

## Miami Township Board of Trustees Regular Meeting Minutes

November 10, 2016

### CALL TO ORDER

Trustee President Douglas Barry called the Miami Township Board of Trustees Regular meeting to order on Thursday, November 10, 2016 at 10:00 am and led in the reciting of the Pledge of Allegiance. The following individuals were in attendance:

<u>Elected Officials:</u>		Present	Absent
Douglas Barry	Trustee President	X	
Robert Matthews Jr.	Trustee Vice President	X	
Andrew Papanek	Trustee	X	
Aaron Newell	Fiscal Officer		X
<u>Township Staff:</u>			
Greg Rogers	Township Administrator	X	
Ron Hess	Police Chief	X	
Dan Mayberry	Public Works Director	X	
Clay McCord	Finance Director	X	
Mukesh Singh	Compliance Director	X	
Chris Snyder	Community Development Director	X	
Kyle Hinkelman	Community Development, Deputy Director	X	

### 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
  - October 25, 2016
- B. Payroll and Bills
  - Payroll dated November 11, 2016 total \$190,442.41.
  - Regular check run checks 67732 - 67765, totaling \$25,026.53.
  - Write on check run checks 67766 - 67789, totaling \$108,456.90.

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

	Yes	No	Abstain
Mr. Barry	X		
Mr. Matthew	X		
Mr. Papanek	X		

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NEW BUSINESS

Department Reports

Administration: Greg Rogers thanked the staff for the hard work on the Veteran’s Breakfast. The event is our signature event, it was well attended and well organized.

Police:

RECOGNITION OF FIRST RESPONDERS CASUALTIES

- 1. Chief Hess read the latest casualties of the First Responders who gave the ultimate sacrifice for the community they serve. Tonight we honor and remember the following officers with a moment of silence:

Table with 4 columns: First Responder, Location, First Responder, Location. Rows include: Firefighter Jermaine Fry (Cimarron Hills Fire Dept, CO), Trooper Timothy P. Pratt (New York State Police, NY), Sergeant Allen Brandt (Fairbanks Police Dept, AK), Officer James Brockmeyer (Chester Police Dept, IL), Officer Myron Jarrett (Detroit Police Dept, MI), Deputy Sheriff Dan Glaze (Rusk County Sheriff's Office, WI), Sergeant Rod Lucas (Fresno County Sheriff's Office, CA), Deputy Sheriff Scott Williams (Taylor County Sheriff's Office, FL), Officer Jorge Sanchez (Miami Police Dept, FL), Officer Justin Martin (Urbandale Police Dept, IA), Sergeant Anthony Beminio (Des Moines Police Dept, IA), Sergeant Paul Tuozzolo (New York Police Dept, NY), Sergeant Patrick Sondron (Peach County Sheriff's Dept, GA), Officer Cody Brotherson (West Valley City Police Dept, UT), Deputy Sheriff Daryl Smallwood (Peach County Sheriff's Dept, GA), Officer Darrin Reed (Show Low Police Dept, AZ)

Mr. Barry asked for a moment of silence to honor and remember the fallen heroes.

- 2. Chief Hess discussed a liquor permit for Fitzie Inc. dba Bar 145. Chief Hess confirmed that background checks had been completed and no reason to contest the D-5j permit was identified.
- 3. Chief Hess nominated Officer Swallen for the Robert B. Jacobs Award of Merit established by the Hundred Club of Dayton. The award is presented to local police and fire department members who demonstrate extraordinary service and community contribution above and beyond the call of duty. Officer Swallen represents Miami Township on the Miami Valley Bulk Smuggling Task Force. This Task Force was formed in 2013 recognizing that drug trafficking has no political boundaries, therefore partnerships with federal, state and local law

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enforcement agencies were formed to protect and serve area citizens. The primary focus of the Task Force is to disrupt and dismantle bulk drug trafficking and bulk currency movement through interdiction. The Task Force is made up of officers from the Miami Township Police Department, the Montgomery County RANGE Task Force, the Montgomery County Sheriff's Office, the Ohio State Highway Patrol, the Ohio Bureau of Criminal Investigation and Homeland Security Investigations. Officer Swallen thanked the trustees for the opportunity to do what he loves. He indicated that he and the officers with whom he works are seeing a difference, and that he was glad to help protect area families.

4. Chief Hess gave an update on the CALEA accreditation process indicating that the paperwork had been submitted and onsite visits are being scheduled for early April.

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

1. Authorizing the Township Administrator to execute a lease for a photocopier (Resolution 095-2016) – Mr. Mayberry stated that maintenance costs for the current photocopier have increased to the point that a new copier would be more economical. Mr. Mayberry stated that Adrienne Bell, Public Works Administrative Technician, researched different copiers and is recommending a copier lease from Woodhull. This lease would cost the township \$131 per month for sixty months.
2. Approving participation and funding for the Washington Church Road resurfacing project (Resolution 096-2016) – This approval is part of the formal paperwork required by ODOT for the Washington Church Road resurfacing project through MVRPC. Mr. Mayberry reminded everyone that the resurfacing project was not scheduled to begin until 2018.
3. Mr. Mayberry also updated the trustees on the leaf collection program. He stated the leaves were not dropping as expected, but the program would need to remain on schedule to start the last collection on November 28, 2016. Mr. Mayberry indicated that extending the program would delay the preparation of the trucks for snow removal duties.

**Community Development:** Chris Snyder thanked the board for their attendance at the November 3<sup>rd</sup> launch event for the Miami Crossing District. Mr. Snyder indicated that many area businesses and elected officials from Miamisburg and Miami Township attended the event which introduced the new brand and website – [www.miamicrossingdistrict.com](http://www.miamicrossingdistrict.com).

**Community Development/IT:** Kyle Hinkelman had nothing formal for the Board.

**Finance:** Clay McCord discussed creating a full-time Financial Analyst position (Resolution 097-2016) consistent with the Miami Township Strategic Plan. Mr. Rogers clarified that the resolution creates the position. After the completion of a selection, Mr. Rogers through the powers granted by the board could then fill the position.

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**Compliance:** Mukesh Singh had nothing formal for the board.

**PUBLIC COMMENTS** – No one came forward.

**VOTING ON RESOLUTIONS**

**Motion for a Liquor Permit for Doubletree Guests Suites**

Mr. Barry motioned and Mr. Papanek seconded the motion to **approve** the motion for a Liquor Permit for Fitzie, Inc. dba Bar 145.

	Yes	No	Abstain
Mr. Barry	X		
Mr. Matthews	X		
Mr. Papanek	X		

**Resolution 095-2016**

Mr. Papanek motioned and Mr. Matthews seconded the motion to approve Resolution 095-2016 to authorize the Township Administrator to execute a lease and maintenance agreement with Woodhull for 60-month lease of an office copier at a monthly rate of \$131.00 which includes 2,000 pages per month.

	Yes	No	Abstain
Mr. Barry	X		
Mr. Matthews	X		
Mr. Papanek	x		

**Resolution 096-2016**

Mr. Matthews motioned and Mr. Barry seconded the motion to approve Resolution 096-2016 to approve participation and funding for the MOT-Washington Church Road, PID#103055 resurfacing project.

	Yes	No	Abstain
Mr. Barry	X		
Mr. Matthews	X		
Mr. Papanek	X		

**Resolution 097-2016**

Mr. Barry motioned and Mr. Papanek seconded the motion to approve Resolution 097-2016 to create a full-time Financial Analyst position.

	Yes	No	Abstain
Mr. Barry	X		
Mr. Matthews	X		
Mr. Papanek	X		

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Mr. Matthews asked if this would be a one year contract. Mr. Rogers stated that funds are available for the remaining of this year and for 2017. Due to unknown factors at the state level funding for 2018 is not known at this time. Mr. Rogers stated the person selected for this position will be told in advance that the position could become part-time if funding is not available.

### PUBLIC HEARINGS

There were no public hearings.

### COMMENTS FROM THE BOARD

**Andrew Papanek** knows the Robert Jacob's award and the entire group working on this project needs to be commended for their hard work on receiving the award.

**Robert Matthews** said the breakfast this morning was fantastic and thanks Mr. Barry for arranging for the speaker for the Veteran's breakfast.

Mr. Matthews indicated that the department head reports were difficult to distinguish between current and old information. He suggested keeping a list of current, ongoing, and completed projects along with a brief summary of what has happened since the last report.

Mr. Matthews asked if there was any action the township can or should take regarding the odor from the landfill.

**Douglas Barry** commended the Community Development department on their presentation during the previous meeting and thanked Mr. Mayberry for hosting today's Trustee meeting. Mr. Barry also thanked the citizens for passing the Miami Township Fire Levy and the West Carrollton School District Levy.

Mr. Barry adjourned the meeting at 10:26 am.

  
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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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Aaron Newell, Fiscal Officer

AFN: pdb