

**MIAMI TOWNSHIP BOARD OF TRUSTEES**

**MARCH 21, 2017**

The Miami Township Board of Trustees met in regular session on Tuesday, March 21, 2017 at 7:00 PM. Trustee Mary Makley Wolff called the meeting to order and the Honor Guard led the Pledge of Allegiance. The invocation was a moment of silence. Mr. Ferry called the roll. Attending were Mary Makley Wolff and Karl Schultz. Mr. Schultz made a motion to approve the minutes of the February 21, 2017 business meeting and the March 13, 2017 work session, seconded by Ms. Wolff with all voting "AYE".

**Correspondence:** Mr. Ferry advised of two liquor permits that were approved. The first is for the VFW Post 5354 at 6653 Epworth Road and the second is for DBA Cincinnati Sand Volleyball Club at 837 US 50.

**Proclamations and Special Presentations:** Chief Kelly asked Mr. Robert Moore, his family and the Honor Guard to come forward. Chief Kelly gave some background on Mr. Moore who will be the newest member of the Fire/EMS Department. Mr. Moore's wife pinned the badge on Robert's uniform and Mr. Braun, Law Director, administered the oath of office.

Chief Kelly asked Lt. Jim Petry, Mr. Mark Dorshug and Ms. Pam Zeller to come forward. Chief Kelly presented Mr. Dorshug the Fire/EMS Citizen Recognition Award for helping his neighbor, Ms. Zeller, during a medical emergency. Chief Kelly asked the Trustees to come down to congratulate Mr. Dorshug.

**Department Reports:** A representative of each department presented a report of activities during the month of February 2017.

Community Development	Mr. Elliff
Finance	Mr. Ferry
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Thibodeau
Service	Mr. Musselman
Administration	Mr. Wright

**Old Business:**

**New Business:** Mr. Schultz made a motion to pay the bills of the Township with 242 checks numbered 126789 - 127031 and 12 electronic checks numbered 905 - 917 for the total amount of \$9,244,537.73 plus payroll and payroll taxes for the week of 02/25/2017 in the amount of \$426,689.27 and payroll and payroll taxes for the week of 03/11/2017 in the amount of \$404,395.72, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$12,230.89.

Mr. Schultz made a motion to adopt Resolution 2017-09 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$12,230.80 and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of several personnel actions. As mentioned at the work session, the Zoning Inspector position is now open due to a recent retirement. Mr. Nick Colliver, recently retired Sergeant from the police force, has expressed his desire to fill the position. With Mr. Colliver's background, knowledge of the community and successful employment with the Township, he would be an excellent candidate for the position. Mr. Wright is recommending the Board make a motion to hire Mr. Nick Colliver to the position of part-time Zoning Inspector with a one-year probationary period at a rate of \$19.00 per hour starting April 4, 2017.

Mr. Schultz made a motion to hire Mr. Nick Colliver to the position of part-time Zoning Inspector with a one year probationary period at a rate of \$19.00 per hour starting April 4, 2017, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wright is recommending the Board make a Conditional Offer of Employment to Nate Daly and Ethan Bunker as Recreation YELL Volunteers.

Mr. Schultz made a motion to grant conditional offer of employment to Nate Daly and Ethan Bunker as Recreation YELL volunteers, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright is recommending the Board grant final employment to Mary Kolady as a Probationary Recreation Assistant/Instructor at \$10.00/\$15.00 hour effective March 28, 2017; Sarah Ehrman as a Probationary Recreation Assistant at \$8.55/hour effective March 29, 2017; Lindsay Schaeffer as a Probationary Recreation Assistant at \$8.55/hour effective March 29, 2017; Katelyn Hill as a Probationary Recreation Assistant at \$9.00/hour effective March 29, 2017; Jessica Franks as a Probationary Recreation Assistant/Instructor at \$10.00/\$15.00 hour effective April 5, 2017 and Tess Krage as a Probationary Recreation Assistant at \$9.00/hour effective April 5, 2017.

Mr. Schultz made a motion to grant final employment to approve the Recreation personnel action as submitted, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Police Department and the Fire/EMS Department is in possession of miscellaneous surplus equipment that is no longer necessary for its operation or is obsolete. Mr. Wright is recommending the Board adopt Resolution 2017-10 authorizing the surplus equipment be disposed of by Internet Auction pursuant to Section 505.10 of the Ohio Revised Code and if no qualified buyers are found within sixty (60) days then the Police Chief and Fire Chief be authorized to dispose of the equipment by destruction or other means.

Mr. Schultz made a motion to adopt Resolution 2017-10 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 with all voting "AYE".

Mr. Wright advised, as discussed at the work session, of one out of Township travel request. The Fire/EMS Department is requesting approval to send Chris Luebbe to the annual Indiana River Rescue School in South Bend, Indiana from May 7<sup>th</sup> through May 12<sup>th</sup> at a cost not to exceed \$1,190.00. Mr. Luebbe is the department's instructor for our water rescue program.

Mr. Schultz made a motion to approve the out of Township travel request to send Chris Luebbe to the Indiana River Rescue School in South Bend, Indiana May 7 through May 12, 2017 at a cost not to exceed \$1,190.00, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Police Department would like approval to install additional security cameras in Miami Meadows Park at a cost of \$26,623.00. This was discussed at the work session.

Mr. Schultz made a motion to approve the purchase and installation of additional video security for Miami Meadows Park through Kraft Electric at a cost of \$26,623.00, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Fire/EMS Department is requesting approval to replace 10 of the 22 gear lockers at Station 26. The current lockers are showing signs of aging as they are pulling away from the walls and the racks are rusting. The total amount for the 10 lockers, which is the first phase, will be \$4,000.00. All installation will be done by staff. This was discussed at the work session.

Mr. Schultz made a motion to approve the purchase of 10 Ready Rack brand gear lockers to be installed by crews at Station 26 at a cost of \$4,000.00, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wright presented a request from the Fire/EMS Department to approve the replacement of three Panasonic Toughbook CF-31 mobile data computers. Clermont County Communications has obtained a group discount rate through CDW-G so pricing for the new units is fixed and represents a cost savings of \$1,200 per unit. The Fire/EMS is asking to spend no more than \$9,900.00 for three units and required components for installation. This was a 2017 budgeted item and was discussed at the work session.

Mr. Schultz made a motion to approve the purchase of three (3) new Panasonic Toughbook CF-31 mobile data computers at a cost not to exceed \$9,900.00, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright presented a request from the Fire/EMS Department requesting approval to purchase the two remaining Stryker Power Cot and PowerLoad systems for the two new ambulances that will be sent out for remounting this year. The cost to complete this project will be \$79,802.24 which was budgeted for in 2017 and discussed at the work session.

Mr. Schultz made a motion to approve the purchase of the two remaining Stryker Power cot and PowerLoad systems at a cost of \$79,802.24, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright presented a request from Mr. Musselman, Service Director, to increase the part-time starting pay rate to \$12.00 per hour from the current \$10.71 per hour. This is due to attracting and retaining part-time people. A comparison of other communities and their part-time pay rates was included. This was a discussion at the work session.

Mr. Schultz made a motion to increase the starting pay rate for part-time Service employees to \$12.00 per hour, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised, as discussed at the work session, the Service Director is recommending additional electric service for Riverview and Community Parks. Two bids were received for the work and the low bid was from Prestige Electric in the amount of \$8,680.00. Mr. Wright is recommending the Board accept the bid from Prestige Electric.

Mr. Schultz made a motion to accept the bid from Prestige Electric for additional electric at Riverview Park and Community Park for a total amount of \$8,680.00, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Township created a Tax Increment Financing District (TIF) in 2014 for the vicinity of St. Rt. 28, Montclair and Smysor Road. The purpose of the TIF was to facilitate new commercial development and providing a financing mechanism to facilitate public utility, roadway and other infrastructure improvements. Existing sanitary sewer and water lines in that vicinity do not have the capacity to support new buildings and businesses. In order for additional vacant commercial properties in that area to support new construction and users, a new sanitary sewer line needs to be installed to connect the properties and a new water line needs looped on Montclair Boulevard. The new public sanitary sewer line and water line will benefit not only future businesses there, but will improve utility service for existing properties as well. Imbus Enterprises Limited Partnership is an owner of some of the effected properties. Imbus Enterprises has agreed to construct the new sanitary sewer line that would be bored under SR 28 to connect the Smysor Road properties to the nearby County sewer line and they would also install the new water line along Montclair Boulevard. Again, the new utility lines would service several properties in addition to the ones owned by Imbus. The Township's portions of the new property taxes generated from new commercial buildings would be used to bond the project. An agreement defining the Imbus Enterprises' responsibilities has been drafted for the Board to review. The Miami Township Fire and EMS Department has been advocating for the looped water line to increase safety and dependability for water service in the event of emergencies in that area. After the utility lines would be

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constructed they would be accepted for maintenance by the Clermont County Water Resources Department. Mr. Wright went over the proposed agreement between the Township and Imbus Enterprises and is recommending Resolution 2017-11 be adopted authorizing approval of an Agreement between Miami Township and the Board of Miami Township Trustees of Clermont County and dispensing with a second reading.

Mr. Schultz made a motion to adopt Resolution 2017-11 a resolution authorizing approval of an Agreement between Miami Township and Imbus Enterprises Limited Partnership and dispensing with a second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that Mr. Musselman is requesting permission to advertise for bids for our 2017 Paving Program. Mr. Musselman submitted a document which shows which streets he is recommending that we pave this year. A small portion of our paving budget (\$26,500.00) has already been earmarked for our 21% share of our OPWC grant project streets, which are Smith Road and Neale Lane. Mr. Wright is recommending the Board approve advertising for the paving program.

Mr. Schultz made a motion to approve the request to advertise for bids for the 2017 Paving Program, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that Mr. Musselman has received the Annual Township Highway system Mileage Certification for 2015 from the Ohio Department of Transportation. At the end of 2015 the Township was responsible for 154.677 miles of road. With the addition of .859 miles of roadway from Weber Woods, Dt., Willows Bend Dr., Birch Creek Dr., Silverleaf Lane, Copper Cove Ct., Lee Lavati Ct., and Umrit Ct. the new total is 155.536 miles. Mr. Wright is recommending the Board accept the 2016 Annual Township Highway System Mileage Certification.

Mr. Schultz made a motion to accept the 2016 Annual Township Highway System Mileage Certification, seconded by Ms. Wolff with all voting "AYE".

**Public Comment:** Mrs. Karen Wikoff, of the Milford Miami Township Chamber of Commerce, came forward to thank the Township for hosting the State of Miami Township, City of Milford and Milford Schools. Ms. Wikoff felt it was very informative and a lot of information was given out. Also, Scene 75 hosted the Chamber's After 5 Event that brought 6 chambers and over 100 business people into our community. Mrs. Wikoff stated how lucky we all are to have such a great Administration and staff in Miami Township and she is a proud Township resident.

**Executive Session:** None

With no further business to come before the Board the meeting was adjourned at 8:06 p.m.

ATTEST: \_\_\_\_\_  
Eric C. Ferry, Fiscal Officer

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Mary Makley Wolff, Vice Chairperson