

April 11, 2022

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ 20 _____

The Miami Township Board of Trustees met in a work session on Monday, April 11, 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. Given the absence of Mr. Ferry, Ms Wolff made a motion to appoint Jeff Wright Fiscal Officer for the meeting, seconded by Mr. Tracy with all voting "AYE"

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

Mr. Elliff presented slides and information regarding several pending nuisance cases that he anticipates will require substantial cleanup activity. He wanted to inform the board during the worksession of the expected scope of remediation prior to a nuisance determination by the board. He expects to bring a resolution to the business meeting and expects that we will have to engage a contractor to clean up the properties.

Mr. Wright is requesting conditional offers of employment for two new Recreation Dept. part-time employees for the summer camp programs. They are as follows: Ethan Burzynski for Camp Assistant at \$9.50 per hour and Sarah Wanamaker for Camp Assistant at \$9.50 per hour.

Mr. Tracy made a motion to grant conditional offer of employment to Ethan Burzynski and Sarah Wanamaker for part-time Camp Assistant at \$9.50 per hour, Ms. Wolff seconded, all voted "AYE."

Mr. Wright asked to rescind the conditional offers of full-time employment to Nate Ritchey and John Gabriel Grooms.

Mr. Tracy made a motion to rescind the conditional offer of full-time employment to Nate Ritchey and John Gabriel Grooms, seconded by Ms. Wolff, all voted "AYE."

Mr. Wright asked to make final offers of part-time employment as Firefighter/Paramedics to Michael Kappa effective April 11, 2022, and Cara Wedig effective April 24, 2022.

Mr. Tracy made a motion to offer part-time employment to Firefighter/Paramedics Michael Kappa effective April 11, 2022, and Cara Wedig effective April 24, 2022, seconded by Ms. Wolff, all voted "AYE."

Mr. Wright asked to make a conditional offer of full-time employment to Kaitlynn Lanham so she can continue with our career hiring process.

Mr. Tracy made a motion to make a conditional offer of full-time employment to Kaitlynn Lanham, seconded by Ms. Wolff, all voted "AYE."

Mr. Wright asked the Board to accept the resignation of part-time Firefighter/EMT Nathan Denouden effective April 1, 2022.

Mr. Tracy made a motion to accept the resignation of part-time Firefighter/EMT Nathan Denouden effective April 1, 2022, seconded by Ms. Wolff, all voted "AYE."

Mr. Musselman presented updates on the civic center roof replacement he is just awaiting final inspection to receive the warranty. The vactor truck has been delivered and on the first day of use crews accomplished tasks that would normally take several days in just a few hours.

Mr. Musselman presented bid information for the 2022 resurfacing project. Two bids were received from Barrett Paving and JR Jurgeson. It was set up with a base bid and an alternate bid. We have a total of \$1,925,000 for resurfacing this year's Budget. Barrett Paving is the apparent low bidder on both the base bid and the base plus alternates bid. He will bring the information back to the Business Meeting next week.

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Mr. Musselman shared that there is a storm pipe that runs under Arborcrest Drive that is in need of replacement. This pipe failure is also affecting a homeowner (on the inlet side) who is trying to repair his front yard drainage system in conjunction with our repair. The repair will consist of installing 60 lineal feet of 24" dual wall plastic pipe. This includes all work associated with cutting and replacing the asphalt roadway over the pipe. He will bring the quotes to the Business Meeting next week.

Ms. Thibodeau presented information for replacement flooring for the Trustee Room and the stairway going from the main level to the lower-level. Upon Will Menz' suggestion for the Trustee Room flooring she obtained bids for carpet rather than engineered flooring since it's more conducive for sound when taping the meetings.

Ms. Thibodeau obtained three bids for this work to be done and recommends McSwain Carpets & Floors to do the job. Their bid came in slightly higher, but that is because they recommend skimming the floor prior to laying new carpet. There is a wet residue which is glue that is under the carpet surface that has broken down over the years and needs to be removed prior to laying new carpeting down. I know that when we were looking at replacing areas with some existing carpet tiles it was very wet when we pulled up certain areas. Hometown Flooring and McSwain suggested the removal of the existing glue. She will bring the information back to the Business Meeting next week.

Chief Kelly reminded the Board of the plan they submitted in February 2022 for the purchase of a new ambulance as well as a proposal to rechassis an existing ambulance due to the lengthy delivery time of the completely new vehicle. Unfortunately, due to the situation with the ambulance manufacturers and the volatility of the supply chain, the manufacturers were unable to get back to us on final pricing and delivery times until this week.

Although the manufacturers were optimistic up until about a month ago that the delivery time and pricing situation would improve, it has dramatically worsened. One of the two Ohio based manufacturers we were considering, Braun Ambulances of Van Wert, Ohio has gone from a 14-18 month delivery time to now almost a 23 month delivery time. Additionally, although they initially said they would hold preliminary pricing for us, they have now said they will not, and therefore their price went from around \$300,000 to \$340,000.

The second ambulance manufacturer we were considering, Horton Ambulance in Columbus, Ohio, has been able to keep a tighter control on pricing, and their delivery time is estimated to be around the third quarter of 2023. The price quote we received from them this week is \$324,000 for the ambulance we specified.

As we discussed in February, we have budgeted \$310,000 in our capital project account this year for that purpose. Based on the lengthy delivery times and the constantly increasing cost of materials and components, we are seeking the Board's input and approval for the following recommendations

- 1) Continue as planned to remount one of our existing ambulances. Due to the ongoing and worsening chassis availability crisis, this would be performed in January of 2023 (possibly earlier if a chassis becomes available). This does not have a negative impact on operations as we were planning to do this around the 3rd quarter of 2022, and with the current mileage on the ambulance that will be rechassis, an additional 3-4 months of service is not unreasonable. Crossroads Ambulance, who has performed three of our previous rechassis projects, unfortunately is experiencing issues with the State contract system. Therefore, we will need to go to bid for the project. We have attached a proposed bid spec and would like permission to move forward with the bid using the proposed technical spec attached which will include any revisions outlined by Mr. Braun upon his review. Since this is based on a bid spec we previously used, the only anticipated changes would be to some of the legal requirements that have been implemented by the State since our last bid for a similar project. No funds would be needed at this time, and payment would not be due until 2023 when the rechassis would be completed. Based on the economic factors of the last two months, we estimate the bids to come in between \$220,000 and \$230,000, which is still a savings of over \$100,000 compared to a new ambulance.

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- 2) Enter into an agreement with Horton Ambulances to purchase a new ambulance for an estimated cost of \$324,000. This would secure a position on the assembly line for a completely new ambulance that would not be delivered or charged to the Township until around July or August of 2023. Committing to an order now would secure our position for next year to have the ambulance delivered. A copy of Horton's quote is attached. Also, the pricing is based on Ohio State Contract pricing, so no bid process is required.
- 3) There is also an option Horton offers which could put the purchase price back to the 2022 budget price of \$310,000. If we prepay the ambulance, Horton offers to pay 3% APR on the funds. Since the ambulance is not expected to be completed for over a year, we could potentially realize interest of over \$10,000 which could be used to offset the price increase over the budgeted \$310,000.
- 4) Both the remount and purchase of a new ambulance may be eligible for the use of ARPA funds to cover these expenses, if that is the direction the Board would elect to take with those funds.

We are seeking the Board's input and approval to go out to bid for the rechassis of one ambulance and to commit to the purchase of a new ambulance from Horton and will bring the request to the Business Meeting for final approval.

Chief Kelly presented a request to enter into an agreement for document scanning services. As part of our existing records retention policy and due to current storage concerns related to various hardcopy records that we currently have in our inventory, we have spent time over the last year investigating the ability to electronically scan and store our existing records. A few other Township departments have done this over the last few years with great success and have realized the efficiency that can be experienced by having existing paper records scanned and ready for easy access and reference. We have budgeted for these services as part of our 2022 operating costs

Chief Kelly has secured two quotes for these services and he intends to phase in this program for our operations over the next three (3) years to assist with the cost and scope of the project. We are recommending contracting with Strategic Solutions for this project at a cost not to exceed \$29,920.00 but distributed over a three-year period. That will put the annual cost at \$9,973.34 annually. Currently, our Community Development department is utilizing this same company for their document scanning needs, so we are confident with this company's abilities and customer service. He will bring the information back to the Business Meeting for final approval.

Chief Kelly is requesting approval to move forward with remodeling the kitchen at Station 28 as part of annual station improvement projects. We had this project planned as part of our capital expenses for 2022. The existing kitchen at Station 28 is original to the building, which is 30 years old at this point, and parts of the existing countertop are failing. A serving island was added about 15 years ago but is also showing its age. We intend to use some internal employees with basic construction knowledge to perform the tear out of the existing kitchen and then assist with preparing it for the installation of the new cabinetry and countertops to assist with cost savings.

We were able to obtain two quotes on this project from local contractors. Unfortunately, we could not get a third due to lack of interest and current workloads. We are recommending to contract with K&S Kitchens for this project at a cost not to exceed \$6,555.00. K&S Kitchens has done work for us previously, most recently on the kitchen remodel at Station 26 a few years ago. We are satisfied with their quality and craftsmanship and will bring the information back to the Business Meeting for final approval.

Chief Kelly is requesting approval to renew our EMS billing agreement with Medicount Management, Inc. for another four (4) year term that would begin in June of this year. As you recall, we are one of the very first EMS billing service customers that Medicount worked with when EMS billing first became standard practice in Ohio many years ago. Over that time, they

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have done a wonderful job of working with us to ensure that our EMS billing practices remain up-to-date and current with regard to the ever-changing landscape of healthcare services and the associated regulations.

The revised contract is attached for your review but reflects no changes in the cost for Medicount's services. Their annual fee will remain at 6.75% for the next four-year term.

We continually work with them to evaluate the fees we bill for our services and how we structure our overall billing program to ensure we are fair with our rates but also in full compliance with the guidance and regulations put forth by the Centers for Medicare and Medicaid. That allows us to maximize the revenue that we can recapture for providing EMS to our community. In 2021, we saw an increase of almost \$250,000 in EMS billing revenue from 2020. This was due to many factors, including a significant increase in our calls for service. That increase pushed us over the \$1.1 million mark and helps us offset the cost of personnel, vehicle maintenance, and durable and consumable EMS supplies. We appreciate the opportunity to continue to partner with Medicount Management, Inc. for this vital service. He will bring the information back to the Business Meeting for final approval.

Chief Kelly is requesting approval to enter into a contract with a training company to assist us with training our Aerial Driver Operators (ADOs) on the unique functions of our new ladder truck that will be delivered shortly. This truck will be completely new and unique to us since we have previously utilized a dual-axle tower ladder in our fleet. The change to a single-axle "straight stick" ladder truck is very different and requires us to ensure that our ADOs are fully aware of the differences and able to operate the new truck with success as soon as it is placed into service.

We solicited three quotes from training companies that offer this unique type of training. We had anticipated this project as a part of our 2022 training expenses, knowing that we would be taking delivery of our new ladder truck this year. He is requesting approval to contract with Citizens First Fire Training to provide these training services for us. Our goal is to conduct this training in May over the course of two weeks to ensure that all of our ADOs have the opportunity to attend and participate. We appreciate the opportunity to conduct this unique training to ensure that we are fully prepared and ready to put the new ladder truck on our local streets in the safest and most efficient manner possible. He will bring the request back to the business meeting for final approval.


PUBLIC COMMENTS: None


Ms. Wolff made a motion to go into executive session, Pursuant to Ohio Revised Code Section 121.22(G)(3). To consider the employment of a public employee pursuant to Section 121.22(G)(1) of the Ohio Revised Code seconded by Mr. Tracy 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 8:25pm.

ATTEST:


Eric C. Ferry, Fiscal Officer


Mark C. Schulte, Chairperson