

Held

NOVEMBER 9, 2020

20

The Miami Township Board of Trustees met in a virtual work session on Monday, November 9, 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.

Chief Kelly requested approval to switch the Fire & EMS online training platform to a product by Vector Solutions called Target Solutions Learning. He stated the department has utilized their current program over the past year and has exhausted its material. It was a one-year contract with the existing vendor. He informed the Board the new program identified will also interface well with the department's records management program and provide expanded capability for training. He presented a one-year agreement for \$7,515 to Vector Solutions, and noted it was accounted for in the budget.

Ms. Wolff concurred that with the pandemic, outside training has reduced greatly, and most is hosted on Zoom. Chief Kelly added that the platform allows the crews to train in a socially distant way and will also integrate upload of internal training material as well. It was noted this item would be presented at the November Business Meeting to request formal approval.

Mr. Wright advised of a debt service the Township had in 2009 for General Obligation Bonds for \$880,000 in principal for the purchase of the real estate that became the Service Department campus. He stated at that time the rates were between 2-5%. He reported \$290,000 and five years remaining at 5% interest. With the interest rates low, Mr. Wright informed the Board there is an opportunity to redeem the bonds early which would save the Township \$36,000 in interest that would remain.

Mr. Wright provided the background of the bonds which were purchased in 2009 with a 50/50 split of the Road and Bridge Fund and TIF Fund. He stated that the Road and Bridge Fund is not the same as the funds that voters passed in 2018 for the street repaving program, therefore, should the Township utilize its existing treasury to pay this off it would not impact any capital improvement project.

Mr. Wright highlighted that the process was multi-step with the first being to approve the redemption and authorize the fiscal officer to send a notice to the bondholders. He stated that should the Board approve it; the next step would be presented at the November Business Meeting to propose a separate resolution to carry out the remaining components.

Mr. Ferry added that the Township has contacted its investment advisors who also concurred it was a good step and noted with no interest being earned on our investments, it would be a sound thing to do.

Ms. Wolff made a motion to adopt Resolution 2020-34 a Resolution Authorizing the Redemption of \$290,000 of Real Estate Acquisition Bonds of Miami Township, Clermont County, Ohio; Authorizing the Payment of the Redemption Price and Related Costs; and Authorizing Documents Necessary to Effectuate Such Redemption, seconded by Mr. Schultz with all voting "AYE".

Mr. Ferry advised that the Township has been discussing a new software program for several years and stated that the time had come to replace it as the current system has become extremely burdensome. He cited an example of a recent payroll issue that was cumbersome to resolve. He referred to discussions at length during the December 2019 budget meetings and the Township had come to the next step for pursuing a new product.

Mr. Ferry shared that he participated along with Township Administrator Jeff Wright and Finance Director Kelly Flanigan in conducting Zoom meetings with Plante Moran and Berry Dunn as the Township would benefit from assistance in selecting the next product. He cited that not having an in-house IT employee with a day-to-day understanding of the operations is

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another reason the Township would benefit from hiring a consultant to assist in choosing the next package. Mr. Ferry recommended the Township proceed with Plante Moran for consulting services. He noted their proposal was the lowest in cost, but they also are the most utilized in our area.

Ms. Wolff held discussion regarding the cost of \$57,000, which she stated was concerning to her for consulting services. She wondered if the companies lack Township experience and noted nearly all clients were municipalities; and made reference to townships operating differently.

Ms. Wolff next discussed the breakout cost of the legal services in the proposal for contract negotiations and expressed her preference to have Law Director Braun provide this service to avoid the \$10,000 cost.

Mr. Ferry stated that all aspects of the proposals are negotiable and agreed that the legal services portion could be carved out. He stated that it would be more beneficial if the Law Director provided this service, noted the indemnification issue, and that he supported saving \$10,000.

Ms. Wolff held discussion with Law Director Braun regarding whether his firm would have this type of service in their purview. Mr. Braun stated that he could meet with Mr. Wright and Mrs. Flanigan to discern what the \$10,000 is intended to provide. He stated his office was amenable to provide contract negotiation services and if something specialized arises after conferring with the consultant company that his office could not handle, he would report back to the Trustees prior to voting on it. Mr. Braun stated that it is likely negotiable and deferred to Mr. Wright for additional input regarding such.

Mr. Wright concurred and stated he could appreciate the comment. He noted there are 40 hours listed and suggested a smaller fraction of that to be inclusive of the consultant's review and experience.

Mr. Ferry highlighted that spending limits would not change and anything over \$2,500 would continue to be approved by the Trustees. He stated the focus of the project is to acquire a system that will last for the next 20 years as the current system cannot.

Mr. Schultz added that enterprise resource planning is not only the purchase of software and shared his experience of similar processes at Milacron and in the military. He added that we may need to evaluate and define the Township's enterprise as one of the initial steps in the process.

Mr. Tracy discussed a step in the process that would include a team compiling a needs assessment. Mr. Wright stated that needs have been identified, noting department input relating to compatibility with other programs, and a needs assessment would be completed after presenting the concepts first to the Board.

Mr. Tracy recommended identifying the needs assessment prior to evaluating the need and type of consultant as the preferred progression of the process. Ms. Wolff concurred and provided points related to her concern for the cost, uncertainty of future economics, and further defining the software issues.

Mr. Wright provided some insight related to the software issues occurring. He concurred with Mr. Tracy and Ms. Wolff's comments that the Township would not propose a component of the consultant services to be to tell the Township what it needs.

Additional discussion was held regarding the approach to the ERP process and compiled input by an in-house assessment team.

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Next, Mr. Wright advised of a surplus property disposal list that would be brought to the next business meeting to be formally requested.

Mrs. Flanigan previewed the annual request to advance real estate taxes from the County. She informed the Board the resolution to take action would be presented at the November Business Meeting for consideration.

Chief Mills reported to the Board on one of the COVID-19 challenges in safety services which has been the current type of breath tests utilized for DUIs. He explained that during testing in the field, the current models exhaust the breath directly at the officer. The new breath testers blow the exhaust to the sides. He presented a quote for 11 PBTs in the amount of \$4,800 which is eligible for CARES Act funding.

Ms. Wolff highlighted that she has observed an increase in alcohol disorder treatment being sought during the pandemic and expressed her concern for COVID exposures to officers in the field while managing the response to the increased DUI activity.

Mr. Schultz made a motion to authorize the purchase of 11 Intoxilyzer 800s from CMI, Inc. at a cost not to exceed \$4,800.00 which includes freight charges and additional mouth pieces, seconded by Ms. Wolff with all voting "AYE".

Chief Kelly presented the CodeRED community notification system proposal. He stated the Township has discussed the notification system could be used for weather related issues, streets shut down, temporary emergencies, etc. He informed the Board that multiple companies were reviewed and CodeRED has been proposed, and noted the brochure was included in the packet materials. He stated that it is an appropriate system for a community the Township's size. He stated the program can be utilized for emergency and non-emergency notifications.

He discussed the outdoor warning sirens and stated the CodeRED would be more informative with its notifications and provide instantaneous information to the community when something is happening. He stated the cost is \$13,000 as a one-year subscription and is based on population. He broke down the cost as \$.30 per resident to have the ability to distribute notifications in a defined geographic area. He gave several examples of communication opportunities across all departments with CodeRED. He presented a one-year cost of \$13,000 for the CodeRED program through OnSolve for consideration at the November Business Meeting.

Ms. Wolff recalled previewing a telephone-based product approximately ten years ago prior to social media tools and incorporation of cell phones. She stated it has been something sought by the Township. She added that she has been frustrated with the outdoor siren alert system and referenced this year's damaging weather event in Day Heights. She expressed her appreciation with the newer and evolved technology product for bringing better communication to residents.

Mr. Schultz inquired as to discussions at the County level on this product and noted the incident management group has looked at it. Chief Kelly responded that the product is linked to the national weather service and will auto-alert for weather events such as the wind event referenced. Chief Kelly also reviewed that possible grants were sought locally and regionally, and while it would qualify for CARES Act funding, it was already a budgeted item.

Mr. Musselman provided updates from the Service Department. He reported the engineering for the storm sewer repair on McPicken will be completed in approximately two weeks and easements will need to be obtained. The wall repair at Miami Meadows Lake will begin next Monday. He stated that the lake has been pumped down for about a week and it has worked well. Work on the paving list for 2021 has been underway. The Riverview Park playground equipment piece that needed replacement has been completed.

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Mr. Ferry informed Mr. Musselman of resident input he received regarding the status of a broken pipe along the road behind the football field. It was discussed that the Township has quoted the repair work and can complete its a portion of the pipe repair. It was noted that the pipe continues through a neighboring yard on private property.

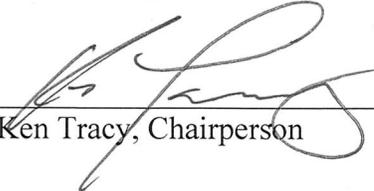
Public Comment: None.

Executive Session: None.

With no further business to come before the Board the meeting was adjourned at 9:12 a.m.

ATTEST:


Eric C. Ferry, Fiscal Officer


Ken Tracy, Chairperson