

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

JUNE 18, 2024

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The Miami Township Board of Trustees met in a Business Session on Tuesday, June 18, 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

Miami Township Chaplain Brian Wikoff joined the attendees in prayer.

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 Attorney Joseph Braun.

SWEARING IN CEREMONY

Chief of Police Mike Mills introduced newly hired Officers Howard Glancy and Thomas Campbell, who were sworn in. Lieutenant Todd Taylor, Sergeant Brian Mehne, and Corporal Tim Goins were promoted and sworn in, as well. Finally, the Police Department introduced canine Seeker, who is MTPD's newest police dog.

APPROVAL OF MINUTES

Mr. Ken Tracy made a motion to approve Minutes for the May 13, 2024 Work Session and May 21, 2024 Business Meeting. Mr. Mark 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 Eliff highlighted the high numbers for Total Investment Value in the Township this month. Additionally, Mr. Eliff discussed nuisance signs in the Township, the connectivity between Christ Hospital Medical Center and ALDI, and "The Broken Window Effect."

Finance

Mr. Ferry briefly introduced his written report as complete.

Fire & EMS

Fire Chief Dave Jetter highlighted the recent retirement of John Musselman, as well as an on-the-fly delivery of a baby girl performed by MTWP EMS. Jetter continued by recognizing Light the Night for Fallen Firefighters and EMS week as well as the Station Logo Project and Pancake Breakfast with Troop 468 & CPAAA. Finally, Jetter highlighted several recent collaborative training sessions.

Police Department

Chief Mills introduced the department's newest interns and highlighted a recent FC Cincinnati game where officers were honored. Mills gave a reminder of the upcoming National Night Out occurring August 6th from 6-8:00 PM. Mills concluded by promoting the Citizens Police Academy that is starting in September, as there are a few spots left.

Recreation Department

Mr. Ryan Himes discussed recently held events and Township offerings such as Crafting with Robin, the Community Garden, the 2024 Summer Camps season, and an upcoming Concert in the Park.

Service Department

Mr. Chris Burdsall discussed the completion of the pier wall project on Redbird Road and shared an update on the status of the new courts at Miami Riverview Park. Phase II of the Loven Drive project was stated to be near completion, and Township resurfacing has begun.

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**Administration**

Mr. Steve Kelly highlighted the upcoming ALDI Grand Opening and Phase II of the Lorven Drive project, thanking all involved for their contributions.

**OLD BUSINESS**

None.

**NEW BUSINESS**

New Business was discussed as follows:

**AGENDA ITEM #1 — PAYMENT OF BILLS**

Mr. Schulte made a motion to pay the bills of the Township including checks numbered 146711 through 146889, 79 ACH payments numbered 553 through 631 and 49 electronic payments numbered 3779 through 3827 for the total amount of \$1,255,989.94.

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

<u>Direct Deposit</u>	<u>Date</u>	<u>Amount</u>
05/31/2024		\$371,249.04
06/14/2024		\$424,470.47

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

**AGENDA ITEM #2 — THEN AND NOW (RESOLUTION)**

Mr. Tracy made a motion to adopt Resolution 2024-025 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$3,294.03, dispensing with the second reading, and declaring an emergency.

Mr. Schulte seconded the motion. All voted "AYE."

**AGENDA ITEM #3 — PERSONNEL**

Mr. Schulte made a motion to accept the following personnel recommendations as stated:

**Administration Department**

- Make a final offer of employment to Steve Mick for the full-time Zoning and Property Maintenance Inspector position with a rate of \$27.00 per hour effective June 24, 2024.

Mr. Tracy seconded the motion. All voted "AYE."

**AGENDA ITEM #4 — ELECTED OFFICIAL COVERAGE (RESOLUTION)**

Mr. Tracy made a motion to adopt Resolution 2024-026, a resolution the issuance of an Employee Dishonesty and Faithful Performance of Duty Policy instead of surety bonds for trustees, employees, and appointees of Miami Township, waiving a second reading, and declaring an emergency.

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

**AGENDA ITEM #5 — CDBG GRANT (RESOLUTION)**

Mr. Schulte made a motion to adopt Resolution 2024-027 authorizing the Township Administrator/Public Safety Director to prepare and submit an application to participate in the Clermont County 2024 Community Development Block Grant Program and to execute a cooperation agreement as required with the Clermont County Board of Commissioners, waiving a second reading, and declaring an emergency.

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

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**AGENDA ITEM #6 — TIRC APPOINTMENT (RESOLUTION)**

Mr. Tracy made a motion to adopt Resolution 2024-028 appointing Steve Kelly and Kelly Flanigan to serve as members of the Clermont County Tax Incentive Review Council, waiving a second reading, and declaring an emergency.

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

**AGENDA ITEM #7 — PICKLEBALL COURT**

Mr. Schulte made a motion to approve the allocation of \$166,560.00 to the completion of Miami Riverview Park Pickleball Court.

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

**AGENDA ITEM #8 — NUISANCE CASES (RESOLUTION)**

Mr. Tracy made a motion to adopt Resolution 2024-029 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. Schulte. All voted "AYE."

**AGENDA ITEM #9 — NEW FIRE ENGINE**

Mr. Schulte made a motion to approve the purchase of a Rescue Pumper to replace the 2007 E-One model from E-ONE (Vogelpohl Fire Equipment) by entering into a five-year lease to purchase with a 50% downpayment at a total cost not to exceed \$1,177,409.00 plus upfitting at an estimated \$75,000.00.

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

**AGENDA ITEM #10 — NEW SERVICE HIRE REQUEST**

Mr. Tracy made a motion to approve the Service Department's request to advertise for a full-time Parks Department employee.

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

**ADDITIONAL**

Administrator Kelly shared two additional items with the Board:

- A. Kleinger's Group Estimates – New estimates have come in regarding the associated costs for the maintenance and repairs outlined in the Kleinger's Group Miami Township Parks Assessment presented at the last work session. That document can be viewed on the Township website.

Mr. Tracy inquired about the dollar amount that would be generated by the upcoming Parks Levy, if approved. Mr. Joe Braun responded that the full auditor's report is not yet available, and the Board will have it by the next business meeting.

- B. Fitness Court Grant – Miami Township was awarded \$30,000.00 towards the partial funding of a fitness court. Mr. Kelly requested that the Board approve his request to accept the award and allow him to enter into a contract with the National Fitness Campaign to purchase a fitness court studio version and agree to the terms for proper site selection and installation.

As discussed previously, Mr. Kelly reminded the Board that the Administration intends to use existing ARPA funds for the project, and requests to spend up to \$237,500.00 to complete it. The contract can be viewed on the Township website.

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Mr. Tracy inquired about the reasoning behind choosing the studio option over a regular fitness court. Mr. Kelly responded that the Recreation Department would like to host fitness classes there, and that bringing fitness courses outdoors would aid the Township in showcasing Community Park. Additionally, the studio option provides space that the Township could eventually utilize for a Township-specific mural.

Mr. Tracy made a motion to accept the grant from the National Fitness Council towards the purchase of a fitness center studio for an amount not to exceed \$237,500.00 and authorize the Township Administrator to execute the contract for procurement and installation at Community Park.

Mr. Schulte seconded the motion. All voted "AYE."

**PUBLIC COMMENT**

None.

**EXECUTIVE SESSION**

Mr. Schulte made a motion to go into executive session pursuant to Ohio Revised Code Section 121.22(G)(1) to consider the employment and compensation of a public employee and Ohio Revised Code Section 121.22(G)(8) to consider confidential information related to marketing plans or specific business strategy of an applicant for economic development assistance related to R.C. 3735.67 that is necessary to protect the interests of the applicant.

Mr. Tracy seconded the motion. Upon roll call, all voted "AYE."

Mr. Schulte made a motion to come out of executive session and was seconded by Mr. Tracy.

Upon roll call, all voted "AYE." The Board came out of executive session at 9:13 p.m.

Once back in regular session, Mark Schulte made a motion to authorize the Township Administrator to enter into a Retirement Agreement and General Release with James Michael Mills. The motion was seconded by Ken Tracy.

Upon roll call, all voted "AYE."

The meeting was adjourned at 9:15 p.m. on June 18, 2024.

ATTEST:

*Eric C. Ferry*  
Eric C. Ferry, Fiscal Officer

*Mary Makley Wolff*  
Mary Makley Wolff, Chairperson