

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held AUGUST 11, 2025 20

The Miami Township Board of Trustees met in a Work Session on Monday, August 11, 2025 at 7:00 p.m. at the Miami Township Civic Center. Chairperson Mark Schulte called the meeting to order and led the Pledge of Allegiance.

ROLL

Mr. Eric Ferry called the roll. Attending were Trustees Mary Makley Wolff, Ken Tracy, and Mark Schulte. Also attending were Township Administrator Steve Kelly, and Attorney Joseph Braun.

PRESENTATION

Mr. Preston Ray of American Structurepoint presented the final version of the Facility Condition Assessment report which was undertaken to determine the current state of all Township Buildings to determine and prioritize needed and beneficial potential updates.

AGENDA ITEM #1 — PERSONNEL

Administrator Kelly recommended the following action for personnel:

Service Department

Make a final offer of employment for the position of Facilities Manager to Jesse Kyle with the rate of \$39.00 per hour effective August 12, 2025.

Fire Department

Accept the resignation of Dominic King from the position of full-time Firefighter/Paramedic effective July 07, 2025.

End seasonal employment for the following hydrant technicians effective August 08, 2025:

- Jared Jetter
- Colin Peng

Police Department

Rescind the resignation of Detective Jesse Graham from his position within the police department effective August 11, 2025.

Remove Lt. Keith Bullock from probation effective August 02, 2025 and increase his annual salary to \$131,644.04.

Mr. Tracy made a motion to accept the personnel recommendations as stated, seconded by Mary Wolff. All voted "AYE."

AGENDA ITEM #2 — JOB DESCRIPTION

Administrator Kelly introduced an updated Job Description for the position of Mechanic within the Service Department. The revisions reflect updates to the current responsibilities, qualifications, and expectations of the role.

No action was taken at this time, and the request will be brought back for the Board's consideration and approval at the next Business Meeting.

AGENDA ITEM #3 — SURPLUS ITEMS

Administrator Kelly identified Exhibit A showing multiple items that have been identified for disposal.

Mr. Tracy made a motion to adopt Resolution 2025-42, a resolution authorizing the disposal or sale of unneeded or obsolescent personal property no longer necessary for Township use and dispensing with a second reading. The motion was seconded by Mary Wolff. All voted "AYE."



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**AGENDA ITEM #4 — ICC ALTERNATE**

Mr. Brian Elliff, Zoning Administrator, discussed a request to add Allison Bahr as ICC Alternate for 2025, in order to replace Jamie Kreindler, former Township Planner.

Mary Wolff made a motion to appoint Township Planner Allison Bahr as the Miami Township alternate member to the OKI Intermodal Coordinating Committee. The motion was seconded by Mr. Tracy. All voted "AYE."

**AGENDA ITEM #5 — PD PELC OUT OF TOWNSHIP REQUEST**

Police Chief Rob Hirsch introduced the Police Department's request to send Corporal Ryan Rees to the Police Executive Leadership College (PELC) Session 93 in the Winter of 2026. According to Hirsch, PELC is a three-week executive leadership training program spread out over three months. Each supervisor at the Miami Township Police Department has attended PELC, which is part of the established leadership development program for all new police supervisors within the Police Department.

Total anticipated cost for the training, including registration, meals, and lodging, is not expected to exceed \$5,465.00.

No action was taken at this time, and the request will be brought back to the next Business Meeting for formal approval.

**AGENDA ITEM #6 — FIRE HOSE**

Fire Chief Dave Jetter discussed the Fire Department's request to purchase needed fire hose sections from Vogelpohl Fire Equipment for a total cost not to exceed \$8,895.00.

No action was taken at this time, and the request will be brought back to the Board for formal approval at the next Business Meeting.

**AGENDA ITEM # 7 — MORATORIUM UPDATE**

Mr. Elliff introduced an update to the Temporary Moratorium on Certain Industrial Uses, which the Board of Trustees had formally adopted via Resolution 2025-38, and the Zoning Commission had discussed thereafter on July 10, 2025.

According to Mr. Elliff, themes emerged from the discussion to include potential updates to the Miami Township Zoning Resolution such as avoiding nonconformities for existing authorized businesses, adding definitions for guidance, accommodating stockpiling of materials reasonably and actively used in business operations, and being clear on prohibitions against waste dumping and transfer operations.

Mr. Elliff continued, stating that the Zoning Commission had drafted such revisions and adopted a motion recommending that the Board of Trustees adopt a resolution initiating text amendments to the MTZR, containing text revisions as stated.

Mr. Tracy made a motion to direct staff to prepare for the next business meeting a resolution initiating amendments to the Miami Township Zoning Resolution consistent with the recommendations of the Miami Township Zoning Commission as contained in the 7.31.2025 Revised Memo. The motion was seconded by Mary Wolff. All voted "AYE."

**AGENDA ITEM #8 — SALT BIDS**

Mr. Burdsall, Service Director, presented Winter Salt Supply bids obtained by Southwest Ohio Purchasers for Government:

American Rock Salt-	Declined Renewal
Compass Minerals-	\$ 91.23
Cargill-	\$ 97.06
Morton Salt-	\$ 88.80



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According to Mr. Burdsall, at an estimated need for 2,500 tons of salt, the total purchase cost of the 2025-2026 Winter Highway Salt would be \$222,000.00.

No action was taken at this time, and the request will be brought back for formal approval at the next Business Meeting.

AGENDA ITEM #9 — SRO MOUS

Chief Hirsch introduced the recently updated School Resource Officer (SRO) Memorandums of Understanding (MOUs) made in agreement with the Milford Exempted Village School District (MEVSD) and the Great Oaks Career Campuses.

The renewed MROs contain no substantial changes to previous year’s MOUs, and have both been reviewed by the Township Law Director.

Mary Wolff made a motion to authorize the Township Administrator and Police Chief to execute the agreements with the Milford Exempted Village School District and the Great Oaks Career Campuses to provide school resource officers for the 2025-2026 school year. The motion was seconded by Mr. Tracy. All voted “AYE.”

AGENDA ITEM #10 — PORTABLE RADIOS

Chief Jetter requested approval to purchase one (1) Motorola 800 MHz portable radio and charging base from Motorola Solutions.

According to Jetter, this purchase request aims to replace an older radio that was damaged during a response and cannot be repaired. Additionally, Jetter stated that the portable radios are used daily and are vital for the safety of all fire department members.

The total cost for this purchase is \$6,761.51.

No action was taken at this time, and the request will be brought back for formal approval at the next Business Meeting.

AGENDA ITEM #11 — FLOCK SAFETY CAMERAS

Chief Hirsch discussed the need to pay a bill coming due for the maintenance of the Police Department’s 25 existing Flock Safety Cameras, at a cost not to exceed \$75,000.00 per year and was a budgeted expense under the PD’s Capital Equipment Fund.

According to Hirsch, the Flock Safety Cameras have been vitally successful in the Township since their implementation in 2022 as a result of the 2022 ARPA Law Enforcement Violence Reduction and Staffing Grant from the Ohio Office of Criminal Justice Services. The cameras have helped to solve 66 cases year-to-date, and 133 cases in their lifespan.

So far, the cost to maintain camera operation has been covered under subsequent grants. Presently, however, there are no grants available to assist with reimbursement for the program. While the PD plans to continue searching for new grant opportunities, it requests to renew the Flock Safety Program through 2026.

No action was taken at this time, and the request will be brought back for consideration at the next Business Meeting.

AGENDA ITEM #12 — AIR CYLINDERS PURCHASE

Chief Jetter introduced the Fire Department’s request to purchase four (4) Scott SCBA air cylinders from Municipal Emergency Services, Inc. (MES).

According to Jetter, the Fire Department’s inventory of SCBA cylinders had its scheduled hydrostatic testing this year and, due to their age, some failed and can no longer be used. The



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FD requires an adequate number of cylinders to ensure that there is a ready supply on the apparatus for use in hazardous environments.

The total cost for this purchase is \$6,500.00. There is no charge for shipping.

The request will be brought back for approval at the next business meeting.

**AGENDA ITEM #13 — F-150 PURCHASE**

Chief Hirsch presented a request to sell an aging 2016 Chevrolet Tahoe as well as to purchase and upfit a 2025 Police Ford F-150 for the Tahoe's replacement. Since the vehicle would be used solely for drug enforcement, funds from within the OneOhio Recovery Foundation Settlement would be utilized for the purchase and upfit of the F-150, as opposed to taxpayer dollars.

It was noted that the total cost for this purchase would not exceed \$83,645.03 and that the Tahoe would need to be placed on a disposal list.

The request will be brought back for approval at the next business meeting.

**AGENDA ITEM #14 — CIVIC CENTER ALARM**

Due to several unresolvable issues with the current system, Mr. Burdsall discussed a request to replace the Civic Center Alarm through Silco, who gave the best quote for the project, at \$37,140.00 with \$60.00 monthly monitoring.

The request will be brought back for approval at the next business meeting.

**ADD ONS**

None.

**PUBLIC COMMENT**

None.

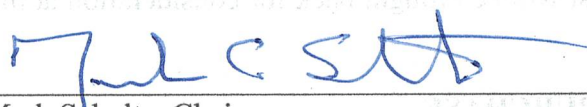
**EXECUTIVE SESSION**

Mr. Tracy made a motion to enter executive session. Mary Wolff seconded the motion. All voted "AYE." Mr. Tracy made a motion to exit executive session. Mary Wolff seconded the motion. All voted "AYE."

The meeting was adjourned at 8:45 p.m. on August 11, 2025.

ATTEST:

  
Eric C. Ferry, Fiscal Officer

  
Mark Schulte, Chairperson