

OFFICIAL MEMO
OFFICE OF THE ADMINISTRATOR



TO: Board of Trustees
CC: Fiscal Officer
FROM: Steve Kelly, Township Administrator
DATE: September 16, 2025
SUBJECT: **Business Meeting Agenda**
OTHER: Trustee Meeting Room, 7:00 p.m.

- I. Call to Order** – Vice Chairperson Ken Tracy
- II. Pledge of Allegiance** – Vice Chairperson Ken Tracy
- III. Invocation** – Vice Chairperson Ken Tracy
- IV. Appointment** – Appoint Mr. Steve Kelly as Acting Fiscal Officer
- V. Roll Call** – Mr. Kelly; Acting Fiscal Officer
- VI. Presentation** – Lee Ann Watson, Executive Director of the Clermont County Mental Health and Recovery Board, will advocate in support of the Board’s renewal levy on the November Ballot.
- VII. Department Reports** –
 - A. Community Development – Mr. Elliff
 - B. Finance (July and August) – Mr. Kelly
 - C. Fire & EMS – Chief Jetter
 - D. Police – Chief Hirsch
 - E. Recreation – Mr. Himes
 - F. Service – Mr. Burdsall
 - G. Administration – Admin. Kelly

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VIII. Old Business – None.

IX. New Business –

Agenda Item # 1 – Payment of Bills – Administrator Kelly

Agenda Item # 2 – Six-Month Credit Card Review – Administrator Kelly

Agenda Item # 3 – State Capital Bill – Administrator Kelly

Agenda Item # 4 – Supplemental Appropriations (**R2025-48**) – Administrator Kelly

Agenda Item # 5 – Acceptance of Rates (**R2025-49**) – Administrator Kelly

Agenda Item # 6 – Nuisance Cases (**R2025-50**) – Mr. Elliff

Agenda Item # 7 – FEMS Out of Township Request – Chief Jetter

Agenda Item # 8 – Lorven Additional Quantities – Mr. Burdsall

Agenda Item # 9 – Weather Siren Issues – Chief Jetter

Agenda Item # 10 – Miami Meadows Tree Removal – Mr. Burdsall

Agenda Item # 11 – Scanning Contract Renewal – Mr. Elliff

Agenda Item # 12 – Ventilator Purchase – Chief Jetter

Agenda Item # 13 – Paving Program Additional Funds – Mr. Burdsall

Agenda Item # 14 – Bachman’s HVAC Repair – Chief Jetter

Agenda Item # 15 – Barricade Vehicle – Chief Jetter

Agenda Item # 16 – Civic Center Lot Resurfacing – Mr. Burdsall

Agenda Item # 17 – Dry Run Retaining Wall – Mr. Burdsall

Add Ons – None.

[THIS CONCLUDES THE BUSINESS PORTION OF OUR MEETING].

Public Comment – Place held.

MIAMI TOWNSHIP

6101 Meijer Drive Milford, OH 45150

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Executive Session – None.

SPECIAL NEEDS ACCOMMODATION –

If you have a disability and you require assistance while attending this meeting, please contact the Township Offices at (513) 248-3725 at least 72 hours before the meeting to ensure arrangements for accommodation by Miami Township.