of full-time employment to Firefighter/Medic Nicholas Flerlage so that he may continue with the next steps in our career hiring process.

Mr. Tracy made a motion to grant a conditional offer of full-time employment to Firefighter/Medic Nicholas Flerlage, seconded by Ms. Wolff and the motion carried.

Mr. Wright advised he and Chief Kelly would like to request a conditional offer of volunteer employment to Richard Ruggieri so that he may continue with the next steps in our hiring process.

Mr. Tracy made a motion to grant conditional offer of volunteer employment to Richard Ruggieri, seconded by Ms. Wolff and the motion carried.

Mr. Wright along with Chief Mills are recommending the Board of Trustees grant employment to Kevin Woodruff for the position of full-time police officer, with an eighteen-month probationary period, at a pay rate of \$40.81 per hour with a starting date of April 6, 2022. This is to replace a vacant position.

Ms. Wolff made a motion to grant employment to Kevin Woodruff for the position of full-time Police Officer with an eighteen-month probationary period, at a rate of \$40.81 per hour, with an effective starting date of April 6, 2022, seconded by Mr. Tracy and the motion carried.

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Mr. Wright discussed the 2022 paving plan and the updates made based upon discussion at the Worksession and information on development there that Mr. Elliff shared. Mr. Wright and Mr. Musselman walked the streets and believe that we should keep the streets in the TechneCenter on the list. They are proposing to remove Eastman Drive, which is around a one -mile-long section of pavement. The reason for the low PQI score of Eastman is that near the top where it intersects with Techne Center Drive there is about 200ft of rough pavement. The Service Department is able to make the repair to that section in house, which will eliminate \$211,000. There are a few other small neighborhood streets that were able to be added based upon those savings. There are also alternates that we will ask the contractors to bid if they come in low.

Mr. Tracy made a motion to approve the 2022 pavement resurfacing plan as presented and grant permission to advertise for bids, Ms. Wolff seconded and the motion carried.

Mr. Wright noted that the Property & Casualty Insurance Policy expires on April 19 and we traditionally take a year to year look at it. He asked Marsh & McClennan Agency (MMA) our broker, to take another look at what is available to us this year in terms of cost, number of changes to options and the difficulty of leaving a pool. He is proposing that we switch to Traveller's Group and carve out the cyber security policy plan separately as we are adding in more multi-factored authentication safeguards, a topic that has been in the news recently. We have more choices if we have a separate cyber policy and better negotiating ability. Mr. Wright and MMA are recommending that we move to Travelers for a one-year contract with Travelers. Recommendations for the Townships' cyber liability will be forthcoming upon further discussion.

Ms. Wolff noted that the board has not been happy with Tokyo Marine. Mr. Tracy asked for a summary from Andy of the differences between the current plan and the proposed plan. He noted the main difference is that travelers has a little bit higher building limit. There is a slight difference in the property deductible of \$1500. The paramedicine policy is separate with Traveller's and is with a company called Admiral. The only places not covered for flood are the restrooms and shelter at Paxton Ramsay Park. Mr. Wright noted it is really not practical to have insurance there as it doesn't show a problem for flooding.

Mr. Schulte asked what the advantage is of keeping the cyber separate. Mr. Watson from MMA noted it has always been separate but our current provider is getting out of that market. With the volatility of that type of security currently, they are seeing increases from 20-30% to upwards of 500% depending on the risk. Mr. Schulte asked what else can we do to potentially lower the cost of the coverage? Mr. Wright noted that we are also working with our IT provider to make sure we have the best policy and make sure that we have the measures in place internally that we don't have a need for the insurance. MMA will also share with us their Top 12 cyber security risk factors later this month.

Mr. Tracy questioned the deductible for the automobile policy, there was a \$1000 deductible with Tokyo Marine, Traveler's does not have a deductible. Ms. Wolff noted that there is no sewer back up liability mentioned. Mr. Watson noted that the Township properties will be covered if there is a sewer back up, but the Township doesn't have the exposure to be liable for backups on personal property as the sanity sewer service is provided by the County or the City of Milford. Mr. Watson also pointed out the earthquake and flood deductibles had decreased.

Ms. Wolff made a motion to move our Property and Casualty insurance with Marsh & McLennan Agency to the Travelers package in an amount not to exceed \$138,904 for the property and casualty premium and \$3,937.50 for the Community Paramedicine coverage, seconded by Mr. Tracy and the motion carried.

Mr. Wright reviewed the request from Chief Mills to purchase less-lethal shotguns, which will replace the current shotguns carried in the cruisers.

Mr. Tracy made a motion to purchase fifteen (15) less lethal shotguns from Shoot Point Blank and have them mounted in the patrol cars by Parr Public Safety for a total cost of \$12,101.95, seconded by Ms. Wolff and the motion carried.

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Mr. Wright asked the Board to approve the purchase of replacement air filtration canisters for the Police Department gas masks which are expiring this year as was presented at the Work Session

Ms. Wolff made a motion to authorize the purchase of 45 gas mask canisters from Industrial Safety LLC for \$3,217.50, seconded by Mr. Tracy and the motion carried.

Mr. Wright discussed the confusion by the residents around the wording of the existing resolution to allow the legal use of under-speed utility vehicles or mini-trucks, which was created to only allow golf carts. This will amplify the safety involved with this resolution. Ms. Wolff asked that we send out additional information so that residents understand that this Resolution applies only to licensed and inspected golf carts. Mr. Wright and Chief Mills noted we will ramp up the marketing, education and enforcement.

Mr. Tracy made a motion to adopt Resolution 2022-07 authorizing the use of under-speed golf carts on streets and highways within the township and dispensing with a second reading, seconded by Ms. Wolff and the motion carried.

Mr. Wright believes the wellness and fit for duty status is important among the members of the Fire Department so they have traditionally had the opportunity for workouts during their shifts, but given the recent increase in work-related injuries and the long-term impacts of the normal wear and tear of our job-related duties, we believe that a coordinated and more organized approach to our daily fitness routine is warranted. He and Chief Kelly are recommending to enter into a contract with TriHealth Corporate Health for \$4,250.00 for a 14-week program in order to do a trial and evaluation period for their program. Upon completion of this period, we will re-evaluate our workforce through our annual fitness assessments and determine if we want to continue with that contract for the remainder of the year. We will bring that request back to the Board at that time for further consideration and approval.

Ms. Wolff made a motion authorizing the Fire Chief to enter into a contract with TriHealth Corporate Health for \$4,250.00 for a 14-week on duty fitness program, seconded by Mr. Tracy and the motion carried.

Mr. Wright is requesting approval to contract with FireCatt Precision Service Testing to perform our annual fire hose testing for 2022. This project was budgeted as part of our 2022 operating costs in order to improve the efficiency of our annual hose testing program.

Mr. Tracy made a motion to authorize the Fire Chief to enter into a contract with FireCatt Precision Service Testing to perform our annual fire hose testing for 2022 at a cost not to exceed \$7,000.00, seconded by Ms. Wolff and the motion carried.

Mr. Wright is requesting approval to enter in to a one-year contract with FlowMSP to provide pre-incident planning services and data collection for our department. We had planned this project as part of our 2022 operating budget to assist our crews with having vital information on hand through our Mobile Data Computers (MDC) for all of our businesses and high-hazard residential facilities throughout the Township. This program will also allow us to gather, analyze, and utilize data as part of the new Community Risk Reduction program that we are building. We are requesting approval to contract with FlowMSP for a one-year term at a cost not to exceed \$4,000.00.

Ms. Wolff made a motion to authorize the Fire Chief to enter into a contract with FlowMSP for a one-year term at a cost not to exceed \$4,000 for a one-year subscription, seconded by Mr. Tracy and the motion carried.

Mr. Wright is requesting approval to send four members of the Fire Department to E-ONE in Ocala, Florida to conduct the final inspection on the new ladder truck that is being manufactured for the Township. This type of request is customary when building a custom

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vehicle and necessary since it allows us to view many of the key components and discuss last
Minute changes with the engineers to ensure it meets our specifications.

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Mr. Tracy made a motion authorizing Out of Township travel for four members of the Fire Department to Ocala, FL for the final inspection on the new ladder truck, at a cost not to exceed \$2,500.00, seconded by Ms. Wolff and the motion carried.

Mr. Wright reviewed a formal job description for the Co-Op program for the Community Development department. Based on comments at the Work Session, the job description notes that any interaction with residents in an official capacity would be done under the direct supervision of a member of the department.

Ms. Wolff made a motion to approve the Position Description entitled "Department Student Co-op" for the Community Development Department, seconded by Mr. Tracy and the motion carried.

Mr. Wright presented a list of surplus items to be disposed of that are no longer of value to our operations. They intend to dispose of these items by internet auction on GovDeals or dispose of them appropriately if there are no winning bidders. Items that are broken or have no value will be recycled or disposed of properly. These items include office chairs and a Ford Pickup.

Mr. Tracy made a motion to adopt Resolution 2022-08 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 and the motion carried.

Mr. Wright reminded the Board of the Clermont County Parks Grant that is available for a maximum allowable amount of \$20,000. He recommends the Township apply for the grant to install six pickle ball courts at Miami Meadows Park on the asphalt pad near the basketball courts. Pickleball is the fastest growing sport in America, and we have had a lot of demand from residents of all ages to enable additional courts for residents. This is also a relatively low maintenance item for future years.

Ms. Wolff made a motion to adopt Resolution 2022-09 authorizing the Township Administrator to prepare and submit an application to participate in the Clermont County Park District 2022 Community Parks Improvement Program and to execute contracts as required and declaring an emergency, seconded by Mr. Tracy and the motion carried.

Mr. Wright brought up a project that is budgeted for a project to improve the storm water and road conditions on Mill Street in Miamiville by having Choice One Engineering survey and design catch basins, curb and gutter, and sidewalks. During a discussion of the topic at our December work session, residents on that street informed us that they experienced several water line breaks in that area of Mill and Main Streets. I reached out to Lyle Bloom with the Clermont County Water Resources Department to inform him of our project to see if he could budget money for the County to engineer a waterline replacement in the same project area so that we could coordinate a single project. He agreed that the County would like to partner with the Township on a single project. Staff and Mr. Braun have worked on in concert with Mr. Bloom of the County Water Resources Department and the Clermont County Prosecutor's Office on a Memorandum of Understanding.

Mr. Tracy made a motion to approve the Memorandum of Understanding with Clermont County Board of Commissioners for the Miamiville waterline, stormwater and street improvements project, seconded by Ms. Wolff and the motion carried.

Based on a discussion with the Fiscal Officer and Board at the Work Session, Mr. Wright presented a revised quote to finance the full \$410,000 versus an initial payment of \$240,000. The interest rate increased slightly to 2.99% without the initial payment and our first payment of \$89,493 will not be due until March of 2023.

Ms. Wolff a motion to authorize the purchase of a Vactor Truck from Doherty and Company in the amount of \$410,000, seconded by Mr. Tracy and the motion carried.

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Public Comments:

Mr. Tim Rudd, Moscow, Ohio approached the podium and announced to the Board that he is running for Clermont County Auditor and would appreciate their support.

Executive Session:

Mr. Schulte made a motion to enter into Executive Session to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance that involves public infrastructure improvements and that it is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project pursuant to Section 121.22(G)(8) of the Ohio Revised Code, seconded by Ms. Wolff, all voted "AYE"

Mr. Tracy made a motion to come out of Executive Session at 8:40 p.m., seconded by Ms. Wolff all voted "AYE"

With no further business to come before the Board the meeting was adjourned at 8:40 p.m.

ATTEST:



Eric C. Ferry, Fiscal Officer



Mark C. Schulte, Chairperson

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