

## Minutes of the Miami Township Board of Trustees Regular Meeting

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March 8, 2016

Trustee President Douglas Barry called the Miami Township Board of Trustees Regular meeting to order on Tuesday, March 8, 2016 at 7:00 pm and led in the reciting of the Pledge of Allegiance. The following were present:

Elected Officials:

Douglas Barry – Trustee President  
Robert Matthews Jr. – Trustee Vice President  
Andrew Papanek – Trustee  
Ann Barhorst – Fiscal Officer

Township Staff:

Greg Rogers – Township Administrator  
Ron Hess – Police Chief  
Dan Mayberry – Public Works Director  
Clay McCord – Finance Director  
Mukesh Singh – Compliance Director  
Chris Snyder – Community Development Director  
Kyle Hinkelman – Community Development, Deputy Director

### CONSENT AGENDA

All matters under the Consent Agenda are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may remove an item from the Consent Agenda by request. No second is required for removal of an item. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

A. Meeting Minutes

- February 23, 2016 – Work Session
- February 23, 2016 – Regular Session
- March 2, 2016 – Special Joint Meeting

B. Payroll and Bills

- Payroll dated March 4, 2016 total \$191,144.25.
- Regular check run checks 66665 - 66715, totaling \$154,429.44.
- Write on check run checks 66716 - 66734, totaling \$70,689.94.

Mr. Barry motioned and Mr. Papanek seconded the motion to approve the Consent Agenda items.

Mr. Barry -       yes  
Mr. Matthews -   yes  
Mr. Papanek-     yes

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### NEW BUSINESS

#### Department Reports

**Admin** – Greg Rogers discussed the following items:

1. To appoint a Miami Township Tax Incentive Review Council member (Resolution 014-2016)

Mr. Rogers stated that this is a housekeeping item that appoints Clay McCord to the Miami Township Tax Incentive Review Council, which reviews all tax abatements within the township.

**Police** – Chief Hess stated that he had nothing formal for the Board this evening.

**Public Works** – Dan Mayberry discussed the following items:

1. To award a bid for the 2016 turf and landscape maintenance program (Resolution 015-2016)

Mr. Mayberry stated that he had the bidding results of the 2016 turf and landscaping maintenance program. This year the township has a new contractor who was the low bidder.

2. To enter into an agreement with American Pavements, Inc. for pavement maintenance services (Resolution 016-2016)

Mr. Mayberry also had the results of the slurry seal bid and indicated that this year's lowest bid is 12 cents per sq. yd. less than last year's bid.

3. To approve an intergovernmental agreement for the Austin enhancements maintenance and managements services with the Montgomery County TID (Resolution 017-2016)  
This agreement is for Mr. Mayberry to manage the maintenance of the parcels, right of ways, and the infields of I-75 along Austin Boulevard and Byers Road.

Mr. Rogers congratulated Mr. Mayberry on securing this intergovernmental agreement. MCTID had contracted this out to an independent vendor. The jurisdictions wanted more control over the aesthetics of the area. Mr. Mayberry researched what this maintenance would include and submitted a competitive bid to ensure that the area would be well kept.

**Community Development** – Chris Snyder discussed the following items:

1. To authorize the execution and delivery of a project management and financing agreement between Miami Township and the Dayton - Montgomery County TID in connection with the development and joint finance of transportation projects within Miami Township (Resolution 018-2016)

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2. To authorize execution and delivery of a LPA Federal Local-LET project agreement for the MOT-Lyons Road transportation project within Miami Township (Resolution 019-2016)

These two resolutions deal with the previously discussed Lyons Road pedestrian improvement project. Congestion Mitigation and Air Quality (CMAQ) funds, in the amount of \$1 million was awarded last year and requires the township to execute a project agreement with ODOT to move the project forward. This agreement outlines the requirements for receiving the federal funds and indicates that the MCTID which has more experience and staff will handle the construction management of this project. The funding for this project was made possible because of the township's membership in the Miami Valley Regional Planning Commission (MVRPC).

3. Mr. Snyder introduced the new Community Development employee, Robin Palm. He is from Virginia and has a Masters in Urban Regional Planning from VCU. He previously worked for the Virginia Department of Transportation as a GIS Analyst. He also worked as a consultant during the Iraq war. Mr. Palm will be assisting with code enforcement and permit activity.

**Community Development/IT** – Kyle Hinkelman stated that he had nothing formal for the Board this evening.

**Finance** – Clay McCord stated that he had nothing formal for the Board this evening.

**Compliance** – Mukesh Singh stated that he had nothing formal for the Board this evening.

**PUBLIC COMMENTS**

No one came forward to make a public comment.

**VOTING ON RESOLUTIONS**

**Resolution 014-2016**

Mr. Papanek motioned and Mr. Barry seconded the motion to approve Resolution 014-2016 to appoint C. Clay McCord as a new Miami Township Tax Incentive Review Council member.

Mr. Barry -       yes  
Mr. Matthews -   yes  
Mr. Papanek-     yes

**Resolution 015-2016**

Mr. Barry motioned and Mr. Matthews seconded the motion to approve Resolution 015-2016 to award a bid for the 2016 turf and landscape maintenance program to Bladecutter's Inc. at a total estimated cost of \$63,530.

Mr. Barry -       yes  
Mr. Matthews -   yes  
Mr. Papanek-     yes

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### Resolution 016-2016

Mr. Matthews motioned and Mr. Papanek seconded the motion to approve Resolution 016-2016 to authorize the Township Administrator to execute an agreement with American Pavements, Inc. for pavement maintenance services at a cost of \$2.03 per square yard of Slurry Seal Type II.

Mr. Barry -        yes  
Mr. Matthews -    yes  
Mr. Papanek-      yes

### Resolution 017-2016

Mr. Papanek motioned and Mr. Barry seconded the motion to approve Resolution 017-2016 to approve an intergovernmental agreement for the Austin enhancements and management services with the Montgomery County TID.

Mr. Barry -        yes  
Mr. Matthews -    yes  
Mr. Papanek-      yes

### Resolution 018-2016

Mr. Barry motioned and Mr. Papanek seconded the motion to approve Resolution 018-2016 to authorize the execution and delivery of a project management and financing agreement between Miami Township and the Dayton- Montgomery County TID in connection with the development and joint financing of transportation projects within Miami Township.

Mr. Barry -        yes  
Mr. Matthews -    yes  
Mr. Papanek-      yes

### Resolution 019-2016

Mr. Matthews motioned and Mr. Papanek the motion to approve Resolution 019-2016 to authorize the execution and delivery of a LPA Federal Local-LET project agreement for the MOT-Lyons Road transportation project within Miami Township.

Mr. Barry -        yes  
Mr. Matthews -    yes  
Mr. Papanek-      yes

### COMMENTS FROM THE BOARD

**Andrew Papanek** commended Fiscal Officer Ann Barhorst, Finance Director Clay McCord, and Finance Specialist Penny Bogner and the Township Administrator for a fantastic job on the 2016 Budget report.

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**Robert Matthews** commended Mr. Mayberry for taking the initiative to supervise the Austin Landing area, it will be a great benefit to the township having someone close who cares so much about the area managing its maintenance.

**Douglas Barry** commended the Public Works department on thinking outside the box and bringing revenue into the township. Mr. Barry also thanked the Community Development department on the CMAQ project noting that our involvement with MVRPC is another way to bring projects into the township to upgrade the area with money coming from outside sources.

### EXECUTIVE SESSION

Mr. Barry motioned and Mr. Papanek seconded the motion at 7:22 pm to move into executive session for the purpose to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, or official, or the investigation of charges, or complaints against a public employee, official, licensee, or regulated individual requests a public hearing, in accordance with O.R.C. 121.22(G)(1) and to consider details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of matters discussed could reasonably be expected to jeopardize the security of the public body or public office, in accordance with O.R.C. 122.22 (G)(6).

Mr. Barry -       yes  
Mr. Matthews -   yes  
Mr. Papanek-     yes

Mr. Barry motioned and Mr. Matthews seconded the motion at 7:52 pm to close executive session and return to regular session.

Mr. Barry -       yes  
Mr. Matthews -   yes  
Mr. Papanek-     yes

### REGULAR SESSION

#### Resolution 020-2016

Mr. Matthews motioned and Mr. Barry seconded the motion to approve Resolution 020-2016 to approve the Revised Employee Policy Manual to become effective immediately.

Mr. Barry -       yes  
Mr. Matthews -   yes  
Mr. Papanek-     yes

#### Resolution 021-2016

Mr. Barry motioned and Mr. Papanek seconded the motion to approve Resolution 021-2016 to enter into employment agreements with the Township Administrator and the Compliance Director, to be effective March 1, 2016.

Mr. Barry -       yes  
Mr. Matthews -   yes  
Mr. Papanek-     yes

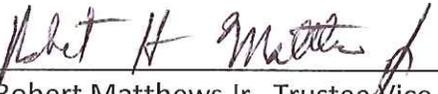
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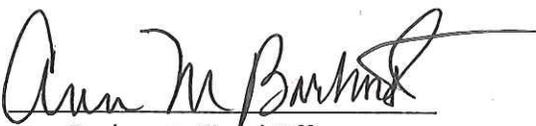
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Mr. Barry adjourned the meeting at 7:56 pm.

  
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Douglas Barry, Trustee President

  
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Robert Matthews Jr., Trustee Vice President

  
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Andrew Papanek, Trustee

  
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Ann Barhorst, Fiscal Officer

AMB: pdb