

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held DECEMBER 16, 2025 20

The Miami Township Board of Trustees met in a Business Session on Tuesday, December 16, 2025, at 7:00 p.m. at the Miami Township Civic Center. Chairperson Mark Schulte called the meeting to order and led the Pledge of Allegiance.

INVOCATION

Trustee Tracy delivered an invocation prayer for those in attendance.

ROLL

Mr. Eric Ferry called the roll. Attending were Trustees Mary Makley Wolff, Mark Schulte, and Ken Tracy. Also present were Township Administrator and Public Safety Director Steve Kelly as well as Law Director Joseph Braun.

PRESENTATION

Miami Township’s Community Action Team (CAT) reviewed the Township Safety Services Operations. Mr. John Rademacher had members of the committee introduce themselves and explain to the Board what the committee means to them and why it’s an important cause to them as business owners and community members. Mr. Jeff Johnson introduced himself as a Miami Township resident since 1976, Mr. Dan Prem introduced himself as a Miami Township resident since 1989, Mr. Ron Burke introduced himself as Vice President of Mike Castrucci Auto Group, Mr. James Whitworth introduced himself as a Miami Township resident and former Fire Chief. Mr. Josh House of Pickles and Bones Barbeque introduced himself as a resident, business owner, and commercial property owner. Finally, Mrs. Trish Day introduced herself as a long-time resident, volunteer and employee of the Township. Mr. Rademacher introduced himself as a 30-year resident of Paxton Lake. All members of the committee emphasized a deep respect for and responsibility to Miami Township Police, Fire, and EMS for all they contribute to the community, and called for the support of residents.

Mr. Rademacher discussed infrastructure in the community and noted that Safety Services are perhaps the most important infrastructure we have, as we cannot build community unless we feel safe. Mr. Rademacher continued, stating that the last levy in 2015 was supposed to last 5 years and has now lasted 10; proving that the Township knows fiscal responsibility and is careful with resident tax dollars. Mr. Rademacher stated that now, levy funds are running out. However, the Township continues to grow and have needs. Miami Township Fire and EMS and Police basic statistics were presented:

Miami Township Fire and EMS Basic Statistics

- Equipment costs: 25% increase in since 2018
- Maintenance/repair costs: 35% increase in from 2021-2025
- Out of Service days: 417 in 2024 for (emergency vehicles)
- 2025 to date: Average of 23,000+ miles per ambulance

❖ Indicates a need for in-house mechanic as opposed to outsourcing

- Calls for Assistance: 57% increase from 2015 to 2024
- District 26 specifically: 2,992 incidents in 2024 (nearly as much as Districts 27 and 29 combined)

❖ Indicates a need for an additional ambulance housed at District 26

Held DECEMBER 16, 2025 2025

Miami Township Police Basic Statistics

- Salaries from 2015 to 2025: 57% increase
- Equipment budget from 2015 to 2025: 89% increase
- Cost of a police cruiser from 2015 to 2025: 130% increase
- Technology budget from 2015 to 2025: 211% increase
- ❖ The same number of road patrol officers (29) in 2025 as there were in 2015
- ❖ SRO's in 2015: Two
- ❖ SRO's in 2025: Eight

Given the reality of the current financial constraints, Mr. Rademacher emphasized that these statistics show that the administration of Miami Township is clearly a great steward of the taxpayer dollar. Mr. Rademacher stated that these increases will continue based on economic conditions, changes in technology, and needs of residents who expect there to be adequate Safety Services when emergencies happen. Mr. Rademacher continued, stating that the failure of a new levy would bring a reduction in necessary services.

Mr. Rademacher read the CAT team's recommendation to the Trustees: "The Miami Township Community Action Team recommends to the Board of Trustees, that, in order to cover current and projected costs for at least the next five years, a Safety Services Levy be placed on the May 2026 ballot in the amount of 3.5 mills."

Mr. Rademacher stated that this levy would ensure the continued infrastructure of Safety Services in Miami Township, allow for improvements to address cost issues, and give residents peace of mind that we can keep our families and businesses safe both now and into the future.

Trustee Wolff thanked the CAT team for their civic engagement and said their work is important because it takes more than elected officials to ensure the Township runs efficiently. Trustee Wolff stated that she would like to see a five-year levy last more than 5 years, but there are challenges regarding legislature and noted that there is a general unease surrounding property taxes currently. Trustee Wolff explained that property taxes are vital to how Townships function in that they do not collect or run on income tax.

Mr. Rademacher agreed and stated that the team arrived at the 3.5 mill ask by looking at what was reasonable to ask of the community.

Trustee Tracy asked Finance Director Kelly Flanigan what 1 mill equals to a property owner in Miami Township. Mr. Rademacher interjected with a slide showing market values and costs to homeowners:

Estimated Cost to Property Owner Based on Above Mills										
MARKET VALUE	100,000	200,000	250,000	300,000	350,000	400,000	450,000	500,000	600,000	
ASSESSED VALUE (35%)	35,000	70,000	87,500	105,000	122,500	140,000	157,500	175,000	210,000	
COST TO HOMEOWNER	\$ 122.50	\$ 245.00	\$ 306.25	\$ 367.50	\$ 428.75	\$ 490.00	\$ 551.25	\$ 612.50	\$ 735.00	

Mrs. Flanigan gave Trustee Tracy the number for how much would be generated Township-wide for 1 mill: 1.795 million, based on tax year 2024 values. Mrs. Flanigan also stated that each mill would cost homeowners \$35.00 per \$100k of home value.

Trustee Tracy emphasized that the Police and Fire basic statistics are important for the community to be aware of and stated that incidental costs are hitting departments hard as well,

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

DECEMBER 16, 2025

20

and the State House will be taking away approval basis from the Trustees and move it to the County and State level, which is troublesome. Trustee Tracy stated that Miami Township always tries to extend levies and is usually able to, however, the variables at the state level taking away jurisdictional control is also something that requires the voices of residents as this legislation takes away the heartbeat of our community. Chairperson Schulte echoed this and stated that property values are cyclical and agreed that nobody wants to pay more taxes, however the Board takes their positions very seriously, and must introduce a levy to address practical realities affecting Safety Services and therefore, our community.

Trustee Tracy asked the percentage of ambulance vs. fire runs. Chief Dave Jetter of the Fire Department answered that it is 90-10, with ambulance runs being higher. Trustee Tracy stated that the cost of one ambulance run using private insurance is around \$400.00. If the proposed levy were passed, residents would be paying the cost of approximately one ambulance run per year.

Mr. Rademacher reiterated that Miami Township is ready to grow but needs to pass this levy in order to do so and stated that it is ultimately going to be a matter of getting residents' voices heard regarding their lived experiences with Safety Services in the Township.

CORRESPONDENCE

Liquor License request #10010730-1 from Wards Corner BP was introduced to the Board.

APPROVAL OF MINUTES

Trustee Wolff made a motion to approve Minutes for the following meetings:

- November 10, 2025 Work Session
- November 10, 2025 Special Meeting (Zoning)
- November 18, 2025 Business Meeting
- November 18, 2025 Special Meeting (Records Commission)
- Amended minutes from the following meetings:
 - August 28, 2024 Special Meeting
 - September 19, 2024 Special Meeting
 - October 21, 2025 Business Meeting

Trustee Tracy seconded the motion. All voted "AYE."

DEPARTMENT REPORTS

Each Department Head gave a report for the previous month. Key highlights included:

Community Development

Mrs. Allison Bahr, Township Planner, displayed a permit summary, noting an increase. Additionally, Mrs. Bahr noted that a Zoning Certificate was issued for a First Watch on the property of the former O'Charley's restaurant and there is a new connector trail from Hawley Ln to the Little Miami River Bike Trail. Recent nuisance property cleanups have been successful.

Finance

Mr. Ferry stated that the Finance Report for November would be presented at the January 2026 Business Meeting, along with the report for December.

Fire & EMS

Fire Chief Dave Jetter highlighted the ongoing dedication of Miami Township employees and Township agencies with regard to a pause in SNAP benefits around Thanksgiving. Several food drives occurred in the Township led by the Township, local agencies, and residents.

Police Department

RECORD OF PROCEEDINGS
MIAMI TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held DECEMBER 16, 2025 _____ 20____

Police Chief Rob Hirsch highlighted the tragic trench collapse occurring in early December off of Valley Forge Drive in Miami Township. Several departments and agencies responded, and Chief Hirsch thanked all of those who helped to address the incident and needs of first responders. The investigation is ongoing and will be presented soon. Chief Hirsch also highlighted a visit from Congressman Dave Taylor, Corporal Steven Pielage's recent graduation from PELC, as well as the upcoming Shop with a Cop event.

Recreation Department

Mr. Ryan Himes, Director, discussed recent and upcoming events, including the annual Holiday Parade which honored two Miami Township EMS personnel; Michael Tankersley and Jacob Myrick. There were 47 total participants, great weather, and a good crowd. Mr. Burdsall thanked all of the local businesses and agencies that helped us with the event. Mr. Himes noted that the Township's social media engagement has increased dramatically since the hire of Ms. Cassidy Craig, Recreation Coordinator.

Service Department

Mr. Chris Burdsall, Director, discussed several projects, including the rebuilding of the Miami Riverview Park sewer pumps (complete), street rating review for 2026 repaving project, and recent snowfalls cleanups.

Administration

Mr. Steve Kelly commented on the joy and pleasure of working with each of the Department Heads and remarked that he is feeling very thankful for all of them as well as for the Board, the supportive community of Miami Township and is looking forward to more of this in 2026.

OLD BUSINESS

None.

NEW BUSINESS

New Business was discussed as follows:

AGENDA ITEM #1 — PERSONNEL

Administrator Kelly recommended the following action for personnel:

Administration Department

- Make a final offer to Chandler Powell for the position of Multi-Media Co-Op with the rate of \$15.00 per hour effective January 5, 2026.

Fire Department

- Promote Brent Johnson to the position of Battalion Chief with a rate of \$44.66 per hour effective January 4, 2026.
- Promote Chris Luebbe to the position of Lieutenant with the rate of \$40.60 per hour effective January 18, 2026.

Police Department

- Remove Officer Howard Glancy from probationary status effective December 11, 2025.
- Remove Officer Thomas Campbell from probationary status effective December 24, 2025.

Trustee Tracy made a motion to accept the personnel recommendations as stated, seconded by Trustee Wolff. All voted "AYE."

AGENDA ITEM #2 — PAYMENT OF BILLS

Trustee Wolff made a motion to pay the bills of the Township from November 15 through December 11, 2025, including 122 ACH payments numbered 2517 through 2638, 36 electronic

RECORD OF PROCEEDINGS

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held DECEMBER 16, 2025 _____ 20____

payments numbered 4752 through 4787 and 116 checks numbered 149067 through 149182 for the total amount of \$1,333,512.47.

In addition, the motion approves the following gross payroll expenses:

Direct Deposit Date	Amount
Pay #24 – November 28	\$ 646,441.75
Pay #25 – December 12 Leave Payouts	243,243.32
Pay #25 – December 12	674,208.90

The motion was seconded by Trustee Tracy. All voted “AYE.”

AGENDA ITEM #3 — THEN AND NOW (R2025-58)

Trustee Tracy made a motion to adopt Resolution 2025-58 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$16,591.66, and dispensing with the second reading.

The motion was seconded by Trustee Wolff. All voted “AYE.”

AGENDA ITEM #4 — SET ZC CASES 601 & 602

Mrs. Allison Bahr discussed the need to set cases #601 and #602 for special hearing with the Board of Trustees, following the Zoning Commission’s recommendations to the Trustees, which were adopted at its December 04, 2025 meeting.

Metro Conrad, LLC, et al. Case #601

Text Amendment, Chapter 17 State Route Urban Village

Metro Conrad, LLC, et al Case #602

Development Plan Review and Approval, Chapter 17 State Route 28 Urban Village

Trustee Wolff made a motion to set a special Board of Trustees meeting for Monday January 12, 2026 at 5:30 p.m. to hear zoning case nos. 601 & 602, and any other business that may come before the Board.

The motion was seconded by Trustee Tracy. All voted “AYE.”

AGENDA ITEM #5 — STRYKER COT PURCHASE

Fire Chief Dave Jetter discussed the Fire Department’s requests approval to enter into an agreement with Stryker, the company that supplies our selection of cots, to purchase two power cots and power load systems in 2026.

According to Chief Jetter, agreeing to the purchase commitment before the end of this year secures significant savings due to a cost increase in 2026. The purchase of the two systems aligns with our replacement schedule and will replace two older units, one of which has recently failed and cannot be repaired. Fortunately, Stryker offers a trade-in option for the two older units for a discount on the new systems.

The cost for the two complete cot and load systems, before the discount and BWC grant, is **\$134,915.56.**

- The trade-in value for the two older load and cot systems is \$20,000.00 (\$10,000.00 each).

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800.325.8094 FORM NO 10148

Held

DECEMBER 16, 2025

20

- BWC Grant = \$40,000.00

Total Cost Offset = \$60,000.00

The total cost for the two complete cot and load systems, after deducting the Cost Offset, is **\$74,915.56.**

Trustee Tracy made a motion to authorize an agreement with Stryker for the purchase of two power cots and power load systems in 2026 at a cost not to exceed \$74,915.56.

The motion was seconded by Trustee Wolff. All voted "AYE."

AGENDA ITEM #6 — 2026 BUDGET APPROVAL

Mr. Kelly introduced the proposed budget for 2026, mentioning many adjustments that have been made since receiving the Board's feedback during the December Budget Work Session.

Mrs. Kelly Flanigan discussed the Summary of Fund Balances and noted that these have been updated to reflect actual expenditure. Additionally, the Advance to the Parks and Recreation Fund has been increased to \$190,000.00 from \$150,000.00. Mrs. Flanigan stated that this could be left out of the budget if the Board desired, since it is something that may not be used and would be eventually paid back to the General Fund if used.

Mrs. Flanigan continued, stating that additional columns had been added to the 2025 to 2026 budget comparison chart, noting that there were several expenses budgeted for in 2025 that were not actually spent due to unforeseen circumstances like hiring mid-year, and projects coming in under-budget. Mrs. Flanigan went on to call out several increases to the 2026 budget amounting to a \$60,460.00 difference between the budget for 2026 and estimated expenses for 2025. Further, adjustments were made to account for some payments that would be counted as revenue later.

Mr. Ferry thanked Mrs. Flanigan for the summary, stating it is very helpful to be able to see all this information up front. Trustee Wolff asked about credit card fees and said we need to stop paying them. Mrs. Flanigan said she is working on the logistics for this alongside Mr. Braun. Chairperson Schulte stated that we would still have to show the expense but then we would see it again on the revenue side, if reimbursed. Trustee Wolff asked Ryan Himes, Recreation Director, if we are going to recoup the increases for summer camps and wants to know for certain that we will break even. Trustee Wolff reiterated the need for a levy but said that we will need to wait and we must adapt to the current environment. Mr. Himes stated that his goal with summer camps is not to break even, it is to make revenue for the Township, and cost for staff is based on a sliding scale according to how many kids sign up for camp.

Trustee Wolff asked about "Other Recreation Program Expenses." Mr. Himes stated that sometimes unexpected repairs, replacements, vendor classes, etc. come up. Trustee Wolff stated that if we can get credit card fees taken care of, that pays for these other expenses.

Chairperson Schulte asked Mr. Burdsall about paving Community Park and what the condition of it would be after 2026 if we were not to pave it. Mr. Burdsall stated that parts are in rough shape and has been sealed once already. Chairperson Schulte asked if we would eliminate the project to bring down the budget. Mr. Burdsall said that we could try to patch some areas to try to extend the life. Trustee Tracy asked Mr. Burdsall to look at that idea as a way to reduce the budget. Trustee Wolff offered an idea about doing the project in phases. Mr. Burdsall said he could get some numbers for those options and also stated that this could be pooled in with the Township Paving Project at a lower cost. Mr. Kelly stated that Mr. Braun is working on figuring out if we could use TIF funds for the project and if so, that would be brought to the Board for approval.

Trustee Wolff asked about the vehicle budget for the Police Department, and Chief Hirsch responded that the number was cut down to reflect the cost of two Police Explorers as opposed to

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

DECEMBER 16, 2025

20

the previously budgeted 4 Ford F-150s. Trustee Wolff suggested that the concept of the F-150 could potentially be looked at later on. Trustee Tracy asked about the truck the Police Department already has. Chief Hirsch stated the existing one is not pursuit rated, but that the Board had previously approved the purchase of an additional F-150, and when that arrives, he will mock that one up and use it as a test vehicle for patrol.

Trustee Wolff reiterated that we need to be very careful between wants and needs and our primary responsibility is to the taxpayers. Chief Hirsch explained that the addition of these vehicles would benefit both the Police Department and the community.

Regarding capital projects across the Township, Trustee Tracy stated all departments should prioritize them and look at delaying them if possible. However, he says he does not have further comments because the Department Heads and Administration do a great job managing the tax dollars of the residents.

The Board discussed whether they would approve the budget as-is, knowing that a few changes need to be made. Mr. Braun said that they could, and that any actual purchases would have to come before the Board, anyway. The budget will also be reviewed at least quarterly via Supplemental Appropriations.

AGENDA ITEM #7 — 2025 FINAL SUPPLEMENTAL APPROPRIATIONS (R2025-59)

Mrs. Flanigan introduced the final supplemental appropriations for 2025. The proposed supplemental appropriations are necessary to reconcile accounts for budgetary compliance for the year ending December 31, 2025. The aggregate effect of the final supplemental appropriations is to increase total appropriations by \$416,594.00. Additionally, there were some adjustments from personnel to non-personnel within funds, however, these had a net zero effect on the overall appropriations.

Trustee Tracy made a motion to adopt Resolution 2025-59, a Resolution to Amend Appropriations for current expenses and other expenditures of Miami Township, State of Ohio, during the fiscal year ending December 31, 2025 and dispensing with the second reading.

The motion was seconded by Trustee Wolff. All voted "AYE."

AGENDA ITEM #8 — 2026 ORIGINAL APPROPRIATIONS (R2025-60)

Mrs. Flanigan discussed the original appropriations for 2026. Following a Budget Work Session to review the draft 2026 Operating and Capital Budget held by the Board of Trustees on December 8, 2025 and additional direction over the past week, a resolution has been drafted which sets forth appropriations for the fiscal year ending December 31, 2026.

Trustee Wolff made a motion to adopt Resolution 2025-60, a Resolution to make appropriations for current expenses and other expenditures of Miami Township, State of Ohio, during the fiscal year ending December 31, 2026 and dispensing with the second reading.

The motion was seconded by Trustee Tracy. All voted "AYE."

AGENDA ITEM #9 — 2025 FINANCIAL STATEMENT PREPARATION

Mrs. Flanigan introduced a proposal from Bastin & Company, LLC to provide these services for the year ending December 31, 2025, at a cost not to exceed \$3,750.00. This includes an estimated 50 hours of work by their certified public accountants.

Trustee Tracy made a motion to authorize the Township Administrator to enter into a contract with Bastin & Company, LLC, for the preparation and filing of financial statements, with a cost not to exceed \$3,750.00.

RECORD OF PROCEEDINGS
MIAMI TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800.325.8094 FORM NO 10148

Held DECEMBER 16, 2025 _____ 20_____

The motion was seconded by Trustee Wolff. All voted "AYE."

AGENDA ITEM #10 — 2026 VOLUNTEER FIREFIGHTERS DEPENDENTS FUND

The fire department requests approval for Chief Jetter, on behalf of Fiscal Officer Eric Ferry, to update the assessed property valuation for the 2025 tax year and to update the Miami Township representatives serving on the Volunteer Firefighters' Dependents Fund (VFDF) Board through the State Fire Marshal's Community Funding Portal.

Miami Township is required under ORC Chapter 146 to participate in the VFDF and currently has two volunteer members on the roster. The existing VFDF Board representatives, Daniel Cayse, Simon Higgonbotham, James Whitworth, Steve Kelly, and Dave Jetter, are recommended to continue serving for 2026.

VFDF has transitioned from paper forms to an online-only reporting process, requiring the Township to complete annual valuation and membership updates directly in the portal. This certification verifies the Township's assessed valuation and ensures compliance with VFDF requirements, thereby maintaining continued support for the dependents of volunteer firefighters in cases of injury or death.

Trustee Wolff made a motion to authorize Chief Jetter to update the assessed property valuation for the 2025 tax year and to update the Miami Township representatives serving on the Volunteer Firefighters' Dependents Fund (VFDF) Board through the State Fire Marshal's Community Funding Portal, on behalf of Fiscal Officer Eric Ferry.

AGENDA ITEM #11 — 2026 TRUSTEE COMPENSATION (R2025-61)

According to Mr. Kelly, the compensation of the Township Trustees and Fiscal Officer shall be the maximum compensation permitted per the Ohio Revised Code and the compensation of the Township Trustees and Fiscal Officer shall be an annual salary to be paid in equal monthly payments.

Trustee Tracy made a motion to adopt Resolution 2025-61, a resolution authorizing the compensation of the Township Trustees and Township Fiscal Officer for 2026 and dispensing with the second reading.

The motion was seconded by Trustee Wolff. All voted "AYE."

AGENDA ITEM #12 — 2026 TRUSTEE TRAVEL (R2025-62)

Trustee Wolff made a motion to adopt Resolution 2025-62; a resolution approving travel expenses for Township Trustees and Township Fiscal Officer and dispensing with the second reading.

The motion was seconded by Trustee Tracy. All voted "AYE."

AGENDA ITEM #13 — 2026 REORGANIZATION OF THE BOARD

Mr. Kelly stated that the Board of Trustees must vote for and nominate its officers for the 2025 calendar year.

Chairperson Schulte made a motion to elect Ken Tracy as Chairperson, Trustee Wolff as Vice Chair, and Mark Schulte as Trustee.

The motion was seconded by Trustee Wolff. All voted "AYE."

AGENDA ITEM #14 — 2026 TRUSTEE MEETING CALENDAR

Mr. Kelly presented the proposed 2026 Trustee Meeting Schedule.

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held DECEMBER 16, 2025 20

Trustee Tracy made a motion to adopt the proposed 2026 Board of Trustees Meeting Schedule as outlined, with the exception of November 09, 2026, which will start at 6:00 p.m.

The motion was seconded by Trustee Wolff. All voted "AYE."

ADDITIONAL

None.

PUBLIC COMMENT

None.

EXECUTIVE SESSION

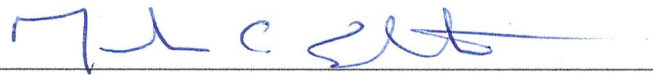
Trustee Tracy made a motion to enter Executive Session pursuant to Ohio Revised Code Section 121.22(G)(1) to consider the employment and compensation of a public employee. The motion was seconded by Trustee Wolff. Upon roll call, all voted "AYE."

The trustees came out of Executive Session at 9:30 p.m. and resumed normal session.

The meeting was adjourned at 9:31 p.m. on December 16, 2025.

ATTEST:


Eric C. Ferry, Fiscal Officer


Mark Schulte, Chairperson