

## MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

APRIL 7, 2014

The Miami Township Board of Trustees met in work session on Monday, April 7, 2014 at the Miami Township Civic Center. Chairperson Ken Tracy called the meeting to order and led the Pledge of Allegiance. Mr. Ferry called the roll and present were Mr. Tracy, Ms. Wolff and Mr. Schultz.

Mr. Mantel, Service Director, gave a presentation on the Service Department's activities. Mr. Mantel noted the different activities done by the department during the different seasons and services provided. Mr. Mantel went over the department's Mission Statement, organizational chart, department divisions, comprising of parks, roads, buildings, cemeteries and vehicles. Mr. Mantel went over each park, their amenities and the maintenance done to each on a daily, weekly and seasonal basis. Mr. Mantel noted the Service Department takes care of Township roads by repairing pot holes, repaving, snow removal, repairing curb and gutters, storm water management in the right of way and is responsible for traffic signs. Mr. Mantel gave an overview of who is responsible for certain roads in Miami Township and explained the right of way and who is responsible for the right of way and the department's winter operations. Mr. Mantel advised of the cemeteries owned by the Township, buildings owned by the Township and their up-keep and maintenance. Mr. Mantel also advised of the serviced provided to the residents such as clean up days and brush vouchers.

Mr. Fronk asked the Board to take agenda item 3 before item 2. Mr. Fronk updated the Board on the AIM-MRO Sewer Line Extension project noting the resolution for the Tax Increment Finance District has been filed with the county Auditor and with the assistance of the County Auditor he has completed the application for the Real Property Tax Exemption for the AIM site. The Memorandum of Understanding between Miami Township and the Board of County Commissioners has been executed by all parties and the Service Agreement between AIM and Miami Township has been prepared and is under review by AIM-MRO. A scope of work for engineering services for the sewer line extension has been submitted to the County Water Resources Department and Mr. Fronk is now reviewing it. The cost of the engineering is not to exceed \$81,600.00. Mr. Fronk explained how the cost of the construction of the project can be paid by the Township and then be reimbursed by TIF dollars, with a payback between five and six years. Mr. Fronk advised the cost could total \$700,000.00 or more. Mr. Fronk asked the Board to consider how they would like to proceed with financing this project. The Board asked Mr. Fronk to look into a bond for this project and possibly another project in one.

Mr. Fronk advised they have two representatives from Energy Alliance to make a presentation on an electric aggregation program. This company handles the Township's natural gas aggregation program. Mr. Spence (?) and Mr. Bill Graffe, of Energy Alliance presented information regarding an electric aggregation program for Miami Township and the potential for savings.

Chief Steve Kelly advised the Board that through 2014 Assistance to Firefighters Grant SCBA Project they were awarded \$238,300.00 towards replacing the self contained breathing apparatus for the fire department. Chief Kelly is requesting the Board consider spending an additional \$65,362 at this time to be able to replace all of the aging SCBA equipment in their inventory. By replacing all of the aging SCBA, all of them will be on the same maintenance schedule and they will all be under the same federal standards.

Chief Steve Kelly updated the Board on the proposed plans for the build-out of the office/warehouse space at the Milford Office Park for the temporary satellite Fire/EMS Station.

Mr. Fronk advised the Board of the Milford Exempted Village School District proposing a collaborative effort between the District, the Township and the County TID to construct roadway improvements on St. Rt. 131 at the site of the replacement Siepelt Elementary School and improvements on Branch Hill Guinea Pike at Jer-Les Drive, the entrance to Boyd E. Smith Elementary School. The improvements which involve the widening of roads to accommodate turn lanes are required as part of the new school construction. The District is asking the Township to partner with them to pay for the improvements with Township TIF funds. The preliminary cost estimate for the St. Rt. 131 improvements is \$402,930.00 and the preliminary cost estimate for the Branch Hill Guinea Pike improvements is \$505,202.00. According to the District they will receive \$300,000.00 for each project from the State, which is substantial however, not enough to cover the total costs. Mr. Fronk presented drawings of the preliminary plans. The Trustees were very positive about working with the District.

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Mr. Fronk presented two personnel items to the Board. Mr. Fronk recommended the Board offer employment to Kelsi Spillman as a part-time Recreation Assistant, at \$8.00 per hour effective April 9, 2014, so she can be on board to help with the Easter Extravaganza.

Mr. Schultz moved to offer employment to Kelsi Spillman as a part-time Recreation Assistant effective April 9th at \$8.00 per hour, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk advised that our Multi Media Intern, Josie Wittwer, has given her two weeks' notice to accept a full time position. Mr. Fronk noted Josie has been an excellent employee and will be missed. Mr. Fronk is asking the Board for direction in hiring another intern to assist with our Multi Media efforts. The Board agreed to use our working relationship with Cincinnati State to inquire about another intern.

Mr. Schultz moved to go into Executive Session to discuss the employment and compensation of a public employee pursuant to Section 121.22(G)(1) of the Ohio Revised Code, to discuss pending or imminent litigation pursuant to Section 121.22(G)(3) of the Ohio Revised Code and 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 to negotiate with other political subdivisions respecting requests for economic development assistance, seconded by Ms. Wolff with all voting "AYE".

Mr. Schultz moved to come out of Executive Session, seconded by Ms. Wolff with all voting "AYE".

With no further business to come before the Board the meeting was adjourned at 11:20 a.m.

ATTEST: \_\_\_\_\_  
Eric Ferry, Fiscal Officer

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Ken Tracy, Chairperson