

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

JANUARY 9, 2017

The Miami Township Board of Trustees met in work session on Monday, January 9, 2017 at the Miami Township Civic Center. Chairperson Tracy called the meeting to order and led the Pledge of Allegiance. Mr. Ferry called the roll and present were Ken Tracy, Mary Makley Wolff and Karl Schultz.

Mr. Wright led a discussion regarding an urgent need to replace the Townships network and phone system. In August of 2016 there was a network failure where there were no phones or e-mail available. The current data and telephone connectivity for all Township buildings and departments is through a single connection point to Cincinnati Bell and is very undersized for an organization our size. It also leaves us vulnerable to outages and delays. The best solution is to install a multi-point of contact over three buildings, providing better security for the network phones. Mr. Wright explained our current phone system is old and inefficient for our needs, the current phones are no longer manufactured and is very costly to fix and maintain. Mr. Wright explained the new system would be leased and the support and upgrades would come with the lease. The increase in efficiency and stability is needed in the organization. The equipment we currently own will be put up for auction as disposal of surplus equipment. Mr. Wright noted this was a part of the 2017 budget. This will be an action item at the January business meeting.

Mr. Wright explained during the August 2016 outage it was discovered, during a scheduled switchover, many of our ports, switches and jumps are past their useful life and cannot wait to be replaced when all fail. By being used past their manufacturer end of support dates the manufactures do not have support available for us. The replacements and new points of contact will be made at the Civic Center, Police Station and Fire/EMS Central Station and some at the new Station 29. The cost of this replacement project will be spread across three budgets and there will be a four year phase. Chief Madsen explained their part of the network upgrades would be \$26,166 to allow the network to work efficiently. Chief Kelly noted his part of this project would be \$14,918 and it will be a fail/safe in the event of network issues to keep things up and running. Chief Kelly stated Station 27 and 28 and the training center will be done in later years. Chief Madsen noted this will also allow the officers to download their information from their vehicles when they are away from the station. This is a part of the 2017 budget. The Board stated if this is an item that needs to be addressed immediately, and not over four years, to bring it to their attention and they will look at prioritizing other things. This will be an action item at the January meeting.

Mr. Elliff explained the Zoning Commission heard and approved a subdivision amendment to the Mill of Miami Subdivision and the Board of Trustees must now set a public hearing for their action. Mr. Elliff gave the Board their timeline to hear the case and asked for them to set a date. The Board agreed on Tuesday, January 31, 2017 at 7:00 p.m.

Chief Madsen presented the 2017 Police vehicle replacement schedule. Chief Madsen is requesting to replace three vehicles, a 1999 Mercury Grand Marquis, a 2004 Ford Crown Victoria and a 2009 Crown Victoria. Chief Madsen presented the maintenance history of each vehicle. The replacement vehicles would be Ford Police Interceptors with lights, sirens and wiring packages for all three, in car video camera system for one, a mobile data computer for one, paint and graphics for one and rear shelving for one for a total cost of \$106,475.74. These are budgeted items for 2017. The Board asked Chief Madsen to check with Castrucci for pricing. This will be an action item at the January business meeting.

Chief Madsen presented a request to purchase 1 Intermobile Server license and four Interbadge-M client licenses for their Police Mobile Data Computers that would allow officers to enter reports directly on their MDC without the need to remote desktop back to the Police building. This would alleviate the current interruptions to mobile reporting by allowing the officer to download all reports they have taken throughout the shift when they are within range of a Township wifi access point. The purchase price would be \$21,138.00 through Zuercher

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

JANUARY 9, 2017

Technologies, who currently is our existing records management system. This is in the 2017 budget. This will be an action item at the January business meeting.

Chief Kelly explained Lt. Barry Mesley will be retiring on February 9, 2017 and would like to promote FF/Medic James Petry to the position of Station Lieutenant. Mr. Petry has successfully completed all of the required testing and assessment stations for this position and is the next candidate on the current promotional list. This will be an action item at the January business meeting.

Chief Madsen presented a request for approval for the purchase of the Ford Integrated Diagnostic System with Panasonic CF-54 Toughbook from the Helm Company which was discussed at the budget hearing. The Police Mechanic has recommended this product to assist in his job responsibilities as this piece of hardware and software will give him the ability to diagnose vehicle system malfunctions which will then allow him to determine the best course of action. Currently the mechanic has to spend drive time and dealer expenses to run the diagnostic before deciding the best course of action for repairs. The cost for this system is \$3,699.00. This will be an action item at the January business meeting.

Chief Kelly presented an out of Township travel request to send Capt. Dean Miracle and FF/Medic Ed Lillich back to Maintainer Custom Bodies in Rock Rapids, Iowa, in February, to conduct the mid-point inspection of our new rescue vehicle before it is painted. This is an opportunity for our staff to see everything before it is painted and to catch anything that may be out of place. The total cost of the trip will not exceed \$1,500.00 which will include airfare, hotel and meals. The two will be sharing a room. Chief Kelly is requesting the Board approve this request at this meeting so they will be able to secure the airline tickets and hotel room at a lower price by securing them in advance.

Ms. Wolff made a motion to approve the out of Township travel for Capt. Dean Miracle and FF/Medic Ed Lillich to go to Maintainer Custom Bodies in Rock Rapids, Iowa at a total cost not to exceed \$1,500.00, seconded by Mr. Schultz with all voting "AYE".

Chief Kelly presented a request for the fire Department to enter into a contract with Alan Saulsbury of Fire Apparatus Consultants to perform a complete evaluation of our fire apparatus. The goal of this program will be to establish a baseline assessment of the health of our existing fire apparatus in order to assist us with establishing a formal maintenance and replacement schedule that we can use throughout the life of each vehicle. The cost for these services will not exceed \$4,500.00 which includes all travel and the formal assessment and report. Chief Kelly is requesting approval today so Mr. Saulsbury can make his travel arrangements for the first week of February.

Mr. Schultz made a motion to approve the contract with Alan Saulsbury of Fire Apparatus Consultants to perform the complete evaluation of the Township fire apparatus at a cost not to exceed \$4,500.00, seconded by Ms. Wolff with all voting "AYE".

Mr. Musselman requested permission to advertise for bids for the second phase of the Miami Meadows Lake Erosion Control Project. Mr. Musselman stated by receiving permission today will give them ample time to review all bids before presenting the information at the February work session for bids to be awarded at the February business meeting.

Ms. Wolff made a motion to grant permission to advertise for bids for the second phase of the Miami Meadows Lake Erosion Control project, seconded by Mr. Schultz with all voting "AYE".

Mr. Musselman updated the Board on ongoing projects noting the No Smoking signs are up at multiple locations in all of the parks, they have materials for Section 1 of the No Parking areas, the Civic Center siding project is underway, they have received estimates for the cost of light poles for Romar and he is looking for an alternate supplier for the decorative lighting poles to

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

JANUARY 9, 2017

see if we can get the same look at a reduced cost, the 2017 paving list is being prepared and they are working with Duke Energy for the gas main extension on Meijer Drive.

Public Comment: None

Executive Session: Mr. Schultz made a motion to go into Executive Session 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, seconded by Ms. Wolff with all voting "AYE".

Mr. Schultz made a motion to come out of Executive Session, seconded by Ms. Wolff with all voting "AYE".

With no further business to come before the Board the meeting was adjourned at 9:45 a.m.

ATTEST: _____
Eric Ferry, Fiscal Officer

Ken Tracy, Chairperson