

MIAMI TOWNSHIP BOARD OF TRUSTEES

DECEMBER 20, 2016

The Miami Township Board of Trustees met in regular session on Tuesday, December 20, 2016 at 7:00 PM. Trustee Karl Schultz called the meeting to order and led the Pledge of Allegiance. The invocation was given by Ken Tracy. Mr. Ferry called the roll. Attending were Trustees Karl Schultz, Ken Tracy and Mary Makley Wolff. Ms. Wolff made a motion to approve the minutes of the November 15, 2016 business meeting and the December 12, 2016 budget hearing / work session, seconded by Mr. Tracy with all voting "AYE"

Correspondence: Mr. Ferry noted they received a letter and resolutions from the county Commissioners regarding vacating part of Old State Route 28. Mr. Ferry noted they received a liquor permit for Time Saver Mini Mart, 1141 St. Rt. 131 and there are no objections.

A street lighting district public hearing for Pine Bluffs Section 1B and 1C was opened and Mr. Wright noted the legal notice was advertised. Mr. Wright noted Pine Bluffs is a growing subdivision and each section will have a lighting district and most of the lots are owned by the developer. The lots that are privately owned have signed a paper noting they have no objections to the lighting district. Section 1B will have a total of 12 lots and each lot will be assessed \$24.00 per lot annually and Section 1C will have a total of 14 lots and each lot will be assessed \$12.00 per lot annually. The hearing was opened for public comment and there were no comments. Mr. Wright noted the resolutions for these two lighting district will be approved during the new business portion of the business meeting.

Special Personnel: Chief Madsen is recommending the Board grant final employment to John Gratsch for the position of full time police officer with an eighteen month probationary period, at a starting pay rate of \$27.93 per hour with a starting date of January 3, 2017.

Mr. Tracy made a motion to grant final employment to John Gratsch for the position of full time police officer with an eighteen month probationary period, at a starting pay rate of \$27.93 per hour with a starting date of January 3, 2017, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright recommended the Board accept the resignation of part-time FF/Medic Chris Meador from his position effective December 31, 2016.

Mr. Tracy made a motion to accept the resignation of part-time FF/Medic Chris Meador from his position effective December 31, 2016, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright recommended the Board grant conditional offer of employment as a Volunteer EMT-Paramedic to Christopher Hilton.

Ms. Wolff made a motion to grant a conditional offer of employment to Christopher Hilton as a Volunteer EMS-Paramedic, seconded by Mr. Tracy with all voting "AYE".

Proclamations and Special Presentations: Chief Madsen asked the Board, Law Director, John Gratsch and his family to come forward. Chief Madsen gave some background on John Gratsch and stated the department is pleased to have him. Law Director, Joe Braun, administered the Oath of Office. Assistant Chief Mills presented Badge #16 for Ms. Booth, John Gratsch's girlfriend, for her to pin on his uniform.

Department Reports: A representative of each department presented a report of activities during the month of November 2016.

Community Development	Mr. Uckotter
Finance	Mr. Ferry
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Wilson
Service	Mr. Musselman
Administration	Mr. Wright

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Ms. Wolff noted she received information on one of Miami Township's Police Officers, Annie Morgan. Ms. Wolff stated the person contacted her to let her know that Officer Morgan went above and beyond the call of duty when she saw a young person waiting for the bus, on a cold morning, without the proper outer-ware. Officer Morgan had the child sit in her cruiser until the bus came and then later took a coat, hat and gloves to the school for the child. Ms. Wolff stated this is the caliber of people we have working for Miami Township.

Old Business: None

New Business: Mr. Tracy made a motion to pay the bills of the Township with 439 checks numbered 125903 - 126342 and 13 electronic checks numbered 857 - 870 for the total amount of \$2,168,131.01 plus payroll and payroll taxes for the week of 11/19/2016 in the amount of \$388,489.08 and payroll and payroll taxes for the week of 12/03/2016 in the amount of \$586,517.38, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate for payment of various expenditures totaling \$63,311.11.

Ms. Wolff made a motion to adopt **Resolution 2016-79** authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$63,311.11 and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised when a population of the Township reaches or exceeds 40,000 persons it earns a seat on the Ohio Kentucky Indiana Regional Council of Governments Board of Directors. According to the 2010 Census the population of Miami Township was 40,848. Trustee Schultz has been our representative for several years and Mr. Wright is recommending the Board re-appoint Trustee Karl Schultz to be our representative.

Mr. Tracy made a motion to re-appoint Karl Schultz as the Miami Township representative to the Ohio Kentucky Indiana Regional Council of Governments Board of Directors, seconded by Ms. Wolff with all voting "AYE". Mr. Tracy thanked Mr. Schultz for his many hours and dedication to the OKI Board.

Mr. Wright advised that at the end of each year the Board appoints two Township representatives to the Volunteer Fire Fighter's Dependents Fund Board. Historically the Township Administrator and the Fire Chief have been appointed and is recommending the Board re-appoint he and Chief Kelly to this Board.

Ms. Wolff made a motion to appoint Jeff Wright, Township Administrator, and Steve Kelly, Township Fire Chief to the volunteer Fire Fighter's Dependents Fund Board, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that the Loveland Symmes Fire Department has submitted a renewal contract for fire and EMS service to the O'Bannonville area. The only change from the previous contract is that the length of the contract has been reduced from two years to one year. The cost remains the same as \$8,000.00 for one year.

Mr. Tracy made a motion to enter into a one year contract with the Loveland Symmes Fire Department in a amount not to exceed \$8,000.00 and authorize the Township Administrator to execute the contract on behalf of the Board, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the township and the Fraternal Order of Police – Police Officers Unit have come to an agreement on their 2017-2019 Collective Bargaining Agreement. Mr. Wright thanked the department representatives for a professional and amicable negotiation. Mr. Wright is recommending the Board approve the Collective Bargaining Agreement

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between the Miami Township Board of Trustees and the Fraternal Order of Police effective January 1, 2017 through December 31, 2019.

Ms. Wolff made a motion to approve the Collective Bargaining Agreement between the Miami Township Board of Trustees and the Fraternal Order of Police effective January 1, 2017 through December 31, 2019, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised of the need to amend the 2016 Township Appropriations. Due to increases or decreases in revenue or expenditures in certain funds it is necessary to amend the approved 2016 appropriations to match the actual revenues and expenditures. Mr. Wright is recommending the Board adopt Resolution 2016-80.

Mr. Tracy made a motion to Adopt Resolution 2016-80 a resolution amending the Township's 2016 appropriations and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright stated he and staff are pleased to present the Miami Township 2017 Budget. The Budget hearing was held on Monday, December 12, 2016 to discuss the 2017 budget. Mr. Wright is recommending the Board adopt Resolution 2016-81 a resolution adopting the 2017 Budget summary and Narrative.

Ms. Wolff made a motion to adopt Resolution 2016-81 a resolution adopting the Miami Township 2017 appropriations and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised of five (5) resolutions for street lighting districts. The first three are renewals for Reserves of Greycliffs, resolution 2016-82; Town Scapes, resolution 2016-83 and Weber Woods, resolution 2016-84.

Mr. Tracy made a motion to adopt **Resolution 2016-82** a resolution providing for the procurement of a street lighting system, dispensing with the second reading and declaring an emergency for Reserves of Greycliffs, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to adopt **Resolution 2016-83** a resolution providing for the procurement of a street lighting system, dispensing with the second reading and declaring an emergency for Town Scapes, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to adopt **Resolution 2016-84** a resolution providing for the procurement of a street lighting system, dispensing with the second reading and declaring an emergency for Weber Woods, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the next two are for the two new street lighting districts the Board held a public hearing for this evening, Pine Bluffs Section 1B, resolution 2016-85 and Pine Bluffs Section 1C, resolution 2016-86.

Ms. Wolff made a motion to adopt **Resolution 2016-85** a resolution providing for the procurement of a street lighting system for Pine Bluffs Section 1B, dispensing with the second reading and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Ms. Wolff made a motion to adopt **Resolution 2016-86** a resolution providing for the procurement of a street lighting system for Pine Bluffs Section 1C, dispensing with the second reading and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Fiscal Office is requesting that the Board adopt a resolution that will permit the Township to collect advance taxes in 2017. We have followed this practice for many years.

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Mr. Tracy made a motion to adopt **Resolution 2016-87** a resolution requesting advance of Taxes Collected and dispensing the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Board needs to adopt a resolution authorizing the travel expenses for the Board of Trustees and Fiscal Officer as they are required to attend various out of Township conferences, meetings and training programs that are necessary in the performance of their Township duties and responsibilities.

Ms. Wolff made a motion to adopt **Resolution 2016-88** a resolution approving travel expenses for Township Trustees and Township Fiscal Officer and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Board needs to adopt a resolution authorizing the compensation of each member of the board of Trustees and Fiscal Officer. The compensation shall be the maximum compensation permitted per the Ohio Revised Code and compensation shall be an annual salary to be paid in equal monthly payments.

Mr. Tracy made a motion to adopt **Resolution 2016-89** a resolution authorizing the compensation of the Township Trustees and Township Fiscal Officer and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised at the end of each year the Board of Trustees sets the pay rates for all employees for the following year. The Four collective bargaining units, the rates of pay are previously established by approved contracts. For the non-bargaining employees the rate is generally a 2.0% increase to align with the increases in the collective bargaining units.

Ms. Wolff made a motion to adopt **Resolution 2016-90** a resolution providing for compensation of Township employees effective with the first pay period of 2017 and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Fire/EMS Department is requesting permission to dispose of 34 sections of fire hose that did not pass the service testing, a hose tester and one laptop all to be disposed of by auction.

Mr. Tracy made a motion to adopt **Resolution 2016-91** a resolution authorizing the disposal of surplus property and authorizing the sale, discard or salvage of certain unneeded or obsolescent personal property no longer necessary for Township use pursuant to Section 505.10 of the Ohio Revised Code and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised there is a need for the Board to appoint one member to each of the Zoning Boards. He is recommending the Board appoint Victoria Miller to be a regular Board of Zoning Appeals member for the term of January 1, 2017 through December 31, 2021. Mr. Wright is also recommending the Board appoint Jeff Baumgarth to a regular Board member of the Rural Zoning Commission. Mr. Elliff will bring a nominee for the alternate member for the Rural Zoning Commission at the Trustees meeting in January.

Ms. Wolff made a motion to appoint Victoria Miller as a regular member of the Board of Zoning Appeals with a term beginning January 1, 2017 through December 31, 2021 and to appoint Jeff Baumgarth as a regular member to the Rural Zoning Commission with a term beginning January 1, 2017 through December 31, 2021, seconded by Mr. Tracy with all voting "AYE".

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Mr. Wright advised the Board needs to elect officers for 2017 and to set its meeting schedule for 2017. Mr. Wright is recommending the Board adopt the following 2017 meeting schedule: Trustee Work Session the second Monday of each month at 8:30 a.m. except for August and October, which will be the first Monday. (In August Monday the 14th is the day before the 3rd Tuesday and in October the 9th is Columbus Day) and the Trustee Business meeting the third Tuesday of each month at 7:00 p.m.

Ms. Wolff nominated Ken Tracy to be Chair for the Board of Trustees for 2017 and Mr. Tracy nominated Mary Wolff to be Vice Chair for the Board of Trustees for 2017. Nominations closed and all voted "AYE".

Public Comment: None

Executive Session: Mr. Tracy made a motion to go into executive session to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance which is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to come out of executive session, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to accept the dates for the work sessions and Trustee business meetings as proposed, seconded by Ms. Wolff with all voting "AYE".

With no further business to come before the Board the meeting was adjourned at 8:10 p.m.

ATTEST: _____
Eric C. Ferry, Fiscal Officer

Karl Schultz, Chairperson