

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

JUNE 12, 2017

The Miami Township Board of Trustees met in work session on Monday, June 12, 2017 at the Miami Township Civic Center. Chairperson Ken Tracy called the meeting to order and led the Pledge of Allegiance. Mr. Tracy made a motion to appoint Mr. Wright as Acting Fiscal Officer, seconded by Mr. Schultz with all voting "AYE". Mr. Wright called the roll and present were Ken Tracy, Mary Makley Wolff and Karl Schultz.

Chief Kelly presented a new job description for a seasonal position of Hydrant Maintenance Technician. This would be a new position of the department that would be utilized between April 2nd and October 1st each year to assist with the maintenance of the 3,000 fire hydrants in our Township. They have created this position in accordance with the Clermont County Water District's policy and procedures on servicing and maintaining fire hydrants, and anyone appointed to this position would receive training from the County and our own internal hydrant coordinators.

Mr. Schultz made a motion to approve the new job description for seasonal position of Hydrant Maintenance Technician, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright submitted several personnel actions. In the Fire Department to make conditional offers of employment as seasonal employees to Alex Holbert and Jared Holbert for the seasonal position of Hydrant Maintenance Technicians at a rate of \$12.00 per hour.

Mr. Schultz made a motion to grant conditional employment to Alex Holbert and Jared Holbert for the seasonal position of Hydrant Maintenance Technician, seconded by Ms. Wolff with all voting "AYE".

In the Police Department, Mr. Wright is recommending the Board grant final employment to Robert Bunnel for the position of full time police officer with an eighteen month probationary period, at a starting pay rate of \$28.57 per hour with a start date of June 26, 2017.

Ms. Wolff made a motion to grant final employment to Robert Bunnel for the position of full time police officer with an eighteen month probationary period, starting at a pay rate of \$28.57 per hour with a start date of June 26, 2017, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright is recommending the Board approve a rate increase for four of the, returning, Recreation summer staff. They are Kyle Smith from \$9.00 per hour to \$10.00 per hour; Kelsi Spillman from \$9.00 per hour to \$10.00 per hour, Mollie Vonderhaar from \$8.50 per hour to \$9.00 per hour and Sean Vonderhaar from \$8.50 per hour to \$9.00 per hour. Kyle and Kelsi were YELL volunteers, then two years paid high school staff and are returning after one year of college and Mollie and Sean were two year YELL volunteers with one year paid high school staff and are entering their senior year of high school.

Ms. Wolff made a motion to approve the pay rates for the four returning Recreation summer staff as presented, seconded by Mr. Schultz with all voting "AYE".

Chief Madsen reminded the Board of a previously approved out of Township travel for Officer Rasfeld to attend the 2017 DARE Conference July 11 through 13 and then July 23rd through 28th Officer Arter and Officer Brashear will attend the National School Resource Conference. This is just a reminder of who is going out of town for training and these requests have already been approved by the Board.

Chief Madsen presented a request to complete the front entrance of the Safety Service Training Center. The request consists of a covering to sit on the existing poured front entrance concrete pad with the columns, a shingled roof to match the existing roof, soffit, gutters, and downspouts. Chief Madsen is recommending the Board approval the bid from All Around Joe, LLC at a cost of \$10,250.00. The quality of products, labor, electric, lighting and permits were included. The other two bids did not include all of these. This will be an action item at the business meeting.

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Chief Kelly is requesting approval for out of Township travel to send Lt. Jeff Childers and FF/Medic Chris Leubbe to the annual Firehouse Education Training Seminar in Dallas, Texas from October 23rd through the 28th. The conference supports the fire records management system and is the only opportunity annually to have our administrators learn and talk to Firehouse staff and administrators. This training will help gain new insights on getting more out of our records system as we transition these responsibilities within the department. The total cost for both will not exceed \$3,950.00. This will be an action item at the business meeting.

Mr. Elliff advised the Zoning Commission heard Zoning Case #552 and rendered their decision. At this point the Board of Trustees need to set a hearing date for this case for their hearing and decision. Mr. Elliff recommended the Board set Tuesday, July 11, 2017 at 7:00 p.m. for the hearing.

Ms. Wolff made a motion to set a public hearing date of July 11, 2017 at 7:00 p.m. for zoning Case #552, seconded by Mr. Schultz with all voting "AYE".

Mr. Elliff advised the Community Development Department will be bringing several properties for the Board to declare as nuisances at the June 20th business meeting.

Mr. Musselman advised the Service Department conducted a bid opening for the Buckwheat Road sidewalk project on Thursday, May 25th at 3:05 p.m. and received three bids. The Engineers Estimate was \$176,085.00. The bids are from Ohio Heavy Equipment Leasing \$143,433.00; Adleta Construction \$239,666.00 and Belgray Inc. \$246,320.00. Mr. Musselman stated he spoke with the low bidder as to why it is so much lower and Ohio Heavy Equipment Leasing stated they will use a machine to put the concrete in, slip-form, they believe they can save on traffic control. Mr. Musselman stated he has instructed Ohio Heavy Equipment Leasing, should they be awarded the bid, to maintain traffic and to follow every aspect of the plans. Mr. Musselman is recommending the Board accept the bid from Ohio Heavy Equipment Leasing. The Board had concerns of the traffic control and does Mr. Musselman have any assurances there will be good covering for traffic control. The Board also noted the bid from OHEL is charging only \$5,000.00 for traffic control for the whole project. Mr. Musselman stated OHEL stated there will be only a few places where equipment will be in the roadway, they will have most of their equipment off of the roadway especially closer to St. Rt. 28. The Board asked Chief Madsen to look at the bid with regards to the cost of traffic control and if the Police Department would have to send someone out for traffic control. The Board would like additional information on the difference on the costs of the traffic control and the labor of the sidewalk between all three bids. Chief Madsen and Mr. Musselman will look into that.

Ms. Thibodeau presented a final draft of the special event permit form. Ms. Thibodeau stated she feels this is fair and equitable and also gives us clear guidelines going forward to deal with the various types of requests we receive for special events. Pending Mr. Braun's approval, this will be an action item at the business meeting.

Mr. Wright advised after further discussion with the Clermont County Water Resources Department and Imbus Enterprises, that the Service Agreement, approved in March, will need to be amended to reflect that the County is not obligated to accept the proposed improvements. Also clarified in the amended agreement is that the construction of these utilities is a project being undertaken by Imbus Enterprises and not Miami Township. Finally, the fact that service payments will only be used for the project from properties owned by Imbus and not properties owned by others has been amplified in the amended agree. Mr. Wright presented Resolution 2017-21 for the Board's consideration and asked for the Board to take action today. Mr. Braun noted this will incentivize Imbus Enterprise to put the highest and best use on properties owned by Imbus. Mr. Braun noted there were discussions before with the Board, that the County reserved the right to accept or not accept the public improvements. The Township already amended the agreement to reflect that if the County did not take on the public utilities that the Imbus family has agreed that they will be responsible for the maintenance of those lines and

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care for those lines, until the County would do so. This is the only impediment to them starting this sewer and water project. Mr. Wright stated the County has approved the construction documents. The Board had a concern of the possibility of substandard construction and if the County does not take over what does that mean. Mr. Braun stated Mr. Wright wanted protective language in the agreement to protect the Township from any liability should something happen to the lines. Mr. Braun stated the contractor, CEC, is a very reputable company.

Mr. Schultz made a motion to adopt Resolution 2017-21 a resolution authorizing approval of an amendment to the existing Agreement between Miami Township and Imbus Enterprises Limited Partnership and dispensing with a second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Musselman updated the Board on Service projects noting the Engineer for the Dry Run Road slide is working on estimates for the repair, the paving program is still on track for the first couple of weeks of July and will take about three weeks to complete, they are working on section 2 of the No Parking project and installing sign grant signage and retro-reflectivity signs, the Duke Energy gas conversion installation of gas line is complete, the Miami Meadows Lake erosion wall is complete and backfilling will begin, the Wolfpen Pleasant Hill sidewalk project is very near completion and the Romar lighting project is continuing.

Public Comment: Janet and Ray Silver, of Kimberly Lane, came forward to address the Board regarding a fence permit they received three and a half years ago and the issue with the neighbor regarding this fence.

Executive Session: Mr. Schultz 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 the sale or purchase of property pursuant to Section 121.22(G)(2) of the Ohio Revised Code, and to conference with counsel related to pending or imminent litigation, pursuant to Section 121.22 (G)(3) of the Ohio Revised Code, seconded by Ms. Wolff with all voting "AYE".

Mr. Schultz made a motion 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 10:40 a.m.

ATTEST:

Jeff Wright, Acting Fiscal Officer

Ken Tracy, Chairperson