

RECORD OF PROCEEDINGS
MIAMI TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

AUGUST 18, 2020

Held _____

_____20_____

The Miami Township Board of Trustees met in a regular virtual session on Tuesday, August 18, 2020 at 7:00 PM. Trustee Tracy called the meeting to order and led the Pledge of Allegiance. The invocation was given. 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 July 21, 2020 Business Meeting, seconded by Mr. Schultz with all voting "AYE".

Department Reports: A representative of each department presented a report of activities during the month of July 2020.

Old Business: None.

New Business: Mr. Schultz made a motion to pay the bills of the Township with 212 checks numbered 137248 to 137459 and 28 electronic checks numbered 1815 to 1842 for the total amount of \$1,595,446.18 plus payroll and payroll taxes for the check dates 7/31/2020 in the amount of \$320,958.99 and 8/14/2020 in the amount of \$305,236.50, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy advised of the need for a Then and Now Certificate in the amount of \$7,219.24.

Ms. Wolff made a motion to adopt Resolution 2020-21 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$7,219.24 and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that the Fire Department has been working on community paramedicine with the Board's support and have next requested the appointment of Lt. Petry to the newly created position of Community Paramedicine Coordinator, effective August 23, 2020, with an hourly rate of \$39.64 to maintain the same minimum annual salary currently being provided.

The position will interact with local hospital organizations and make house calls. Lt. Petry will be making visits to residents each week performing follow-up visits coordinated with their primary care physician and family members. Lt. Petry will also make follow-ups coordinated through the Police Department and Clermont County to help individuals with drug addiction seek care.

Mr. Wright noted that a majority of this position's salary for the remainder of this year will be reimbursed through the CARES Act funding. A primary function for this position will be follow-up care with residents who have tested positive for COVID-19. He also informed the Board that both Mercy and TriHealth hospital foundations have a program of which the Township will be one of the first in the region to participate in, all of which helps with funding. He stated that the effort will have success and be appreciated by our residents.

Mr. Schultz made a motion to appoint Lt. Jim Petry to the position of Community Paramedicine Coordinator effective August 23, 2020, with an adjusted hourly rate of \$39.64, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of a request to accept the resignation of part-time Firefighter/Paramedic Richard Kraft, effective August 29, 2020.

Ms. Wolff made a motion to accept the resignation of part-time Firefighter/Paramedic Richard Kraft effective August 29, 2020, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that the Fire Department has requested conditional offers of employment for the following individuals to allow them to continue in the remaining steps as part of our hiring process: Eric Wagner, Jeffery Neal, Jr., and Alden Burch. He stated this will provide Chief Kelly with an eligibility list. Mr. Wright clarified any final offers would come back to the Board, and the list would be activated should there be any retirements next year.

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Mr. Schultz made a motion to grant conditional offers of full-time employment to Eric Wagner, Jeffery Neal, Jr., and Alden Burch for the position of full-time Firefighter/Paramedic for the purposes of establishing an eligibility list, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Service Department has a need to back-fill a vacancy it has after promoting Brad Rotelle as Park Supervisor. The Township has a part-time maintenance worker that has been with us for a while and would be effective in this position. It is requested the Board appoint Douglas Morgan to full-time Maintenance Worker I, Step 1 with an adjusted hourly rate of \$19.88, including a six-month probationary period, effective August 19, 2020.

Ms. Wolff made a motion to appoint Douglas Morgan to the position of Maintenance Worker I, Step 1 with an hourly rate of \$19.88 effective August 19, 2020, with a six-month probationary period, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the 12-month health insurance contract expires August 31, 2020, and it is time to bring to the Board a request for renewal. He shared that, as the Board is familiar, the Township has been with Anthem for a number of years. Anthem's initial proposal was a 27% increase. After working with Marsh McClellan, our broker, bids were sought from four other comparable companies. That resulted in an increase of 9% from Anthem and three uncompetitive bids.

Mr. Wright stated that after going back to Anthem a third time, he was pleased to present a 1.5% increase proposal. To get the low increase, the dental and vision would be moved to Anthem. Over the past five years, there have been three zero percent increases, one 16% and now a 1.5% increase. This is much lower increases than comparable sized employers. We are pleased with the assistance from our broker which is a very good partnership. The employee health insurance review committee also realized this proposal was in the Township's best interest.

Ms. Wolff held discussion regarding Anthem's proposal for dental and vision being attractive versus in past years of not wanting the Township's business. Mr. Wright advised Anthem reviewed the past two years of claim activity which was positive. Ms. Wolff stated that Brendan Murray with Marsh McClellan has done a phenomenal job in garnering the best proposals for the Township.

Mr. Schultz made a motion to approve the 2020-2021 Anthem Health Insurance Benefit Plan and the Basic Life, AD&D and Voluntary Life with Mutual of Omaha, effective September 1, 2020 and authorize the Township Administrator to execute the plans on the Board's behalf, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that staff is continually auditing our approximately 120 street lighting districts. The Township receives monthly bills from Duke and passes along those costs to the specific owners of property in each of the unique 120 lighting districts. When we see an increase from Duke and when the County Auditor sends out the new tax bills, the Township is to make sure that the specific property owners are being charged the necessary amount to keep in line with the Duke billing amounts. By reviewing it frequently, we hope to achieve lower increases for the property owners. He referred to the exhibit that reflects the specific subdivisions necessitating adjustment, which will become effective on next year's taxes.

Mr. Wright then clarified from a resident perspective that the assessment is not a tax. It is requested by the developers of all of those subdivisions and the Township is simply a pass-through for the street lighting districts.

Ms. Wolff made a motion to adopt Resolution 2020-22 a resolution adjusting and certifying the assessments of various street lighting districts in Miami Township and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

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Mr. Wright advised of surplus property from the Police and Zoning Departments for items that are no longer needed and with the Board's approval will place the items on GovDeals, a public auction site, and be disposed of in the case of no bidders.

Mr. Schultz made a motion to adopt Resolution 2020-23 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 stated that in May the Board approved a contract for design services with Barge Design Solutions as the Ohio Department of Transportation (ODOT) has scheduled to replace the State Route 28 Bridge at the overpass over I-275, and that is the busiest corridor in Miami Township. He shared that each day 72,000 vehicles in a 24-hour period pass on I-275 under the bridge. He stated that this is an opportunity that has been discussed for a while to have an overpass that is unique in this region and can further all of our branding efforts. He stated the timing is good as Barge Design is already performing the basic design for ODOT of the bridge deck itself.

Mr. Wright informed the Board there are five proposals from Barge initially. ODOT will pay \$75,000 for whichever design the Board were to select. ODOT would like to complete the design phase in 2020 and go out to bid in 2021. Once a contractor is selected ODOT would have the work performed in 2022. This would be a budget impact two years out.

Mr. Wright advised that he and Will Menz, the Miami Township Multi-Media Manager, discussed with Barge approximately one month ago a request for several options for the Board to review. The newer logo worked on by Mr. Menz for the past few years was also discussed with Barge. He noted the Township has been specific about utilizing it in decorations, signage, banners, etc. Adding metal fencing on both sides was also discussed to be something unique in our region.

Mr. Wright explained another large component is what is called the concrete parapet wall. There is about three or four feet of vertical concrete that would be formed and cast in place. There is an opportunity to have the parapet wall as sandstone, tan or grey or another color as well as multiple forms. All options include the word 'Township' in the form which is permanent in the concrete. It was thought it would be wise to have the word 'Miami' stand out in the overall design as it is most unique about the title and in very large font for it to be memorable to motorists. The newer font is utilized along with the color scheme.

Mr. Wright continued that all options of the word 'Miami' would be metal and forged specifically for the project. It would then be affixed to the parapet wall and fence support. He noted that it is important when looking at any of the five proposals, both sides of the fence are seen from either side of the interstate.

Mr. Wright commented that the cost considerations are that any of the components shown in the renderings could be comingled. For example, if the Board were to like one of the parapet walls shown but would like it paired with a different fence than what is shown, Barge could come up with a different option and alternate to combine those elements. From a cost standpoint, including the symbol of the state of Ohio behind the word 'Miami' does add to the cost and an approximate \$100,000 savings could occur if there were to only be the wording 'Miami Township' as shown in the proposed concepts.

Mr. Wright referred to the explanation of the concepts presented in his memo to the Board. He stated that if the Board would have one or two concepts selected or a combination of alternates preferred, he could then take feedback to Barge Design. As part of the contract Barge would finalize two designs with additional color and detail shown for the Board to consider next month.

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The Board discussed their individual preferences of the concepts presented, factoring out the designs that included the state outline in order to ensure cost-savings to taxpayers of \$100,000, and concluded concepts B and D remain. Mr. Wright confirmed the feedback would be taken to Barge Design to proceed with concepts B and D to then prepare greater detailed renderings for the Board to review again next month. It was also noted that ODOT has been provided the concepts and their comments are pending with regard to minimum of fence heights and overall safety concerns.

Mr. Wright advised that the Ohio Public Works Commission grant program was voted in by Ohioans to provide local communities funding for local infrastructure. The projects eligible are not small-scale or maintenance oriented but are to be major infrastructure replacement. For example, a new water treatment plant, or stabilization projects which is how the Township has utilized it for the last several years on Dry Run, Sugar Camp, Klondyke, Happy Hollow, and Redbird Road, all of which were not annual maintenance projects. He stated he was pleased to hear the State was going to continue the funding for another year.

Mr. Wright advised that he and Mr. Musselman have been working with a local engineering company on a proposal for Sugar Camp Road. He stated that between Sugar Camp, Dry Run and Klondyke, the roads are almost on an every third year rotation as these are very old roads. In some places, there is a creek immediately adjacent to the roadway which erodes the slope of the road foundation. He explained the Township projects compete in three rounds with the grant process, first in Clermont County, then a four-county regional basis. If the project scores high enough it then goes to Columbus which results in a six-month process.

Mr. Wright advised the Sugar Camp stabilization project is proposed at this time. It is proposed with a 51% match with a request for a 49% grant match. This strategy will provide the 10 points to the project application. He noted the preliminary engineering is in place and there are approximately six weeks remaining prior to the County accepting applications. The grant status would be announced around the end of the year. The grant funding would not be available until 2021. The project would be bid in the spring and bids would be anticipated for the Board's consideration in May or June and approval in July as soon as the grant funds would be available.

Ms. Wolff made a motion to adopt Resolution 2020-24 authorizing the Township Administrator to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement Program and to execute contracts as required and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that the Fire & EMS Department is pursuing a phased-in project to achieve the same platform for its cardiac monitors as this equipment is placed in each of their response vehicles. The Township has budgeted \$30,000 for replacements. The cost proposed is \$23,239.09 from Zoll Medical Corporation to include a trade-in credit for the older model, which is no longer being supported by the manufacturer.

Mr. Schultz made a motion to approve the purchase of an X-Series cardiac monitor from Zoll Medical Corporation in an amount not to exceed \$23,239.09, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of a work product of Mr. Braun, Mr. Elliff and himself. He noted the Board is aware that several months ago proposals were submitted by Grand Communities that does business as Fisher Homes. Submitted previously to the Zoning Department was a condominium development at the end of Hilltop Way that is adjacent to the east of Miami Meadows Park.

Mr. Wright advised those plans were reviewed by Mr. Elliff and his staff as well as the Fire & EMS Department, Service Department and two different Clermont County Departments. There were a number of concerns raised by staff, technical in nature. He noted they do believe the

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location, given its current zoning and surrounding land uses, is appropriate for condominium development. The various departments have been working on the concerns with the applicant, and an agreement has been reached that is in the best interest of the residents of Miami Township.

Mr. Wright explained the agreement would codify in writing the technical items and that when the applicant returns for the full zoning plan review process, the Township will have a plan in place. Some of the largest items to note in the agreement are that the developer, at their expense will repave, widen and reconstruct the existing Hilltop Way, installation of an eastbound turn lane on SR 131, water and sanitary improvements following the county stormwater regulations, additional landscaping buffer between the development and Miami Meadows Park and northern property line, fire hydrant installation and a minimum number of parking spaces.

Ms. Wolff discussed landscaping plan requirements becoming too stringent when applied to proposals. Mr. Wright stated this development will have over 200 condominium homes and while not being proposed along existing wood lines there would be required installations where any voids exist on common property lines.

Mr. Elliff referred to the zoning code calling for adequate buffer in Chapter 27 under the site plan review and stated that a closer look at landscape does promote its sustainability, citing examples of known species, still being sold at lower costs, that are either identified as invasive by Ohio or highly susceptible to disease. He noted the zoning code also calls out minimum caliper sizes for trees and supported making the minor adjustments. He stated that for this plan because some trees will be removed, a good landscape plan is being proposed.

Ms. Wolff next discussed the growing conditions of the property referring to it as wetland-oriented, and that weeping willow trees might then be put into the landscape plan. She cited various examples relating to lifecycle and disease of tree types, and reiterated concern for being overly specific in tree and plant requirements.

Mr. Schultz commented that in his initial observation of the proposal, it initially came across as a PUD, but it is not a planned unit development and is stepping outside of what the Township has done for planned unit developments. He stated that it is his understanding that Fisher Homes did not want to do a PUD and highlighted that as reason for pause.

Law Director Braun stated that he negotiated the agreement on behalf of the Township with Messrs. Elliff and Wright, and the agreement provides some control whereas the PUD would provide greater control, as Mr. Schultz highlighted.

Mr. Braun stated that given the current zoning of the property, this agreement allows aspects of the project to be controlled. He noted had the property been zoned differently, it would have needed a PUD. Mr. Braun commended Mr. Elliff and his staff for recognizing that an agreement like this would give the Township some of the controls over the various things. He stated that while these kinds of agreements are not typically brought forward it was an effort to head-off issues down the road.

Mr. Schultz made a motion to approve the agreement with Grand Communities, LLC for the proposed Parkview Development and authorize the Township Administrator to execute the agreement, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of additional good news for the budget and reported lower salt costs this season due to a mild winter in most of the Midwest and New England states. Two bids for the salt supply were received through our membership in the consortium. This group purchase power helps the Township realize savings in salt costs. Last year's budget reflected \$83.62 per ton for road salt and this year the low bid is \$54.29 per ton from Compass Minerals America.

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The Township budgeted \$255,000 as the snow season is not predictable and with the two factors of needing less salt to replenish our stock and the low per-ton amount, a total purchase cost for this season is \$108,580.

Discussion was held by the Board related to the salt type, and current tonnage remaining in the salt stockpile.

Ms. Wolff made a motion to contract for 2,000 tons of road salt for the 2020-2021 winter season with Compass Minerals in the amount of \$108,580, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that staff has been evaluating since the pandemic began in March different means of ensuring the Township is keeping clean our office space and public space that is utilized by the residents of Miami Township. He shared this kind of equipment has been very hard to find. He reported that Assistant Fire Chief Dan Mack was very helpful in assisting Chief Kelly in bringing this proposal forward. Mr. Wright stated he was pleased to bring this opportunity before the Board to purchase six Clorox electrostatic sprayers.

This equipment is commercial grade, smaller units that do not take up room and are on wheels. The reason for six machines is to have one for each of our campuses for weekly and as-needed treatments performed by staff once trained. The purchase includes the first several rounds of liquid utilized in the machines. The sprayed sanitizer dries within several minutes to the touch. He stated the machines will be able to be utilized for several years and have a long shelf life.

Mr. Wright added that with the CARES Act funding the Township received, reimbursement for the machines would be sought. The total amount would be \$21,763.50 and while these were not planned into the budget as an expense, there is no impact to the budget.

Mr. Schultz made a motion to approve the purchase of six Clorox T360 Electrostatic Sprayers from Valley Janitorial Supply in an amount not to exceed \$21,763.50, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised Fire Station 28 is well over 30 years old and the individual showers for the male and female firefighter/paramedics are original to the station. The Fire Department placed this with the Board's approval in the 2020 Budget as a planned purchase for this year. Bids were sought and the best bid was from a local contractor in the amount of \$8,400. The remodel would serve for the next few decades.

Ms. Wolff made a motion to approve the remodeling of two shower stalls at Station 28 to include labor and materials to be performed by Scott Ison Construction in an amount not to exceed \$8,400, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised there are two properties in the Township this month where owners have received multiple notices, multiple visits and multiple conversations with the planning and zoning department staff that they are not in compliance with one or more of our property maintenance measures. Declaring these properties a nuisance would allow the Township to have a landscape company go on the property to cut the grass and remove the rubbish that exists on the properties. After the work is performed, the cost information will be sent to the Clermont County Auditor's office to place a lien, which will then reimburse the Township the next time the property taxes are paid on these two properties.

Mr. Schultz made a motion to adopt Resolution 2020-25 a resolution authorizing the abatement, control or removal of vegetation, garbage, rubbish or debris, and declaring an emergency, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that a few months ago the Board had a discussion about zoning text amendments to consider. These items then went to the Township Zoning Commission who held a public meeting on August 6, 2020, where the proposed changes were discussed. The

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Zoning Commission recommended by unanimous vote to send the proposed zoning and text changes back to the Board of Trustees. One of the requirements is the Board selects a date to hold its public hearing and then notify the public hearing to the residents. Mr. Elliff has provided the window of time by which the notification process is to take place.

Ms. Wolff made a motion to set a virtual public hearing for zoning Case #572 and 573 on Monday, September 14, 2020 at 7:00 p.m. and any other business to come before the Township, seconded by Mr. Schultz with all voting "AYE".

Public Comment: There were none.

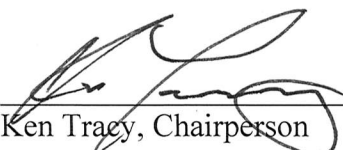
Executive Session: Ms. Wolff made a motion to go into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee or official, pursuant to Section 121.22(G)(1) of the Ohio Revised Code, 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". No decisions were made.

With no further business to come before the Board the meeting was adjourned at 9:05 p.m.

ATTEST:


Eric C. Ferry, Fiscal Officer


Ken Tracy, Chairperson