

RECORD OF PROCEEDINGS
MIAMI TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800.325.8094 FORM NO 10148

Held _____

JUNE 22, 2021

_____20_____

The Miami Township Board of Trustees met in a regular session on Tuesday, June 22, 2021 at 7:00 PM at the Miami Township Civic Center, 6101 Meijer Drive, Miami Township, Ohio 45150. Trustee Wolff called the meeting to order and led the Pledge of Allegiance. The invocation was given. Ms. Wolff took a moment to express condolences to the family of recently passed Maintenance Worker Gary Frank.

Mr. Ferry called the roll. Attending were Mary Makley Wolff, Karl Schultz, and Ken Tracy.

Mr. Tracy made a motion to approve the minutes of the May 18, 2021 Trustee Business Meeting and June 7, 2021 Special Trustee Meeting, seconded Mr. Schultz with all voting "AYE".

Correspondence: Mr. Ferry advised of one liquor permit for Loveland Convenience LLC, 367 Bridge Street and reported there were no objections from the Police Department. No hearing was requested.

Special Presentations: Dan Cox, Great Oaks Director of Business Operations and Dwayne Boso of MSA Design made a presentation to the Board that provided an overview and information about the Live Oaks Career Campus Renovation Project.

Fire Department Chief Kelly presented Brent Johnson for promotion to Station Lieutenant. Mr. Johnson's family was in attendance. Acting Law Director Levine conducted the oath of office and Johnson's wife Kim took part in the pinning of badge ceremony.

Next, Chief Kelly presented three new full-time Firefighter/Medics, Kimberly Ifcic, Adeline Kieren, and Dominic King, as new hires for the Miami Township Fire/EMS Department. Acting Law Director Levin conducted the oath of office. Family members in attendance participated in the pinning of badges ceremony.

Public Hearing: Ms. Wolff opened the public hearing for the 2022 Preliminary Tax Budget. Mr. Wright advised that as required by the Ohio Revised Code that every local jurisdiction in the State of Ohio adopts a tax budget for the upcoming budget year by July 15th. He reported that an estimate of all anticipated revenues for 2022 were prepared along with the exact figures from the previous two years' expenditures.

Mr. Wright advised the preliminary budget was prepared in a very conservative manner. He highlighted that in 2021, an amount of \$350,000 was transferred from the General Fund to the Parks and Recreation Fund as a buffer. He contrasted that the 2004 parks levy of 1.5 mils does not increase as property values rise. The Fire & EMS Safer Grant was a three-year partial grant the Township received for the nine new positions that were added and those funds have now phased out.

Mr. Wright shared the safety levy fund projections are still favorable through 2025. He stated that would exceed 10 years on the safety fund that was passed by voters in 2015. He also reviewed there was a one-time offset of expenditures in the federal CARES Act funds received.

Ms. Wolff shared news that the House of Representatives is now reviewing the American Rescue Plan federal funding that previously excluded Townships and was pleased to share that the legislation has been changed to include eligibility of Townships by population.

Ms. Wolff opened public comment. There were none received, or persons present to speak.

Mr. Tracy made a motion to close the public hearing portion of the 2022 Preliminary Tax Budget hearing, seconded by Mr. Schultz with all voting "AYE".

Mr. Schultz made a motion to approve the 2022 Preliminary Tax Budget and authorize the Township Administrator to submit to the Clermont County Auditor, seconded by Mr. Tracy with all voting "AYE".

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Department Reports: A representative of each department presented a report of activities during the month of May 2021.

Old Business: None.

New Business: Mr. Tracy made a motion to pay the bills of the Township: with 186 checks numbered 139453 to 139638, and 24 electronic checks numbered 2090 to 2113 for the total amount of \$987,829.61 plus payroll and payroll taxes for the check dates 5/21/2021 in the amount of \$295,247.78 and 6/4/2021 in the amount of \$303,702.60, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$30,740.92.

Mr. Schultz made a motion to adopt Resolution 2021-21 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$30,740.92 and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised of a recommendation from he and Chief Kelly to promote Firefighter/Paramedic Brent Johnson to Station Lieutenant, effective July 11, 2021, with a new hourly rate of \$33.70 and one year probationary period. It was noted this was a position that became vacant when Jim Petry was promoted into the Community Paramedicine Coordinator role.

Mr. Tracy made a motion to promote Firefighter/Paramedic Brent Johnson to Station Lieutenant effective July 11, 2021, with an hourly rate of \$33.70 and a one-year probationary period, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the three new members hired this evening into the Firefighter/Medic positions were Dominic King with a starting hourly rate of \$27.67 effective July 12, 2021; Firefighter/Medic Adeline Kieren effective July 13, 2021 with a starting hourly rate of \$23.63; and Firefighter/Medic Kimberly Ifcic effective July 14, 2021 with a starting hourly rate of \$23.63.

Mr. Schultz made a motion to grant final offers of full-time employment for the position of Firefighter/Paramedic, including a one-year probation period, to Kimberly Ifcic effective July 14, 2021 with a starting hourly rate of \$23.63; Dominic King effective July 12, 2021, with a starting hourly rate of \$27.67; and Adeline Kieren effective July 13, 2021, with a starting hourly rate of \$23.63, seconded by Mr. Tracy with all voting "AYE". Mr. Tracy discussed the difference in starting hourly rates with Chief Kelly which were reflective of the lateral entry policy and years of service.

Mr. Wright advised the Fire Department has also requested a final offer of seasonal employment as a Hydrant Maintenance Technician to Luke LaSelle with an hourly rate of \$12.00 pending successful completion of a physical exam.

Mr. Tracy made a motion to grant a final offer of seasonal employment as Hydrant Maintenance Technician to Luke LaSelle with an hourly rate of \$12.00 per hour pending successful completion of a physical exam, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the need to accept the resignation of volunteer Firefighter/Medic Perry Fisher effective May 26, 2021, part-time Firefighter/Medic Andrew Rice effective July 1, 2021, and Firefighter/Medic Jeremy Shiflett effective June 3, 2021.

Mr. Schultz made a motion to accept the resignations of Perry Fisher effective May 26, 2021, Andrew Rice effective July 1, 2021 and Jeremy Shiflett effective June 3, 2021, seconded by Mr. Tracy with all voting "AYE".

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Mr. Wright advised the Service Department is requesting an offer of conditional employment for the position of part-time Maintenance Worker be granted to John Prince III and Allen Feiss pending successful completion of the remainder of the hiring process, with a start date of June 23, 2021.

Mr. Tracy made a motion to grant a conditional offer of part-time employment as a Maintenance Worker to John Prince III and Allen Feiss upon successful completion of the hiring process with a starting hourly rate of \$12.61 effective June 23, 2021, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised he and Mrs. Thibodeau are requesting part-time conditional employment be granted to Julia Keeney for the position of Receptionist-Reservationist effective June 23, 2021 with a starting hourly rate of \$14.00.

Mr. Schultz made a motion to grant conditional part-time employment to Julia Keeney as Receptionist-Reservationist with a starting hourly rate of \$14.00 effective June 23, 2021, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that as was discussed for the capital budget a request is being made from the Fire Department to replace a 2009 Chevy Tahoe (Car 4). The vehicle has about 127,000 miles on it and used daily by the Fire Department shift supervisor. He reported there was a recent repair bill of \$5,000 that prompted a replacement decision for the 13-year-old vehicle. Mr. Wright advised a replacement 2021 Chevy Tahoe was quoted through the State of Ohio competitive purchasing program and local vendors. The state program was the lowest in the amount of \$39,930 from Byers Auto Group in Gove City. A local vendor, Vivid Wraps, would be utilized for the vehicle outfitting at a cost of \$3,000.

Mr. Schultz made a motion to purchase a 2021 Chevrolet Tahoe from Byers Auto Group at a cost of \$39,930 and vehicle outfitting in the amount not to exceed \$3,000 through Vivid Wraps, seconded by Mr. Tracy with all voting "AYE". Mr. Tracy inquired about the plan for the 2009 Chevy Tahoe and Chief Kelly reported the vehicle would next track to auction via GovDeals.

Mr. Wright advised the Zoning Commission recently recommended approval of a major amendment to a residential PUD (Planning Unit Development) for the Todd family property on Wards Corner Road. The proposed is a single-family subdivision. To comply with the Ohio Revised Code requirements for notification of a public hearing, Mr. Elliff has recommended that the Board hold a hearing on Tuesday, July 13, 2021 at 7 p.m.

The Board held discussion on available dates to hold the hearing.

Mr. Tracy made a motion to set a special Board of Trustees meeting for Monday, July 12, 2021 at 7 p.m. to hear Zoning Case 580 and any other business that may come before the Board, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that for the past several years the Board has decided to contract annually with a separate contractor for asphalt rejuvenation. He stated this was the additive and noted after Jurgensen completes the annual grinding and paving of the 11 miles of Township streets, we will then have Pavement Technologies come back and place an additive on the freshly laid asphalt to receive several additional years of life from the streets. This year's volume equates to just under 206,000 square yards. The state bid program was utilized and the cost for this year would be \$191,549 for the rejuvenation additive.

Mr. Schultz made a motion to award the project of application of asphalt rejuvenator to our 2021 resurfacing streets to Pavement Technologies at an estimated cost of \$191,549, seconded by Mr. Tracy with all voting "AYE". Mr. Tracy inquired about the timing of the paving program and Mr. Musselman provided it would begin mid to late July, contingent upon the concrete contractor finishing curb and gutter repair work.

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20

Mr. Wright advised that overall the departments have a reduction in 2021 for out of state travel, however, there is a request to send a long-tenured detective to an Advanced Shooting Reconstruction course in Pensacola, Florida. The total amount for travel, per diem, and registration fees is \$2,310.21 for the six days and Det. Davila will then train other officers.

Mr. Tracy made a motion to approve the out of Township Travel to send Detective Davila to attend the Advanced Shooting Reconstruction class in Pensacola, Florida October 31-November 5, 2021 at a cost not to exceed \$2,310.21, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Civic Center roof and building improvement projects were discussed during the December budget hearing and in March 2021 there was awarded an investigation and design component to Prodigy Building Solutions. Matt Direnzi with Prodigy is one of the engineers and designers who has been working on this project. Mr. Wright referenced the building was 49 years old and the project was more than a roof replacement. He described various complexities of the building and its related maintenance. Mr. Wright highlighted that in addition to the detailed report of the work and scope to be completed now, and in the future, Prodigy will prepare a manual for the building to assist in future maintenance. For 2021, three options are being proposed for the Board to consider with Option 3 being recommended.

Mr. Wright also reviewed an aerial photo of the roof sections of the Civic Center noting that all of the colored or highlighted sections would receive either full or partial replacement. It was noted that Matt Direnzi would be able to answer any technical questions on the work proposed.

Mr. Schultz commented that several areas of the roof have already received multiple patches and it was time.

Mr. Tracy made a motion to award the Civic Center Roof and Building Improvement Project to Prodigy Building Solutions, LLC in an amount not to exceed \$208,000, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that salt supply was utilized more in 2021 than the prior two seasons. He stated the Board does anticipate a full salt barn at the start of each season. He highlighted that the price received from Compass Minerals was lower than any other regional bids. The Township is able to order 3,000 tons of salt from Compass Minerals for a total amount of \$190,260.

Mr. Schultz made a motion to contract for 3,000 tons of road salt for the 2021-2022 winter season with Compass Minerals in the amount of \$190,260, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised there are three properties that staff has identified through notices and multiple visits where the condition of the property has not improved. There is a request to declare the properties nuisance cases to allow for contracting the improvements to the properties and place a lien for such expenses onto the properties to reimburse the Township.

Mr. Tracy made a motion to adopt Resolution 2021-22 Authorizing the Abatement, Control or Removal of Vegetation, Garbage, Rubbish, or Debris and Declaring an Emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that last November the Board discussed agreements related to the pylon sign at I-275 and SR 28. The proposed agreement for consideration is identical to the Board approved agreement a month ago for the Wings and Rings restaurant and would be for Mike's Car Wash. This would provide a panel on the pylon sign for the car wash with all related expenses being the responsibility of Mike's Car Wash. It was noted the license agreement was prepared by Law Director Braun identical to the Wings and Rings agreement. Mr. Wright stated both businesses are new to the TIF district in that area.

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Ms. Wolff commented on the discussions from November and the intended framework of criteria for which businesses could advertise on the pylon sign. She delineated between car washes and restaurants or other "destination" businesses where patrons spend a lot of time. She expressed concern for the limited available panels on the sign and her preference for discussion ahead of considering action on this item.

Discussion was held by the Board relative to the businesses located in the TIF district near the pylon sign, which ones might have interest in a panel for advertising, future businesses that may want a panel, tabling the topic, and legal questions exist surrounding these types of agreements. Acting Law Director Levine confirmed that legal questions regarding the agreement would be appropriate for executive session. Mr. Tracy suggested the item be a topic discussed in executive session at the next business meeting.

Mr. Wright advised of a proposal to purchase two additional aerators from Jones Fish for Miami Meadows lake in additional efforts to eliminate any algae blooms.

Mr. Schultz made a motion to purchase and install two Kasco ¾ HP 240 V aerators with Jones Fish for Miami Meadows Lake in the amount of \$3,712.60, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that the 49-year-old Civic Center building has all of its original windows. Several windows are in need of being removed for repairs to be completed and it is very difficult work. He described that the windows are several hundred pounds, dissimilar to residential windows, and over 10 feet in height. The land in the rear of the Civic Center building is cantilevered which means scaffolding must be brought in and assembled. It will take six persons to work on each of the windows. He noted it was difficult to find companies interested in bidding the work.

The Board held discussion on the types of repairs needed. Mr. Musselman reported failed seals will be replaced in this process and the original windowpane will be removed and then re-installed.

Mr. Schultz made a motion to contract with Ryan's All Glass for window repairs to the Civic Center at an estimated cost not to exceed \$44,925, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised of a proposal to add an additional School Resource Officer (SRO) to serve the five elementary schools in Miami Township that comprise the Milford Exempted School District. Identical to the existing SRO agreement that has been in place for the past two years, a 50% cost splitting would occur between the Township and the school district. He stated there would then be a total of three SROs within the Milford Exempted School District and a fourth one that serves the Live Oaks Campus. Mr. Wright stated the next step would then be to go through training the existing officer and conduct a hiring process to backfill the vacancy.

Mr. Tracy made a motion to authorize the Administrator to enter into a memorandum of understanding with the Milford Exempted Village School District for the sharing of expenses to have a total of three School Resource Officers at the eight Milford Exempted Village Schools located in Miami Township, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of proposed action to vacate paper streets which were right of way's dedicated several decades ago that contain tiny parcels that are impractical to be built upon. The lots also do not coordinate with the current zoning requirements. He reported this was part of a proposed subdivision that was heard and recommended for approval by the Zoning Commission and recently by the Board. The first of the multi-step process for the proposed subdivision would be to create larger lots than what exists today. If passed, the resolution is then sent on to the Clermont County Board of Commissioners for consideration. The vacation plats have been reviewed by Mr. Craig Risner who is the surveyor for the County Engineer's office which were found acceptable.

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20

Mr. Schultz made a motion to adopt Resolution 2021-23, a Resolution Supporting the Vacating of Johnston Ave, Branch, Miami, Armstrong, Clermont, McFee and Leonard Streets within Webber's Subdivision and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that once or twice a year all local governments have a need to make a supplement to the current year's budget. He reported there are four funds that are part of this; one is the FEMA Advance fund for the repayment of prior year advances to the General Fund for the SAFER grant. The second fund is the Lowe's TIF and the I-275 & Business 28 TIF was noted for necessary repairs where an uninsured driver did damage to the gateway area. The State Route 131 TIF has additional expenses and there has been an increase from revaluation. Mr. Wright summarized all were generally positive changes and then the final year to wrap up the SAFER grant funds received.

The Board held discussion regarding review of TIF funds with Fiscal Officer Ferry. Ms. Wolff expressed a preference to have adjustments brought forward in advance through the finance report prior to action being presented to the Board and to vet any new processes related to the fiscal health of the financials with the Board in advance of implementation.

Mr. Tracy made a motion to adopt Resolution 2021-24 a Resolution to Amend Appropriations for current expenses and other expenditures of Miami Township, State of Ohio, during the fiscal year ending December 31, 2021 and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Public Comment: Marvin Hudson, 5969 Pinto Place, requested an update on the Aldi grocery store development.

Planning & Zoning Administrator Brian Elliff reported that when the developer contracted with Aldi, the developer understood there was a certain amount of expenses that would be undertaken to make the property usable. He stated he has not heard a lot recently and the last update was that the project is still active but it is not clear if the developer calculated the expenses to make it feasible and that is his current understanding of the status.


Mr. Wright added that he had been speaking recently with the owner's representative to further explain potential ways for TIFs and existing adjacent TIFs to assist with allowable public improvements in a phased manner. The developer is aware and it is a negotiation between the Aldi company and the local property owners.

Executive Session: None.

With no further business to come before the Board the meeting was adjourned at 8:37 p.m.

ATTEST:


Eric C. Ferry, Fiscal Officer


Mary Makley Wolff, Chairperson