

MIAMI TOWNSHIP BOARD OF TRUSTEES

JANUARY 19, 2016

The Miami Township Board of Trustees met in regular session on Tuesday, January 19, 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. Fiscal Officer Mr. Ferry called the roll. Attending were Trustees Ken Tracy, Mary Makley Wolff and Karl Schultz. Mr. Tracy made a motion to approve the minutes of the December 14, 2015 work session, December 15, 2015 business meeting, December 22, 2015 special meeting and the January 11, 2016 work session, seconded by Ms. Wolff with all voting "AYE".

Correspondence: None

Special Personnel Actions: Ms. Wolff made a motion to promote Keith Bullock to the position of Police Sergeant, with a twelve month probationary period, at a starting pay rate of \$38.32 per hour with a starting date of February 14, 2016, seconded by Mr. Tracy with all voting "AYE".

Ms. Wolff made a motion to grant final employment to Kevin Rogers for the position of Police Officer, with an eighteen month probationary period, at a starting pay rate of \$27.93 per hour with a starting date of January 25, 2016, seconded by Mr. Tracy with all voting "AYE"

Proclamations and Special Presentations: Chief Madsen asked Officer Keith Bullock, his wife and children to come forward. Chief Madsen gave background information on Keith Bullock noting he has been a Miami Township Police Officer since September 1, 1997. Chief Madsen asked the Trustees, Fiscal Officer and asked Law Director, Joe Braun, to administer the Oath of Office. Sgt. Bullock's daughter pinned the Sergeants badge, number 81, on Sgt. Bullock.

Chief Madsen asked Kevin Rogers, his wife and his family to come forward. Chief Madsen gave background information on Kevin Rogers and noted Kevin's father, Steve Rogers, is a retired Captain from Miami Township Police Department. Law Director, Joe Braun, administered the Oath of Office to Kevin Rogers. Kevin Rogers was pinned with Badge number 34.

Department Reports: A representative of each department presented a report of activities during the month of December 2015

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

Old Business: None

New Business: Mr. Tracy made a motion to pay the bills of the Township with 211 checks numbered 122922 - 123133 and 19 electronic checks numbered 687 - 706 for the total amount of \$1,354,593.23 plus payroll and payroll taxes for the week of 12/19/2015 in the amount of \$371,731.36 and payroll and payroll taxes for the week of 01/02/2016 in the amount of \$434,241.43, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$82,264.49.

Ms. Wolff made a motion to adopt **Resolution 2016-01** authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$82,264.49, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright recommended the following Police Department personnel actions: to reclassify Officer Holly Young from a part-time Police Officer to a full time Police Officer, with an eighteen month probationary period, at a starting pay rate of \$34.93 per hour and a start date of January 20, 2016.

Ms. Wolff moved to approve this Police Department personnel action, seconded by Mr. Tracy with all voting "AYE".

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Mr. Wright recommended the Board remove Officer Shane Thompson from probation effective January 16, 2016 with a pay rate of \$34.93 per hour.

Mr. Tracy moved to approve this Police Department personnel action, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright recommended the Board add a category for part time Recreation Department employee Beth Veite for a Special Event Rate of \$15.00 per hour effective January 29, 2016.

Mr. Tracy moved to approve this Recreation Department personnel action, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright recommended the Board terminate the employment of the following employees: Cathy DeDiemar from the Police Department effective December 31, 2015 and in the Recreation Department, Wendy Caton, Sara Fatute, Tyler Hutson, Liz Knueven and Tessa Lynn Wiedmann all effective December 31, 2015.

Ms. Wolff moved to approve this Police Department and Recreation Department personnel actions, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Police Department explained their five year vehicle replacement schedule, at the January work session, noting they had budgeted to replace three (3) in 2016. Mr. Wright is recommending the Trustees approve the purchase of three (3) Ford police Interceptor vehicles along with the listed equipment necessary for Police operations.

Ms. Wolff made a motion to approve the purchase of three (3) Ford police Interceptor vehicles along with the listed equipment necessary for Police operations, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright explained the Fire/EMS Department is requesting to replace their eight year old printer/copier/scanner/fax machine at Station 26. The new machine will be billed at \$180.00 per month for 60 months and a maintenance agreement is also part of this lease agreement and will range between \$75 - \$100 per month depending on the use. This was a budgeted item for 2016.

Mr. Tracy made a motion to approve the 60 month lease agreement with Millennium Business System for a printer/copier/scanner/fax machine for Station 26, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Board that the Fire/EMS Department is in possession of miscellaneous surplus equipment that is no longer necessary for their operation or is obsolete. Mr. Wright is recommending the surplus equipment be disposed of by internet auction and if no qualified buyers are found within 20 days the Administrator or appropriate Department Head is authorized to dispose of the equipment by destruction or other means.

Ms. Wolff made a motion to adopt **Resolution 2016-02** 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 with the attached Exhibit A, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the next phase of the lower level renovations of the Police Department is in the bidding/permit phase. Mr. Wright is recommending the Board approve funding for the lower level project of the Police Department.

Mr. Tracy made a motion to approve funding for the lower level project of the Police Department, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wright advised the Clermont County Emergency Management Agency (EMA) is requesting the Township enter into a Memorandum of Understanding (MOU) for the use of Miami Township's emergency Operations Center (EOC) in the event of an emergency situation in the northwest part of the County. The MOU has been reviewed by our Law Director and the County Prosecutor. Mr. Wright is recommending the Board enter into a Memorandum of Understanding with the Clermont County Emergency Management Agency.

Ms. Wolff made a motion to enter into a Memorandum of Understanding with the Clermont county Emergency Management Agency regarding the backup Emergency Operation Center and to authorize the Township Administrator to sign the MOU on behalf of the Board, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised of the need to renew four (4) street lighting districts. They are for Eagles Watch, Miami Trails 1, Mitchell Farm 1 and Estates at Miami Trails 1. Resolutions have been prepared for each and Mr. Wright is recommending the Board adopt those resolutions.

Mr. Tracy made a motion to adopt **Resolution 2016-03** a resolution providing for the procurement of a Street Lighting System, dispensing with the second reading and declaring an emergency for Eagles Watch, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to adopt **Resolution 2016-04** a resolution providing for the procurement of a Street Lighting System, dispensing with the second reading and declaring an emergency for Miami Trails 1, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to adopt **Resolution 2016-05** a resolution providing for the procurement of a Street Lighting System, dispensing with the second reading and declaring an emergency for Mitchell Farm 1, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to adopt **Resolution 2016-06** a resolution providing for the procurement of a Street Lighting System, dispensing with the second reading and declaring an emergency for Estates at Miami Trails 1, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Board that in February of 2015 the Board entered in an agreement with the Milford School District and pledged TIF and RID dollars towards the road projects necessary for the new Seipelt Elementary School on State Route 131 and for the new Boyd E. Smith Elementary School at Branch Hill Guinea Pike and Jer Les Drive. The Clermont County TID is the owner and manager of both projects and the TID is ready to bid and award the construction contract. The TID has requested the existing Intergovernmental Agreement between the Township and the TID be revised to reflect the existing commitments from the School District and Township for these two specific projects. Mr. Wright is recommending the Board adopt a resolution, for each project, appropriating funds for the construction of those roadway improvements.

Ms. Wolff made a motion to adopt **Resolution 2016-07** a resolution appropriating funds for the construction of roadway improvements to Branch Hill Guinea Pike at Jer-Les Drive at the new Boyd E. Smith Elementary School location, 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 2016-08** a resolution appropriating funds for the construction of roadway improvements to State Route 131 at the new Seipelt Elementary School location, dispensing with the second reading and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright discussed the establishment of a Community Reinvestment Area (CRA) stating they are a widely used economic development tool common throughout the State of Ohio. They were established to encourage new construction and the improvement of properties in older business districts and neighborhoods. CRA's are a tool in which a portion of the taxes

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on the valuation of new buildings or building additions is forgiven for a period of years. The property taxes on any existing buildings and land remains in place and is not reduced. The length of a CRA benefit cannot exceed 15 years. The CRA district is typically a small, specific area and is required to contain a few residential properties and the districts do not change the zoning, land use or underlying tax structure of the properties located within the district. Mr. Wright will be working with the Clermont County Community and Economic Development office for the passage of a Resolution by the County Commissioners and they shall file the necessary applications with the State. After a CRA district is established each property owner would apply for a benefit individually each time they propose to have new construction taking place.

Mr. Tracy made a motion to pass a motion to establish Miami Township Community Reinvestment Area I containing the following criteria: CRA I shall include parcels 182516C193, 182516C028, 184019.003, 184019.004 and 184019.005. Only improvements on commercial properties shall be eligible. Only construction improvements of \$100,000 or greater shall be considered. The CRA benefits shall not exceed 60% of the value for the construction of commercial buildings, additions or improvements, seconded by Ms. Wolff with all voting "AYE".

Public Comment: Mr. Marvin Hudson, of Pinto Place, came forward to advise the St. Vincent De Paul Run For The Poor is on Saturday, June 11, 2016. Mr. Wright advised the permit for this run has been approved.

Ms. Karen Budkie came forward to ask about sidewalks on Buckwheat from St. Rt. 28 to the Community Park. Mr. Wright explained there are funds in the 2016 budget that will go towards the engineering for that sidewalk and hopes to have the sidewalk constructed in 2017. It was noted the sidewalk will be on the school side of Buckwheat. Ms. Budkie also stated her backyard adjoins the Community Park and there are signs that say "park property ends here" and wanted to know how she can get a sign at the boarder of her property and the park letting people know the park property ends there. The Board stated Mr. Musselman will do some research and get back with her. Ms. Budkie stated at one time there was a "do not block intersection" sign at St. Rt. 28 and Roan Road and wants to know if another sign can be put there. The Board asked staff to look into this request. Ms. Budkie asked what can be done regarding vehicles using the shoulder of the road, along 28, as a third lane to get past stopped traffic to get to the turn lane for Buckwheat. Chief Madsen stated they will do a traffic control request for that location. Ms. Budkie stated they do enjoy living in Miami Township.

Ms. Jeannie Zurmehly came forward to state she is running for County Treasurer and handed out an information sheet on her qualifications. Ms. Zurmehly asked everyone for their support.

Executive Session: Ms. Wolff made a motion to go into Executive session to consider the purchase or sale of property pursuant to Section 121.22(G)(2) of the Ohio Revised Code and to prepare for conducting or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment, seconded by Mr. Tracy with all voting "AYE".

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

With no further business to come before the Board the meeting was adjourned at 9:10 p.m.

ATTEST: _____
Eric C. Ferry, Fiscal Officer

Karl Schultz, Chairperson