

RECORD OF PROCEEDINGS

BEAR GRAPHICS 800-325-8084 FORM NO. 10148

Held APRIL 16, 2024 20

The Miami Township Board of Trustees met in a Business Session on Tuesday, April 16, 2024, at 7:00 p.m. at the Miami Township Civic Center. Chairperson Mary Wolff called the meeting to order and led the Pledge of Allegiance.

**INVOCATION**

Chairperson Wolff called for a moment of silence to reflect in support of all new families joining the Township.

**ROLL**

Mr. Eric Ferry called the roll. Attending were Mary Makley Wolff, Mark Schulte, and Ken Tracy. Also present were Township Administrator and Public Safety Director Steve Kelly as well as Attorney Joseph Braun.

**SWEARING IN CEREMONY**

Mr. Steve Kelly introduced new fulltime Firefighters Landen Williams, Michael Ruehr, and Jacob Myrick. Mr. Joseph Braun administered Oaths of Office for each officer as they were sworn in.

Fire Chief Dave Jetter introduced the new Director of EMS, Mr. Jason Peng. Mr. Braun administered the Oath of Office to Mr. Peng, who was sworn in.

**PRESENTATION**

None.

**APPROVAL OF MINUTES**

Mr. Ken Tracy made a motion to approve the Minutes for the February 12, 2024 Trustee Work Session, February 20, 2024 Trustee Business Meeting, March 04, 2024 Work Session, and March 12, 2024 Business Meeting, seconded by Mr. Mark Schulte. All voted "AYE."

**DEPARTMENT REPORTS**

Each Department Head gave a report for the previous month. Key highlights included:

**Community Development**

Mr. Brian Eliff shared general resources for dealing with common questions about tree issues from Township residents, though Mr. Elliff also stated that the Township does not regulate trees. Mr. Elliff went on to speak about the next phase of document automation within the Zoning Department. Lastly, Mr. Elliff highlighted the hard work of the Board of Zoning Appeals in issuing variances that allow for beautiful new structures around the Township.

**Finance**

Mr. Ferry issued a report for signature and noted that finances have been balanced.

**Fire & EMS**

Chief Jetter discussed several structure fires that occurred over the previous month as well as recent Urban Search and Rescue training that occurred at the Purple People Bridge, along with separate training that occurred at Bethesda North Hospital on high-risk birth scenarios.

**Police Department**

Police Chief Mike Mills congratulated Miami Township for recently being ranked as the number one Safest City in Ohio with a population greater than 40,000. Chief Mills went on to discuss the success of the Police Department's drone unit.

**Recreation Department**

Mr. Ryan Himes discussed the recently held Easter Extravaganza and the addition of new fish to Miami Meadows Lake, as well as an upcoming fishing tournament.

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**Service Department**

Mr. John Musselman discussed renovations occurring at Miami Riverview Park, a new fence at Paxton Ramsey Park, and the Christ Medical Facility Connector Project.

**Administration**

Mr. Kelly gave an update on the Lorven Drive/ALDI project and discussed the upcoming opening of Crumbl Cookie in Mulberry Square.

**OLD BUSINESS**

None.

**NEW BUSINESS**

New Business was discussed as follows:

**PAYMENT OF BILLS**

Mr. Tracy made a motion to pay the bills of the Township including 200 checks numbered 146338 through 146537, 90 ACH payments numbered 350 through 439, and 46 electronic payments numbered 3676 to 3722 for the total amount of \$1,727,684.14.

In addition, the motion approved the following net payroll expenses:

<u>Direct Deposit</u>	<u>Date</u>	<u>Amount</u>
03/22/2024		\$360,254.05
04/05/2024		\$346,915.37

The motion was seconded by Mr. Schulte. All voted "AYE."

**THEN AND NOW**

Mr. Schulte made a motion to adopt Resolution 2024-013 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$16,158.67, dispensing with the second reading, and declaring an emergency.

Mr. Tracy seconded the motion. All voted "AYE."

**PERSONNEL**

Mr. Tracy made a motion to accept the following personnel recommendations as stated:

**Recreation Department**

- Remove Ryan Himes from probationary status and increase his annual salary to \$84,750.00 effective April 17, 2024.
- Make a final offer of employment to Jacqueline Tillotson for the position of part-time Facilities Maintenance Worker with the rate of \$14.00 per hour when working in Recreation and \$16.07 per hour when working in Service, effective April 17, 2024 contingent on the successful completion of the background check and drug screen.

**Police Department**

- Make conditional offers of employment to Thomas C. Campbell and Madison M. Booth for the positions of full-time Police Officer contingent upon the successful completion of the remaining steps of the selection process.

**Fire Department**

- Promote the current Deputy Chief of Operations, Dave Jetter, to the position of Fire Chief with an annual salary of \$127,000.00 effective April 15, 2024.
- Make a final offer of employment to Justin Allen for the position of full-time Firefighter/Paramedic with a rate of \$33.71 per hour effective May 12, 2024.

## RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

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**Service Department**

- Promote the current Roads Foreman, Chris Burdsall, to the position of Service Director with an annual salary of \$97,000.00 effective April 15, 2024.
- Make a final offer to Brad Roettele for the position of Roads Foreman with a rate of \$39.36 per hour effective April 15, 2024.
- Make a final offer of employment to Roger Heider for the position of part-time Maintenance Worker with the rate of \$16.07 per hour effective April 22, 2024, contingent on the successful completion of the background check and drug screen.

**Community Development**

- Make a final offer of employment to Nii-Shidaa Adjei for the position of part-time Student Co-Op with the rate of \$14.00 per hour effective April 29, 2024, contingent on the successful completion of the background check and drug screen.

Mr. Schulte seconded the motion. All voted "AYE."

**PROPERTY & CASUALTY INSURANCE**

Mr. Schulte made a motion to adopt Resolution 2024-014, authorizing approval of an agreement between Miami Township and the Ohio Plan for casualty, general liability, fire, wrongful acts, and property damage insurance, dispensing with a second reading, and declaring an emergency.

The motion was seconded by Mr. Tracy. All voted "AYE."

**ADMINISTRATOR OUT OF TOWNSHIP TRAVEL**

Mr. Tracy made a motion to approve Out of Township Travel for Administrator Steve Kelly to attend the 2024 Ohio Basic Economic Development Course from April 29 through May 02, 2024, at a cost not to exceed \$1,323.00.

The motion was seconded by Mr. Schulte. All voted "AYE."

**CELLEBRITE ARPA FUND APPROVAL**

Mr. Schulte made a motion to approve the Police Department's purchase of Cellebrite at a cost not to exceed \$47,219.10, seconded by Mr. Tracy. All voted "AYE."

**AXON ARPA FUND APPROVAL**

Mr. Tracy made a motion to approve the Police Department's request to pursue a 4-year contract with Axon Storage, at an annual cost not to exceed \$11,889.00., seconded by Mr. Schulte. All voted "AYE."

**FIRE STATION 26 PAINTING**

Mr. Schulte made a motion to adopt Resolution 2024-015 authorizing approval of an agreement between Miami Township and Brian Abney Painting, dispensing with a second reading, and declaring an emergency.

The motion was seconded by Mr. Tracy. All voted "AYE."

**FIRE & EMS OUT OF TOWNSHIP TRAVEL**

Mr. Tracy made a motion to approve Out of Township Travel for Joe Stoffolano and a guest to travel to and attend the International Association of Fire Chief's Community Risk Reduction Conference from May 13 through May 16, 2024, at a cost not to exceed \$3,318.00.

The motion was seconded by Mr. Schulte. All voted "AYE."

Mr. Tracy made a motion to approve Out of Township Travel for Ryan Hadley and Dominic King to travel to and attend the Fire Department Instructor Conference from April 16 through April 19, 2024, at a cost not to exceed \$1,477.00.

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The motion was seconded by Mr. Schulte. All voted "AYE."

Mr. Tracy made a motion to approve Out of Township Travel for Katie Lanham and Stephanie McMahon to travel to and attend the Indiana River Rescue School from May 12 through May 17, 2024, at a cost not to exceed \$977.00.

The motion was seconded by Mr. Schulte. All voted "AYE."

Mr. Tracy made a motion to approve Out of Township Travel for Dave Jetter and a guest to travel to and attend the Ohio Fire Chief's Association Annual Officer Development Conference from July 21 through July 25, 2024, at a cost not to exceed \$2,019.00.

The motion was seconded by Mr. Schulte. All voted "AYE."

**TURNOUT GEAR PURCHASE**

Mr. Schulte made a motion to approve the Fire Department's annual purchase of Turnout Gear from Pheonix Safety Outfitters at a cost not to exceed \$55,500.00.

The motion was seconded by Mr. Tracy. All voted "AYE."

**ELECTRONIC SIGNS LOGO REPLACEMENT**

Mr. Tracy made a motion to utilize Signarama of Lawrenceburg to complete the replacement of six (6) electronic sign logos throughout the Township at a cost not to exceed \$2,988.94.

The motion was seconded by Mr. Schulte. All voted "AYE."

**COTTONWOOD STORM PIPELINING BID**

Mr. Schulte made a motion to approve Resolution 2024-016 authorizing approval of an agreement between Miami Township and National Gunite, dispensing with a second reading, and declaring an emergency.

The motion was seconded by Mr. Tracy. All voted "AYE."

**LORVEN DRIVE PHASE 2A BID**

Mr. Tracy made a motion to approve Resolution 2024-017 authorizing approval of an agreement between Miami Township and Stauffer Site Services, dispensing with a second reading, and declaring an emergency.

The motion was seconded by Mr. Schulte. All voted "AYE."

**LORVEN DRIVE PHASE 2B BID**

Mr. Schulte made a motion to approve Resolution 2024-018 authorizing approval of an agreement between Miami Township and Stauffer Site Services, dispensing with a second reading, and declaring an emergency.

The motion was seconded by Mr. Tracy. All voted "AYE."

**ZERO-TURN MOWER PURCHASE**

Mr. Tracy made a motion to approve the purchase of a 36-inch Ferris Zero Turn Mower from Koenig Equipment for \$8,609.00.

The motion was seconded by Mr. Schulte. All voted "AYE."

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**ADDITIONAL**

None.

**PUBLIC COMMENT**

None.

**EXECUTIVE SESSION**

Mr. Schulte made a motion to go into Executive Session pursuant to Ohio Revised Code section 121.22 (G)(1) to consider the discipline of a public employee and section 121.22(G)(8) to consider confidential information related to the marketing plans, specific business strategy, trade secrets or personal financial statements of an applicant for economic development assistance.

Mr. Tracy seconded the motion. All voted "AYE."

Mr. Schulte made a motion to exit Executive Session, seconded by Mr. Tracy. All voted "AYE."

The meeting was adjourned at 9:10 p.m. on April 16, 2024.

ATTEST:

  
Eric C. Ferry, Fiscal Officer

  
Mary Makley Wolff, Chairperson