

RECORD OF PROCEEDINGS

Minutes of

Meeting

MIAMI TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held NOVEMBER 12, 2024 _____ 20_____

The Miami Township Board of Trustees met in a Business Session on Tuesday, November 12, 2024, at 7:00 p.m. at the Miami Township Civic Center. Chairperson Mary Makley Wolff called the meeting to order and led the Pledge of Allegiance.

INVOCATION

Chairperson Wolff thanked all veterans and those who work for the Township in honor for Veteran’s Day November 11th.

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 Law Director Joseph Braun.

APPROVAL OF MINUTES

Mr. Tracy made a motion to approve Minutes for the October 14, 2024 Work Session and October 22, 2024 Business Meeting. Mr. Schulte seconded the motion. All voted “AYE.”

DEPARTMENT REPORTS

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

Community Development

Mr. Brian Elliff, Planning and Zoning Administrator, presented a permit summary for the year and discussed the representation of medical offices in the Township as well as developments within the Mulberry Square shopping center. Lastly, Mr. Elliff highlighted the GIS program used by the Township which has allowed Community Development to update the PD district map.

Chairperson Wolff asked what is going on with the development near Kohls off RT28. Mr. Elliff responded that several attempts have been made to contact the owners to no avail and said he would contact them again. Chairperson Wolff additionally inquired about WaWa and Mr. Elliff noted that the site plan review and zoning certification process for that has been completed. The store will wrap around the existing liquor store at the corner of Branch Hill Guinea Pike and SR28.

Finance

Mr. Ferry stated that there were some balancing challenges this month and that the Finance Department would not report on this occasion. The report will be issued at the next meeting.

Fire & EMS

Fire Chief Dave Jetter highlighted recent activities during Fire Prevention Week, as well as Lt. Jim Petry’s recent honor as the Triple Crown First Responder of the month. Jetter discussed the recent Peterloon event and thanked the many team members who helped make the week a success. Red, Blue and Boo was highlighted as yet another community engagement initiative which helps kids who are unable to go Trick or Treat.

Police Department

Police Chief Rob Hirsch announced MTPD’s recertification on the Ohio Collaborative Community Police Advisory Board. Additionally, Hirsch discussed value added services during the holidays including vacation house checks and presented a video informing residents of how to take advantage of the service.

Recreation Department

Mr. Ryan Himes, Director, discussed recent and upcoming events, including the recent Harvest Festival at Community Park and thanked helpers from all Departments as well as volunteers from the high school, who made the well-attended event a success. Additionally, Himes reminded residents of the upcoming Holiday Parade.

Held NOVEMBER 12, 2024 20

Service Department

Mr. Chris Burdsall, Director, updated the Board on the nearly complete status of the Miami Riverview Courts Project, showing drone photographs of the various improvements. Mr. Burdsall also updated the Board on the status of the Community Park Fitness Court. Concrete has been laid and the landscaping is wrapping up.

Administration

Mr. Steve Kelly discussed the Fitness Court Art Unveiling ceremony that took place recently at the Miami Township Civic Center and noted that the mural will go up on the Fitness Court early next year. Mr. Kelly also noted that many of the parks projects being discussed have been made possible by several creative cost offset opportunities, including ARPA grant funds.

OLD BUSINESS

None.

NEW BUSINESS

New Business was discussed as follows:

AGENDA ITEM #1 — PERSONNEL

Administrator Steve Kelly recommended the following action for personnel:

Service Department

- Remove Timothy Berchem from probation effective November 13, 2024.
- Promote Zachary Ober to Maintenance Worker 4-1 earning \$33.30 per hour effective November 17, 2024.
- Remove Jason Walton from probation and promote him to Maintenance Worker 2-2 earning \$28.21 per hour effective November 27, 2024.

Mr. Tracy made a motion to accept the personnel recommendations as stated, seconded by Mr. Schulte. All voted "AYE."

AGENDA ITEM #2 — PAYMENT OF BILLS

Mr. Schulte made a motion to pay the bills of the Township including 76 ACH payments numbered 983 through 1058, 12 electronic payments numbered 4046 through 4057 and 58 checks numbered 147515 through 147572 for the total amount of \$2,556,073.76.

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

<u>Direct Deposit</u>	<u>Date Amount</u>
11/01/2024	\$566,879.47

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

AGENDA ITEM #3 — THEN AND NOW (R2024-048)

Mr. Tracy made a motion to adopt Resolution 2024-048 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$26,780.78, dispensing with the second reading, and declaring an emergency.

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

AGENDA ITEM #4 — PARKS MASTER PLAN (R2024-049)

Mr. Schulte made a motion to adopt Resolution 2024-049, a resolution authorizing approval of an agreement with The Kleingers Group for professional services associated with the preparation of a comprehensive master plan for the Township Park System, dispensing with a second reading, and declaring an emergency.

RECORD OF PROCEEDINGS

Minutes of

Meeting

MIAMI TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held NOVEMBER 12, 2024 20

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

AGENDA ITEM #5 — RETAIL STRATEGIES (R2024-050)

Mr. Tracy made a motion to adopt Resolution 2024-050, a resolution authorizing approval of an agreement with Retail Strategies for economic development training, dispensing with a second reading, and declaring an emergency.

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

AGENDA ITEM #6 — WINTER SYMPOSIUM

Mr. Schulte made a motion to approve the Fire Department's request to send Lieutenant Greg Ortman, Battalion Chief Bob Foppe, Deputy Chief Jon McKinnish, and Chief Jetter to attend the Ohio Fire Chiefs' Association 2025 Winter Symposium, March 10-12 in Columbus, Ohio.

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

AGENDA ITEM #7 — CANINE TRAVEL COURSE

Mr. Tracy made a motion to approve the Police Department's request to send Officer Craig Heintzelman, Detective Jesse Graham, and K9 Seeker to attend the law enforcement canine professional tracker school in Edisto Island, South Carolina from May 25 through May 31, 2025.

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

AGENDA ITEM #8 — E-ONE PRE-BUILD VISIT

Mr. Schulte made a motion to approve the Fire Department's request to send Jordan Hall, Chris Luebbe, Jeff Moore, and Dave Jetter to attend an apparatus pre-building meeting in Ocala, Florida, from January 13 to 15.

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

AGENDA ITEM #9 — SKYDIO DRONE

Mr. Tracy made a motion to approve the Police Department's request to purchase one (1) Skydio X10 drone with remaining ARPA funds at a cost not to exceed \$28,029.64.

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

AGENDA ITEM #10 — WEBER CROSSWALK ENGINEERING

Mr. Schulte made a motion to enter into an agreement with Choice One Engineering for professional services pertaining to Weber Road Pedestrian Crosswalk for a total of \$6,200.00.

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

AGENDA ITEM #11 — BLUE CARD COMMAND TRAINING

Mr. Tracy made a motion to approve the Fire Department's request to complete Blue Card Incident Command Training for a total cost not to exceed \$10,275.00.

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

AGENDA ITEM #12 — NUISANCE UPDATE (R2024-051)

Mr. Schulte made a motion to adopt Resolution 2024-051, a resolution authorizing the abatement, control or removal of vegetation, garbage, rubbish, or debris, dispensing with the second reading and declaring an emergency.

The motion was seconded by Mr. Tracy. Chairperson Wolff asked who initiated the action, and Mr. Elliff responded that it was a neighbor complaint. All voted "AYE."

Held NOVEMBER 12, 2024 20

AGENDA ITEM #13 — MASS CASUALTY UNIT TRANSFER

Mr. Tracy made a motion to approve the Fire Department’s request to transfer responsibility for the Mass Casualty Unit (MCU) truck and trailer to another agency.

The motion was seconded by Mr. Schulte. All voted “AYE.”

AGENDA ITEM #14 — MULBERRY CEMETERY FENCE

Mr. Schulte made a motion to enter into an agreement with Mills Fence Company for the replacement of the fence at Mulberry Cemetery for a total of \$7,820.00, utilizing ARPA funds.

The motion was seconded by Mr. Tracy. All voted “AYE.”

AGENDA ITEM #15 — PORTABLE RADIOS

Mr. Tracy made a motion to approve the Fire and Police Departments’ requests to purchase fifteen (15) portable radios and accessories at a cost not to exceed \$71,088.90.

The motion was seconded by Mr. Schulte. All voted “AYE.”

AGENDA ITEM #16 — RIVERVIEW PARK WINDSCREENS

Mr. Schulte made a motion to approve the Recreation Department’s request to contract with Heirloom Framing & Graphics to design, print and install customized Miami Township windscreens for the newly completed tennis and pickleball courts at Riverview Park, at a cost not to exceed \$23,610.00.

The motion was seconded by Mr. Tracy. All voted “AYE.”

AGENDA ITEM #17 — MIOVISION SCOUT

According to Police Chief Rob Hirsch, the Police Department has utilized road tubes purchased from TimeMark to conduct traffic studies in collaboration with our service department for decades. Unfortunately, TimeMark went out of business and there are no other companies that can provide a similar service with this dated equipment.

MioVision’s Scout Plus camera collects various forms of data for safety studies including road volume, intersection traffic, pedestrian/bicycle pathways, and speed data. The device automatically processes and uploads traffic volume and traffic speed data which allows for immediate access to data and a streamlined response to issues.

Chief Hirsch requested to purchase one (1) MioVision Scout Plus Device with two rechargeable batteries and annual connectivity with remaining ARPA funds to redirect a potential 2025 capital expense. The cost for a MioVision Scout Plus is \$8,593.00 which includes the device, two batteries, shipping, and a 24-month connectivity subscription.

Mr. Tracy clarified with Chief Hirsch that the transition to MioVision was brought on by the previous company going out of business, and not dissatisfaction with the equipment. Chief Hirsch agreed and clarified that there would be no one to service the previous equipment.

Chairperson Wolff asked about the utilization of funds. Hirsch stated that the request is to use ARPA funds. Chairperson Wolff asked if there are enough ARPA funds available for the multiple projects requesting to utilize them. Mr. Kelly stated that departments have been keeping close track of these funds with the help of the Finance Department, and we are now down to about \$50,000.00 in remaining funds.

Mr. Tracy made a motion to accept and proceed with the purchase of one MioVision Scout Plus device with two batteries and subscription for a cost not to exceed \$8,593.00.

The motion was seconded by Mr. Schulte. All voted “AYE.”

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held NOVEMBER 12, 2024 20**AGENDA ITEM #18 — LIGHTNING DETECTION**

As presented at the work session, A total replacement of Riverview Thor Guard Lightning Detection System is \$28,955.00 with a \$1,000.00 trade in on the old equipment. The replacement for Miami Meadows Thor Guard Lightning Detection System is \$28,955.00 with a \$1,000.00 trade in of old equipment. The cost to upgrade Miami Meadows with the ability to communicate and install a solar remote unit at Community Park is \$7,295.00. The total for the new system at Miami Meadows and a remote location at Community is \$35,250.00.

Mr. Burdsall recommended that Miami Township utilize ARPA funds for the replacement of Miami Meadows Park and Riverview Park Lightning Detection and Warning Systems and add a remote location to Community Park totaling \$63,205.00.

Mr. Tracy clarified with Mr. Kelly that his previous account of under \$50,000.00 in ARPA funds already accounted for this figure. Mr. Kelly responded that it did.

Mr. Schulte made a motion to approve the purchase of Thor Guard Lightning Detection and Warning systems for Miami Meadows, Community, and Riverview Parks for the amount of \$63,205.00.

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

AGENDA ITEM #19 — BZA / ZC APPOINTMENTS

Customarily for the beginning of each new year, the Board of Trustees appoints a member to the Zoning Commission and BZA for a new five-year term. According to Mr. Elliff, the 2025 appointment terms will begin January 1, 2025 and expire on December 31, 2029.

Mr. Elliff recommended the following appointments:

- Greg Horn, re-appointment to the Board of Zoning Appeals for a five-year regular term commencing January 1, 2025, and
- Ed Marcin, appointment to the Zoning Commission for a five-year regular term commencing January 1, 2025.

Mr. Tracy made a motion to re-appoint Greg Horn to the Board of Zoning Appeals for a five-year regular term beginning on January 1, 2025 and re-appoint Ed Marcin to the Zoning Commission for a five-year regular term beginning on January 1, 2025.

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

AGENDA ITEM #20 — CRA DISTRICT NO. 5 (R2024-052 AND R2024-053)

According to Mr. Kelly, the Administration Department has been working with Milford Dental Excellence on the creation of the Township's fifth CRA for an area along State Route 131 that extends from the intersection of Wolfpen-Pleasant Hill Road along SR-131 to the intersection with Sugar Camp Road. Various commercial and residential properties along this stretch of road could benefit from the creation of this community reinvestment area.

Mr. Schulte made a motion to adopt Resolutions 2024-052 and 053, a resolution creating Miami Township Community Reinvestment Area No. 5, executing a CRA agreement with Milford Dental Excellence, and implementing sections 3735.65 through 3735.70 of the Ohio Revised Code, dispensing with a second reading, and declaring an emergency.

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

AGENDA ITEM #21 — PARKING RESOLUTION UPDATES (R2024-054)

Chief Hirsch discussed the need to update the Township's Parking Regulations and Parking Resolution. According to Hirsch, in 2016, the Board adopted Resolution 2016-44 to update the adopted parking regulations for Miami Township, and there is a need to add two items to those

MIAMI TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800.325.8094 FORM NO 10148

Held NOVEMBER 12, 2024 20

regulations to assist with the safe travel and parking of our residents along residential streets. Hirsch stated that the Police Department is proposing the addition of the following language:

Section 101.2 – Repeal of Prior Parking Resolutions

- The addition of this language to reflect “Resolution 1998-03, which established a no parking exemption in the areas around Milford High School”, which was previously not included in this section.

Section 102.3 – Exemptions

- The addition of this section that will read “The Township Administrator in consultation with the Fire Chief, Chief of Police, and Service Department Director has the ability to recommend parking restrictions on a case-by-case basis for parking situations deemed dangerous. Such situations include emergency vehicle access, line of sight issues, traffic volume, traffic complaints, and crashes.”

Mr. Tracy made a motion to adopt Resolution 2024-54, a resolution adopting parking regulations for Miami Township, dispensing with a second reading and declaring an emergency.

The motion was seconded by Mr. Schulte. All voted “AYE.”

ADDITIONAL

None.

PUBLIC COMMENT

None.


EXECUTIVE SESSION


Mr. Schulte made a motion to enter executive session, seconded by Mr. Tracy. Upon roll call, all voted “AYE.”

Mr. Schulte made a motion to come out of executive session, seconded by Mr. Tracy. Upon roll call, all voted “AYE.”

The meeting was adjourned at 09:35 p.m. on November 12, 2024.

ATTEST:


Eric C. Ferry, Fiscal Officer


Mary Makley Wolff, Chairperson