

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

AUGUST 12, 2013

The Miami Township Board of Trustees met in work session on Monday, August 12, 2013 at the Miami Township Civic Center. Chairperson Karl Schultz called the meeting to order at 8:30 a.m. Present were: Karl Schultz and Mary Wolff. Mr. Tracy was unable to make the meeting. Mr. Ferry called the roll.

Mr. Fronk presented information regarding the Township's health insurance renewal. It was noted that there was a meeting of the Insurance Committee with Brower Insurance, the Township's insurance broker, and was given the information on quotes from four health insurance providers. The committee agreed that Anthem's 4.9% increase was low and felt it was best to stay with Anthem. With regard to the dental and life insurance, staff is still reviewing dental plans through Guardian and Delta Dental. This will be an action item on the August 20th agenda.

Mr. Fronk advised that the Township received \$103,849.00 from the Ohio Bureau of Worker's Compensation "Billion Back Rebate". He also noted the Township has been removed from their Group rating and it is suggested the Township go into an Individual Merit Rating or into the Group Retrospective Rating. Mr. Fronk is recommending the Group Retrospective Rating.

Mr. Fronk and Mr. Braun presented an overview of the proposed credit card acceptance program and the contract with the credit card processor. Mr. Braun has been working with the Recreation staff to find a way to overcome the challenges and have developed a credit card processing system for Miami Township. This credit card payment will start with the Recreation Department. Once all of the bugs are worked out it can move on to other departments. Mr. Fronk recommended the Board approve the contract to begin the credit card process.

Mrs. Wolff made a motion to accept the contract with Mercury for credit card process services and to authorize the Township Administrator to sign the contract, seconded by Mr. Schultz with all voting "AYE".

Mr. Fronk presented a draft of a proposed Communication Policy that addresses computer usage, cell phones and social media. Mr. Fronk asked the Board to look it over and to send him their comments. Mr. Fronk will continue working on this policy and have an updated version at the next work session.

Mr. Fronk presented the Board with a proposal from PSARA Technologies, Inc. for our due diligence for the Sugar Camp Road property. One item that needs to be completed is a Phase I Environmental Study. Another company will have to do the Geotechnical work. This will be an action item on the August 20th agenda.

Fire Chief Whitworth addressed the Board regarding the Fire Department having an opportunity to apply for a DHS/FEMA SAFER Grant (Staffing for Adequate Fire and Emergency Response). The Board agreed that Chief Whitworth should go ahead and apply for the grant.

Interim Fire Chief Trish Brooks presented a draft outline on the selection process for the next permanent Fire Chief. Ms. Brooks would like to see someone on board by the end of October. The Board noted they want to make sure the right person is selected even if it takes longer.

Police Chief Bailey advised the Board of three vehicles, two bicycles and a computer being brought forward for disposal. The vehicles have had ongoing maintenance issues, the bikes

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are quite old and the computer is no longer needed. This will be an action item on the August 20th agenda.

Police Chief Bailey requested approval to replace a police vehicle that was involved in a crash and has possible frame damage. The insurance company has declared it a total loss. This vehicle has had mechanical issues also. Chief Bailey would like to replace this vehicle with Ford Police Interceptor Utility Vehicle. The Board asked Chief Bailey to compare the Utility Vehicle with the Sedan. Chief Bailey stated the 4 wheel drive will help in the winter and the amount of cargo space is greater. The Board stated they would like to have Trustee Tracy's thoughts on this.

Mr. Fronk presented two contracts for the Board's review. The first is a Memorandum of Understanding regarding education services provided by Union Institute & University. If there were enough people enrolled, Union University would teach the classes at the Miami Township Police building instead of having students coming to their facility. The next contract was with BAIR Analytics to enter into a Terms of Use Agreement for BAIR to provide software and technical support that produces crime mapping and crime analysis products. There would be a \$4,000.00 annual fee plus a set up fee. The Board will look at both contracts.

Mr. Mantel addressed the Board regarding replacing the EZGO cart used for park maintenance, trading in two Kubota zero turn mowers and purchasing one new Kubota zero turn diesel mower, and resurface and restripe the basketball court at Miami Meadows Park.

Mr. Fronk presented one out of Township travel request from Chief Bailey requesting authorization to attend the International Association of Chiefs of Police Annual Conference in Philadelphia, Pennsylvania October 19 – 23, 2013 at a cost not to exceed \$2,305.00.

Mr. Mantel addressed the Board regarding using volunteers to input cemetery information into a database that could be accessed by the public. The Board asked Mr. Mantel to work with Mr. Braun with this because of the sensitivity and importance of the records.

The Board reminded everyone of the open house/luncheon, in the Miami Room, on Tuesday the 13th for Chief Whitworth's retirement.

Mrs. Wolff 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 and to discuss the acquisition of property pursuant to Section 121.22(G)(2) of the Ohio Revised Code, seconded by Mr. Schultz with all voting "AYE".

Mr. Schultz 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 10:45 a.m.

ATTEST: _____
Eric Ferry, Fiscal Officer

Karl Schultz, Chairperson