

## RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

April 19, 2022

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The Miami Township Board of Trustees met in a regular session on Tuesday, April 19, 2022, at 7:00 p.m. at the Miami Township Civic Center, 6101 Meijer Drive, Miami Township, Ohio 45150. Chairman Mark Schulte called the meeting to order and led the Pledge of Allegiance.

Mr. Ferry called the roll. Attending were Mark Schulte, Ken Tracy and Mary Makley Wolff.

Ms. Wolff made a motion to approve the minutes of the March 22, 2022 Trustee Business Meeting and April 11, 2022 Trustee Work Session, seconded by Mr. Tracy and the motion carried.

#### Correspondence

Memo from Ohio Division of Liquor Control, the Township has no objection to the transfer of a liquor license to Jay Durga, LLC.

#### Special Presentations:

Assistant Chief Mack introduced a Civilian Lifesaving Award Presentation. On March 1, 2022, Miami Township Fire & EMS units were dispatched to a reported cardiac arrest call. The patient's stepchildren realized their stepfather was not breathing and quickly took action. 17 year old Garrett Byram called 9-1-1 and then handed the phone to his sister, 15 year old Anderson Byram, so he could start CPR. Anderson relayed instructions from the 9-1-1 dispatchers to her brother while he continued to perform CPR until Fire & EMS units arrived. Their heroic actions, made more difficult by the fact that the patient was their own stepfather, were a critical link in the chain that led to a successful resuscitation of the patient, Greg Eubanks. Garrett, Anderson and Aaron Daulton from the Clermont County Communications Center were presented with Civilian Lifesaving Awards.

**Department Reports:** A representative of each department presented a report of activities during the month of March 2022.

**Old Business:** None.

**New Business:** Mr. Tracy made a motion to pay the bills of the Township with 287 checks numbered 141447 to 141733, and 43 electronic checks numbered 2422 to 2464 for the total amount of \$2,415,936.70 plus payroll and payroll taxes for the check dates 3/25/22 in the amount of \$292,645.90 and 4/8/2022 in the amount of \$294,882.38, seconded by Ms. Wolff and the motion carried.

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$47,381.12.

Ms. Wolff made a motion to adopt Resolution 2022-10 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$47,381.12 and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

#### Personnel

Mr. Tracy recommended that we hire Emily Asher to be our Director of Human Resources at an annual salary of \$90,000 and an effective date of May 23, 2022. Ms. Asher is a resident of the Township who is well-credentialed and will put her career in the human resources profession to great use here as an important member of our leadership team.

Mr. Tracy made a motion to grant an offer of full-time employment to Director of Human Resources, Emily Asher seconded by Ms. Wolff and the motion carried.

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Mr. Tracy made a motion to make a conditional offer of volunteer employment to Giovanni Silletti, and Richard Ruggieri effective May 1, 2022, seconded by Ms. Wolff and the motion carried.

Mr. Tracy made a motion to accept the resignation of volunteer EMT Stephen McClanahan effective April 12, 2022. Seconded by Ms. Wolff and the motion carried.

Mr. Tracy made a motion to make a conditional offer of part-time employment to Daniel Marelich and Russell Quisenberry pending the successful completion of the pre-hire process. Seconded by Ms. Wolff and the motion carried.

Mr. Tracy made a motion to accept the resignation of Kevin Woodruff from full-time police officer effective April 10, 2022, seconded by Ms. Wolff and the motion carried.

Mr. Tracy made a motion to accept the resignation of Clifford Ryan Boggs from full-time police officer effective April 14, 2022, seconded by Ms. Wolff and the motion carried.

Mr. Wright advised that a bid opening was conducted on April 7, 2022 at 2:00 pm for the 2022 Miami Township Resurfacing Project. Three bids were received with Barrett Paving submitting the lowest and best bid on both the base bid and the base plus alternates bid.

Ms. Wolff made a motion to contract with Barrett Paving to provide resurfacing of Township roadways and other incidental work as outlined in the project specifications for the base bid plus alternates in the amount of \$1,833,433.34, seconded by Mr. Tracy and the motion carried.

Mr. Wright advised that Mr. Musselman received two quotes for replacement of a storm pipe that runs under Arborcrest Drive. This pipe failure is also affecting a homeowner (on the inlet side) who needs to repair his front yard drainage system and it would be best performed in conjunction with our repair.

Mr. Tracy made a motion to contract with Richmond Excavating to provide installation of 60 lineal feet of 24" dual wall plastic pipe and restoration of pavement and turf areas in the amount of \$22,000, seconded by Ms. Wolff and the motion carried.

Mr. Wright advised that the Trustee Room and the stairway going from the main level to the lower-level needs flooring replacement. Upon Will Menz' suggestion for the Trustee Room flooring Ms. Thibodeau obtained bids for carpet rather than engineered flooring since it's more conducive for sound when taping the meetings.

Ms. Thibodeau obtained three bids for this work to be done and is recommending McSwain Carpets & Floors to do the job. Their bid came in slightly higher, but that is because they highly recommend skimming the floor prior to laying new carpet. There is a wet residue which is glue that is under the carpet surface that has broken down over the years and needs to be removed prior to laying new carpeting down. When we were looking at replacing areas with some existing carpet tiles it was very wet when we pulled up certain areas. Two of the three vendors suggested this be done: Hometown Flooring and McSwain.

Ms. Wolff made a motion to enter into a contract with McSwain Carpets & Floors for replacement carpet and flooring in the Trustee room and the stairway going from the main level to the lower level in an amount not to exceed \$8,557, seconded by Mr. Tracy and the motion carried.

Mr. Wright noted that at the recent Work Session Mr. Elliff presented evidence, including photographs, of some properties that are in violation of the Township's Property Maintenance Code. If these properties are declared a public nuisance and abated, the Township may place a lien on the property so the costs are eventually recouped when the property taxes are collected by the Clermont County Auditor's Office.

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Mr. Tracy made a motion to adopt Resolution 2022-11 Authorizing the Abatement, Control or Removal of Vegetation, Garbage, Rubbish, or Debris and Declaring an Emergency, seconded by Ms. Wolff and the motion carried.

Mr. Wright and Chief Kelly are requesting final approval to move forward with the purchase of a new ambulance through Horton Emergency Vehicles as we have previously discussed with the Board. Horton was selected based on the quotes that were received and their ability to be responsive and competitive with their pricing. The current price quote is \$324,000 based on our specifications.

Ms. Wolff made a motion to approve the purchase of a new ambulance from Horton Emergency Vehicles in an amount not to exceed \$324,000, seconded by Mr. Tracy and the motion carried.

Mr. Wright and Chief Kelly are asking as part of the Fire Department existing records retention policy and due to current storage concerns related to various hardcopy records that we currently have in our Fire and EMS Department inventory for the ability to electronically scan and store our existing records. A few other Township departments have done this over the last few years with great success and have realized the efficiency that can be experienced by having existing paper records scanned and ready for easy access and reference. We have budgeted for these services as part of our 2022 operating costs.

Mr. Tracy made a motion to contract with Strategic Solutions for document scanning services at a cost not to exceed \$29,920 to be distributed over a three-year period at a cost of \$9,973.34 annually, seconded by Ms. Wolff and the motion carried.

Mr. Wright and Chief Kelly are requesting approval to move forward with remodeling the kitchen at Station 28 as part of annual station improvement projects. This project was planned as part of our capital expenses for 2022. The existing kitchen at Station 28 is original to the building, which is 30 years old at this point, and parts of the existing countertop are failing. A serving island was added about 15 years ago but is also showing its age. We intend to use some internal employees with basic construction knowledge to perform the tear out of the existing kitchen and then assist with preparing it for the installation of the new cabinetry and countertops to assist with cost savings.

Ms. Wolff made a motion to contract with K&S Kitchens for the remodeling of the kitchen at Station 28 at a cost not to exceed \$6,555.00, seconded by Mr. Tracy and the motion carried.

Mr. Wright and Chief Kelly are requesting approval to enter into a contract with a training company to assist us with training our Aerial Driver Operators (ADOs) on the unique functions of our new ladder truck that will be delivered shortly. This truck will be completely new and unique to us since we have previously utilized a dual-axle tower ladder in our fleet. The change to a single-axle "straight stick" ladder truck is very different and requires us to ensure that our ADOs are fully aware of the differences and able to operate the new truck with success as soon as it is placed into service.

Mr. Tracy made a motion to contract with Citizens First Fire Training to provide training for Aerial Driver Operators on the unique functions of the new ladder truck at a cost not to exceed \$5,500.00, seconded by Ms. Wolff and the motion carried.

Mr. Wright and Chief Kelly are requesting approval to renew our EMS billing agreement with Medicount Management, Inc. for another four (4) year term that would begin in June of this year. As you recall, we are one of the very first EMS billing service customers that Medicount worked with when EMS billing first became standard practice in Ohio many years ago. Over that time, they have done a wonderful job of working with us to ensure that our EMS billing practices remain up-to-date and current with regard to the ever-changing

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Minulandscape of healthcare services and the associated regulations. Their annual fee will remain at 6.75% for the next four-year term. Meeting

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Ms. Wolff made a motion to approve a renewal contract for EMS billing with Medicount Management Inc. for another four-year term to begin in June 2022 at an annual fee of 6.75%, seconded by Mr. Tracy and the motion carried.

Mr. Wright advised that at the March 14<sup>th</sup> work session, the Board passed a motion to authorize him to sign a Natural Gas Aggregation Agreement with AEP Energy, Inc. at a rate not to exceed \$0.56 per ccf for a 24-month term commencing in June of 2022. The Board took this action because our three-year agreement with our current supplier will end in June.

At that meeting Mr. Rich Surace, the COO of Energy Alliances, our aggregating consultant, spoke about increased volatility in the natural gas and all energy markets. As was communicated to the Board earlier this month, in the days after our authorization was granted to enter into a contract with AEP Energy the price per ccf increased dramatically over the \$0.56 price and has not lowered yet. The unseasonably cold spring temperatures and the increased geopolitical issues in Europe have largely led to the current sharp increase. He has explored our options with Energy Alliances and the best strategy is to send our residents in the aggregation program back temporarily in July to the Duke retail rates and preserve the ability for us to enter into a new agreement with an alternative supplier provided the aggregation rate is below the current Duke Energy Ohio Gas Cost Recovery rate at the time of execution as soon as possible at a better pricing for the fall months.

Our residents will continue to be at a lower rate currently and through June than the Duke retail rate and this will give us the flexibility to lock in prices when terms are better and we will like shave a few pennies before the winter usage increases.

Mr. Tracy made a motion to authorize the Township Administrator to sign a Natural Gas Aggregation Agreement with a natural gas supplier recommended by Energy Alliances, Inc., provided that the accepted aggregation rate is below the current Duke Energy Ohio Gas Cost Recovery rate at the time of execution for a period not to exceed 24 months from the start of the program, seconded by Ms. Wolff and the motion carried.

Mr. Wright advised that the Police and Administration Departments have requested permission to dispose of surplus equipment that is no longer of value to their operations. They intend to dispose of these items by internet auction on GovDeals or dispose of them appropriately if there are no winning bidders. Items that are broken or have no value will be recycled or disposed of properly.

Ms. Wolff made a motion to adopt Resolution 2022-12 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 dispensing with the second reading, seconded by Mr. Tracy and the motion carried.

**Public Comments:** There were no public comments.

With no further business to come before the Board the meeting was adjourned at 7:55 p.m.

ATTEST:

  
Eric C. Ferry, Fiscal Officer

  
Mark C. Schulte, Chairperson