

MIAMI TOWNSHIP BOARD OF TRUSTEES

MARCH 19, 2013

The Miami Township Board of Trustees met in regular session on Tuesday, March 19, 2013 at 7:00 PM. Trustee Karl Schultz called the meeting to order and led the Pledge of Allegiance. The invocation was given by Pastor Les Sanders of Milford Assembly of God. Fiscal Officer, Eric C. Ferry, called the roll. Attending were Trustees Karl Schultz, Ken Tracy and Mary Makley Wolff. Mr. Tracy made a motion to approve the minutes of the February 20, 2013 business meeting and the March 11, 2013 work session, seconded by Mrs. Wolff. Upon roll call, all voted "AYE."

Correspondence: None

Proclamations & Special Presentations: Ms. Alicia Coomer, for Stacie Mathis, of Drug Free Coalition of Milford Schools, came forward and introduced Jessica Thompson. They came this evening to give a brief presentation, which included a video, about what the Drug Free Coalition is. The Trustees thanked the Drug Free Coalition for their leadership and efforts.

Department Reports: A representative of each department presented a report of activities during the month of February 2013.

Community Development	Mr. Ethridge
Finance	Mr. Ferry
Fire/EMS	Chief Whitworth
Police	Assistant Chief Madsen
Recreation	Mrs. Thibodeau
Service	Mr. Mantle

Old Business: None

New Business: Mrs. Wolff made a motion to pay the bills of the Township with 290 checks numbered 114011 - 114301 and 11 electronic checks numbered 121 - 132 for the total amount \$631,972.37 plus payroll and payroll taxes for the week of 02/16/2013 in the amount of \$353,844.92 and payroll and payroll taxes for 03/02/2013 in the amount of \$374,781.54, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised the Board of the need for a Then and Now Certificate in the amount of \$7,603.45.

Mr. Tracy moved to adopt **Resolution 2013-06** a resolution authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$7,603.45, seconded by Mrs. Wolff with all voting "AYE".

Mr. Fronk presented the following personnel actions for the Recreation, Fire and Administration Departments. In Recreation, to grant conditional offer of employment to Chris Vanderloo, Kyle Smith and Mariah Hauser all as volunteers in the Yell Program.

Mr. Tracy moved to approve the personnel actions for the Recreation Department as presented, seconded by Mrs. Wolff with all voting "AYE".

In the Fire Department, to remove from probation the following part-time Firefighter/Paramedics: Kevin Bartenberger, Alan Guile, Michael Hoying, Chuck Jones, Rusty King, Johnny Mason and Chris Meador. New position: Part-time Firefighter 2/Medic: New Pay Rates: Base - \$16.18, Day-\$20.39. To grant conditional employment to Drew Ahern as Trainee; John Anderson as Firefighter 2/EMT Trainee; Christopher Day as Emergency Medical Technician/Firefighter 2 and Amy Jenkins as Firefighter 1/paramedic. Also, to grant final employment as Firefighter/Paramedic to Jonathan McKinnish with a pay rate of \$21.50 per hour effective 3-31-2013 and to Christopher Luebbe with a pay rate of \$21.50 per hour effective 4-2-2013.

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Mrs. Wolff moved to approve the Fire/EMS Department personnel actions as presented, seconded by Mr. Tracy with all voting "AYE".

In Administration, Mr. Fronk recommended the Board remove Jasper Miller, Facility Maintenance for the Miami Township Civic Center, from probation effective October 19, 2012.

Mr. Tracy moved to remove Jasper Miller from probation effective October 19, 2012, seconded by Mrs. Wolff with all voting "AYE".

Mr. Fronk advised the Board that in December 2012 the Board adopted a resolution setting the 2013 pay rates for bargaining and non-bargaining employees. AT that time a decision on 2013 compensation increases for non-bargaining employees had not been reached. It has now been determined and recommends the Board approve a 2% pay increase for non-bargaining employees.

Mrs. Wolff made a motion to approve **Resolution 2013-07** a resolution amending Resolution 2012-55 providing for compensation of Township employees, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk presented four (4) contracts for the Boards consideration. The first is a renewal of our contract for IT services with Intrust. Intrust has been providing our IT services for several years and is extremely familiar with our computer network. The proposed contract is for two (2) years with a base rate not to exceed \$8,910.00 per month. Mr. Fronk is recommending the two -year agreement with Intrust be approved at an amount not to exceed \$8,910.00 per month and authorize the Administrator to execute the contract on behalf of the Board.

Mr. Tracy moved to approve the two year agreement with Intrust at an amount not to exceed \$8,910.00 per month and authorizes the Administrator to execute the contract on behalf of the Board, seconded by Mrs. Wolff with all voting "AYE".

Mr. Fronk advised the second contract is with a company called IntelliVergence which is for software upgrad of the Township's voiceover IP telephone system. Our current software is out of date and no longer under maintenance. The Township owns all our telephone hardware and it is functioning well so there is no need to replace it. The upgrade cost for labor, equipment and software is \$28,387.10 and there will be no interruption in phone service during the upgrade. Mr. Fronk is recommending the Board enter into a contract with IntelliVergence for the upgrade at an amount not to exceed \$28,387.10 and authorize the Administrator to execute the contract on behalf of the Board.

Mrs. Wolff moved to enter into a contract with IntelliVergence for the upgrade of the telephone software system in an amount not to exceed \$28,387.10 and authorize the Administrator to execute the contract on behalf of the Board, seconded by Mr. Tracy with all voting "AYE".

The third contract is for Berding Surveying for professional surveying services for a property survey requested by Miami Township. The contract amount is not to exceed \$5,000.00. Mr. Fronk is recommending the board approve a contract with G.J. Berding Surveying, Inc. in an amount not to exceed \$5,000.00 and authorize the Administrator to execute the contract on behalf of the Board.

Mr. Tracy moved to approve a contract with G.J. Berding Surveying, Inc. in an amount not to exceed \$5,000.00 and authorize the Administrator to execute the contract on behalf of the Board, seconded by Mrs. Wolff with all voting "AYE".

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The fourth is an agreement with Wilmington Fire Department to lease a fire pumper to replace the fire engine that was damaged. All costs associated with the lease will be paid by our insurance company. The lease agreement is for \$2,000.00 per month and runs through December 31, 2013. Mr. Fronk is recommending the Board enter into an agreement with the Wilmington Fire Department to lease a fire pumper for \$2,000.00 per month and authorize the Administrator to execute the agreement on behalf of the Board.

Mrs. Wolff moved to enter into an agreement with the Wilmington Fire Department to lease a fire pumper for \$2,000.00 per month and authorize the Administrator to execute the agreement on behalf of the Board, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised that the Clermont County Engineer's Office has offered Townships an opportunity to jointly bid their road paving programs with the County. This is a good collaborative opportunity for Miami Township that could offer significant cost savings or an opportunity to do more paving within our budgeted dollars. Mr. Fronk is recommending the Board adopt Resolution 2013-08 a resolution authorizing the Execution of an agreement for the repaving of Township roads.

Mr. Tracy moved to adopt **Resolution 2013-08** a resolution authorizing the execution of an agreement for the repaving of Township roads, seconded by Mrs. Wolff with all voting "AYE".

The Board asked about the timeline of the paving. Mr. Mantel stated they are ahead this year and hope to have the bid out in early April and the program finished, in Miami Township, in early fall before school starts.

Mr. Fronk advised the Township and the FOP Sergeants unit have an agreement and the agreement is based on the Fact-Finder report. Mr. Braun advised the Board does not have to take any formal action on this, under the Administrative Code, because they had a certain time period to do so and by not taking action they have the authority to enter into the Collective Bargaining Unit.

Mr. Fronk advised during an internal audit the Service Department found a speed reduction survey had not been conducted on certain streets totally within platted subdivisions and the Township has the authority to conduct the study and set a new speed limit. Mr. Fronk is recommending Board adopt Resolution 2013-09.

Mrs. Wolff made a motion to adopt **Resolution 2013-09** a resolution lowering the speed limit on certain streets in Miami Township as listed in the resolution, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised the Board that the County conducted a speed limit study on Township streets that are not in platted subdivisions for streets that need a reduced speed limit. A resolution is required before the study can be submitted to ODOT for final approval. Mr. Fronk is recommending the Board adopt Resolution 2013-10.

Mr. Tracy moved to adopt **Resolution 2013-10** a resolution requesting the County Engineer to conduct a speed limit study on certain streets within the Township, dispensing with the second reading and declaring an emergency, seconded by Mrs. Wolff with all voting "AYE".

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Mr. Fronk advised the Board of an out of Township travel request for the Police Department to send Kent Arter, Milford School Resource Officer, to the National Association of School Resource Officers School Safety Conference in Orlando, Florida, July 13 – 20, 2013 at cost not to exceed \$2151.00

Mrs. Wolff moved to approve the out of Township travel request for the Police Department as presented, seconded by Mr. Tracy with all voting “AYE”.

Public Comment: None

Executive Session: Mr. Tracy made a motion to go into Executive Session to discuss the employment and compensation of a public employee pursuant to Section 121.22(G)(1) of the Ohio Revised Code, to consider the sale of purchase of property pursuant to Section 121.22(G)(2) of the Ohio Revised Code and to discuss pending or imminent litigation pursuant to Section 121.22 (G)(3) of the Ohio Revised Code, seconded by Mrs. Wolff with all voting “AYE”.

Mr. Tracy made a motion to come out of Executive Session, seconded by Mrs. Wolff with all voting “AYE”.

With no further business to come before the Board the meeting was adjourned at 9:10 p.m.

ATTEST: _____
Eric C. Ferry, Fiscal Officer

Karl Schultz, Chairperson