

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held AUGUST 19, 2025 20

The Miami Township Board of Trustees met in a Business Session on Tuesday, August 19, 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.

INVOCATION

Vice Chairperson Ken Tracy joined attendees in prayer.

ROLL

Mr. Eric Ferry called the roll. Attending were: Mark Schulte, Mary Makley Wolff, and Ken Tracy. Law Director Joseph Braun and Administrator Kelly were also in attendance.

APPROVAL OF MINUTES

Mr. Tracy made a motion to approve Minutes for the July 15, 2025 Business Meeting. Mary Wolff seconded the motion. All voted "AYE."

DEPARTMENT REPORTS

Each Department Head gave a report for the previous month. Key highlights included:

Community Development

Brian Elliff, Zoning Administrator, discussed recent monitoring of "waste business" activity in the Township; properties in the Township that have been submitted to a grant-funded demolition program; as well as underlying mental health issues frequently associated with hoarding cases, and the Community Development Department's ability to make mental health referrals in these situations.

Finance

Mr. Ferry briefly introduced his report as complete.

Fire & EMS

Fire Chief Dave Jetter highlighted an event in July where two MTWP Firefighters were able to save the life of a cardiac victim while out playing pickleball and emphasized the importance of AEDs in the community.

Police Department

Police Chief Rob Hirsch highlighted the Department's annual National Night Out, which was successful despite the rain; back to school activities and visits; as well as multiple H2O with the 5-0 and Fire Department events in local neighborhoods. Lastly, Hirsch gave an update on deployed Officer Nick Mills, who had received the Department's care package and recently received an award overseas.

Recreation Department

Mr. Ryan Himes, Director, discussed July events that were unfortunately rained out; gave a recap on the major success of this year's summer camp program; and introduced the next Vintage Baseball Game, which will take place Saturday, September 20th between the Cincinnati Red Stockings and Miami Township G.O.A.Ts.

Service Department

Mr. Chris Burdsall, Director, highlighted the recent Ibold Culvert Replacement project, which was completed within one week; Phase 1 of Loveland Miamiville Sidewalk which was completed in July and improves connectivity in the Township; and gave a Road Improvement Project update including an explanation of reclamite paving.

Administration Department

Mr. Steve Kelly, Administrator, discussed the upcoming release of State Capital Grant Funds, and spoke regarding the potential fund amounts the Township could receive, which will be less

Held AUGUST 19, 2025 20

than last year in the absence of the one-time community improvement funds that were available in 2024.

OLD BUSINESS

None.

NEW BUSINESS

New Business was discussed as follows:

AGENDA ITEM #1 — PAYMENT OF BILLS

Mary Wolff made a motion to pay the bills of the Township from July 12 through August 14, 2025, including 138 ACH payments numbered 1929 through 2066, 45 electronic payments numbered 4529 through 4573 and 137 checks numbered 148641 through 148777 for the total amount of \$1,620,439.73.

In addition, the motion approves the following gross payroll expenses:

<u>Direct Deposit</u>	<u>Date Amount</u>
07/25/2025	\$660,161.92
08/08/2025	\$612,007.18

Mr. Tracy seconded the motion. All voted "AYE."

AGENDA ITEM #2 — THEN AND NOW (R2025-43)

Mr. Tracy made a motion to adopt Resolution 2025-43 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$30,073.50, dispensing with the second reading, and declaring an emergency.

Mary Wolff seconded the motion. All voted "AYE."

AGENDA ITEM #3 — JOB DESCRIPTION

Mary Wolff made a motion to approve the updated Mechanic Job Description as it was presented in the August 2025 Work Session.

Mr. Tracy seconded the motion. All voted "AYE."

AGENDA ITEM #4 — TIRC APPOINTMENTS (R2025-44)

Administrator Kelly stated that himself, Finance Director Kelly Flanigan, and Economic Development Manager Jennifer Ekey had recently attended an August 6th TIRC Review Council meeting on behalf of the Township. Mr. Kelly stated that during the meeting, the TIRC recommended that Miami Township continue its active CRA and EZ agreements. Mr. Kelly continued that Miami Township TIFs were also reviewed but stated the TIRC did not make a recommendation on the continuation, amendment, or termination of those financing instruments.

Mr. Tracy made a motion to adopt Resolution 2025-44, a resolution adopting the recommendations of the Clermont County Tax Incentive Review Council, waving a second reading, and declaring an emergency.

Mary Wolff seconded the motion. All voted "AYE."

AGENDA ITEM #5 — PURCHASE OF MEVSD PRESCHOOL (R2025-45)

Administrator Kelly announced that the Township Administration is seeking approval from the Board to execute a purchase agreement with the Milford Exempted Village School Board in order to secure the former Milford Preschool property located at 1039 State Route 28.

Mr. Kelly stated that, with the creation of the new Milford Middle School and the reorganization of the various elementary schools, the former preschool building has been rendered vacant and

Held AUGUST 19, 2025 20

obsolete, which presents a unique opportunity for redevelopment in the Township’s central commercial corridor.

According to Mr. Kelly, the Township will partner with the Clermont County Land Bank for the abatement and demolition of this property through grant funding that is available for this type of project. The Land Bank will work with a demolition project engineer to manage this entire project.

Mr. Kelly asked the Board for approval to allocate the following funding from our existing TIF funds in order to complete the purchase:

- \$850,000.00 for the Milford Exempted Village School District for the purchase of the former Milford Preschool property.
- \$20,000.00 to be allocated for any closing costs or additional fees which have not been accounted for yet.
- \$71,500.00 for the Clermont County Land Bank, which is 10% of the cost of the available grant funds that would be allocated for the abatement and demolition of the building and all accessory structures. This fee may be less depending on the amount of work required and the subsequent cost.

Total TIF funds necessary for purchase: **\$941,500.00.**

Mr. Joseph Braun, Law Director, indicated that there will be no inspections of the building aside from already completed asbestos tests and the like, due to the Township’s intent to tear the building down. Mr. Braun also stated that the deal would be closed in less than 30 days.

Mary Wolff made a motion to adopt Resolution 2025-45, a resolution authorizing the execution of an agreement to purchase the Real Property located at 1039 State Route 28, dispensing with a second reading, and declaring an emergency. In addition, the motion authorized the allocation of up to \$941,500.00 in existing TIF funds to support this project.

Mr. Tracy seconded the motion. All voted “AYE.”

AGENDA ITEM #6 — PD PELC OUT OF TOWNSHIP REQUEST

Mr. Tracy made a motion to approve the training request for Corporal Ryan Rees to attend the Police Executive Leadership College Session 93 at an anticipated total cost of \$5,465.00, as outlined in the August Work Session.

Mary Wolff seconded the motion. All voted “AYE.”

AGENDA ITEM #7 — FIRE HOSE PURCHASE

Mary Wolff made a motion to approve the Fire Department’s request to purchase Fire Hose sections at a total cost of \$8,895.00, as outlined in the August Work Session.

Mr. Tracy seconded the motion. All voted “AYE.”

AGENDA ITEM #8 — MTZR TEXT AMENDMENTS (R2025-46)

Mr. Brian Elliff, Planning and Zoning Administrator, introduced the Community Development Department’s request for approval of proposed text amendments to Miami Township Zoning Resolution Chapter 12. The proposed amendments provide definitions for several terms related to waste business activities in “I” Planned Industrial Park District locations.

Mr. Tracy made a motion to adopt Resolution 2025-46, a resolution agreeing to initiate amendments to the Zoning Resolution of Miami Township, Clermont County, Ohio, dispensing with the second reading, and declaring an emergency.

Held AUGUST 19, 2025 20

Mary Wolff seconded the motion. All voted "AYE."

AGENDA ITEM #9 — SALT BIDS

Mary Wolff made a motion to approve the Service Department's request to contract with Morton Salt for the Township's 2025-2026 Winter Highway Salt Supply at a cost not to exceed \$222,000.00, as outlined in the August Work Session.

Ken Tracy seconded the motion. All voted "AYE."

AGENDA ITEM #10 — PORTABLE RADIO PURCHASE

Ken Tracy made a motion to approve the Fire Department's request to purchase a Motorola Solutions Portable Radio at a cost not to exceed \$6,761.51, as defined in the August Work Session.

Mary Wolff seconded the motion. All voted "AYE."

AGENDA ITEM #11 — FLOCK SAFETY CAMERAS

As discussed in the August Work Session, Chief Hirsch reiterated the need to renew the Township's contract for its Flock Safety Cameras. During the Work Session, Mary Wolff's suggestion to determine if OneOhio Recovery Foundation funds could be used to pay for the program was taken into consideration. As a result, Hirsch stated that he discovered these funds could be used to fund the program as well as the purchase of 8 additional cameras.

According to Hirsch, by installing 8 more Flock Safety cameras, Miami Township can amend our agreement while we simultaneously eliminate several holes within our established coverage and better protect some existing infrastructure owned by the township.

Mary Wolff made a motion to approve the usage of \$104,200.00 from the OneOhio Recovery Foundation Settlement to fund the police department's Flock Safety camera network that will now total 33 Flock Safety cameras across Miami Township.

Ken Tracy seconded the motion. All voted "AYE."

AGENDA ITEM #12 — AIR CYLINDERS PURCHASE

Mr. Tracy made a motion to approve the Fire Department's request to purchase 4 SCBA Air Cylinders from Municipal Emergency Services, Inc. for a cost not to exceed \$6,500.00, as outlined in the August Work Session.

Mary Wolff seconded the motion. All voted "AYE."

AGENDA ITEM #13 — F-150 PURCHASE

Mary Wolff made a motion to approve the sale of the 2016 Chevrolet Tahoe and approve the purchase and upfitting of one 2025 Police Ford F-150 at a cost not to exceed \$83,645.03, as outlined in the August Work Session.

Mr. Tracy seconded the motion. All voted "AYE."

AGENDA ITEM #14 — CIVIC CENTER ALARM

Mr. Tracy made a motion to approve the Service Department's request to utilize Silco for the Civic Center Alarm System at a cost not to exceed \$37,140.00 with \$60.00 monthly monitoring.

Mary Wolff seconded the motion. All voted "AYE."

AGENDA ITEM #15 — STREET LIGHTING ASSESSMENTS (R2025-47)

Administrator Kelly discussed the need for new legislation to amend the assessments of several of the Street Lighting Districts overseen by the Township. According to Mr. Kelly, assessments

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held AUGUST 19, 2025 20

were last adjusted two years ago and with the increased cost of electricity, modifications are necessary to align with the cost of paying the monthly street lighting utility bills to Duke Energy.

Mary Wolff made a motion to adopt Resolution 2025-47, a resolution adjusting and certifying the assessments of various street lighting districts in Miami Township and declaring an emergency.

The motion was seconded by Mr. Tracy. All voted "AYE."

AGENDA ITEM #16 — PERSONNEL

Administrator Kelly recommended the following action for personnel:

Recreation Department

- Approve the retirement of Brenda Wilson from the position of Program Coordinator effective August 29, 2025. We would like to thank Brenda for over 21 years of service to the community in Miami Township!
- Make a final offer of employment to Cassidy Craig for the position of Program Coordinator with an annual salary of \$60,000 effective September 2, 2025. This offer is contingent upon the successful completion of all steps in the hiring process.

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

ADD-ONS

Administrator Kelly introduced an add-on regarding the United Flag Football League's Memorandum of Understanding with the Township. According to Mr. Kelly, the MOU serves as an agreement for the League to utilize Miami Meadows Park for an upcoming flag football tournament.

Mary Wolff expressed that the document looks more like a contract than an MOU. Mr. Braun stated that it is an agreement, in essence. Mr. Himes, Recreation Director, stated that all Township personnel and field permit costs would be covered by the UFFL and Visitors Bureau. Additionally, Mr. Himes stated that care and utilization of the park had been carefully outlined.

Mary Wolff made a motion to authorize the Township Administrator to execute the agreement as presented. The motion was seconded by Mr. Tracy. All voted "AYE."

PUBLIC COMMENT

Cameron Steffin of 218 Beech Road discussed the removal of the tree line on the Remington Landfill Property. A number of residents are concerned with the grading work being done there.

EXECUTIVE SESSION

Mr. Tracy made a motion to enter Executive Session and was seconded by Mary Wolff. Upon Roll call, all voted "AYE."

Mr. Tracy made a motion to come out of Executive Session and was seconded by Mary Wolff. Upon Roll call, all voted "AYE."

Meeting adjourned at 9:00 p.m.

ATTEST:


Eric Ferry, Fiscal Officer

RECORD OF PROCEEDINGS

460

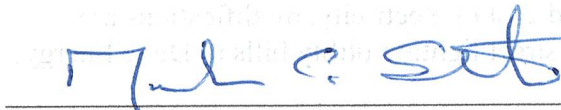
Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800.325.8094 FORM NO 10148

Held AUGUST 19, 2025 20



Mark Schulte, Chairperson