

RECORD OF PROCEEDINGS

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held September 19, 2023 20

The Miami Township Board of Trustees met in their monthly Business Meeting on Tuesday, September 19, 2023, at 7:00 p.m. at the Miami Township Civic Center. Chairperson Tracy called the meeting to order and led the Pledge of Allegiance.

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

Chief Mills introduced James D. Korzan as the department's newest officer and the Board welcomed him to the Township.

Ms. Wolff made a motion to approve August 22, 2023 business meeting minutes seconded by Mr. Schulte and all voted "AYE."

Ms. Wolff made a motion to approve the September 11, 2023 special meeting and worksession minutes, seconded by Mr. Schulte. Ms. Wolff and Mr. Schulte voted "AYE" and Mr. Tracy abstained.

The Department Heads gave their monthly reports for August.

Mr. Schulte made a motion to pay the bills of the Township. including 177 checks numbered 145164 through 145340 and 54 electronic payments numbered 3290 to 3343 for the total amount of \$3,584,160.52. In addition, approve the following net payroll expenses, seconded by Ms. Wolff and all voted "AYE."

Direct Deposit Date	Amount
8/25/23	\$ 346,160.91
9/8/2023	\$ 331,609.85

Mr. Wright presented the need for a Then and Now Certificate in the amount of \$10,050.75. Ms. Wolff made a motion to adopt Resolution 2023-34 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$10,050.75 and declaring an emergency, seconded by Mr. Schulte and all voted "AYE."

Mr. Wright recommended the following actions for personnel:

Fire Department

Make a final offer of full-time employment as a firefighter/paramedic to Amanda Delaney effective October 3, 2023 with an hourly rate of \$25.31.

Make a final offer of full-time employment as a firefighter/EMT to Maddie Peltier effective October 4, 2023 with an hourly rate of \$21.78.

Make a final offer of full-time employment as a Firefighter/Paramedic to Corey Lunsford effective October 15, 2023 with an hourly rate of \$31.10.

Make a final offer of full-time employment as a Firefighter/Paramedic to Michael Tankersly effective October 16, 2023 with an hourly rate of \$28.64.

Make a final offer of full-time employment as a Firefighter/Paramedic to Jonathan Patrick effective Oct 17, 2023 with an hourly rate of \$27.14.

Make a final offer of part-time employment as a Firefighter/Paramedic to William Doss effective October 2, 2023 with an hourly rate of \$21.81.

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Mr. Schulte made a motion to accept the personnel actions as stated, seconded by Ms. Wolff and all voted "AYE."

Mr. Wright presented the Tax Budget Review submitted to the Clermont County Budget Commission. This review provides an estimate of the rate of each tax necessary to be levied.

Ms. Wolff made a motion to adopt Resolution 2023-35, a resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor prior to October 1st to meet statutory requirements, seconded by Mr. Schulte and all voted "AYE."

In accordance with Ohio Revised Code 505.64 and the Township Credit Card Policy, the Compliance Officer and Finance Director shall review the credit cards and accounts at least once every six months and report to the Township Board of Trustees.

Mr. Wright reported the Township has individual department credit card limits ranging from \$5,000 to \$13,000, with the sum of all individual cards equaling \$100,000. Within these limits, the overall corporate account limit is \$60,000 Township wide and may not be exceeded. Credit card purchases follow the same purchasing procedures as any other expense; purchase orders are required and goods or services exceeding \$2,500 are required to go before the Board for approval.

Number of Township Credit Cards: 14

Change in Number of Credit Cards: None

Changes to Credit Limits: None

Changes to Expiration Dates: None

Other: Total Township credit card expenditures for the six-month period are \$129,382 as compared to \$131,669 in the previous six-month period.

Dept/# Cards	Prior Period	Current Period
Admin x2	5,402.00	8,831.12
Trustee	3,893.00	722.19
Fire x3	34,623.00	36,162.56
IT	6,021.00	4,250.11
PD x3	50,568.00	44,520.26
Rec	9,870.00	15,309.00
Service x3	21,292.00	19,586.26
Total	131,669.00	129,382.00

Mr. Schulte made a motion to accept the semi-annual credit card report for the period March 2023 through August 2023, seconded by Ms. Wolff and all voted "AYE."

Mr. Wright updated the Board on the Public Nuisance Case at 5826 Stonewall Jackson Drive, Parcel #182402D286. The Location was investigated by the Miami Township Fire Department and findings from their inspection meet the Ohio Fire Code Section 311.1.1. This code notes that abandoned premises that present a danger of structural collapse or fire spread to adjacent properties shall be considered abandoned, declared unsafe and abated by demolition or rehabilitation. This home is within 50 to 100 feet of neighboring properties, which could create exposure if the home were to catch fire.

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They also found that the home is unsafe, uninhabitable, and not secure, which contributes to its lack of safety.

Ms. Wolff made a motion to adopt Resolution 2023-36 providing for the Declaration of Nuisance and Removal of an unsafe structure for the property located at 5826 Stonewall Jackson Dr., Parcel #182402D286 and authorizing all necessary steps to take action, seconded by Mr. Schulte and all voted "AYE."

Mr. Wright also updated the Board on the Public Nuisance Case at 650 Hobby Horse that was presented at the Sept. 11, 2023 Work Session. No appeal was made when a notice of violation was provided to the property owners.

Mr. Schulte made a motion to authorize Resolution 2023-37 for the abatement, control or removal of vegetation, garbage, rubbish or debris at 650 Hobby Horse Lane, Parcel ID #184002.005 and declaring an emergency, seconded by Ms. Wolff and all voted "AYE."

Mr. Wright reminded the Board of the update provided by Prodigy Solutions at the Work Session on the closed basketball and tennis courts at Miami Riverview Park. A lack of soil stabilization, sufficient storm water improvements and a large amount of shifting under the courts caused significant cracks in both courts. We believe that when the courts were installed over 20 years ago, the original design and reconnaissance did not include soil samples. We engaged the engineers at Prodigy Building Solutions to perform soil samples to have a clearer understanding.

We discussed that to have a proper solution to the courts, soil should be removed, appropriate compactible materials should be brought in, and proper compaction needs to be done to stabilize the area for new courts. Additionally, some storm work adjacent to the courts is necessary to have rainwater flow away from this area.

Since a large amount of excavation, importing, compaction and storm water improvements need to occur, this is a significant project. The Board seemed agreeable to completing the work to rebuild the existing courts and resident-requested additional pickle ball courts in two phases.

Phase I would include the subgrade and compaction work for the rebuilt basketball court, tennis court and fencing and striping the new tennis courts with pickleball lines and portable nets for a dual purpose. That phase of subgrade and compaction work could include the preparation to accommodate four future pickleball courts. Then, Phase II could include the construction of the new pickleball courts and the fencing for those additional courts. Phase II could be completed when additional funding is available.

We have an existing purchase order with Prodigy to continue with more components of Phase I and when the excavation and storm water improvements are done, we can bring back information to the Board to update you on the situation.

Ms. Wolff made a motion to approve Prodigy Building Solutions to continue Phase I work for the Miami Riverview Park Courts project, including excavation, demolition, storm water work and proof rolling within the limits of the current purchase order, seconded by Mr. Schulte and all voted "AYE."

Mr. Wright presented a request from the Fire Department to purchase two (2) new Opticomm traffic control units for our vehicles. We will need one unit for the ambulance that will be remounted this coming winter and the other will be to replace an older unit that is experiencing technical issues, which cannot be fixed. The older unit is one of the original units that was purchased over fifteen years ago. This project was budgeted for as a capital project this year. The cost for two (2) units from Path Master is

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quoted at \$8,868.00, and that quote is attached for your review. We are requesting approval to spend no more than \$9,000.00 on this project to account for any shipping and handling fees. Path Master is the sole distributor of the Opticomm hardware for our area.

Mr. Schulte made a motion to approve the purchase of 2 Opticomm traffic control units in an amount not to exceed \$9,000, seconded by Ms. Wolff and all voted "AYE."

Mr. Wright presented a request from the Fire Department to purchase one (1) Meiko TopClean D Decon Unit to perform high-level cleaning and decontamination of the self-contained breathing apparatus (SCBA). Unfortunately, though, the price of \$42,497.98 for this machine is higher than the originally budgeted price of \$35,000 we estimated last year. However, due to the advantages offered by this machine over the brand of machine we initially looked at in 2022, we feel the additional cost is justifiable and have accounted for that in our 2023 capital budget by realizing cost savings on other capital projects this year. This machine will be installed at Station 28, where we also have a gear washing machine and our central supply of turnout gear and accessories is housed. This will allow our crews to rotate the SCBA and facepieces through for the other stations while cleaning is occurring on a regular cycle.

Ms. Wolff made a motion to purchase one Meiko Top Clean D Decon Unit in the amount of \$42,497.98, seconded by Mark Schulte and all voted "AYE."

Mr. Wright presented the bids for pavilion and gazebo roof replacement at Miami Meadows Park and the pavilion roof at Community Park. as follows:

At Your Service	\$25,805.02
Miami Meadows	\$14,114.40 (includes 2 small gazebos)
Community Park	\$ 9,538.40

Deer Park Roofing \$28,550.00 (both lumped together)

Mr. Schulte made a motion to contract with At Your Service Roofing to replace the pavilion roof at Miami Township Community Park and the lakeside pavilion roof and two small gazebos at Miami Meadows Park for an amount not to exceed \$25,805.02, seconded by Ms. Wolff and all voted "AYE."

Mr. Wright presented the bids to correct a storm sewer issue on Derbyshire Lane.

Queen City Mechanical	\$73,019.00
Fillmore Construction	\$65,750.00
JTM Smith Construction	\$64,970.00
Lonkard Construction	\$64,495.00
The DJ Drew Company	\$62,500.00
Rack & Ballauer	\$61,573.00
Ford Development	\$56,152.00
KT Holden Construction	\$37,880.00

KT Holden has performed work for multiple surrounding Counties as well as ODOT. They performed similar work for Sycamore Township where they were also much lower than the other bidders and Sycamore reported that they did a good job and were very considerate of the residents' property.

Ms, Wolff made a motion to contract with KT Holden Construction to perform the work as outlined in the drawings and specifications for the Derbyshire Storm Sewer Project in the amount of \$37,880.00, seconded by Mr. Schulte and all voted "AYE."

Mr. Wright presented information on the signal work at Lorven Drive. The signalization work was already designed by Choice One Engineering and staff is working with them

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on the process to competitively bid out the signalization phase work. Our engineer determined that the lead time for signal heads, pushbuttons and pedestrian pedestals is 14-18 weeks. So that we can keep the project on pace and realize some cost savings on the materials portion of the project budget, it is more beneficial for the Township to directly purchase the larger materials from a supplier and have the bids from contractors be for the installation component of the projects.

Also, to stay on pace for the project we are advertising for bids this week. Choice One Engineering has received quotes from two signal suppliers for the larger materials we need to purchase. The quote from Baldwin & Sours is the more responsive of the two and can supply and deliver the materials within the timeframe at a cost not to exceed \$8,888.

Mr. Schulte made a motion to approve the purchase of the signal heads, pedestrian pedestals and pushbuttons for the State Route 28 and Lorven Drive Signalization Project from Baldwin & Sours at a cost not to exceed \$8,888, seconded by Ms. Wolff and all voted "AYE."

There were no public comments.

There being no other business the meeting adjourned at 7:55 p.m.

ATTEST:


Eric Ferry, Fiscal Officer
Ken Tracy, Chairperson