

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ 20_____
FEBRUARY 10, 2020

The Miami Township Board of Trustees met in work session on Monday, February 10, 2020 at the Miami Township Civic Center. Mr. Tracy called the meeting to order and led the Pledge of Allegiance. Present were Ken Tracy, Mary Makley Wolff and Karl Schultz.

Ms. Wolff made a motion to appoint Kelly Flanigan as Acting Fiscal Officer for February 10, 2020, seconded by Mr. Schultz with all voting "AYE".

Mr. Musselman presented the street listing proposed for the 2020 Pavement Resurfacing Plan along with two unofficial bid tab forms. He informed the Board of the intent to bid the program this month. He also noted the record number of miles to be paved totaling 11.3 miles of roadway, a record in the history of the Township's paving program.

Ms. Wolff concurred with proceeding to bid the 2020 Pavement Resurfacing Plan as presented.

Mr. Wright advised that Executive Assistant Nicole Browder has successfully completed the required 12-month probationary period and requested release of probation effective January 28, 2020.

Mr. Schultz made a motion to remove Nicole Browder from probationary status with a new hourly rate of \$30.40 effective January 28, 2020, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised Mr. Musselman has requested a conditional offer of employment be granted to Douglas Morgan for the position of part-time seasonal Maintenance Worker with an hourly rate of \$12.36 pending successful completion of the remainder of the hiring process.

Ms. Wolff made a motion to grant a conditional offer of employment to Douglas Morgan for the position of part-time seasonal Maintenance Worker at an hourly rate of \$12.36 upon successful completion of the remainder of the hiring process, seconded by Mr. Schultz with all voting "AYE".

Mr. Musselman presented two bids for the cost of purchasing a brine mixing station to allow the Township to enhance its effectiveness of highway salt. He stated the installation would be performed in-house. The recommendation for the Board will be brought to the February 18, 2020 Business Meeting.

Mr. Musselman provided two quotes for performing handicapped accessibility updates to the restrooms at the Civic Center. This includes new wheelchair accessible sinks and faucets, installation of handicapped accessible stalls, new lights over sinks and mirrors and some tile replacement. A recommendation will be brought to the February 28, 2020 Business Meeting.

Mr. Musselman informed the Board that during a routine inspection by Duke, the main electrical cabinet in the Civic Center needs to be replaced immediately due to extensive rusting from a water leak. He explained the CT cabinet is where the main electrical feed enters the building. He noted Duke could require a 30-day repair window but has not exercised it. He requested to proceed with the repair utilizing Beckman Electric in the amount of \$7,780 and performing the work on a Saturday while offices are closed.

Discussion was held regarding when the repair could occur with minimal interruption to public use of the building. Ms. Thibodeau and Mr. Musselman will work to coordinate the repair date option in this regard.

Mr. Schultz made a motion to award the Civic Center CT Cabinet Replacement project to Beckman Electric in the amount of \$7,780, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wright advised of an out of town travel request for him to attend the 2020 Commission on Accreditation for Law Enforcement Conference to be held March 18-22, 2020. He noted that this is the first travel request beyond Columbus that he has submitted in his four years. The

Police Department will be receiving the highest award once again. The Board approved last September three employees total to attend the conference and there is now the opportunity for him to attend with Chief Mills and Lt. Petrocelli. He stated that in addition to receiving the award, each day there is training to attend for police personnel and administrators.

Ms. Wolff made a motion to approve the out of township travel for Administrator Wright to attend the 2020 Commission on Accreditation for Law Enforcement Conference March 18-22, 2020 in Orlando, Florida for a total cost not to exceed \$1,997.80, seconded by Mr. Schultz with all voting "AYE".

Ms. Thibodeau presented the 2020 Recreation Events Schedule to the Board. She stated it is set up similar to the previous year with two smaller events in June and mid-July. She highlighted the WannaBeatles show will be on June 13 at Community Park, and Blues, Brews and BBQ will be July 11 at Miami Riverview Park. Local chambers will be handling the alcohol sales. She also added that she is working on booking a local band and the Air Force Band of Flight from Wright Patterson.

Mr. Wright advised Service Director Musselman has received the annual Township Highway System Mileage Certification sent by the Ohio Department of Transportation. He stated that just over one mile has been added for a total of 157 miles, which is the most roads of any township in Clermont County. He stated the mileage added is attributed to the streets in the Mills of Miami subdivision.

Ms. Wolff made a motion to accept the 2019 Annual Township Highway System Mileage Certification, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised in September the Trustee meetings will fall on back-to-back days and it is recommended to move the business meeting back one week to Tuesday, September 22, 2020. He stated the annual Salute to Leaders event that recognizes volunteers throughout our community and Clermont County, will be held at the Oasis on Tuesday, April 21, 2020 which is the Trustee Business Meeting. Two alternative date options proposed were Tuesday, April 22 or Tuesday, April 28, 2020.

Ms. Wolff expressed her disappointment with the selection of the Salute to Leaders event date which she noted has previously been held on Wednesdays to avoid conflicts with local government business meetings.

Mr. Schultz made a motion to reschedule the April Trustee Business Meeting from Tuesday, April 21, 2020 to Wednesday, April 22, 2020 at 7:00 p.m. and move the September Trustee Business Meeting to September 22, 2020 at 7:00 p.m., seconded by Ms. Wolff with all voting "AYE".

Public Comment: None.

Executive Session: Ms. Wolff made a motion to go into executive session to consider confidential information related to personal financial statements of an applicant for economic development assistance or negotiations with other political subdivisions respecting requests for economic development assistance that involves public infrastructure improvements and that it is necessary to protect the interests of the applicant or possible investment or expenditure of public funds to be made in connection with the economic development project pursuant to Section 121.22(G)(8) of the Ohio Revised Code, seconded by Mr. Schultz with all voting "AYE".

RECORD OF PROCEEDINGS

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Minutes of

Meeting

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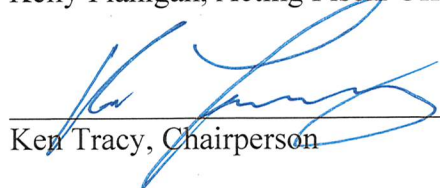
Ms. Wolff made a motion to come out of executive session, seconded by Mr. Schultz with all voting "AYE".

With no further business to come before the Board the meeting was adjourned at 9:40 a.m.

ATTEST:



Kelly Flanigan, Acting Fiscal Officer



Ken Tracy, Chairperson