

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held JANUARY 19, 2021 20

The Miami Township Board of Trustees met in a regular virtual session, as permitted in Bill 197 passed by the Ohio General Assembly, on Tuesday, January 19, 2021 at 7:00 PM. Trustee Wolff called the meeting to order and led the Pledge of Allegiance. The invocation was given. Mr. Ferry called the roll. Attending were Mary Makley Wolff, Karl Schultz, and Ken Tracy.

Mr. Tracy made a motion to approve the minutes of the December 15, 2020 Trustee Business Meeting, and January 11, 2021 Work Session, seconded by Mr. Schultz with all voting "AYE".

Department Reports: A representative of each department presented a report of activities during the month of December 2020.

Old Business: None.

New Business: Mr. Tracy made a motion to pay the bills of the Township: 161 checks numbered 138453 to 138613 and 34 electronic checks numbered 1948 to 1981 for the total amount of \$1,790,335.15 plus payroll and payroll taxes for the check dates 12/18/2020 in the amount of \$290,235.50 and 12/31/2020 in the amount of \$329,400.21, and 1/15/2021 in the amount of \$326,951.08, seconded by Mr. Schultz with all voting "AYE".

Ms. Wolff advised of the need for a Then and Now Certificate in the amount of \$2,526.07.

Mr. Schultz made a motion to adopt Resolution 2021-02 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$2,526.07 and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that he and Mr. Musselman recommend that Chris Burdsall has earned the requirement to be reclassified from his current position of Maintenance Worker 3 Step 3 to Maintenance Worker 4 Step 1. He shared that Mr. Burdsall has been with the Township for 12 years and often operates in a very independent manner. Mr. Burdsall also works the most at the cemetery often dealing with family members in sensitive times. Mr. Wright stated that Mr. Burdsall is a great asset to the Service Department and the Township.

Mr. Wright added that he would also like to correct a scrivener's error that Road Supervisor Jeff Weigel's rate is to increase to \$37.69 which is the same increase applied to non-union employees last month.

Mr. Tracy made a motion to reclassify Chris Burdsall from Maintenance Worker 3 Step 3 to Maintenance Worker 4 Step 1 at a rate of \$29.75 per hour effective January 15, 2021, and to increase Jeff Weigel's rate to \$37.69 per hour effective January 10, 2021, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that as discussed at the January Work Session, Chief Kelly has brought forward an item from the 2021 Budget. He noted that Fire Station 28 is now over 30 years old and the sprinkler system for that building does need generally replaced. An amount of \$61,000 has been budgeted initially, however, the quote from Dalmatian Fire enabled the Township to revise the scope of work that will realize a savings. He stated this project would include minor ceiling repair that would be completed. He stated approval is being sought for an amount not to exceed \$50,000 with Dalmatian Fire for the sprinkler system at Fire Station 28.

Mr. Schultz made a motion to approve an amount not to exceed of \$50,000 with Dalmatian Fire to perform necessary repairs and replacement components of the sprinkler system at Station 28, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that as discussed at the January Work Session, the Police Department has budgeted for 29 ballistic vest replacements. He stated this is an item that does have to be periodically replaced due to its shelf life. He shared that Chief Mills was also able to obtain a grant that will pay for 75% of the cost as a reimbursement. He reported that the total cost for the 29 vests from Gall's Supply would be \$24,943 and that is before the grant reimbursement.

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Mr. Tracy made a motion to approve 29 ballistic vests from Gall's Police Supply for an amount not to exceed \$24,943, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that as discussed at the recent work session, it is necessary for the Township to have an independent Auditor of State audit. This is necessary because the Township did surpass the threshold of \$750,000 in direct federal grants. He noted those were largely from the SAFER Grant for Fire & EMS personnel as well as CARES Act funding.

Mr. Wright stated that he and Mr. Ferry are requesting to utilize an outside vendor that helps compare the financial statement in the specific format that the auditor of state requests, which would be with Bastin & Company LLC. He shared this company is located in Clermont County and he and Mr. Ferry have worked with Bastin & Company several times. He added that Wayne Bastin is also the financial auditor of the Transportation Improvement District (TID). It was noted the hourly rate has not increased over the years. For this year's preparation it would be up to 60 hours at a rate of \$65 per hour for a total fee of \$3,900.

Mr. Schultz made a motion to authorize the Township Administrator to enter into a contract with Bastin & Company LLC for the provision of financial statement preparation and filing services for a cost not to exceed \$3,900, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that as presented in December for the budget and also at last week's work session, the Police Department does have on its rotation three vehicle replacements. The state bid process will be utilized for the purchase of the vehicles and there is also the outfitting of the vehicles for the safety equipment as well as Panasonic Toughbooks. The total amount for all three vehicles from Beechmont Ford is \$102,532. The Parr Public Safety cost for the upfitting would total \$39,852, and the three IT/computer accessories from SSI would not exceed \$11,820.

Mr. Tracy made a motion to approve the purchase of three 2021 Police Interceptor Utility AWD Base vehicles from Beechmont Ford for a total of \$102,532; upfitting of the three vehicles from Parr Public Safety Equipment in an amount not to exceed \$39,852, and three Panasonic Toughbooks from SSI for a total amount of \$11,820, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that also discussed at the budget session for this year within the Service Department is a request to replace one of the existing salt trucks. He stated the truck on-hand has had a list of significant repairs that are necessary for the 18-year old International Harvester. He stated this truck would be replaced with a new salt truck as part of the five-year vehicle replacement plan. The Township is able to purchase the chassis from state bid at \$81,620 from FYDA Freightliner Cincinnati. Mr. Wright informed the Board that Mr. Musselman and his team are reviewing the most efficient and longest-lasting truck bed that will be placed on the chassis. The truck bed will be brought forward separately.

Mr. Schultz made a motion to approve the purchase of a cab and chassis from FYDA Freightliner Cincinnati for an amount not to exceed \$81,620, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised in townships when new subdivision streets are installed by developers and they are accepted by townships, the initial speed limit is 55 miles per hour. The Ohio Revised Code does allow townships to conduct a speed study and then go through a process to adopt by resolution an action to lower the speed limit. He informed the Board there is one street to lower the speed limit which is almost a half mile of Birch Creek Drive in the Willows Bend subdivision from 55 to 25 miles per hour.

Mr. Tracy made a motion to approve Resolution 2021-03, a resolution lowering the speed limit on certain streets in Miami Township and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

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Mr. Wright advised that as the Board had discussed there is a need to adopt a zoning text amendment that was largely to recognize but modify how mobile food vendors are operating within the Township as well as address the repetitive nature of some of the deck setback requests that have been going to the Board of Zoning Appeals for variances. He reported the text amendments were discussed by the Zoning Commission and approval was recommended.

Mr. Wright stated the next step was to set a hearing date for the Board of Trustees. He stated that Mr. Elliff has recommended Wednesday, February 10, 2021 at 7:00 p.m. The Board discussed alternative dates and it was noted that Monday, February 8, 2021 worked well.

Mr. Tracy made a motion to set a virtual public hearing for zoning Case #575 on Monday, February 8, 2021 at 7:00 p.m., seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the Township's annual mileage certification. He stated this is updated each year and once the Board passes a motion to accept the mileage, the certification is sent to the Ohio Department of Transportation and the Clermont County Engineer's office. He shared the new milestone is 157.228 miles. He noted the biggest change last year was a street name change and forecasted increased mileage over the next two years related to active subdivision construction.

Mr. Schultz discussed the high number of miles in the Township and inquired as to how the Township ranks in the state. Mr. Wright shared that Miami Township would be in the top ten for number of miles and is number one in Clermont County for the street mileage maintained.

Mr. Schultz made a motion to accept the 2020 Annual Township Highway System Mileage Certification, seconded by Mr. Tracy with all voting "AYE".

Public Comment: None.

Executive Session: None.

With no further business to come before the Board the meeting was adjourned at 7:39 p.m.

ATTEST:


Eric C. Ferry, Fiscal Officer


Mary Makley Wolff, Chairperson