

**MIAMI TOWNSHIP BOARD OF TRUSTEES**

**JUNE 20, 2017**

The Miami Township Board of Trustees met in regular session on Tuesday, June 20, 2017 at 7:00 PM. Trustee Ken Tracy called the meeting to order and led the Pledge of Allegiance. The invocation was given by Ken Tracy. Mr. Ferry called the roll. Attending were Ken Tracy, Mary Makley Wolff and Karl Schultz. Ms. Wolff made a motion to approve the minutes of the May 16, 2017 business meeting and the June 12, 2017 work session as presented, seconded by Mr. Schultz with all voting "AYE".

**Correspondence:** None

**Proclamations and Special Presentations:** Chief Madsen asked Robert Bunnell, his family, Lt. Jenkins, the Trustees and Fiscal Officer to come forward. Chief Madsen explained Officer Bunnell completed the entire hiring process for Miami Township and also gave some background on Robert Bunnell. Chief Madsen also introduced Robert Bunnell's fiancé and other family members. Chief Madsen asked Mr. Braun to administer the Oath of Office. Robert's father pinned Badge #39 on Robert. Chief Madsen formally introduced Officer Robert Bunnell.

**Department Reports:** A representative of each department presented a report of activities during the month of May 2017.

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

**Old Business:** None

**New Business:** Mr. Schultz made a motion to pay the bills of the Township with 333 checks numbered 127533 - 127866 and 15 electronic checks numbered 950 - 965 for the total amount of \$3,232,172.54 plus payroll and payroll taxes for the week of 05/20/2017 in the amount of \$411,049.95 and payroll and payroll taxes for the week of 06/03/2017 in the amount of \$468,536.88, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$5,935.08.

Ms. Wolff made a motion to adopt Resolution 2017-22 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$5,935.08 and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of several personnel actions for the Board to consider. In the Fire/EMS he is recommending the Board make a final offer of employment to Alex Holbert and Jared Holbert as seasonal employees for the position of Hydrant Maintenance Technician effective June 21<sup>st</sup> at the rate of \$12.00 per hour with an ending date of October 1, 2017. Both gentlemen have completed the required background and physical evaluations.

Ms. Wolff made a motion to approve the Fire/EMS personnel item as submitted, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright recommended the Board accept the resignation of the following FF/Paramedics: Kevin Johnson effective May 24, 2017; David Kimbel effective May 25, 2017 and Timothy Harrison effective June 30, 2017.

Mr. Schultz made a motion to approve the Fire/EMS personnel item as submitted, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wright advised in the Administration Department, to approve an amendment to the compensation of Deputy Fiscal Officer, Bill Taphorn by ceasing Mr. Taphorn's reimbursement for health care expenses and instead receive the contribution through an increase to his part-time salary.

Ms. Wolff made a motion to adopt Resolution 2017-23 a resolution adjusting compensation for William Taphorn and dispensing with a second reading.

Mr. Wright recommended the Board accept the resignation of Janice Morel, Fiscal Clerk, effective June 30, 2017.

Mr. Schultz made a motion to accept the resignation of Janice Morel, Fiscal Clerk, effective June 30, 2017, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright is recommending the Board accept the resignation of Officer John Chirgwin effective July 10, 2017.

Ms. Wolff made a motion to accept the resignation of Officer John Chirgwin effective July 10, 2017, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the need to amend the street lighting district for Oasis Pointe Subdivision by removing one lot and adding one other lot.

Mr. Schultz made a motion to adopt Resolution 2017-24 a resolution amending Resolution 2017-05 by removing Parcel #172517D120 from the Oasis Pointe Street Lighting District and adding Parcel #172517D143 to the Oasis Pointe Street Lighting District and declaring an emergency, seconded by Ms Wolff with all voting "AYE".

Mr. Wright submitted two out of Township travel requests from the Fire Department. The first is to send Lt. Jeff Childers and FF/Medic Chris Leubbe to the annual Firehouse Education Training Seminar in Dallas, Texas from October 23<sup>rd</sup> through the 28<sup>th</sup> at a total cost not to exceed \$3,950.00.

Ms. Wolff made a motion to approve the out of Township Travel request for Lt. Jeff Childers and FF/Medic Chris Leubbe as presented, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright submitted a request for Chief Steve Kelly to attend the annual International Association of Fire Chiefs conference in Charlotte NC from July 25<sup>th</sup> through the 29<sup>th</sup>. Chief Kelly is requesting for assistance with paying for the cost of the conference which is \$625. Chief Kelly will personally cover the costs associated with travel to this conference.

Mr. Schultz made a motion to approve the out of Township travel request for Chief Kelly to attend the International Association of Fire Chiefs Conference in Charlotte, NC from July 25<sup>th</sup> through the 29<sup>th</sup> at a cost not to exceed \$625.00, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the need for a nuisance abatement for five properties. Resolution 2017-25 has been prepared for the Board's consideration.

Ms. Wolff made a motion to adopt Resolution 2017-25 a resolution authorizing the abatement, control or removal of vegetation, garbage, rubbish or debris, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright presented proposals for the Safety Service Training Center entryway project that was discussed at the work session. It is being recommended the Board accept the quote from All Around Joe, LLC in the amount of \$10,250.00.

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Mr. Schultz made a motion to approve the quote from All Around Joe, LLC to complete the Safety Service Training Center entryway project as noted on the quote at a cost not to exceed \$10,250.00, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright noted, as discussed at the work session, they had received three quotes for the Buckwheat Sidewalk Project. Mr. Wright is recommending the Board accept the bid from Ohio Heavy Equipment Leasing (DBA Loveland Excavating) in the amount of \$143,433.00.

Ms. Wolff made a motion to approve and award the bid from the Buckwheat Road Sidewalk Project to Ohio Heavy Equipment Leasing (DBA Loveland Excavating) for a total cost of \$143,433.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Police Department and Fire/EMS Department is in possession of miscellaneous surplus equipment that is no longer necessary for its operation or is obsolete. Mr. Wright is recommending the Board adopt Resolution 2017-26 for the equipment to be disposed of by Internet Auction.

Mr. Schultz made a motion to adopt Resolution 2017-26 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 and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright is recommending the Board adopt a resolution allowing the Police Department to dispose of two pieces of equipment as well as an assigned duty weapon to Officer Chirgwin by private sale. Two pieces of equipment are well worn items and will not be reassigned after Officer Chirgwin leaves the department. The weapon is needed for a police academy he will be attending in another state. The items are one used nylon holster with magazine holder and duty holster with a used value of \$10.00; one personally fitted ballistic vest for John Chirgwin with no value as it cannot be resold and one Glock 23 gen 4-40 caliber with a value of \$409.00.

Ms. Wolff made a motion to adopt Resolution 2017-27 a resolution disposing of surplus equipment and authorizing the sale of surplus equipment to John Chirgwin and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright presented the Special Events Form from the Recreation Department. This form will help for groups applying for special request and the fees will be based on the type of event, number of participants and also whether the person or group making the request is a resident or non-resident. Mr. Wright is recommending the Board adopt the Special Events Form.

Ms. Wolff made a motion to approve and adopt the Special Events Form for Miami Township as presented, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised it is required by State law to adopt and deliver to the Clermont County Auditor's Office by July 20<sup>th</sup> the next year's Preliminary Tax Budget. Before the budget can be adopted the Board must hold a public hearing. Mr. Wright is recommending the Board set July 10, 2017 at 8:30 a.m. for this hearing.

Mr. Schultz made a motion to set a public hearing for the 2018 Preliminary Tax Budget on Monday, July 10, 2017 at 8:30 a.m. and any other business to come before the Board, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised in the interest of increasing the Township's commercial tax base, creating opportunities for economic development and encouraging the highest and best use of underperforming properties, there is a need to have some properties appraised by a

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commercial appraiser. Mr. Wright is recommending the services of Willingham and Associates in an amount not to exceed \$3,000.00.

Ms. Wolff made a motion to authorize appraisal services from Willingham and Associates, Inc in an amount not to exceed \$3,000.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright presented documentation indicating the Clermont County Commissioners have released the Maintenance Bond for Wards Corner Court, which is 0.075 miles or 369 lineal feet in length, and are turning it over to the Township for acceptance into our road network. Mr. Wright is recommending the Board accept Wards Corner Court into the Township road network.

Mr. Schultz made a motion to accept Wards Corner Court with 0.075 miles or 396 lineal feet in length into our road network, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy wanted to make aware that Clermont County has brought to their attention that they would like to add an additional hotel tax on hotels located in Clermont County. Mr. Tracy stated this is very disheartening because they were not aware of the decision or the recommendation from the State and for that reason he is recommending that a letter be sent, on their behalf, letting the County and State know that they do not support this additional tax and they would like that to be reconsidered. This is a motion by Mr. Tracy, seconded by Mr. Schultz with all voting "AYE".

**Public Comment:** None

**Executive Session:** Ms. Wolff made a motion to go into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee or official pursuant to Section 121.22(G)(1) 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 negotiations with other political subdivisions respecting requests for economic development assistance which is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project, pursuant to Section 121.22(G)(8) of the Ohio Revised Code, seconded by Mr. Schultz with all voting "AYE".

Ms. Wolff made a motion to come out of Executive Session, seconded by Mr. Schultz 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

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Ken Tracy, Chairperson