

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

MAY 13, 2024

Held

20

The Miami Township Board of Trustees met in a Work Session on Monday, May 13, 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.

ROLL

Mr. Eric Ferry called the roll. Attending were Trustees Mary Makley Wolff, Mark Schulte, and Ken Tracy. Also attending were Township Administrator Steve Kelly, and Attorney Joseph Braun.

APPROVAL OF MINUTES

Mr. Ken Tracy made a motion to approve the Minutes for the April 08, 2024 Special Session, April 08, 2024 Work Session, and April 16, 2024 Business Meeting. Mr. Mark Schulte seconded the motion. All voted "AYE."

PROCLAMATION

A Proclamation was read by Chairperson Mary Makley Wolff to recognize May 12-18, 2024 as National Police Week in Miami Township.

PRESENTATION

Mr. Jeff Blom of the Clermont County Convention and Visitors Bureau (CVB) gave a presentation discussing potential funding avenues for the proposed America 250 Mural in Miami Township. Mr. Blom discussed the background of the project and introduced several funding opportunities.

If a formal agreement were to be reached, Mr. Blom stated that funding would be distributed amongst the artists first as an up-front deposit. Work would begin in spring and summer of 2024 with final artist payments in May of 2025. Several marketing efforts and events would also be included in the budget, leading up to a Marquee event celebrating the county's 250th anniversary in 2026. According to Mr. Blom, the budget and funding opportunities are as outlined below:

Estimated Budget	\$200,000.00
America 250 – Ohio Impact Grant	\$50,000.00
Connect Clermont Grant	\$25,000.00
Clermont County CVB Grant	\$25,000.00
Community Contributions	\$25,000.00
Committed to Date:	\$125,000.00

Mr. Blom stated that Clermont County Commissioners will be asked to complete funding for the project at a cost of \$75,000. Community Contributions (highlighted above) would amount to approximately \$11,000.00 per participating community.

Mr. Blom opened the discussion to questions from the Board. Chairperson Wolff cited a lack of clear information prior to this meeting and stated that the Township was initially unaware that they would be asked to contribute funds and was told it would only need to produce a letter of support and suitable location. According to Chairperson Wolff, the Township was later asked via email to contribute more than \$26,000.00. Additionally, it was cited that decisions about Miami Township's mural seemed to have been made prematurely and without the Township's early involvement.

Mr. Blom stated that communications were sent out regarding the murals as early as November 2023, and he would have to go back to see if Miami Township was included in those. He also stated that the CVB's original understanding of what the project would cost was underestimated.

Mr. Ken Tracy asked the presenter if there was any opportunity for changes to the mural at this point in the process, and Mr. Blom responded that there is time, and that mural design

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would not formally take place until after funding is secured and agreements are in place. Mr. Blom reiterated that he is unsure of the exact cost that the Township would incur.

Mr. Mark Schulte asked the presenter how the Commissioners responded to the aforementioned request of \$75,000.00 to complete project funding. Mr. Blom stated that Clermont County has funds to put behind America 250, however he was unsure of the exact number that could be committed to the project.

Mr. Tracy asked if there was an outlined process involved with the selection and/or changes to the murals. Mr. Blom responded that his group would leave it up to individual communities and their artists to collaborate on design.

Chairperson Wolff asked Mr. Blom to give the Township more time to understand and consider the project. Additionally, she asked Mr. Blom how he intended to complete the project if certain funding opportunities were to never materialize. Mr Blom responded that while he is not in charge of obtaining funding, he believes that corporate partners in participating communities may be an additional funding option should others fall through.

Mr. Blom was asked for his estimated timeline regarding when CVB will know more about funding decisions. It was agreed that he would likely have correct data to share with the Board by the beginning of June.

AGENDA ITEM #1 — PERSONNEL

Emily Asher, Human Resources Director, recommended the following action for personnel:

Recreation Department

Add a camp lead rate of \$15.00 per hour effective May 13, 2024, to the following staff members: Ella Sizemore, Lyndon Williams, and Megan Poppe.

Police Department

Rescind the conditional offer of employment made to Madison M. Booth for the position of full- time Police Officer.

Accept the resignation of Police Officer Bill Dossenback effective April 17, 2024.

Fire Department

Remove Jonathan McKinnish from probationary period effective May 13, 2024.

Promote Nick Flerlage to the position of Station Lieutenant with a rate of \$37.18 per hour effective May 26, 2024.

Make final offers of employment to Colin Peng, Niyah Smolenski, Cameron Gilreath, and Brody Armor for the seasonal part-time position of Hydrant Tech with a rate of \$15.00 per hour effective May 22, 2024.

Make a final offer of employment to Christopher Ross for the position of full-time Firefighter/Paramedic with the rate of \$32.03 per hour effective May 22, 2024.

Make a final offer of employment to Kyle Steven for the position of full-time Firefighter/Paramedic with the rate of \$32.03 per hour effective May 23, 2024.

Make a final offer of employment to Evan Seely for the position of full-time Firefighter/Paramedic with the rate of \$32.03 per hour effective May 24, 2024.

Service Department

Promote Timothy Berchem to the position of Parks Foreman with a rate of \$37.72 per hour effective May 13, 2024.

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Promote Lloyd Nowak and John Prince from Maintenance Worker 2-2 to Maintenance Worker 3-2 effective April 15, 2024, in recognition of receiving exemplary annual reviews.

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

AGENDA ITEM #2 — HVAC SERVICE AGREEMENT

Administrator Steve Kelly presented a quote from Bachman's HVAC Solutions to perform preventative HVAC system maintenance on all Township-owned buildings. The quote (\$49,896.00 annual price) includes quarterly preventative maintenance and service at all 11 locations, service calls as needed, and repairs including parts and labor. The term of the agreement would be three (3) years, which would allow the Township to lock in its rates and prevent increases for the duration of the contract.

Mr. Kelly stated that new standards in the HVAC industry may require certain replacements. Due to this, the ability to lock in at the above stated rate over the next few years would likely lead to cost savings for the Township.

It was additionally stated that this project is below the \$75,000.00 threshold for competitive bid, and Bachman HVAC is uniquely positioned to win the agreement due to its commitment to share in the cost of major component repairs. However, because the agreement takes place over multiple years for a combined cost of \$150,000.00, it was noted that this may put the project over the threshold for a competitive bid. It was agreed that the Township and its law consultant would investigate this prior to the next Business Meeting, where the request will be brought back to the Board for final approval.

AGENDA ITEM #3 — ADMIN STRATEGIC PLANNING

Mr. Kelly informed the Board that the Administration Department will be requesting an agreement with The Ohio Plan to complete two sessions of Leadership Development Training in a combined amount not to exceed \$7,000.00. The training would ultimately lead to the development of a strategic plan for the Township. This request will be brought to the Board for final approval at the next Business Meeting.

AGENDA ITEM #4 — ROAD VACATION REQUEST AND RESOLUTION

Mr. Brian Elliff requested that the Board adopt Resolution 2024-019 supporting the vacation of a section of Locust Avenue at the adjoining property owner's request. Mr. Tracy made a motion to adopt Resolution 2024-019 supporting the vacation of a section of Locust Avenue, dispensing with a second reading, and declaring an emergency. Mr. Schulte seconded the motion. All voted "AYE."

AGENDA ITEM #5 — OKI APPOINTMENTS

Mr. Elliff requested that the Board of Trustees adopt a motion re-appointing Planning & Zoning Administrator Brian Elliff as the ICC regular member, and Township Planner Jamie Kreindler as the alternate. Mr. Schulte made a motion to re-appoint Brian Elliff as the Miami Township regular member, and Township Planner Jamie Kreindler as the Miami Township alternate member of the OKI Intermodal Coordinating Committee. Mr. Tracy seconded the motion. All voted "AYE."

AGENDA ITEM # 6 — STATION 27 SIGN REPLACEMENT

Mr. Kelly informed the Board that the Multimedia Department would like to utilize some of the \$35,000.00 budgeted for an electronic sign upgrade in the 2024 General Fund Capital Improvements. He stated that the digital portion of the monument sign at Station 27 is in need of replacement and that an upgrade to the display would bring better technical capabilities (crisper image / video display capabilities) and easier remote connectivity for information updates. A quote was presented to the Board from Signarama Lawrenceburg at a cost not to exceed \$ \$32,777.32. The request will be brought to the Board for final approval at the next Business Meeting.

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AGENDA ITEM #7 — GATEWAY SEAL REPLACEMENT

Mr. Kelly informed the Board that the Multimedia Department would like to update the seal of the Township Gateway sign with the “I am Miami” logo to match the I-275 overpass signage. A quote was presented to the Board at an amount not to exceed \$2,648.00. The request will be brought to the Board for final approval at the next Business Meeting.

AGENDA ITEM #8 — PD VEHICLE QUOTE

Chief Mike Mills informed the Board that the Police Department would like to purchase a 2024 Chevrolet Malibu for its drug agent at a cost not to exceed \$24,835.00, as indicated in the department’s 2024 budget (fund 2150). The request will be brought to the Board for final approval at the next Business Meeting.

AGENDA ITEM #9 — FEMS SUPERVISOR VEHICLE REPLACEMENT

Chief Jetter informed the Board that the Fire Department would like to utilize ARPA funds for the acquisition of a 2024 Ford Expedition XL to replace the existing 2017 Chevrolet Tahoe, which serves as the supervisor’s vehicle. Several factors influence the need for replacement, including high usage and mileage as well as wear and tear. Total cost for the request would not exceed \$52,750.00 and will be brought to the Board for final approval at the next Business Meeting.

AGENDA ITEM #10 — ECKERT AND PENG OFFICE FURNITURE

Chief Jetter informed the Board that the Fire Department would like to acquire office furniture for Fire Inspector Paul Eckert and Director of EMS Jason Peng at a combined cost not to exceed \$7,077.60. The request will be brought to the Board for final approval at the next Business Meeting.

AGENDA ITEM #11 — GEOTECHNICAL EXPLORATION

Chief Jetter informed the Board that the Fire Department seeks to enter into an agreement with Alt & Witzig Engineering, Inc. to perform Geotechnical Exploration at the potential site for a future fire training facility at a cost not to exceed \$7,800.00.

Chairperson Wolff clarified with Chief Jetter that this facility would indeed replace the fire training facility formerly located at Live Oaks. Mr. Tracy asked if it would be a shared location, and Chief Jetter clarified that other Departments would be invited to use the facility at cost. Responding to questions about timeline and budget, Chief Jetter stated that it would be a two-year project after the Geotechnical Exploration was approved and site development/contracts completed. The estimated budget for the entire fire training facility projected was stated to be 1.5 million dollars, with no known grant opportunities at this time.

Mr. Kelly stated that costs for development of the facility were included in the yearly budget under TIF funds, and that TIF funds would support the construction of the facility into next year as well. There was much discussion surrounding cost and availability from TIF funds as well as ARPA funding possibilities. Mr. Tracy asked if this project fits into the master plan of the Township, and Chairperson Wolff pointed out that such a master plan is still in the works and would be formed as a result of the Strategic Planning request presented earlier in the meeting (Agenda Item #3).

Chief Jetter reiterated that costs could be offset by renting the facility to other departments. He also informed the Board of the importance of having our own facility due to the impact it would have on new trainees who need to train more often than renting facilities from other communities currently allows. It is currently only feasible to visit the Loveland fire training facility three times per year due to limitations on how many trainees we can send out of the Township at a given time without safety issues arising due to inhibited response times. Further, the existence of a home facility would increase training hours and potentially lead to insurance savings by lowering the Department’s ISO numbers.

The request will be brought to the Board for final approval at the next Business Meeting.

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AGENDA ITEM #12 — TURN-OUT GEAR

Chief Jetter informed the Board that the Fire Department seeks to purchase one set of turn-out gear for an employee who was not able to complete proper sizing prior to the department's recent annual purchase of turn-out gear. The price is quoted at \$3,555.00, and the request will be brought back to the Board for approval at the next Business Meeting.

AGENDA ITEM #13 — ELECTRIC VEHICLE PLUG

Chief Jetter discussed the prevalence of electric vehicles in our community and the need for six electric vehicle plugs which would aid the department in ensuring these vehicles do not erroneously turn on during emergency situations. The total requested cost for these units was stated to be \$5,630.00. The request will be brought to the Board for final approval at the next Business Meeting.

AGENDA ITEM #14 — SERVICE PROJECT UPDATES

Mr. John Musselman presented updates on Township Clean Up Days and informed the Board of several project updates:

- The Medical Connector Project which connects the Christ Medical Facility to the Lorven Drive traffic light is complete.
- Lorven Drive Phase 2 is scheduled to begin the second week of May.
- Final grade for Tennis, Basketball and Pickleball court projects at Miami Riverview Park will be achieved as weather allows.
- A letter was sent to a resident informing them of upcoming travel impacts due to the Redbird Road project, which is slated to begin in late May or early June.

PUBLIC COMMENT

None.


EXECUTIVE SESSION

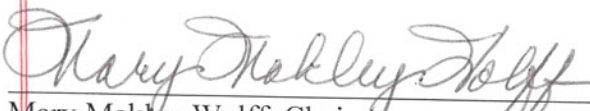
Mr. Tracy made a motion to go into Executive Session pursuant to Ohio Revised Code (ORC) 121.22 (G)(1) to consider employment of a public employee **and** ORC 121.22(G)(8) to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance related to a request 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. Mr. Schulte seconded the motion. All voted "AYE."

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

The meeting was adjourned at 9:10 p.m. on May 13, 2024.

ATTEST:


Eric C. Ferry, Fiscal Officer


Mary Makley Wolff, Chairperson