

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

OCTOBER 14, 2024

Held

20

The Miami Township Board of Trustees met in a Work Session on Monday, October 14, 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 and Mark Schulte. Also attending were Township Administrator Steve Kelly, and Attorney Joseph Braun.

PROCLAMATION

Chairperson Wolff read a proclamation designating October 2024 as Community Planning Month in Miami Township in conjunction with the celebration of National Community Planning Month.

CORRESPONDENCE

Mr. Ferry presented two liquor permits to which he stated no Township objection; the first being associated with Wolfpen Drive Thru LLC located at 5872 Wolfpen Pleasant Hill Road, and the second being from O'Charley's LLC located at 1088 State Route 28.

AGENDA ITEM #1 — FLEET REPLACEMENT MEMO AND PRESENTATION

Administrator Kelly discussed the work multiple staff members have done over the last few months to evaluate the current condition of our existing vehicle fleet to prepare for the 2025 operating budget. Part of that assessment has involved an in-depth review and discussion about the current condition, maintenance, and replacement cycle of regular-duty vehicles. In the interest of efficiency, Mr. Kelly stated that the staff has been speaking with Enterprise Fleet Management regarding the potential outsourcing of regular-duty fleet management.

Mr. Kelly introduced Mr. Jeremy Baldwin, Senior Account Executive with Enterprise Fleet Management.

Mr. Baldwin presented several slides containing information that staff worked with him to develop regarding the Township's long-range plans for fleet management. According to Mr. Baldwin, Enterprise Fleet Management's services could adjust the Township's existing replacement schedules to achieve maximum value in terms of purchase price, depreciation, maintenance, and resale, thus improving our bottom line over time.

Chairperson Wolff asked about the effect that needing to have fleet vehicles regularly wrapped and/or upfitted would have on the equation. Mr. Baldwin responded that it would have an impact, and Mr. Kelly interjected that the Police Department fleet, which includes a large amount of aftermarket upfitted vehicles, would not be a part of the Enterprise program for at least the time being. Additionally, Mr. Kelly stated that in the future the staff intends to reduce the amount of aftermarket spending on upfitting and wraps.

Mr. Ferry asked about the methodology behind selling used government vehicles that have been upfitted for a specific government agency. Mr. Baldwin responded that Enterprise Fleet Management removes any logos or other identifiers and utilizes dedicated remarketing employees to resell the vehicles at the best possible price. This would also eliminate some of the costs the Township incurs to hand-sell and/or auction their own vehicles.

Mr. Schulte asked if the information presented regarding government purchase pricing reflects the varied costs incurred by differing agencies regarding aftermarket upfitting. Mr. Baldwin responded that a lot of upfitting materials can be swapped into the next vehicle at the time of purchase, reducing the upfitting cost significantly.

Further information regarding purchase funding options, operating costs and fuel-spend reduction aspects of the program, as well as functionalities of the program website and fleet tracking. Mr. Baldwin also discussed next steps and timeline if the program is approved.

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20

Chairperson Wolff asked Mr. Braun if there would be any legal reason we couldn't lease vehicles as a Township. Mr. Braun responded that a neighboring community also uses the program and there would not be any restriction upon entering lease agreements. Mr. Ferry asked Mr. Kelly if he or others had spoken to any other communities in the program to get their thoughts. Mr. Kelly responded that he has and that they all had positive feedback. However, Mr. Kelly stated that each agency uses the program differently. Miami Township, he said, could benefit from a more regular and cost-effective maintenance schedule.

Mr. Ferry asked which vehicles our currently employed mechanics handle. Mr. Chris Burdsall, Service Director, responded that the Township has one mechanic working on Police vehicles, and one dedicated to Service vehicles such as regular-duty trucks, dump trucks, and equipment. With the proposed program, Mr. Burdsall stated the Township could continue to utilize its own in-house mechanics.

Mr. Schulte further emphasized that the proposed program can be customized to include fleet management and maintenance, or just fleet management and vice versa in order for the Township to realize optimum financial benefits through the program. Further discussion was had about the flexibility of the program and the ability to leverage it to the needs of the Township.

According to estimates shown by Mr. Baldwin, current estimates show projected cost savings of almost \$40,000.00 annually over ten years. Mr. Kelly stated that the program, if approved, would be implemented as a part of the Township's 2025 operating budget. Additionally, Mr. Kelly stated that Kelly Flanigan, Finance Director, was brought into the conversation and had no issues. The request will be brought back for final approval at the next business meeting.

AGENDA ITEM #2 — PERSONNEL

Mrs. Emily Asher, HR Director, recommended the following action for personnel:

Fire Department

- Remove David Jetter from probationary status effective October 15, 2024.
- Change the status of Firefighter/Paramedic Honor Workman from full-time to part-time effective October 16, 2024 and adjust her rate to \$23.00 per hour.

Service Department

- Remove Christopher Burdsall from probationary status effective October 15, 2024.

Police Department

- Make a final offer of employment to Justin Kuhn for the position of full-time Police Officer at a pay rate of \$43.29 per hour with an eighteen-month probationary period starting October 23, 2024.
- Advance Officer Steven Pielage to the role of Police Corporal with a rate of \$44.37 per hour effective October 27, 2024.
- Promote Corporal James Taylor to Police Sergeant with a rate of \$46.67 per hour effective October 27, 2024.
- Promote Sergeant Daniel Tobias to the role of Lieutenant with an annual salary of \$125,375.28 effective October 27, 2024.
- Accept the resignation of full-time Police Officer William Hickey effective October 15, 2024.

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

AGENDA ITEM #3 — OPERS CONVERSION PLAN (R2024-043)

Mr. Kelly discussed the annual regulation to submit an OPERS Conversion Plan Template in order for converted vacation, sick, or personal leave to be considered earnable salary prior to payments being made to employees.

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Resolution 2024-043 containing the aforementioned template was presented to the Board for information only. The request will be brought back for final approval at the next business meeting.

AGENDA ITEM #4 — DECEMBER MEETING SCHEDULE

Mr. Kelly introduced a request to reschedule two planned Board meetings from December 2nd (6 p.m.) and 10th (7 p.m.) to December 9th (time to be determined) and the 17th at 7 p.m.

No action was taken at this time, and the request will be brought back at the next business meeting.

AGENDA ITEM #5 — WARDS CORNER SIGNS

Mr. Will Menz, Multimedia Director, discussed the need to replace two Township signs at Wards Corner exits off 275 as, according to Menz, the signs have been rehabbed several times and have reached their end of life. Artwork and quotes were presented to the Board which include the latest Township branding and demonstrate consistency with other Township sign designs.

Mr. Menz stated that he would like to have the new signs illuminated but is seeking guidance from the Board since the project would require somewhat extensive cable running. Solar powered options also exist, but the output of required brightness with these methods is questionable.

Mr. Menz recommended proceeding with two double-sided signs, unlit, with the intention of gathering more information and possibly adding lighting in the near future. The request will be brought back to the next business meeting.

AGENDA ITEM #6 — PURCHASE OF FOUR POLICE EXPLORERS

Police Chief Rob Hirsch introduced a request to order two 2025 Ford Police Explorers (marked vehicles) and two 2025 Ford Explorers (unmarked vehicles) ahead of time (in 2024) to avoid potential delays. According to Chief Hirsch, the actual purchase of vehicles will occur sometime in 2025 when the vehicles are manufactured and will be included in the department's 2025 budget. The request follows the department's current replacement schedule.

Each marked vehicle costs \$44,104.00 and each unmarked vehicle costs \$41,674.00. The total cost for the purchase of the four vehicles is not to exceed \$171,556.00. Mr. Ferry asked if this cost includes aftermarket upfitting, and Chief Hirsch responded that no, they reflect base prices. Chairperson Wolff asked what the total for a \$44,000.00 marked police vehicle including upfitting would typically come out to. Hirsch responded that upfitting for these vehicles typically comes out to about \$15,000.00. As such, a \$44,000.00 vehicle, once upfitted, would cost the Township around \$60,000.00. Hirsch also emphasized that \$44,000.00 is the state bid price.

The request will be brought back for approval at the next business meeting.

AGENDA ITEM #7 — ZOLL BUY BACK AND SAFETY ARM DEVICE

Fire Chief Dave Jetter introduced a request to enter into a buy-back agreement with Bound Tree Medical for two (2) older Zoll X series monitors that are no longer in regular use. According to Jetter, Bound Tree Medical provided a quote for \$19,000.00 to purchase the monitors. If approved, Jetter stated that the funds from this buyback would be utilized to offset the purchase of five (5) Technimount Safety Arm Systems from Penn Care, Inc. The quote provided for these systems comes in at \$13,500.00.

No action was required at this time, and the request will be brought back for final approval at the next business meeting.

OCTOBER 14, 2024

Held _____ 20 _____

AGENDA ITEM #8 — CEMETERY EQUIPMENT

Mr. Burdsall discussed the need to replace a nearly 20-year-old lowering device at Evergreen Cemetery. According to Burdsall, the Service Department is now having issues with the device not lowering evenly, not lowering at all, or a sudden drop while it is in use. Due to the device's age, the castings are worn down and he believes the device is in need of full replacement. A quote from Holland Supply Inc. was presented to include a Frigid Imperial Lowering Device, Holland Telescoping Stand, and Drape for the stand at the cost of \$6,024.39.

The request will be brought back for approval at the next business meeting.

AGENDA ITEM #9 — POLICE VEHICLES UPFITTING

Chief Hirsch introduced a request to upfit three police vehicles for a combined total of \$11,808.00. According to Hirsch, funds are available in the department's budget to cover all costs associated with the project.

No action was needed at this time, and the request will be brought back for approval at the next business meeting.

AGENDA ITEM #10 — LAERDAL MONITOR SIMULATOR PURCHASE

Chief Jetter discussed the Fire Department's request to purchase a Monitor by Laerdal simulator from the Laerdal Medical Corporation. The purchase would provide high-fidelity simulation, which aids in the department's goal of providing realistic training scenarios for low-volume, high-acuity emergencies.

According to a quote provided, the cost of purchasing the Laerdal monitor simulator is \$7,655.29. The request will be brought back for approval at the next business meeting.

AGENDA ITEM #11 — FITNESS COURT PHASE II

Mr. Kelly introduced a request to continue with Phase II of the Fitness Court installation project at Community Park. This request would ensure connectivity with the parking lot and tennis court areas of the park and tie-in the concrete work completed in Phase I. An estimate for this work was provided by Prodigy Building Solutions and reflects a cost of \$21,785.00.

Like the first phase, costs for the second phase can be accounted for with existing ARPA funds, according to Mr. Kelly. The request will be brought back for approval at the next business meeting.

AGENDA ITEM #12 — PURCHASE OF TWO LADDERS

Chief Jetter discussed the Fire Department's request to purchase two new ladders from Vogelpohl Fire Equipment to replace two damaged ladders in the department's inventory which are no longer safe for use due to wear and damage sustained during operations.

The total cost for the replacement ladders is \$2,623.00. The request will be brought back for approval at the next business meeting.

AGENDA ITEM #13 — DONATION OF SEIZED FIREARM

Chief Hirsch introduced a request to formally transfer a 7.63 caliber German Mauser Machine-Gun Pistol awarded to Miami Township in a criminal case to the City of Waco (Texas) for use in the Texas Ranger Hall of Fame and Museum. According to Hirsch, the Texas Rangers once used this style of firearm and is willing to accept the transfer.

The request will be brought back for approval at the next business meeting.

AGENDA ITEM #14 — MULTI-CASUALTY MEDICAL EQUIPMENT

Chief Jetter discussed the Fire Department's request to purchase medical equipment designed to create kits used for responding to multi-casualty incidents and to place the kits on all fire

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apparatus. According to Jetter, this equipment is essential to ensure the department is adequately prepared to provide immediate lifesaving care in high-risk scenarios where rapid medical intervention is critical. Equipping the fire apparatus will mirror the ambulances, standardizing the entire fleet.

The total cost for outfitting the fire apparatus with this equipment is \$7,820.99, and funds are available in the current capital improvement budget. The request will be brought back for approval at the next business meeting.

AGENDA ITEM #15 — FLOCK SAFETY CONTINUATION GRANT

Chief Hirsch introduced a request to accept a continuation grant under the 2024 State of Ohio Violent Crime Reduction Grant Program through the Ohio Office of Criminal Justice Services which would award complete funding to continue the department's Flock Safety camera program through 2025 at no cost to Miami Township.

According to Hirsch, the Police Department has 25 Flock Safety cameras. The cost per year for each camera is \$3,000.00 for a total of \$75,000.00, and this cost would be reimbursed in its entirety with no local match through the grant.

Some discussion was held about the many positive outcomes enjoyed by the Township as a result of the cameras.

The request will be brought back for approval at the next business meeting.

AGENDA ITEM #16 — ECONOMIC DEVELOPMENT

Mr. Kelly discussed a study proposal from Envision Group which would seek to identify target development areas within the Township, especially along major thoroughfares. The study will work to look at strengthening community cohesiveness and identity, connecting active transportation facilities and means, and then look to identify the types of development that not only fit our community, but are either needed or wanted by our residents and visitors.

The proposed cost for the Envision Group's services will not exceed \$60,720.00 and can be accounted for with remaining available ARPA funds. The request will be brought back for approval at the next business meeting.

ADD ONS

None.

PUBLIC COMMENT

None.

EXECUTIVE SESSION

None.

The meeting was adjourned at 8:04 p.m. on October 14, 2024.

ATTEST:

Eric C. Ferry
Eric C. Ferry, Fiscal Officer

Mary Makley Wolff
Mary Makley Wolff, Chairperson