



MIAMI VALLEY FIRE DISTRICT

Board of Trustees Meeting Agenda

March 13, 2025

8:00 a.m.

Call to Order

Pledge of Allegiance

Roll Call

Approval of Minutes

Motion to approve the regular Meeting Minutes of February 13, 2025.

Public Comment

A citizen desiring to speak on agenda items or items not on the agenda may do so under public comment. Comments are limited to five minutes and the Fire District Board of Trustees may not take immediate action. However, items introduced under public comment may become agenda items for later meetings.

Consent Agenda

Matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion and one vote of consent. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

Expenses

Approve the Fire District February expenses beginning with check #20176 and ending with check #20241.

Personnel

Presentation of Senior Man to Douglas Gilmore
Presented by Chief Johnson

1. Consent Agenda Motion
A motion to approve the Consent Agenda.

Old Business

None

New Business

1. Resolution No. 2025-02

A resolution authorizing the Miami Valley Joint Fire District, Montgomery County, Ohio to enter into Property Schedule No. 2 to a Master Lease Purchase Agreement by and between U.S. Bancorp Government Leasing and Finance, Inc. and the Miami Valley Joint Fire District Montgomery County, Ohio, to finance the Purchase of a Fire Truck for the Miami Valley Joint Fire District, Montgomery County, Ohio and authorizing other document in connection therewith.

Presented by Elyse Martin

2. Resolution No. 2025-03

A resolution accepting the proposal for GIS Call Mapping Services from KZF Design, Inc., for an amount not to exceed \$15,500 and authorizing the Fire Chief to execute contract documents.

Presented by Chief Johnson

Chief's Report

Operational Oversight Committee Comment

Trustee Comment

Adjournment



**MIAMI VALLEY FIRE DISTRICT
BOARD OF TRUSTEES
MEETING MINUTES
February 13, 2025**

Call to Order

President Stalder called the Miami Valley Fire District meeting to order at 8:00 a.m. and led the Pledge of Allegiance.

Roll Call

The following Trustees were present: John Stalder, Ann-Lisa Allen, Greg Bell, Frank Fritsch, and Terry Posey. The following staff members were present: Chris Snyder, Keith Johnson, Steve Johnson, Brandon Barnett, Justin Null, Elyse Martin and Jennifer Harover.

Meeting Minutes

A motion was made by Ms. Allen, seconded by Mr. Fritsch to approve the Regular Meeting minutes of January 9, 2025. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, Mr. Fritsch aye and Mr. Posey abstain. Motion carried.

Public Comment

No members of the public approached the Board.

Oath of Office

Fire Chief Johnson provided brief biographies and President Stalder administered the oaths of office to Lieutenant Jacob Warner, Firefighter/Paramedic Logan Livesay and Firefighter/Paramedic Hunter Parker.

President Stalder thanked all of the family and friends for attending this morning. He invited everyone to join the Board and the District at Station 53 immediately following today's meeting for a reception congratulating these individuals.

Consent Agenda

A motion was made by Ms. Allen, seconded by Mr. Fritsch, to approve the Consent Agenda as presented. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, Mr. Fritsch aye, and Mr. Posey aye. Motion carried.

Old Business

None

New Business

Chief Johnson presented **Resolution No. 2025-01**. The resolution authorizes the Fire Chief to enter an agreement with Pinpoint Behavioral Health Services to provide skilled mental health services and trainings for the Miami Valley Fire District. This service would provide each member of the District a one-hour anonymous assessment completed onsite at Station 51 while on duty. Assessments will be mandatory to protect the anonymity of the process. The clinician will then offer up assistance or referrals, should this be deemed appropriate.

A motion was made by Mr. Fritsch, seconded by Ms. Allen to read Resolution 2025-01 by title only. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, Mr. Fritsch aye, and Mr. Posey aye. Motion carried.

A RESOLUTION AUTHORIZING THE MIAMI VALLEY FIRE DISTRICT TO ENTER INTO AN AGREEMENT WITH PINPOINT BEHAVIORAL HEALTH SOLUTIONS TO PROVIDE SKILLED MENTAL HEALTH SERVICES AND TRAININGS FOR THE MIAMI VALLEY FIRE DISTRICT FIRST RESPONDERS.

A motion was made by Mr. Fritsch, seconded by Ms. Allen to adopt Resolution 2025-01. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, Mr. Fritsch aye, and Mr. Posey aye. Motion carried.

Chief's Report

Chief Johnson congratulated Lieutenant Warner on his promotion and welcomed FF/PM Livesay and FF/PM Parker to the District. The District had a recent attic fire at the Kingston Nursing facility on Dunaway Street. He applauded B-shift and BC Sanders for a job well done. They were able to quickly evacuate 40 residents as well as transport them to other facilities for temporary housing. Lieutenant Brian Gedart and Fire Prevention Chris Amsler retired in January and he wished them both the best. The assessments with Pinpoint Behavioral Health Services will happen immediately. On January 29th, all Chiefs, Lieutenants and Admin Staff attended a full-day training session with Tenzinga. The trainer is a retired fire chief from Florida who worked to bring a total of seven districts together as one so this will make him a great contact for the District. The Spartan engine has been delayed due to equipment but should be here within a month. The Sutphin engine that was ordered in 2022 is expected to be completed in March giving us an arrival time of early summer. The new thermal imaging cameras have arrived and will be placed into service soon. At that time, we will give two of those older cameras to Miami Township and City of Miamisburg Police Departments. We have purchased a new dump trailer for the District which will allow us to safely transport the new UTV awarded to us by the Sinise Foundation as well as other District equipment.

OCC Report

Mr. Snyder congratulated the employees receiving their oaths of office this morning. He appreciates their dedication of service and thanked everyone for attending. Mr. Johnson loves seeing such a large group of family and friends filling the room to show their support.

Trustee Report

No comments.

The Board entered into a public Study Session at 8:20 a.m. to discuss:

- Year in Review of 2024
- Annual Financial Report for 2024
- GIS Call Mapping Study

Executive Session

A motion was made by Ms. Allen, seconded by Mr. Fritsch, to recess to an executive session to discuss matters related to labor relations, disputes, or legal interpretations involving public employees. Mr. Stalder aye, Ms. Allen aye, Mr. Bell aye, Mr. Fritsch aye, and Mr. Posey aye. Motion carried.

The Board recessed into executive session at 9:00 a.m.

The Board returned to regular session at 9:24 a.m.

Adjournment

A motion was made by Mr. Fritsch, seconded by Ms. Allen, to adjourn the meeting at 9:24 a.m. Motion carried.

Respectfully submitted,

Jennifer Harover
Secretary

Complete Check Report - MIAMI VALLEY FIRE DISTRICT

Bank - 0002 OPERATING

Check	Dup#	Type	Vendor	Vendor Name	Date	Amount
020176		A	0000299	BIG SANDY FURNITURE INC	02/05/2025	9,999.75
020177		A	0000120	ALCOR SUPPLY AND FIXTURE CO	02/06/2025	167.75
020178		A	0000163	AT&T SERVICES, INC	02/06/2025	921.08
020179		A	0006850	BOUND TREE MEDICAL, LLC	02/06/2025	363.43
020180		A	3214846	COMDOC	02/06/2025	150.97
020181		A	0001308	DUKE ENERGY	02/06/2025	37.32
020182		A	8708200	FROST BROWN TODD	02/06/2025	2,556.50
020183		A	0000194	KOORSEN FIRE & SECURITY INC	02/06/2025	308.51
020184		A	4339969	MIAMI TOWNSHIP	02/06/2025	70.00
020185		A	0005301	MONTGOMERY COUNTY WATER SERVIC	02/06/2025	391.93
020186		A	0000197	SEDGWICK CLAIMS MGMT SERVICES	02/06/2025	2,255.00
020187		A	0025505	VERIZON WIRELESS	02/06/2025	90.35
020188		A	0000230	VIKING HEATING AND AIR	02/06/2025	3,471.02
020189		A	0000193	WEX BANK	02/06/2025	7,745.48
020190		A	0000187	XEROX CORPORATION	02/06/2025	504.68
020191		A	0005077	MONTGOMERY COUNTY SHERIFFS OFF	02/11/2025	62,507.50
020192		A	0009600	AIRGAS USA LLC	02/13/2025	422.65
020193		A	0000120	ALCOR SUPPLY AND FIXTURE CO	02/13/2025	89.50
020194		A	0000205	ATLANTIC EMERGENCY SOLUTIONS	02/13/2025	74,655.60
020195		A	9097668	CENTERPOINT ENERGY	02/13/2025	988.83
020196		A	0000198	CHARTER COMMUNICATIONS	02/13/2025	1,855.00
020197		A	0004764	CITY OF MIAMISBURG-PO BOX	02/13/2025	703.01
020198		A	3214846	COMDOC	02/13/2025	143.05
020199		A	5636670	CUMMINS INC	02/13/2025	18,129.34
020200		A	0000141	D&S AUTO PARTS INC	02/13/2025	561.98
020201		A	0000235	DOOR SERVICE SOLUTIONS LLC	02/13/2025	550.00
020202		A	0000227	ELITE COMPUTERS INC	02/13/2025	5,086.49
020203		A	0000296	FIREHOUSE FABRICATORS INC	02/13/2025	4,919.00
020204		A	0000283	MEDICOUNT MANAGEMENT, INC	02/13/2025	39,102.44
020205		A	4339969	MIAMI TOWNSHIP	02/13/2025	1,479.39
020206		A	0000221	OHIO POLYGRAPH SERVICES LLC	02/13/2025	300.00
020207		A	2571875	PHOENIX SAFETY OUTFITTERS	02/13/2025	3,698.42
020208		A	0000281	PRADCO	02/13/2025	185.00
020209		A	0000201	PREMIER OCCUPATIONAL HEALTH	02/13/2025	897.76
020210		A	0000230	VIKING HEATING AND AIR	02/13/2025	19,764.00
020211		A	0006850	BOUND TREE MEDICAL, LLC	02/20/2025	375.02
020212		A	9097668	CENTERPOINT ENERGY	02/20/2025	4,455.60
020213		A	0000256	CUSTOM DESIGN BENEFITS	02/20/2025	85.00

Complete Check Report - MIAMI VALLEY FIRE DISTRICT

Bank - 0002 OPERATING

Check	Dup#	Type	Vendor	Vendor Name	Date	Amount
020214		A	0000235	DOOR SERVICE SOLUTIONS LLC	02/20/2025	6,475.00
020215		A	0000186	ERTH SYSTEMS SHREDDING INC	02/20/2025	250.00
020216		A	4344343	GO2-PROS PEST CONTROL	02/20/2025	45.00
020217		A	0000194	KOORSEN FIRE & SECURITY INC	02/20/2025	59.20
020218		A	0000245	MENARD, INC	02/20/2025	354.85
020219		A	4339969	MIAMI TOWNSHIP	02/20/2025	3,493.36
020220		A	0000267	O'DELL ELECTRIC	02/20/2025	3,775.00
020221		A	0000201	PREMIER OCCUPATIONAL HEALTH	02/20/2025	360.36
020222		A	0000170	REGION THREE RESCUE	02/20/2025	488.45
020223		A	0007917	SILCO FIRE PROTECTION	02/20/2025	208.50
020224		A	0000198	CHARTER COMMUNICATIONS	02/27/2025	414.78
020225		A	0000256	CUSTOM DESIGN BENEFITS	02/27/2025	85.00
020226		A	0000141	D&S AUTO PARTS INC	02/27/2025	4.99
020227		A	0000235	DOOR SERVICE SOLUTIONS LLC	02/27/2025	392.00
020228		A	8708200	FROST BROWN TODD	02/27/2025	1,620.50
020229		A	4344343	GO2-PROS PEST CONTROL	02/27/2025	65.00
020230		A	8362399	GREATER MONTGOMERY CO. FIRE	02/27/2025	280.00
020231		A	3122714	HOME DEPOT	02/27/2025	65.94
020232		A	0000194	KOORSEN FIRE & SECURITY INC	02/27/2025	546.00
020233		A	0000237	MEDICAL MUTUAL	02/27/2025	18,707.60
020234		A	0000283	MEDICOUNT MANAGEMENT, INC	02/27/2025	20,136.12
020235		A	0000245	MENARD, INC	02/27/2025	185.27
020236		A	0005301	MONTGOMERY COUNTY WATER SERVIC	02/27/2025	823.35
020237		A	2996130	PAPERHOUSE OF DAYTON	02/27/2025	212.50
020238		A	2571875	PHOENIX SAFETY OUTFITTERS	02/27/2025	206.46
020239		A	0000301	RESTORATION WITH DESIGN LLC	02/27/2025	2,491.10
020240		A	4387686	ROTO-ROOTER	02/27/2025	828.80
020241		A	0025505	VERIZON WIRELESS	02/27/2025	638.00
FD3269		M	0009999	PAYROLL VENDOR	02/10/2025	302,104.76
FD3270		M	0009999	PAYROLL VENDOR	02/10/2025	4,172.56
FD3271		M	0009999	PAYROLL VENDOR	02/10/2025	109.07
FD3272		M	0007180	O.P.E.R.S.	02/10/2025	2,667.61
FD3273		M	0007150	POLICE & FIRE PEN FUND OF OHIO	02/10/2025	141,849.58
FD3274		M	0000133	OHIO BUREAU OF WORKERS'	02/11/2025	18,839.00
FD3275		M	2276044	FIFTH THIRD MASTERCARD	02/17/2025	171.44
FD3276		M	2276044	FIFTH THIRD MASTERCARD	02/17/2025	2.99
FD3277		M	2276044	FIFTH THIRD MASTERCARD	02/17/2025	46.71
FD3278		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	947.60

Complete Check Report - MIAMI VALLEY FIRE DISTRICT

Bank - 0002 OPERATING

Check	Dup#	Type	Vendor	Vendor Name	Date	Amount
FD3279		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	3,444.59
FD3280		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	1,566.45
FD3281		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	10.87
FD3282		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	444.96
FD3283		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	625.00
FD3284		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	93.36
FD3285		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	17.98
FD3286		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	314.97
FD3287		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	68.80
FD3288		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	90.00
FD3289		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	836.93
FD3290		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	3,226.14
FD3291		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	114.94
FD3292		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	2,987.00
FD3293		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	409.65
FD3294		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	283.11
FD3295		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	100.00
FD3296		M	0000290	FARMERS & MERCHANTS CREDIT	02/17/2025	669.12
FD3297		M	0006850	BOUND TREE MEDICAL, LLC	02/20/2025	149.98
FD3298		M	0009999	PAYROLL VENDOR	02/20/2025	275,472.88
FD3299		M	0009999	PAYROLL VENDOR	02/20/2025	3,788.45
FD3300		M	0009999	PAYROLL VENDOR	02/20/2025	211.87
FD3301		M	0000237	MEDICAL MUTUAL	02/26/2025	75,630.32
FD3302		M	2166248	VISION SERVICE PLAN	02/26/2025	772.44
FD3303		M	3483226	STANDARD INSURANCE COMPANY	02/27/2025	513.67
FD3304		M	3483226	STANDARD INSURANCE COMPANY	02/27/2025	720.89
FD3305		M	0000232	FARMERS & MERCHANTS BANK	02/27/2025	72,226.13
FD3306		M	0001620	AES	02/27/2025	2,320.22
FD3307		M	0000053	FIFTH THIRD	02/28/2025	826.50
FD3308		M	0000232	FARMERS & MERCHANTS BANK	02/28/2025	156.25
FD3309		M	0000232	FARMERS & MERCHANTS BANK	02/28/2025	(48.25)
107 Checks						1,252,158.02

MTD Bank Report for Year 2025 Month 02 - MIAMI VALLEY FIRE DISTRICT

Bank	Description	Beg Mo Bal	Deposits	Withdrawals	Trans In	Trans Out	Balance
0002	OPERATING	867,832.11	5,161,697.38	1,189,408.02	141,500.00	2,500,000.00	2,481,621.47
0004	EMS	1,010,772.42	273,346.15	0.00	0.00	141,500.00	1,142,618.57
0006	F&M CD - 4/14/23	0.00	0.00	0.00	0.00	0.00	0.00
0008	STAR OHIO	5,753,407.98	21,356.22	0.00	2,500,000.00	0.00	8,274,764.20
4 Banks		7,632,012.51	5,456,399.75	1,189,408.02	2,641,500.00	2,641,500.00	11,899,004.24

YTD Fund Report for Year 2025 Month 02 - MIAMI VALLEY FIRE DISTRICT

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
100	GENERAL FUND	6,966,698.02	5,450,296.76	2,310,080.39	10,106,914.39	486,921.69	9,619,992.70
200	EMS FUND	728,643.57	696,975.00	283,000.00	1,142,618.57	0.00	1,142,618.57
210	GRANT FUND	0.00	66,036.60	66,036.60	0.00	0.00	0.00
300	DEBT SERVICE FUND	0.20	66,307.65	0.00	66,307.85	265,230.60	(198,922.75)
400	CAPITAL IMPROVEMENT FUND	481,890.73	280,621.61	179,348.91	583,163.43	546,165.78	36,997.65
5 Funds		8,177,232.52	6,560,237.62	2,838,465.90	11,899,004.24	1,298,318.07	10,600,686.17

**MIAMI VALLEY JOINT FIRE DISTRICT
MONTGOMERY COUNTY, OHIO**

RESOLUTION NO. 2025-02

RESOLUTION AUTHORIZING THE MIAMI VALLEY JOINT FIRE DISTRICT, MONTGOMERY COUNTY, OHIO TO ENTER INTO PROPERTY SCHEDULE NO. 2 TO A MASTER LEASE PURCHASE AGREEMENT BY AND BETWEEN U.S. BANCORP GOVERNMENT LEASING AND FINANCE, INC. AND THE MIAMI VALLEY JOINT FIRE DISTRICT MONTGOMERY COUNTY, OHIO, TO FINANCE THE PURCHASE OF A FIRE TRUCK AND AUTHORIZING OTHER DOCUMENTS IN CONNECTION THEREWITH.

WHEREAS, the Miami Valley Joint Fire District, Montgomery County, Ohio (the “Fire District”) desires to finance the purchase of a fire truck for the purpose of providing certain services in the Fire District (the “Equipment”); and

WHEREAS, the financing and leasing of the Equipment will be in the best interest of the Fire District; and

WHEREAS, U.S. Bancorp Government Leasing and Finance, Inc. (“U.S. Bank”) has agreed to purchase and/or finance the Equipment and to lease the Equipment to the Fire District; and

WHEREAS, the Fire District has agreed to lease the Equipment from U.S. Bank; and

WHEREAS, the Fire District and U.S. Bank entered into a Tax-Exempt Master Lease Purchase Agreement, dated December 18, 2024 (the “Lease Agreement”); and

WHEREAS, the Fire District and U.S. Bank intend to enter into Property Schedule No. 2 to the Lease Agreement as a means to finance the acquisition of the Equipment; and

WHEREAS, the Fire District has already approved Resolution 2021-09 allowing the Chief to purchase an engine apparatus and associated equipment; and

NOW THEREFORE, IT IS RESOLVED BY THE BOARD OF TRUSTEES OF MIAMI VALLEY JOINT FIRE DISTRICT, MONTGOMERY COUNTY, OHIO, THAT:

SECTION 1. That for the purpose of providing a fire truck for the Fire District and the services rendered thereby, this Board hereby determines that it shall lease, under the Lease Agreement and Property Schedule No. 2, the Equipment from U.S. Bank.

SECTION 2. That the Lease Agreement includes a statement to the effect that the Fire District’s obligations thereunder, are not general obligations, debt or bonded indebtedness of the Fire District or of the State or any political subdivision thereof, and U.S. Bank has no right, to have excises or taxes levied by the Fire District or the State or any political subdivision thereof, for the payment of rental payments thereunder and that the right of such payment is limited to the rentals

and other revenues pledged for such purpose under the Lease Agreement, including Property Schedule No. 2, which is hereby authorized, and such statement is true and correct as it applies to the Lease Agreement.

SECTION 3. That the Fire District is authorized to lease the Equipment through U.S. Bank.

SECTION 4. That, for the purpose of providing the Equipment and payment of costs of issuance for the Fire District, this Board hereby authorizes and directs the Chief Trustee and the Clerk of the Fire District, to execute, on behalf of the Fire District, the Property Schedule No. 2, any exhibits thereto, and all required closing documents and certificates in a total principal amount of \$590,136.99 at an interest rate of five and thirty-four hundredths percent (5.34%) per annum, pursuant to the Agreement and Property Schedule No. 2, substantially in the form presented to the Board and on file with the Clerk and the agreements, covenants and promises therein made on behalf of the Fire District shall be conclusively binding on the Fire District and in full force and effect from and after the execution of the Property Schedule No. 2.

SECTION 5. That this Board hereby authorizes and directs the Chief Trustee and the Clerk of the Fire District, or either of them, to execute and deliver a non-arbitrage certificate and such other documents and certificates and to do all the acts and things required of it by the provisions of the Lease Agreement to the end that full and complete performance of all of the terms, covenants and provisions of the Lease Agreement shall be effected.

SECTION 6. That the Property Schedule No. 2, and other documents and certificates authorized by this resolution shall be subject to such changes, insertions and omissions, and approval of any changes, insertions and omissions shall be conclusively evidenced by the execution of said documents by the Chief Trustee and the Clerk of the Fire District, or any one of them.

SECTION 7. That this Board hereby covenants that it will take such actions in such manner and to such extent, if any, as may be necessary to cause the interest component of rental payments under the Lease Agreement and Property Schedule No. 2 to be and remain excludable from gross income for federal income tax purposes. This Board will also submit the appropriate statements or filings to the Internal Revenue Service containing the information required by the Internal Revenue Code, including IRS Form 8038G.

SECTION 8. That, the obligations under the Lease Agreement and Property Schedule No. 2 are hereby designated "qualified tax-exempt obligations" for the purpose set forth in Section 265 of the Internal Revenue Code. The Fire District does not anticipate issuing more than \$10,000,000 of qualified tax-exempt obligations during the calendar year 2025.

SECTION 9. That Resolution 2021-09 be amended to reflect the updated cost of the fire engine that is to be financed for a total of \$654,219.45.

SECTION 10. There are no lease payments due or coming due under the Lease for the initial term ending December 31, 2025, and there are hereby appropriated, from unappropriated funds currently on deposit in the Capital Fund, the sum of \$5,985 to pay cost and expenses associated with the Property and the Lease.

SECTION 11. This Board hereby approves the issuance of the obligations for the financing of the Property.

SECTION 12. That it is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board, and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22, Ohio Revised Code, and the rules of this Board adopted in accordance therewith.

SECTION 13. This resolution shall be in full force and effect March 13, 2025 and shall supersede any prior resolution or act of this Board, which may be inconsistent or duplicative with the provisions of this resolution.

Adopted this 13th day of March, 2025.

_____ John Stalder, President	_____ Yes/No
_____ Ann-Lisa Allen, Trustee	_____ Yes/No
_____ Greg Bell, Trustee	_____ Yes/No
_____ Frank Fritsch, Trustee	_____ Yes/No
_____ Terry Posey, Jr., Trustee	_____ Yes/No

CERTIFICATE

The undersigned hereby certifies that the foregoing is a true and correct copy of Resolution No. 2025-02.

Fiscal Officer

RESOLUTION NO. 2025-03

A RESOLUTION ACCEPTING THE PROPOSAL FOR GIS CALL MAPPING SERVICES FROM KZF DESIGN, INC., FOR A FEE AMOUNT NOT TO EXCEED \$15,500 AND AUTHORIZING THE FIRE CHIEF TO EXECUTE CONTRACT DOCUMENTS.

WHEREAS, the City of Miamisburg, Ohio and Miami Township, Montgomery County, Ohio created the Miami Valley Fire District (the “District”) consistent with Ohio Revised Code Section 505.371 via Joint Resolution, City Resolution No. 2786 and Township Resolution No. 121-2011; and

WHEREAS, the District is working to develop a future master plan for fire/EMS facilities as growth and development of the City of Miamisburg and Miami Township have changed and a review of current response times and coverage is needed; and

WHEREAS, the goal is to establish maps that show baseline coverage for the District and develop maps that establish the expected performance within several future scenarios of the area; and

WHEREAS, KZF Design, Inc., is the most qualified consultant to design GIS Call Mapping;

NOW, THEREFORE, BE IT RESOLVED BY THE MIAMI VALLEY FIRE DISTRICT BOARD OF TRUSTEES THAT:

Section 1.

The proposal for GIS Call Mapping is authorized for KZF Design, Inc., for a fee amount not to exceed \$15,500.

Section 2.

The Fire Chief is hereby authorized and directed to execute contract documents with KZF Design, Inc. on behalf of the District.

Section 3.

The Finance Director is authorized to make payment to KZF Design, Inc., on the basis of approved payment applications, up to the contract amount of \$15,500.

Section 4.

The Board hereby finds and determines that all formal actions relative to this adoption of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Ohio Revised Code Section 121.22.

Section 5. This resolution shall be in full force and effect on February 13, 2025 and shall supersede any prior resolution or act of this Board, which may be inconsistent or duplicative with the provisions of this resolution.

Adopted this 13th of February, 2025.

_____ John Stalder, President	_____ Yes/No
_____ Terry Posey, Trustee	_____ Yes/No
_____ Ann-Lisa Allen, Trustee	_____ Yes/No
_____ Greg Bell, Trustee	_____ Yes/No
_____ Frank Fritsch, Trustee	_____ Yes/No

January 21, 2025

Chief Steve Johnson
Miami Valley Fire District
2710 Lyons Road
Miamisburg, OH 45342

Subject: Fee Proposal - GIS Call Mapping Services
Miami Valley Fire District

Chief Johnson,

KZF Design, Inc. (KZF) is pleased to provide the Miami Valley Fire District (Client) with this proposal for professional services for the above referenced project as requested.

Project Scope

This proposal is based on information provided by the Client and KZF's understanding of the project scope and program which is as follows:

- The Miami Valley Fire District is working to develop a future master plan for fire/EMS facilities. Existing fire station locations were established by the City of Miamisburg and Miami Township, prior to the development of the Fire District. The growth and development of the City and Township have changed over time; a review of current response times and coverage is needed.
- The goal in the mapping phase of the project is to establish maps that show baseline coverage for the current 5-station model and develop maps that establish the expected performance of:
 - Scenario A: Inclusion of West Carrollton Fire Department in a future 6-station model.
 - Station 55 – replace, evaluate preferred location
 - Station 57 – new headquarters, presumed to be adjacent to the existing station 57.
 - Station 52 and 54 – combine, evaluate preferred location, presumed to be near the existing station 52.
 - Station 53 – evaluate current location and new location west of the river
 - Station 51 to remain
 - Station 56 to remain
 - Scenario B: Current Fire District in an updated 5-station model.
 - Station 55 – replace, evaluate preferred location
 - Station 54 – combine stations 52 and 54 to create a new headquarters station, evaluate preferred location
 - Station 53 – evaluate current location and new location west of the river
 - Station 51 to remain
 - Station 52 – new station, location to be determined

- The results will assist the Client in making future decisions about fire station locations.

Basic Services

Outlined below is the scope of Basic Services that KZF Design proposes to provide for the successful completion of this project.

GIS Call Mapping Services:

- Perform analysis of historical call data (provided by the Client in compatible format), traffic information / road capacity.
- Complete computer generated (GIS / ESRI) mapping (to present expected response times, coverage overlap). First meeting is presumed to be an on-site working session (approximately 3 hours) at KZF offices to review preliminary data and set parameters for mapping. Includes up to 2 modifications to criteria requirements for analysis & generation post-initial meeting.
- Complete GIS call mapping studies for potential project sites.
- Provide identification and recommendation of feasible sites.
- Deliverable will be a booklet-style report that includes an executive summary, summary of findings, and associated maps.

Items Not Included In Basic Services - Exclusions

1. Individual surveying, interviews or collection of data from every individual staff member.
2. Programming Phase documents and / or services.
3. Traffic studies or reports.
4. Environmental studies or remediation services.
5. Presentation boards, rendering views, models or similar presentation documents.
6. Preparation of additional design iterations or deliverables in excess of those listed herein.
7. Zoning submittal, process or negotiations.
8. Review, assessment and / or reports on existing facilities, building systems / components / systems.
9. Attendance at additional meetings, presentations, and / or open houses not specifically defined herein, or in excess of those noted herein.
10. Preparation of opinion of probable construction costs
11. Revisions to the deliverables inconsistent with previous instructions or approvals by the Client, and/or resultant to Client's (or client's Consultants) failure to render decisions in a timely manner.
12. Schematic Design Phase documents and / or services.
13. Design Development Phase documents and / or services.
14. Construction Document Phase documents and / or services.
15. Construction Bidding Phase documents and / or services.
16. Permitting Phase documents and / or services.
17. Construction Phase documents and / or services.
18. LEED: LEED administrative, calculations, studies, models, submittals or approvals.
19. Any Basic Service time required in excess of any noted Allowances will be billed on an hourly basis as requested / required.

Client Provided Items

KZF requires that the following items be provided as required in a timely manner in order to complete the scope of services as defined herein per the noted schedule.

1. Emergency call dispatch data (in MS Excel or CSV format) for use in developing GIS studies, for both Miami Valley Fire District and West Carrollton Fire Department.
2. Existing conditions survey or plat documents for proposed site(s).
3. Access to the project site(s) for review and observation of conditions.
4. Traffic, environmental, geotechnical or other similar investigations / reports which may be required.
5. Access to necessary staff and information in a timely manner as required to complete the defined project scope.

Basic Service Fees

GIS Call Mapping Services	\$15,500.00
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Additional Services

The scope of services listed above is expected to be sufficient to complete the identified phase(s) of the project. If in the course of developing the project other services are required or a modification to the scope of services identified above is necessary, KZF Design will submit a proposal for additional services. Hourly rates for additional services shall be per the attached Hourly Rate Schedule.

Proposed Terms and Conditions:

KZF shall invoice every four weeks for the amounts due for professional services rendered and expenses incurred. In addition to the compensation for professional services, KZF shall be reimbursed for out-of-pocket expenses. Client shall pay KZF the full amount due upon receipt of invoice. All past due amounts shall bear interest at the rate of one and one-half percent (1-1/2%) per month compounded monthly after thirty days. KZF Design reserves the right to suspend services and / or not issuing documents for permit approvals if the Clients account is past due.

The Client agrees that to the fullest extent permitted by law, KZF's total liability to the Client for any and all injuries, claims, losses, expenses, damages, arising out of this Agreement from any cause or causes shall not exceed \$1,000,000 aggregate / \$1,000,000 per occurrence from KZF's standard professional liability and commercial general insurance coverages for this project. Upon request, KZF will provide a standard ACORD statement of KZF's policy limits for this project, including the Client as an additional insured on the policy, which will be maintained for the duration of the project design and construction.

Expenses including travel mileage, in-house / out-of-house printing and plotting, overnight shipping, permit review fees, or similar are not included in the Basic Service Fees and will be billed at cost plus 10% administrative charge. Based on KZF Design's experience with projects of this type, scale and scope, we estimate that the total reimbursable expenses for this project will be \$200 - \$350. And are not included in the Basic Service Fees.

This Agreement may be terminated by either party upon seven (7) calendar day's written notice. In the event of termination, KZF shall be paid by the Client for all services performed up to the notice of termination.

Thank you for the opportunity to offer these services to the Miami Valley Fire District. If the terms and conditions stated herein are acceptable to you, please acknowledge by signing below and returning one executed copy to our office. This document will serve as the notice to proceed for our services and will serve as the final Agreement unless a separate, mutually agreeable final contract between parties is required.

Sincerely,
KZF Design Inc.



Erin Baird, RA, LEED AP BD+C, PMP
Project Manager

APPROVED AND ACCEPTED

This _____ day of _____, 2025

Client: _____

By: _____

Title: _____

2025 Hourly Rate Schedule

12/6/2024

Rates effective
through
03/31/2025

Category	Rate
Architect Level 1	\$137
Architect Level 2	\$190
Architect Level 3	\$210
Construction Administrator	\$220
Civil Designer Level 1	\$126
Civil Designer Level 3	\$168
Civil Engineer Level 1	\$147
Civil Engineer Level 3	\$200
Clerical	\$115
Designer Level 1	\$95
Designer Level 2	\$137
Designer Level 3	\$179
Electrical Designer 1	\$126
Electrical Designer 2	\$158
Electrical Designer 3	\$168
Electrical Engineer Level 1	\$179
Electrical Engineer Level 3	\$305
Interior Designer Level 1	\$105
Interior Designer Level 3	\$230
Mechanical Designer Level 2	\$179
Mechanical Engineer Level 2	\$179
Mechanical Engineer Level 3	\$252
Planner Level 1	\$115
Planner Level 3	\$220
Principal	\$400
Project Manager Level 1	\$147
Project Manager Level 2	\$200
Project Manager Level 3	\$230
Structural Designer Level 2	\$126
Structural Designer Level 3	\$147
Structural Engineer Level 2	\$179
Structural Engineer Level 3	\$220