

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

June 21, 2022

Held _____ 20 _____

The Miami Township Board of Trustees met in regular session on Tuesday, June 21, 2022, at 7:00 p.m. at the Miami Township Civic Center. Chairperson 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. Wright presented the 2023 tax budget. The Township is very conservative when preparing the tax budget regarding revenues and expenditures. There are eight different funds that are levy generated funds. In 2020, there was \$350,000 transferred to the Parks & Recreation Fund to allow for a fund balance and extend the life of the seventeen year-old levy a bit longer. The four year safer grant has expired which allowed us the add nine additional FF/Medics, the 2015 levy has allowed us to expect a positive balance at the end of 2025. We will receive an additional 2 million dollars in ARPA funds. Mr. Ferry noted that through 2025 we are showing an ending balance of over 2 million in the Safety Services fund which is a little conservative. As mentioned, the park levy has very little additional money and in the next few years the Board will need to make a decision on how to move forward with the upkeep of our pristine parks.

There were no questions from the Board and no public comments. Mr. Schulte closed the public hearing. Mr. Tracy made a motion to approve the 2023 preliminary tax budget and authorize the township administrator to file with Clermont County Auditors Office, seconded by Ms. Wolff and all voted "AYE."

Mr. Schulte turned the meeting over to Chief Kelly and Chief Mills for a presentation of a lifesaving award to safety services personnel and Clermont County Dispatcher Jessie Fox, for a joint lifesaving effort performed on Mr. Thomas Fairbanks by his friend Steven Wettengale. The Miami Township first responders who used their lifesaving skills were Kelsey Feverston, Daniel Stephan, Chief Mack, Mike Cooper, Jim Martin, Jeff Morton, Jamie Williams, Michael Ramsey and Captain John Dold.

Mr. Ferry read correspondence for the Ohio Division of Liquor Control regarding a transfer for Village Grocery. The township is not requesting a hearing and has no issues.

Mr. Elliff presented updates on some previously declared nuisance properties and submitted pictures of the cleaned up properties. A representative of each department also presented a report of activities for the Month of May 2022.

Mr. Wright noted that the intersection of Woodville Pike and Deerfield Road has been an area of concern between Miami Township and Goshen Township for many years. At the recent TID meeting it was noted that there are several new subdivisions planned between the two townships, so they agreed to put the project on their schedule for the future. The engineer's office is currently seeking engineering firms to design the project and has applied for a grant to pay for a portion of the project. A roundabout is being considered and will be hopefully completed in the next few years.

Mr. Tracy made a motion to pay the bills of the Township: 218 checks numbered 141984 to 142201, and 29 electronic checks numbered 2509 to 2537 for the total amount of \$1,396,863.67 plus payroll and payroll taxes for the check dates 5/20/2022 in the amount of \$301,343.40, 6/03/22 in the amount of \$310,258.12 and 6/17/2022 in the amount of \$341,882.53, seconded by Ms. Wolff and all voted "AYE."

Mr. Wright presented a resolution for the need of a May Then & Now certificate. Ms. Wolff made a motion to adopt Resolution 2022-21 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$73,737.65 and declaring an emergency, seconded by Mr. Tracy and all voted "AYE."

Mr. Wright presented the following personnel actions:

To accept the resignation of full-time FF/Medic Robert Edmonds effective June 20th, 2022, and the resignations of Allison Abas and Conner Pace as summer employees in the Parks & Recreation Department.

To promote FF/Medic Daniel Moeller to the position of Station Lieutenant effective July 24th with an hourly rate of \$35.05 and a one-year probationary period.

To adjust the hourly pay rate of \$31.78 for FF/Medic Eric Wagner to Year 5 of the current CBA effective June 26th, 2022.

To make final offers of full-time employment to the following, all with a one-year probationary term:

- FF/Medic Trent Estes effective July 10th with a starting hourly rate of \$27.81 (Y2)
- FF/Medic Ian Torok effective July 11th with a starting rate of \$24.57 (Probationary)
- FF/Medic Nicholas Flerlage effective July 12th with a starting rate of \$30.19 (Y4)

To adjust Justin Leever from a Maintenance Worker 2-2 to a Maintenance Worker 3-1 effective June 22, 2022 at an hourly rate of \$27.62 and make a final offer of part-time employment to Kaiden Gibson-Hartness effective July 16th with a starting hourly rate of \$15.60.

Mr. Tracy made a motion to approve the personnel action items as presented, seconded by Ms. Wolff and all voted "AYE."

Held

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Mr. Wright noted we are planning a project to design and install a new sidewalk and stormwater system on Business 28 between Orchard Lake Drive and Highview Drive that will be primarily funded with Community Development Block Grant Funds. The Clermont County Water Resources Department has on their master plan a project to replace the existing water line in that area that would be right under our new sidewalk, curb and gutter. So that we only disrupt the area one time and do not have damage occur to new infrastructure, we want to coordinate the two projects into a single project. We will have the engineering performed by the same civil engineer and bid everything as a single project to also benefit from an economy of scale. This is similar to the agreement that we entered into with the County in March for the Mill Street improvement project in Miamiville.

We are proposing that the Township would bid and award the project, with the County depositing with the Township the amount of the waterline portion. The Township will make single payments to the contractor and both parties will be responsible for inspecting their portions of the project. We anticipate that the project will be designed this year, bid out next winter and the construction completed in the second quarter of 2023.

Ms. Wolff made a motion to approve the Memorandum of Understanding with Clermont County Board of Commissioners for the Business 28 Sidewalk and Waterline Replacement Project, seconded by Mr. Tracy and all voted "AYE."

Mr. Wright reviewed The Fire/EMS Department public bidding process for the ambulance remounting project and we had one company bid, Crossroads Ambulance, who we have utilized previously to remount a few of our existing ambulances. We are satisfied with their responsiveness and customer service and have no issue recommending their services.

The amount budgeted for this project was between \$220,000 and \$230,000. The bid from Crossroads Ambulance with the options we require came in at \$221,488. This figure includes a chassis prepayment credit of \$1,500. We intend to auction off the old ambulance chassis once it is returned to us since this has historically been a more effective cost recovery method than trading in the chassis.

This project also incorporates some special features into the ambulance that were added based on our experiences during the COVID-19 pandemic. This includes infection control and disinfection systems that will help protect the crew and patients in the event of continued COVID-19 outbreaks or future pandemics.

Mr. Tracy made a motion to accept the bid from Crossroads Ambulance in the amount of \$221,488.00 and accept the chassis prepayment credit of \$1,500, seconded by Ms. Wolff and all voted "AYE."

Mr. Wright noted as discussed in the work session, it is necessary to make some improvements to the Service Department Garage. We became aware that our service garage (the primary garage) does not have adequate ventilation to meet today's standards for its current usage. Prodigy has supplied us with a quote to provide the equipment and installation necessary to bring our garage facility into compliance for adequate ventilation in the amount of \$66,975.00.

Ms. Wolff made a motion to contract with Prodigy Building Solutions to provide the equipment and installation of new ventilation equipment due to being out of facility into compliance with current regulations in the amount of \$66,975.00, seconded by Mr. Tracy and all voted "AYE."

Mr. Wright stated the steel doors on the original, 51-year-old outbuilding near the Civic Center Employee Entrance need to be replaced. Complications with steel prices and availability of materials forced postponement of this project. We have budgeted in the General Fund capital improvements for this year to complete this project to replace both doors. We received two quotes and the lowest was from Osborne Reconstruction Service for \$9,148.76.

Mr. Tracy made a motion to contract with Osborne Reconstruction Services to replace the two doors on the MTCC Storage Building in the amount of \$9,148.76, seconded by Ms. Wolff and all voted "AYE."

Mr. Wright reviewed the quote from Office Furniture Connection for the purchase of new office furniture for the office space at the Public Safety Training Center (PSTC) as part of our 2022 operating expenses. The existing furniture was handed down from the Police Department administrative offices in 2020 when they replaced it and is in rather poor shape. The new furniture will allow us to divide the office space into two separate areas with the possibility of adding a third workstation area if needed in the future. Currently, the Community Health Coordinator occupies this office space, and we intend to place another position in that same space soon.

Ms. Wolff made a motion to approve the purchase of office furniture for the space at the Public Safety Training Center (PSTC) from Office Furniture Connection in the amount of \$6,659.70, seconded by Mr. Tracy and all voted "AYE."

Mr. Wright reviewed the quote for a positive pressure ventilation fan as part of the Fire/EMS Department 2022 capital projects to complete the outfitting of our fire apparatus with these devices. All existing units were purchased from First In, Last Out Fire Equipment.

Mr. Tracy made a motion to approve the purchase of one positive pressure ventilation fan from First In, Last Out Fire Equipment in an amount not to exceed \$4,184.00, seconded by Ms. Wolff and all voted "AYE."

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The formation of the CIC was tabled until the July business meeting

Mr. Wright reviewed the bids from June 21, 2022 for the resurfacing of portions of the asphalt at Miami Meadows Park. J.K. Meurer submitted the lowest bid, which came in under the engineer's estimate and has performed similar work for the Township in the past.

Ms. Wolff made a motion to enter into a contract with J.K. Muerer for the resurfacing of portions of the asphalt at Miami Meadows Park in an amount not to exceed \$154,812.78, seconded by Mr. Tracy and all voted "AYE."

Mr. Wright reviewed the bids from June 9, 2022, for the 2022 Miami Meadows Pickleball Courts. J.K. Meurer is the apparent low bidder on this project. We have received a grant from the Clermont County Parks District that will pay for \$10,000 of the project. The scope of work will result in six new pickleball courts.

Mr. Tracy made a motion to enter into a contract with J.K. Meurer Corporation for the 2022 Miami Meadows Pickleball Court project in the amount of \$139,446 including a \$10,000 grant award from the Clermont County Parks District, seconded by Ms. Wolff and all voted "AYE."

Mr. Wright noted that the Ohio Revised Code ("ORC") Section 505.87 authorizes the Township Board of Trustees to provide for the abatement, control or removal of vegetation, garbage, refuse and other debris from land within the Township if the Board determines that the conditions constitute a nuisance.

To provide for the abatement of the violations, the Board must adopt a resolution declaring the properties as a nuisance before a contractor can be hired. The Township will notify the property owners and any lien holders of the action, giving them an opportunity to remedy the problem before the contractor begins work.

Under ORC Section 505.87(F), if the Township must proceed and after the nuisance conditions are abated, the Township may in cooperation with the Clermont County Auditor's office place a lien on the property so that the costs are eventually recouped when the property taxes are collected by the Clermont County Auditor's office.

Ms. Wolff made a motion to adopt Resolution 2022-22 authorizing the abatement, control or removal of vegetation, garbage, rubbish or debris for 650 Hobby Horse Lane (Parcel ID#184002.005) and declaring it an emergency, seconded by Mr. Tracy and all voted "AYE."

Mr. Wright noted at its June 2, 2022 meeting, the Miami Township Zoning Commission adopted a motion recommending approval plus conditions of a major "I" Planned Industrial District amendment (Case #583, Remington Clean Fill). At the same meeting, the Zoning Commission adopted a motion recommending approval plus conditions of a major "PBD" Planned Business District amendment (Case #584, Aldi). The Board of Trustees at its June 21, 2022 Business Meeting is requested to set a hearing date for these cases. With a notice publication date on June 30, 2022 the time window for the Board of Trustees to hear these cases is from Monday July 11, 2022 to Thursday July 21, 2022. A consensus decided that the cases will be heard at 6:00pm on Tuesday, July 19.

Mr. Tracy made a motion to approve the hearing date of July 19th at 6:00pm for Zoning Commission cases #583 & 584), seconded by Ms. Wolff and all voted "AYE."

Ms. Wolff made a motion to go into executive session, seconded by Mr. Tracy and all voted "AYE."

1. 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 which 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)

Ms. Wolff made a motion to come out of executive session, seconded by Mr. Tracy and all voted "AYE."

The meeting was adjourned at 8:30 pm.

ATTEST:


Eric C. Ferry, Fiscal Officer


Mark C. Schulte, Chairperson

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