

## MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held \_\_\_\_\_ MAY 11, 2020 \_\_\_\_\_ 20 \_\_\_\_\_

The Miami Township Board of Trustees met in a virtual work session on Monday, May 11, 2020 at 8:30 a.m., as permitted by Bill 197 passed by the Ohio General Assembly. Chairperson Tracy called the meeting to order and led the Pledge of Allegiance.

Mr. Ferry called the roll. Attending were Ken Tracy, Mary Makley Wolff and Karl Schultz.

Mr. Tracy presented and read a proclamation recognizing the week of May 10<sup>th</sup> as National Police Week.

Chief Kelly discussed a change order for the Kelley Nature Preserve Boat Ramp project. He informed the Board that over the past few weeks Rack & Ballauer has been performing work at the site. Meetings were held with the contractor and Mr. Clingman with the Clermont County Park District which resulted in an adjustment necessary to the ordinary high-water mark. The change order in the amount of \$11,785.97 of which the Township set aside \$5,924.53 in contingency funds, would be performed by Rack & Ballauer.

The Clermont County Park District will also be meeting and considering a motion for an additional contribution for this project that serves recreational and emergency purposes. A majority of the cost of the project is being funded by a grant from the Ohio Capital Budget Bill that was received in 2019. The necessary funds would be drawn from the Fire Department's capital fund and it is anticipated that the Park District will cost share 50% of the additional portion to complete the project.

The Board held discussion regarding the overall project expenses to the Township to-date and the anticipated cost share breakdown with the Clermont County Park District. It was noted that the Park District's next board meeting was May 19, 2020.

Mr. Wright advised that he and Chief Kelly are requesting the Board to accept the resignation of part-time Firefighter/Paramedic Dana Smith, retroactive to May 1, 2020.

Ms. Wolff made a motion to accept the resignation of part-time Firefighter/Paramedic Dana Smith retroactive to May 1, 2020, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised there are vacant positions within the Service Department and as this time of year becomes busier with park maintenance, it is requested that an offer of seasonal, part-time employment be offered to George Lucas, pending the successful completion of the hiring and background process, at a pay rate of \$12.36 per hour for the summer.

Mr. Schultz made a motion to grant seasonal, part-time employment to George Lucas with a pay rate of \$12.36 per hour, effective May 26, 2020, pending successful completion of the hiring process, seconded by Ms. Wolff with all voting "AYE".

Mr. Musselman discussed a request for repairs to the deteriorated bricks at the entrance to the Civic Center. He reviewed the quotes obtained from Osborne Reconstruction Services, All Around Joe, and Rick Arnold Masonry. This item will be presented at the May Business Meeting for approval.

The Board held discussion regarding the options for the method of repair to the Civic Center entrance area and which approach would be cost-effective and low maintenance with safety as the focus while also meeting complimentary aesthetics of the building.

Chief Kelly presented the annual turnout gear replacement program which includes 20 sets of gear for 2020. He noted a small industry price increase of four percent with the gear costing \$2,600 per set. In anticipation of an additional three percent increase beginning June 1, 2020, this request is being recommended ahead of the fall to avoid the price increase. The total cost is \$52,780 from Phoenix Safety Outfitters. This will be brought back for formal approval at the Board's May Business Meeting.

## RECORD OF PROCEEDINGS

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Mr. Musselman discussed the purchase of a budgeted pick-up truck to replace the landscape truck which is no longer well-suited for the type of work to be performed, has body rust, and approximately 98,000 miles on it. The replacement truck would be a half-ton pick up truck acquired through the state bid at a cost of \$25,707 from Sherry Chrysler. The current Ranger truck would then be rotated to replace the Crown Victoria, utilized as a light transport vehicle, that has several issues and ready to be placed out of service. Formal approval will be requested at the May Business Meeting.

Mr. Wright advised of a sidewalk grant application request for 65% of the cost with a 35% local match from the TIF and RID Funds. The project match is what the Board outlined in the Vision 2025 Comprehensive Plan of having greater pedestrian connectivity. This would be a new sidewalk on Branch Hill Guinea Pike and Loveland-Miamiville Road which essentially connects neighborhoods to McCormick Elementary and Boyd E. Smith Elementary Schools.

Mr. Wright advised should the Township receive the grant, in addition to the 35% local match the engineering fees would be the responsibly of the Township which is typical. The request of approval by the Board is being made to enable the continuation of work on the application with Kleingers engineers in preparation for the application due date in early June.

Mr. Schultz made a motion to approve Resolution 2020-09 Authorizing the Township Administrator to Prepare and Submit an Application for Ohio Department of Transportation Alternative Funds through the Ohio-Kentucky-Indiana Regional Council of Governments for the Branch Hill Guinea Pike Pedestrian Connectivity Plan and execute contracts necessary, dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Annex Building located on Wolfpen-Pleasant Hill Road, which the Township acquired during the merger of the five private fire companies and has been occupied by a tenant over the past four years. The roof of the building has never been replaced since its construction in the 1980s. The flat roof is approximately 4,000 square feet and has been periodically repaired over the years but has reached the end of its useful service life. Without replacement of the membrane soon the sub roofing material is at risk for damage, which would increase costs. Mr. Musselman received three quotes for this repair and the low bid from White Hat Industrial reflects a cost of \$27,588. This repair was included in the 2020 Capital Budget. The rental income is received by the Fire & EMS Capital Fund and would be the fund utilized for this repair. It was noted the current tenant, All Around Joe, has paid for other maintenance items such as the HVAC system replacement, natural gas service installation, replacement of the garage doors and interior improvements.

Ms. Wolff made a motion to approve the bid from White Hat Industrial to reroof the annex building at a cost not to exceed \$27,500, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the need to renew the lease of the annex building which includes an option to purchase. The lease was entered into four years ago. Joe Wood is a resident of Miami Township and the owner and principal of All Around Joe, a commercial and residential contractor. The purchase price proposed matches the appraisal received a few years ago. Rent is continued as a monthly payment. Mr. Wood has expressed intent to purchase in two years as the economic climate improves. A request to authorize another two-year term is being made with the option to purchase.

Mr. Schultz made a motion to authorize the renewal of the lease and option to purchase agreement between Miami Township, Lawrence J. Wood II and All Around Joe, LLC, seconded by Ms. Wolff with all voting "AYE".

Mr. Musselman reviewed three quotes to repair the Civic Center parking lot which would include asphalt patching, sealcoating and re-striping. Neyra Paving was the lowest cost at \$44,758.77. He stated the formal approval would be requested at the May Business Meeting.

The Board held discussion regarding the varying costs among the three companies.

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Mr. Wright requested the Board discuss its meeting format for the upcoming Business Meeting, whether it would be conducted via video technology or in-person with social distancing. A method for the public to view the meeting live would be available.

The Board held discussion on the meeting format and concluded a hybrid of in-person attendance of the Board with the video option for those with a health-risk, and a video option for the public.

Mr. Braun and Mr. Wright informed the Board of an upcoming resolution with regard to reimbursement of eligible expenses related to the pandemic.

**Public Comment:** None.

**Executive Session:** None.

With no further business to come before the Board the meeting was adjourned at 9:19 a.m.

ATTEST:



Eric C. Ferry, Fiscal Officer



Ken Tracy, Chairperson