

MIAMI TOWNSHIP BOARD OF TRUSTEES

AUGUST 19, 2014

The Miami Township Board of Trustees met in regular session on Tuesday, August 19, 2014 at 7:00 PM. Trustee Ken Tracy called the meeting to order and led the Pledge of Allegiance. The invocation was given by Ken Tracy. Ms. Wolff made a motion to appoint Larry Fronk as Acting Fiscal Officer, seconded by Mr. Schultz with all voting "AYE". Mr. Fronk called the roll. Attending were Trustees Ken Tracy, Mary Makley Wolff and Karl Schultz. Ms. Wolff made a motion to approve the minutes of the July 15, 2014 Special Tax Budget meeting, the July 15, 2014 Trustee Business meeting and the August 11, 2014 Trustee Work Session as presented, seconded by Mr. Schultz with all voting "AYE".

Correspondence: Mr. Fronk advised of a liquor license renewal for Ameristop on St. Rt. 28. There are no objections from the Police Department and this will be sent on to the State Liquor Control Department.

Proclamations and Special Presentations: None

Department Reports: A representative of each department presented a report of activities during the month of July 2014.

Community Development	Mr. Ethridge
Finance	Mr. Fronk
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Thibodeau
Service	Mike Mantel
Administration	Mr. Fronk

Old Business:

New Business: Mr. Schultz made a motion to pay the bills of the Township with 280 checks numbered 118463 - 118743 and 14 electronic checks numbered 416 - 430 for the total amount of \$1,112,561.31 plus payroll and payroll taxes for the week of 07/19/2014 in the amount of \$363,265.53 and payroll and payroll taxes for the week of 08/02/2014 in the amount of \$363,220.39, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk advised the need of a Then and Now Certificate in the amount of \$27,786.29.

Ms. Wolff made a motion to adopt **Resolution 2014-38** authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$27,786.29, seconded by Mr. Schultz with all voting "AYE".

Mr. Fronk advised the Fire/EMS Department is ready to begin a Lieutenant promotion process and before beginning, Chief Kelly is recommending some minor changes to the Station Lieutenant job description. Chief Kelly described those changes. Mr. Fronk is recommending the Board approve the job description changes.

Mr. Schultz moved to approve the job description changes for Station Lieutenant as presented, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk recommended the Board offer Conditional employment to Jane Kozel as a Building Monitor and to grant employment to Sandra Myers as a Probationary Monitor effective August 29, 2014 at \$10.00 per hour.

Mr. Schultz moved to approve the Recreation personnel actions as presented, seconded by Ms. Wolff with all voting "AYE".

MIAMI TOWNSHIP BOARD OF TRUSTEES

AUGUST 19, 2014

Mr. Fronk presented three contracts to the Board. The first two are a Memorandum of Understanding (MOU) between the Miami Township Police Department and Live Oaks Career Development Center and Milford High School and Milford Middle School setting forth the responsibilities of each organization as it relates to School Resource Officers (SRO). The MOU includes Miami Township's right to hire and manage the School Resource Officer, the schools responsibility is to provide office space for the SRO and an agreement to cost share the salary of the SRO with each organization paying 50%. Chief Madsen gave a brief description and overview of the MOU's and SROs. Mr. Fronk advised the MOU's have been reviewed and approved as to form by the Law Director and is recommending the Board approve a Memorandum of Understanding between the Miami Township Board of Trustees and Live Oaks Career Development Center and the Miami Township Board of Trustees and the Milford High and Middle Schools as it relates to School Resource Officers and authorize the Police Chief to sign the MOU's on behalf of the Board.

Ms. Wolff moved to approve the Memorandum of Understandings between the Miami Township Police Department and Live Oaks and The Miami Township Police Department and the Milford High and Middle Schools as presented, seconded by Mr. Schultz with all voting "AYE".

The next contract is for the purchase of software for EMS Field Reporting that was discussed at the Trustee work session on August 11th and was decided to move forward with purchasing the software. There are two agreements that are associated with this software. The first agreement is for the development and implementation and subscription for the reporting software and the second is for the development of the computer aided dispatch interface that will allow the software to receive information directly from the County Dispatch Center. Both of these agreements have been reviewed as to form by the Law Director with the exception of the indemnification clause. Mr. Fronk noted the indemnification clause would be taken out. Mr. Fronk is recommending the Board approve the agreements between the Board of Trustees and Zoll Data Systems for the EMS Field Reporting software and the Computer Aided Dispatch Interface at an amount not to exceed \$24,300.00 as amended by the Law Director and authorize the Fire Chief to sign the agreements on behalf of the Board.

Mr. Schultz moved to approve the two agreements between the Board of Trustees and Zoll Data Systems for the EMS Field Reporting software and the Computer Aided Dispatch Interface at an amount not to exceed \$24,300.00 as amended by the Law Director and authorize the Fire Chief to sign the agreements on behalf of the Board, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk advised the Board he was presenting the final copy of the Miami Township Personnel Policies and Procedures for their approval. Mr. Fronk thanked Claudia Allen of Strauss Troy for putting the document together and thanked the Department Heads for their hard work and input. The final copy updated a number of sections bringing our current policies into compliance with changing federal labor law. There are also new sections added including the updated Communication Policy and Time Clock Policy. Mr. Fronk is recommending the Board approve the revised Miami Township Personnel Policies and Procedures.

Mr. Schultz moved to approve the revised Miami Township Personnel Policies and Procedures, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk advised the Board that it is time for the Township's annual renewal of its Health Insurance Benefits. Anthem's renewal rate for our health, dental and prescription benefit plan for 2014-2015 is 5.84% over the current year. Mr. Fronk is recommending the Board approve the 2014-2015 Anthem Health Insurance Benefit Plan and authorize the Township Administrator to execute the plan on their behalf.

MIAMI TOWNSHIP BOARD OF TRUSTEES

AUGUST 19, 2014

Ms. Wolff moved to approve the 2014-2015 Anthem Health Insurance Benefit Plan and authorize the Township Administrator to execute the plan on their behalf. Ms. Wolff noted the employees of the Township are taking advantage of the preventative health classes offered and it makes a difference in health care costs.

Mr. Fronk advised that the 2001 Chevy Silverado being used as a zoning truck is no longer useable because of the many maintenance issues and is recommending the Board declare this vehicle surplus equipment and it be disposed of by Internet Auction pursuant to Section 505-10 of the Ohio Revised Code and if no qualified bidders are found within twenty (20) days then he recommends the Administrator or appropriate Department Head be authorized to dispose of the equipment by other means.

Mr. Schultz moved to adopt **Resolution 2014-39** 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 if no qualified bidders are found within twenty (20) days the Administrator or appropriate Department Head is authorized to dispose of the equipment by destruction or other means, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk advised the Board of the need for a Nuisance Abatement and has prepared resolution 2014-40 for their consideration.

Ms. Wolff made a motion to adopt **Resolution 2014-40** a resolution authorizing the abatement, control or removal of vegetation, garbage, refuse or debris included in Exhibit A, seconded by Mr. Schultz with all voting "AYE".

Mr. Fronk advised the Board of the need to renew the street lighting district for White Farm 2, Section C & D.

Mr. Schultz made a motion to adopt **Resolution 2014-41** a resolution providing for the procurement of a Street Lighting system, dispensing with the second reading and declaring an emergency for White Farm 2, Section C & D, seconded by Ms. Wolff with all voting "AYE".

Public Comment: None

Executive Session: Mr. Schultz made a motion to go into Executive Session to discuss the employment or compensation of a public employee pursuant to Section 121.22(G)(1) of the Ohio Revised Code, to consider the sale or 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 Ms. Wolff with all voting "AYE".

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

With no further business to come before the Board the meeting was adjourned at 8:42 p.m.

ATTEST: _____
Larry Fronk, Acting Fiscal Officer

Ken Tracy, Chairperson