

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

March 14, 2022

The Miami Township Board of Trustees met in a work session on Monday, March 14, 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.

Chief Mills spoke about the tools that the officers have available to them in situations that call for a minimal amount of force. Pepper spray and tasers are great options when the suspect is less than 10 feet from the officer. Situations have become more common over the past few years where a minimal amount of force from a distance of 10-30 feet would give the officers another tool to use for their safety and that of the residents. These less-lethal shot guns launch a low-velocity bean bag projectile have been used successfully by other police departments around the country to provide their officers with extended range less-lethal capabilities. The total cost for this project which includes purchase and mounting of 15 less-lethal shotguns is \$12,101.95 a cost savings of \$1,718 from the original budgeted amount for 2022.

Chief Mills noted that the current gas mask canisters included in the officers' personal protective equipment are expiring towards the end of the year and need to be replaced. The cost of 45 replacement canisters is \$3,217.50 from Industrial Safety LLC.

Chief Kelly is recommending on-duty fitness training for Fire Department employees. Currently, employees work out on their own, but an increase between on duty related injuries and normal wear and tear based on the age of our workforce prompted trainers to look at a more effective plan. He obtained three quotes to provide mandatory, structured on the job fitness training every week across all three shifts. The 14-week program will be held on site at two different stations, 1 hour 3 days a week. No crews will be completely out of service.

Chief Kelly is requesting approval to enter into a one-year contract with FlowMSP, a cloud based software that provides pre incident planning services and data collection. The software that interfaces with dispatch, will allow crews to have real time information from the county GIS and information from the auditor's website. This additional tool will allow the crews to be well informed on pre arrival information. Chief Kelly would like to sign a one-year contract and reevaluate next year.

Chief Kelly noted that every inch of fire hose is required to be inspected yearly. He thanked Eastside Christian Church for the use of their parking lot over their years for the testing. The continually increasing number of calls for service routinely interrupts this process and often requires the crew to have to restart the testing process once a call is answered. Chief Kelly is requesting approval to contract with FireCatt precision services to perform their annual fire hose testing for 2022.

Chief Kelly is requesting approval for out of township travel for four members of the Fire Department to perform final inspections on the new aerial truck in Ocala, Florida. He is very happy to report that it was on par mid-way through and will be completed the first week of April. The estimated travel costs for four members will not exceed \$2500. The four members have been involved in the inspection process and between the four of them they can effectively go over the entire truck.

The Miami Township Zoning Commission entered a recommendation for approval with conditions on Zoning Case #581. Mr. Elliff noted that the case involves a request to rezone 142.09 acres located in the vicinity of Deerfield Road and State Route 131 from "I" Planned Industrial Park District to "R-PUD" Residential Planned Unit Development District. Mr. Elliff asked to schedule a hearing date and time for the zoning case, ORC requires a 10 day public notice, and the case has to be heard within 30 days.

~~Mr. Tracy made a motion to schedule a public hearing for Zoning Case #581 for Wednesday, April 13, 2022 at 7:00 p.m., seconded by Mr. Schulte with all Voting "AYE".~~

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BEAR GRAPHICS, 801 E. 104th FORMING 10/14

Held

~~Mr. Elin requested to establish a Community Development Co-Op program. He cited a number of benefits not only to help with office tasks, but also creating a pool of candidates that could potentially become Miami Township employees. The Community Development team would carefully select the Co-Ops and ensure that they are provided the tools they need to succeed and be closely supervised when dealing with residents. To offer an added benefit the Co-Op's would be eligible to participate in PERS.~~

Mr. Musselman discussed the streets selected for the 2022 pavement resurfacing plan. The streets selected were primarily chosen with an emphasis on the PQI (Pavement Quality Index) or conditioning rating determined by Santec Engineering. Weight was also given to the geographic location to increase the economy of scale when grouping streets together in a given area, reducing the contractor's expense of moving equipment between project locations. While the proposed list does not contain as large a number of streets as last year, it includes some very long street sections. We have budgeted \$1,925,000 for this year's program, unfortunately, petroleum prices have increased and that is the largest component of asphalt. There was discussion around the paving of the streets at the TecneCenter since the property is for sale and there may be large trucks or equipment coming in and out this year and damaging new asphalt. Mr. Wright stated that 17 of the buildings have been sold. Mr. Musselman will bring a few alternative streets to the next meeting to discuss if the decision is made to hold off on paving the TecneCenter this year.

Mr. Musselman presented information on the purchase of a Vactor, which is a combination vac truck and sewer cleaning machine, from the Doheny Company. We had budgeted funds in 2020 and 2021 (160k in carryover) plus 80k for this year. We currently have 162 lane miles of roads with drainage swails and driveway pipes that at some point will have to be flushed or cleaned out. That leaves us with 150 lane miles of catch basins that should be cleaned periodically. The 2021 machine is priced at \$410,000 if we put \$240,000 down and the first payment will be due one year after delivery. We can finance the balance of \$170,000 over 5 years keeping our annual payment under \$40,000. There was discussion regarding financing the entire purchase since the interest rates are low, or putting money down. There was also discussion around maintenance costs and life expectancy of the Vactor. Mr. Musselman and Ms. Flanigan will reach out to the financing company to discuss options.

Ms. Thibodeau shared the 2022 recreation event schedule. She is very happy with the quality of groups we were able to book, which include DAT Band on June 11, Model Behavior on July 16 and The WannaBeatles on July 30. We may also add the Clermont chorale in August. Other events scheduled for this year include the Easter Eggstravaganza, Fishing Tournaments, Harvest Fest, the Holiday Parade and Holiday Hoopla. Dates and times will be updated on the website.

Mr. Wright presented the semi-annual credit cards audit there were no changes to the number of cards. The total Township credit card expenditures for the six month period were \$88, 518 as compared to \$94,550 in the previous six month period.

In June of 2021 the Board adopted a resolution supporting the vacating of the paper streets in an undeveloped subdivision known as Webber's Subdivision. The request was to vacate the dedicated but unimproved right-of-way that exists only as "paper streets". The reason was to accommodate a new subdivision that would be constructed on much larger lots that would be replatted after a vacation of the streets and lot consolidation is completed. This would be a much more practical situation than the several dozen lots of only 4,000 square feet in size that exist on the streets to be vacated.

Ms. Wolff made a motion to adopt Resolution 2022-04, a Resolution Supporting the Vacating of Johnston Ave, Branch, Miami, Armstrong, Clermont, McFee and Leonard Streets within Webber's Subdivision and declaring an emergency. Mr. Tracy seconded, all voted "AYE".

Mr. Wright presented proposed appropriation increases in the amount of \$372,822.34 to payback the general fund advance at the end of 2021 to complete a SAFER grant, for engineering services for Milford Hills Drive and for the State Route 28 bridge project over I-275.

Mr. Tracy made a motion to adopt Resolution 2202-05, a Resolution to Amend Appropriations for current expenses and other expenditures of Miami Township, State of Ohio, during the fiscal year ending December 31, 2022 and declaring an emergency.

Mr. Wright noted that the current Natural Gas Aggregation Agreement with Constellation New Energy-Gas Division will expire with the June billing. Our aggregation broker, Energy Alliances, has solicited bids and negotiated with suppliers for the Township's opt-out aggregation group. Mr. Rich Surace, from Energy Alliances, presented information about the market, the processes they use and why they are recommending we switch suppliers to AEP Energy. Due to the volatility of the energy market, time is of the essence with the proposals from which we can select. I am recommending that the Board pass a motion to authorize me to sign an agreement with AEP Energy so that we can take advantage of being bundled in this group for better rates.

Ms. Wolff made a motion to authorize the Township Administrator to sign a Natural Gas Aggregation Agreement with AEP Energy, Inc. for a rate not to exceed \$0.56 per ccf for a 24 month term commencing in June of 2022. Seconded by Mr. Tracy with all voting "AYE".

Mr. Wright presented information on a grant program called the Community Parks Improvement Program from the Clermont County Park District. The Township has been awarded the grant four times. We would like to request authority to apply for the maximum allowable \$20,000 grant to install six pickleball courts at Miami Meadows Park. This expense was anticipated and included within the 2022 Capital Budget for the Township and the Township will be responsible for expenses that would exceed the \$20,000 grant. This is a joint effort between Service, Recreation and Administration. Staff is soliciting quotes from a couple of area companies that have previously installed pickleball courts. Mr. Wright will present a resolution authorizing him to file an application to the Park District at the Business Meeting.

Mr. Wright presented a number of Personnel actions for the Board's Consideration.

Service Department

Mr. Musselman asked to hire Amanda Hampton for the vacant position of Service Department Administrative Assistant at \$22.00 per hour effective March 21, 2022.

Ms. Wolff made a motion to grant employment to Amanda Hampton at a pay rate of \$22.00 per hour with a start date of March 21, 2022, seconded by Mr. Tracy with all voting "AYE".

Mr. Musselman requested to hire Harley Healy and Thomas Kelley for part time Maintenance Worker positions effective March 15, 2022 at a pay rate of \$15.00 per hour.

Mr. Tracy made a motion to grant employment to Harley Healy and Thomas Kelley as part-time Maintenance Workers at a pay rate of \$15.00 per hour with a start date of March 15, 2022, seconded by Ms. Wolff with all voting "AYE".

Mr. Musselman asked to adjust the rate of pay for returning part-time maintenance workers Tom McNary and George Lucas at new hourly rates of \$15.60 per hour effective March 15, 2022.

Ms. Wolff made a motion to adjust the compensation of Tom McNary and George Lucas as part-time Maintenance Workers at a pay rate of \$15.60 per hour with an effective date of March 15, 2022, seconded by Mr. Tracy with all voting "AYE".

Administration

Mr. Wright asked to revise the start date of Executive Assistant, Lori Pegg to March 1, 2022.

Mr. Tracy made a motion to revise the start date of Executive Assistant, Lori Pegg to March 1, 2022, seconded by Mr. Schulte with all voting "AYE".

Police Department

Chief Mills requested a conditional offer of employment be given to Kevin Woodruff for the position of full-time Police Officer. The offer will be contingent on Mr. Woodruff successfully completing the remaining steps of the selection process. The position is being filled due to a vacancy. 07

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Ms. Wolff made a motion to grant a conditional offer of employment to Kevin Woodruff for the position of full-time Police Officer, seconded by Mr. Tracy and all voted "AYE".

Held

Chief Mills requested that Police Officer Steve Pielage be removed from probationary status effective March 14, 2022. He has successfully completed the requirements of his probationary period.

Mr. Tracy made a motion to remove Police Officer Steve Pielage from probationary status effective March 14, 2022, seconded by Ms. Wolff and all voted "AYE".

Fire & EMS Department

Chief Kelly noted that we need to correct Firefighter Paramedic Dominic King's payrate to \$27.67 retroactive to his rehire date of February 20, 2022.

Ms. Wolff made a motion to correct the rate of pay for Firefighter Paramedic Dominic King to \$27.67 per hour retroactive to his rehire date of February 20, 2022, seconded by Mr. Tracy and all voted "AYE".

Chief Kelly asked to make conditional offers of part-time employment to FF/EMT Leanne Thacker, FF/Medic Cara Wedig, and FF/Medic Michael Kappa so they can continue with our part time hiring process.

Mr. Tracy made a motion to make conditional offers of part-time employment to FF/EMT Leanne Thacker FF/Medic Cara Wedig, and FF/Medic Michael Kappa, seconded by Ms. Wolff and all voted "AYE".

Chief Kelley asked to make a conditional offer of full-time employment to FF/Medic Nate Ritchey so that he can continue with our career hiring process.

Ms. Wolff made a motion to make a conditional offer of full-time employment to FF/Medic Nate Ritchey, seconded by Mr. Tracy and all voted "AYE".

Chief Kelly asked to extend final offers of volunteer employment to Jessica Pembleton and Kaiden Gibson-Hartness effective April 3, 2022.

Mr Tracy made a motion to extend final offers of volunteer employment to Jessica Pembleton and Kaiden Gibson-Hartness effective April 3, 2022, seconded by Ms. Wolff and all voted "AYE".

Chief Kelly asked to accept the resignation of volunteer Firefighter/EMT Elizabeth Highland effective 2/14/2022.

Ms. Wolff made a motion to accept the resignation of volunteer Firefighter/EMT Elizabeth Highland effective 2/14/2022, seconded by Mr. Tracy all voted "AYE".

Chief Kelly asked the Board to withdraw the conditional offer of part-time employment that was extended to Donald Burke and full-time employment that was extended to Ross Yaden, Tyler Polen, Zachary Smith, and Ronald Smith.

Mr. Tracy made a motion to withdraw the conditional offer of part-time employment for Donald Burke full-time employment that was extended to Ross Yaden, Tyler Polen, Zachary Smith, and Ronald Smith, seconded by Ms. Wolff all voted "AYE".

Recreation

Ms. Thibodeau is requesting conditional offers of employment for several new part-time summer camp employees and volunteers. They are as follows: Danielle Hardin (Leader and Assistant) \$20 hourly Lead rate and \$15 hourly Assistant rate; Kimberleigh Szaz as Camp Assistant at a \$12 hourly rate; Zoey Wiesner as a Camp Assistant at an \$11 hourly rate; Sara Zdrojewski, Lyndon Williams, Ella Sizemore, and Sam Crane as Camp Assistants at the hourly rate of \$9.50 and YELL Volunteers Miles Crane, Lucy Spears and Nick Weadick.

Ms. Wolff made a motion to grant a conditional offer of employment to the following individuals for the Recreation summer programs: Danielle Hardin (Leader and Assistant) \$20 hourly Lead rate and \$15 hourly Assistant rate; Kimberleigh Szaz as Camp Assistant at a \$12

hourly rate; Zoey Wiesner as a Camp Assistant at an \$11 hourly rate; Sara Zdrojewski, Lyndon Williams, Ella Sizemore, and Sam Crane as Camp Assistants at the hourly rate of \$9.50 and YELL Volunteers Miles Crane, Lucy Spears and Nick Weadick, seconded by Mr. Tracy, all voted "AYE".

Mr. Braun noted that it is acceptable to do personnel actions as a consent agenda, and you could pull someone out if you had any questions. There would still be the opportunity to discuss.

PUBLIC COMMENTS: None

Mr. Tracy made a motion to go into executive session, Pursuant to Ohio Revised Code Section 121.22(G)(3) to conference with counsel related to pending or imminent litigation. To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee or official, pursuant to Section 121.22(G)(1) of the Ohio Revised Code seconded by Ms. Wolff all voted "AYE".

Mr. Tracy made a motion to come out of Executive Session, seconded by Ms. Wolff, all voted "AYE".

The meeting was adjourned at 10:25 p.m.

ATTEST:



Eric C. Ferry, Fiscal Officer



Mark C. Schulte, Chairperson

_____ Held _____ 20

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BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ 20____