

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

BEAR GRAPHICS 800 325 8094 FORM NO 10148

Held

JANUARY 11, 2021

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The Miami Township Board of Trustees met in a virtual work session on Monday, January 11, 2021 at 8:30 a.m., as permitted by Bill 197 passed by the Ohio General Assembly. Chairperson Wolff called the meeting to order and led the Pledge of Allegiance.

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

Mr. Wright advised of a request to apply for a Clermont County Park grant. He reported that included in the 2021 Budget were funds to replace the existing fence around the dog park at Miami Meadows as well as replace several benches, picnic tables and trash cans at various parks. He stated that the Park District is utilizing funds from a 2016 county-wide levy that was passed, referred to as the Community Parks Improvement Grant. He reported that staff is working toward submitting two grant applications, (1) to replace the dog park fence, and (2) to replace the various park furniture. He noted he would bring back to the Board an award of contract once there were specifications for the dog park fence replacement. He stated that with the grant being due in January, Resolution 2020-01 is requested to be passed at this meeting.

Mr. Tracy made a motion to adopt Resolution 2020-01 authorizing the Township Administrator to prepare and submit an application to participate in the Clermont County Park District 2021 Community Parks Improvement Program and to execute the contracts as required and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that the Fire Department has requested the Board accept the resignation of part-time Firefighter/Paramedic Keith Armstrong, after 25 years of service, effective January 5, 2021.

Mr. Schultz made a motion to accept the resignation of part-time Firefighter/Paramedic Keith Armstrong effective January 5, 2021, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright provided background on multiple roof leaks occurring at the 48-year-old Civic Center building and discussed a scope of work services with Prodigy Building Solutions. Matt Direnzi of Prodigy Building Solutions made a presentation to the Board explaining various assessments of existing conditions of the roof and work repairs to be explored.

After a brief discussion, Mr. Tracy made a motion to authorize a letter of intent with Prodigy Building Solutions for due diligence, scope of work design and bidding procurement for improvements to the Civic Center in an amount not to exceed \$10,000, seconded by Mr. Schultz with all voting "AYE".

Chief Kelly reported to the Board that in 2019 the Department identified there were issues with the sprinkler system at Station 27 and 28 in the apparatus bays (multiple leaks and repairs). He stated it came to the point where the regular contractor, Dalmatian Fire, came out to make an assessment at which time a replacement of both systems was recommended. He stated last year Station 27 was repaired. He presented the second phase of the repairs for this budget year for Station 28. The pricing has been reviewed to ensure it is up-to-date at \$61,000. A \$12,000 savings will occur with modifications to the sprinkler head placement. A recommendation was given for an amount not to exceed \$50,000 with Dalmatian Fire to perform the necessary repairs and replacement components for the sprinkler system at Station 28.

It was noted that the existing sprinkler system for Station 28 is built to code for the time period in which the building was constructed.

Chief Mills reported that 29 ballistic vests were budgeted for 2021 as part of the five-year replacement requirement. The state bid quote received was in the amount of \$24,943. He highlighted that a grant has been secured for 75% cost reimbursement.

Ms. Flanigan reported that Bastin & Company, an experienced local accounting firm, has been utilized for the past ten years to prepare and file the Township's financial statement and a

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request is being made to engage them again for this service. Bastin is currently working on a proposal to submit to the Board. It was noted that by exceeding \$750,000 in federal grants, additional preparation services will be required. She stated once the proposal is received it will be brought to the Board to request formal approval.

Mr. Musselman reported on the 2021 resurfacing program street list. He presented a base bid tab and a base bid plus alternates to allow for additional resurfacing. He requested to bid this month in an effort to return bids at the February work session. He highlighted that due to the additional street levy funds passed by voters in 2018 and the additional gas, hybrid and electric vehicle tax passed by the State of Ohio in 2019, it was proposed to repave a new record of 15 miles of road as well as a large amount of curb and gutter replacement. In addition, a total \$100,000 for full-depth repairs to the portion of Dry Run Road located between US 50 and Apgar Road has been budgeted.

The Board held discussion on the average of miles paved being three to four annually prior to the levy and it was estimated at 10-12 miles when the initial levy was proposed to voters in 2018.

Mr. Tracy made a motion to accept the proposed 2021 Resurfacing Program and proceed to bid, seconded by Mr. Schultz with all voting "AYE".

Chief Mills reported that at the December budget meeting the Police Department vehicle replacement schedule was presented to the Trustees. The five-year replacement plan indicated that three patrol vehicles were needed. He stated authorization is being requested to purchase three 2021 Police Interceptor utility vehicles from Beechmont Ford at Ohio State bid pricing of \$34,177.08 each for a total of \$102,532.

Chief Mills stated the upfitting for the three vehicles, also budgeted for 2021, was quoted for \$13,283.98 each from Parr Public Safety Equipment for a total not to exceed \$39,852.

The final item for the vehicle replacements Chief Mills reported and included in the 2021 Budget is a request for the purchase of three Panasonic CF55 Toughbooks from SSI at \$3,940 each for a total of \$11,820.

Mr. Musselman next reported that a salt truck replacement was budgeted for 2021 in keeping with the five-year vehicle replacement plan. The amount budgeted for a new salt truck was \$170,000, which would replace 5M-07. He described the 18-year old truck's condition as heavily rusted, leaking oil, brine system needing replaced, and repair and maintenance costs increasing. He proposed a new single axle cab and chassis through state purchasing quoted at \$81,620. He stated he would bring a formal request to purchase to the Board's January business meeting.

Mr. Wright advised that in April 2020, Congress adopted the Families First Coronavirus Response Act (FFCRA) and at the direction of Law Director Braun, the Township put the temporary policy into place which was effective through December 31, 2020. He summarized the 10 day paid sick leave coverage and stated the FFCRA was extended on an optional basis through March 31, 2021.

Mr. Wright stated that it is being recommended that the FFCRA be extended for Miami Township through March 31, 2021. He stated that it incentivizes employees sick or exposed to COVID-19 not to come to work and infect others. He stated this would also afford the temporary benefit to part-time employees who otherwise do not earn sick leave.

Mr. Wright also explained that the Township is purposeful in treating all employees equitable and noted that while some employees have had the option of receiving the COVID-19, not all departments have had that opportunity yet.

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Mr. Tracy made a motion to extend the COVID-19 Leave Policy through March 31, 2021, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright recommended to move the December Trustee meetings up by one week to provide time for the Board to adopt its annual budget resolution ahead of the County's deadline. This would change the work session to December 6th and the business meeting to December 14th.

The Board held discussion on the necessity of the date change, and it was noted that this timing may become the standard going forward.

Mr. Schultz made a motion to reschedule the December work session to December 6th and the December Business Meeting to December 14th, seconded by Mr. Tracy with all voting "AYE".

Public Comment: None.

Executive Session: None.

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

ATTEST:

Eric C. Ferry

Eric C. Ferry, Fiscal Officer

Mary Makley Wolff

Mary Makley Wolff, Chairperson