RECORD OF PROCEEDINGS

Minutes of Meeting

MIAMI TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held SEPTEMBER 22, 2026 20

The Miami Township Board of Trustees met in a Business Session on Tuesday, September 22, 2026, at 7:00 p.m. at the Miami Township Civic Center. Chairperson Ken Tracy called the meeting to order and led the Pledge of Allegiance.

INVOCATION

Service Director Chris Burdsall joined attendees in prayer.

ROLL

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

PROCLAMATION

The Board gave a proclamation designating the month of September as Suicide Prevention Awareness Month in Miami Township, and reminded residents of the many resources available to them in the community.

APPROVAL OF MINUTES

Minutes from August, 2026, were held for approval until the next business meeting.

DEPARTMENT REPORTS

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

Community Development
Mark McCormack, Community Development Director, gave a permit summary for August and highlighted the Township's award of OKI funds for pedestrian improvements along portions of Branch Hill Guinea Pike (construction expected in 2030) as well as Township Planner Allison Bahr's recent graduation from the CLG Leadership Academy.

Finance
Mr. Ferry briefly introduced his report as complete.

Fire & EMS
Chief Dave Jetter highlighted recent mutual aid water rescue events in several Ohio communities.

Police Department
Police Chief Rob Hirsch highlighted the current class of Citizens Police Academy, who will graduate in November, and asked for the community's help in finding wanted subject Adrian Popa. Additionally, Hirsch discussed upcoming holiday events such as Toys for Tots and Shop with a Cop.

Recreation Department
Mr. Ryan Himes, Director, highlighted August events including Second Saturdays, and upcoming events such as the Harvest Festival October 17, the Cincy Sports Card Memorabilia Show October 18, the November 19 annual Holiday Parade, and December 4 Spaghetti with Buddy the Elf, presented by Padrino.

Service Department
Mr. Chris Burdsall, Director, highlighted several projects including the painting of the interior of the Leming House, a cemetery road addition, and stated that the recent fall Clean Up Days were a success.

Administration
Mr. Kelly discussed moving the November Work Session back from 7:00 p.m. to 4:00 p.m. to allow for more time to discuss the draft 2027 budget. The Board agreed.

OLD BUSINESS

None.

NEW BUSINESS

New Business was discussed as follows:

AGENDA ITEM #1 — PERSONNEL

Mrs. Emily Asher, HR Director, recommended the following action for personnel:

Service Department

Approve the transfer of part-time hydrant technician, River Garner, to the position of part-time Parks Maintenance Worker with the rate of $16.07 per hour effective September 23, 2026.

Accept the retirement notice of full-time Maintenance Worker, Jeff Kidder. Jeff's final day of employment with Maimi Township will be October 1, 2026. We would like to recognize and thank Jeff for over 30 years of dedicated service to Miami Township and wish him all the best in his retirement.

Fire Department

Make a final offer of employment for the position of full-time Firefighter/Paramedic to Corey Spitznagel with a rate of $34.97 per hour effective October 2, 2026.

Make a final offer of employment for the position of full-time Firefighter/Paramedic to Matthew Leeper with a rate of $34.97 per hour effective October 5, 2026.

Recreation Department

Remove full-time Program Coordinator, Cassidy Crag, from probationary status effective September 10, 2026.

Trustee Wolff made a motion to accept the personnel recommendations as stated, seconded by Trustee Schulte. All voted "AYE."

AGENDA ITEM #2 — PAYMENT OF BILLS

Trustee Schulte made a motion to pay the bills of the Township from August 12, 2026 through September 14, 2026, including ACH/electronic payments and checks totaling for the total amount of $3,720,865.17.

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

Direct Deposit Date	Gross Wages
P/R #17 – August 21	$ 618.024.57
P/R #18 – September 4	$ 613.283.23

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

AGENDA ITEM #3 — SPI OVERLAY DISTRICTS TEXT AMENDMENT (R2026-34)

Mr. McCormack introduced a proposed new Chapter 18 of the Miami Township Zoning Resolution. The draft amendment text is intended to create a series of Overlay Zoning Districts, with one (1) area highlighted in the initial amendment: The Little Miami River Gateway Village

Area. The staff intends to submit additional Focus Areas for review and approval in the coming months—and (also) hopes to consolidate the overlay district language in the Zoning Resolution.

The Trustee's initiation of these amendments will allow the Zoning Commission to hear them, vote, and the amendments would then come back to the Trustees for final approval.

Trustee Wolff made a motion to adopt Resolution 2026-34, 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.

Trustee Schulte seconded the motion. All voted "AYE."

AGENDA ITEM #4 — INDUSTRIAL AND DEFINITIONS TEXT AMENDMENT (R2026-35)

Mr. McCormack introduced proposed amendments to Miami Township Zoning Resolution Chapters 12, 25, and 28 concerning the permitted uses, requirements, prohibitions, etc. associated with Planned Industrial Park Districts, as well as related definitions and edits for consistency.

The Trustee's initiation of these amendments will allow the Zoning Commission to hear them, vote, and the amendments would then come back to the Trustees for final approval.

Trustee Schulte made a motion to adopt Resolution 2026-35, 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.

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

AGENDA ITEM #5 — PERMIT EXPIRATION TEXT AMENDMENT (R2026-36)

Mr. McCormack introduced proposed amendments to Miami Township Zoning Resolution Chapter 25, including refinement of the permit expiration process in Section 25.01 H.

The Trustee's initiation of these amendments will allow the Zoning Commission to hear them, vote, and the amendments would then come back to the Trustees for final approval.

Trustee Wolff made a motion to adopt Resolution 2026-36, 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.

Trustee Schulte seconded the motion. All voted "AYE."

AGENDA ITEM #6 — SUPPLEMENTAL APPROPRIATIONS (R2026-37)

Mr. Kelly discussed that proposed supplemental appropriations are necessary to reconcile accounts for budgetary compliance for the year ending December 31, 2026. The aggregate effect of the supplemental appropriations is to increase total appropriations by $100,500.00.

APPROPRIATION AMENDMENTS

Fund	Net Change	Reason
5150 Rise TIF	$27.000.00	New Fund, additional work on sewer and additional work on permit application
2110 Fire	$45.500.00	Steady & Strong Grant funds to be expended in 2026
2110 Fire	$28.000.00	Additional amount of downpayment for Fire Pumper
Total Appropriation Changes	**$100,500.00**	

Trustee Schulte made a motion to adopt Resolution 2026-37, a resolution to amend appropriations for current expenses and other expenditures of Miami Township, State of Ohio, during the fiscal year ending December 31, 2026, and dispensing with the second reading.

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

AGENDA ITEM #7 — HAZARD MITIGATION PLAN ADOPTION (R2026-38)

Regarding the Hazard Mitigation Plan Adoption agenda item as presented at the Work Session, Trustee Wolff made a motion to adopt Resolution 2026-38, a resolution adopting the Clermont County Hazard Mitigation Plan and Dispensing with the second reading.

Trustee Schulte seconded the motion. Upon roll call, all voted "AYE."

AGENDA ITEM #8 — DAY HEIGHTS GARDEN CLUB MOU

Regarding the Day Heights Garden Club agenda item as presented at the Work Session, Trustee Schulte made a motion to authorize the Township Administrator to sign and execute a Memorandum of Understanding with Day Heights Garden Club.

Trustee Wolff seconded the motion. Upon roll call, all voted "AYE."

AGENDA ITEM #9 — AGENDA AND MINUTES SOFTWARE

Regarding the Agenda and Minutes Software agenda item as presented at the Work Session, the Board cited questions about the AI elements of the program and decided to table the item until October to allow Trustees to view the demo that was shown to Department Heads.

AGENDA ITEM #10 — GATEWAY BANNERS

Regarding the Gateway Banners agenda item as presented at the Work Session, Trustee Schulte made a motion to approve the Multimedia Department's request to utilize Signs.com for the replacement of gateway banners throughout the Township at a cost not to exceed $10,000.00.

Trustee Wolff seconded the motion. Upon roll call, all voted "AYE."

AGENDA ITEM #11 — ENGINE 14 UPFITTING

Regarding the Engine 14 Upfitting agenda item as presented at the Work Session, Trustee Wolff made a motion to approve the Fire Department's request to utilize FMI for the upfitting of Engine 14 at a cost not to exceed $71,280.29.

Trustee Schulte seconded the motion. Upon roll call, all voted "AYE."

AGENDA ITEM #12 — OAKLAND ISLAND REMOVAL

Regarding the Oakland Island Removal agenda item as presented at the Work Session, Trustee Schulte made a motion to approve the Service Department's request to utilize JK Meurer to remove the Oakland Drive island and pave over the area at a cost not to exceed $37,410.00.

Trustee Wolff seconded the motion. Upon roll call, all voted "AYE."

AGENDA ITEM #13 — PD ELECTRICAL WORK

Regarding the PD Electrical Work agenda item as presented at the Work Session, Trustee Wolff made a motion to approve the electrical work at the police department to be completed by Kraft Electric at a cost not to exceed $8,225.00.

Trustee Schulte seconded the motion. Upon roll call, all voted "AYE."

AGENDA ITEM #14 — STATION 26 SHORELINE POWER FOR STAFF VEHICLES

Regarding the Station 26 Shoreline Power agenda item as presented at the Work Session, Trustee Schulte made a motion to approve the Fire Department's request to have 6 shoreline power outlets installed at Station 26 by JRB Electric LLC at a cost not to exceed $3,900.00.

Trustee Wolff seconded the motion. Upon roll call, all voted "AYE."

AGENDA ITEM #15 — EVERGREEN CEMETERY FENCE REPLACEMENT

Regarding the Evergreen Cemetery Fence Replacement agenda item as presented at the Work Session, Trustee Wolff made a motion to approve the Service Department's request to have the Evergreen Cemetery fence replaced by Pioneer Fence, at a cost not to exceed $23,673.00.

Trustee Schulte seconded the motion. Upon roll call, all voted "AYE."

ADDITIONAL BUSINESS –

Mr. Kelly relayed to the Board that he has reached out to the Ohio Township Association and Center for Local Government in an effort to obtain more information and references regarding the Social Media Assessment item that was discussed at the Work Session. The item could not be brought back to this meeting, to allow more time to gather as much information as possible.

PUBLIC COMMENT

Mr. James Rhoads made a comment regarding agenda item #3, SPI Overlay Districts Text Amendment.

EXECUTIVE SESSION

Trustee Schulte made a motion to enter executive session pursuant to Ohio Revised Code Section 121.22(G)(8) to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets or personal financial statements of an applicant for economic development assistance that is directly related to a request for economic development assistance to be administered under Ohio law that is necessary to protect the interests of the applicant and the investment of public funds in connection with the project.

Trustee Wolff seconded the motion. Upon roll call, all voted "AYE."

The Trustees came out of executive session at 8:25 p.m. and resumed normal session.

The meeting was adjourned at 8:26 p.m. on September 22, 2026.

ATTEST:

Eric Ferry

Eric Ferry, Fiscal Officer

Ken Tracy

Ken Tracy, Chairperson

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