

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on March 17, 2015. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

Roll Call: Present: Mayor Howland, Vice Mayor Lykins, Mr. Brady, Ms. Brewer, Ms. Evans, Ms. Hinnners, Mr. Pittman.

Presentation: Ms. Howland stated that a new police officer needed to be sworn in. Mr. Minniear met Sgt. Sean Mahan and Terry Chastain at the podium and Officer Chastain was administered the Oath of Office by Mr. Minniear at this time. Sgt. Mahan congratulated Officer Chastain on his appointment then presented him with his badge and a Milford Police Department Challenge Coin. Officer Chastain was warmly greeted and congratulated by all members of Council.

Proceedings: Ms. Evans made a motion to adopt the Proceedings of the March 3, 2015 regular City Council Meeting; seconded by Mr. Pittman. All voted yes.

Correspondence: Clerk of Council Sharon Waldmann indicated that there were two pieces of correspondence from the Ohio Department of Liquor Control. Both were regarding the Homewood Suites property at 600 Chamber Drive. The first letter asked if City Council would request a hearing regarding a new liquor license application at that location. Ms. Hinnners made a motion that City Council would not request a hearing regarding a new liquor license for this address; seconded by Mr. Brady. All voted yes. The second letter asked if City Council would request a hearing regarding the transfer of a liquor license from the original holder/owner to the new owners of Homewood Suites at 600 Chamber Drive. Mr. Pittman made a motion that City Council would not request a hearing regarding the transfer; seconded by Ms. Hinnners. All voted yes.

Financial Statement: Mr. Pittman made a Motion to approve the January, 2015 Financial Report; seconded by Ms. Evans. All voted yes.

Public Comments: Justin Bonnell (544 Lila) came to the podium and announced that he represented a group called 'Start Milford Main'. He read a letter to Council from the group and then said he would answer questions the group has received from both Council members and others.

- 1) What is the group's plan for the site? Mr. Bonnell responded that the plan is for the City to acquire the property and ask the school district to contribute to the remediation and demolition of the present building. He stated that the churches are interested in purchasing a portion of the property (approximately 1 ½ acres) to be utilized as parking and the churches would then maintain and be fully responsible for that property. He said the group would like the Milford Main property to be added to the Parks Master Plan and budget and then be developed in phases over five years.
- 2) Would this property have public or private parking? Mr. Bonnell said the property would not just be solely a park and greenspace and the group is not against a portion being developed for parking.
- 3) Who is in the group? Mr. Bonnell stated that it is basically made up of those who were in the 'Stop Milford Main' group although it is not the only group in existence addressing the Milford Main Property.
- 4) What is the expected cost of the demolition? Mr. Bonnell stated that the group thinks the building could be demolished for around \$588,000 and that could be paid for partially by a grant the school district would be expected to pursue (27% for demolition). He then stated that the concrete could be broken up and hauled away by either a contractor or City staff but has no cost estimate at this time.
- 5) How would this be paid for? Mr. Bonnell said the cost would be covered through grants, church support, the Parks and Recreation budget and the 1% City income tax.
- 6) What would be the annual cost to maintain the property? Mr. Bonnell said they didn't know.
- 7) Would this area be developed into a park or greenspace? He responded that it would be mostly greenspace at this time but could ultimately be developed into a park.
- 8) What would be the proposed budget for finishing? Mr. Bonnell stated that he did not know; that it depends on what is developed.
- 9) How much land would be sold to the church? Mr. Bonnell said 1 ½ acres would be sold to the church.
- 10) Would you vote for a levy – 1 mill or 2 mills? He said while he has not polled the entire group he personally would agree because he thinks it would be worth it; however he doesn't believe that it is necessary at this time.
- 11) Was another plan presented and if so, what was it? Mr. Bonnell indicated that there had been another plan but that the leasing guidelines did not make sense as it would involve the leasing out of all three sections, and that it would add to the traffic congestion in the area. The third floor would have been condos, the second floor would have been medical offices and the first floor would have been developed into retail. The plan would have involved a 21 year lease and approximately \$2 million dollars to develop. No one had come forward to support the plan. That cost did not include remediation of the building.

Ms. Howland thanked Mr. Bonnell for his presentation. She indicated that she and Jeff Wright have spoken to both Father Rob and Pastor Hess from the Methodist Church, regarding the property in question. Ms. Howland said Father Rob is very interested in working with the City to find a feasible way to come to an agreement. Father Rob is meeting with the Archdiocese to determine what their interest is regarding the property in question. Ms. Howland indicated that Father Rob is very concerned for the safety of the

children as they have to cross the street to have lunch. Ms. Howland stated that the school may need to increase their area if they have to serve lunch to their students in the school. She said that Pastor Hess has the same interest in the property and that he is willing to sit down with Dr. Farrell, the City and Father Rob to come to some sort of agreement regarding parking. Ms. Howland stated that all sides realize the City cannot fund this project in its entirety but neither Father Rob nor Pastor Hess can stipulate an amount they would be able to contribute to the project.

Mr. Brady thanked Mr. Bonnell for his interest and for keeping Council 'in the loop'. He said he appreciates that the group's ideas aren't set and that they are open to new or different ideas as input.

Mr. Bonnell thanked Mr. Brady for his remarks and said he hoped others didn't think their plans were set; that they welcome all input from residents. He extended an invitation for others to sit down and discuss their ideas with the group.

Standing Committee Reports:

Administrative Services: There was no report at this time.

Community Development:

Charlene Hanners called the meeting to order at 5:00 p.m.

Present: Laurie Howland, Lisa Evans

Staff: Jeff Wright, City Manager; Pam Holbrook, Assistant City Manager; Susan Ellerhorst, Assistant to the City Manager

Clermont County Community Development Block Grant

Mr. Wright informed the committee that CDBG applications are due into Clermont County by April 3, 2015. Proposed projects must meet an identified national objective and address one or more areas of the Clermont County 5-year Consolidated Plan objectives and priority needs. National objectives include:

1. Benefits low and moderate income people
2. Elimination of slum or blighted condition
3. Correct an urgent need

The Parks and Recreation Commission has been working on the Milford Memorial Park project which would qualify for submittal because the project area is located in a qualifying LMI area. The project has the potential for scoring high during County project review. Human Nature has already created a two phase preliminary master plan and an Estimate of Probable Cost for both phases. Staff recommends that the City submit an application to include both phases of this project requesting a total amount of \$56,098. Should the grant be approved the next step would be to have Human Nature develop construction drawings.

The Committee agreed to make a motion to draft a Resolution authorizing the City Manager to submit an application to the Clermont County Board of Commissioners for grant monies to financially assist in the undertaking of the Milford Memorial Park Project, and execution of a cooperation Agreement with the Clermont County Board of Commissioners upon grant application approval; seconded by Ms. Evans. All voted yes.

The meeting was adjourned at 5:25 PM.

Mr. Lykins asked the City Manager if this grant would require matching dollars from the City.

Mr. Wright replied that this sort of grant does not require matching dollars.

Mr. Lykins asked if this grant would be an 'all-or-nothing' or if the City could qualify for a partial grant if not approved for the whole amount.

Mr. Wright indicated that we could qualify for a partial but this grant's schedule does not have a credit or local match. Sometimes for competitiveness with other grants, we will put in local match but that is a moot point for this grant's scoring.

Ms. Brewer asked if the City applies for a grant does that mean we are obligated to adopt the proposed drawings for Memorial Park. She asked for clarification in that if the grant is approved and monies received, is the City obligated to accept the current plan for the park.

Several Council members responded that the approval of the grant would not be construed as an obligation to adopt the plan. If the grant was approved, the actual plans for the park would need to go before the Community Development Commission and then presented to Council for final approval.

Mr. Lykins asked what if we only received \$25,000

Ms. Evans stated that the property could be developed in phases and that that question had been discussed in the meeting.

Ms. Brewer indicated that she just wanted clarification that applying for a grant does not automatically lead to the adoption of a plan. The discussion of the grant ended at that time.

Ms. Hinners made a Motion to adjourn into Executive Session to discuss real estate at the conclusion of the regular City Council Meeting; seconded by Ms. Brewer. All voted yes.

Parks and Recreation: Mr. Pittman reminded residents that the 2015 Eggstravaganza event would be held Saturday, March 28th at Riverside I between the hours of 10:00 a.m. – 11:30 a.m.

Public Services: There was no report at this time.

Safety Services: There was no report at this time.

City Manager's Report: City Manager Jeff Wright presented the following report:

CITY MANAGER

Ms. Holbrook and I have had a few meetings this month with prospective businesses looking to start-up in the Milford area, including some industries and retailers new to the area, but with few vacancies and available buildings and shovel-ready land in Milford, it is getting increasingly hard to match space requirements with prospects.

Sergeant Mahan, Asst. Chief Flannigan, Chief Mills, Chief Cooper and I participated in the planning meeting for the Amazing Charity Race. The event will take place on Saturday, June 20th starting at the American Legion and have two challenge stations in downtown Milford. Since that morning also is a motorcycle charity race leaving from the Legion, we will block off parking on Water Street from 7:00 a.m. to noon.

SERVICE DEPARTMENT

Ed Hackmeister, Service Department Supervisor reports that they picked up their two new mowers from Clermont Equipment last week. They also began the outdoors spring 'clean up' work by cutting back overgrown honeysuckle and tree branches from the berms throughout the City. They then began cleaning catch basins prior starting to work through the City with the street sweeper.

The Department continues to fill pot holes throughout the City. If you know of a pothole that needs to be repaired, please call 831-4192 or call 831-7018 and leave a message.

Weekly brush pick-up will begin on Wednesday, April 1st. There will be no need to call in for this service at that time. The brush criteria can be found on our website at: milfordohio.org.

I want to add that I received a call this afternoon from a resident complimenting the Service Department for their care of the streets in the City. The resident told me he really appreciates their efforts and asked that his comments be passed along to them. We always appreciate it when a resident takes the time to compliment one of our departments for their hard work.

WASTE WATER DEPARTMENT

Dave Walker, Waste Water Department Supervisor, reports that last Monday and Tuesday his staff installed a lateral and cleaned out the line at 412 Main Street. Wednesday and Thursday had them completing the same type of work at 647 Wallace. On Friday they saw cut the road at 541 Hudson and began work yesterday at 801 Forest Ave. and 541 Hudson. They also framed in the sidewalks that they removed to put the laterals in at 412 Main and 647 Wallace so they can pour concrete one day this week.

WATER DEPARTMENT

Matt Newman, Water Department Supervisor reports that his staff excavated and replaced a valve on Dot Street. The asphalt patch was completed yesterday. The department completed six work orders and nine utility locates last week as well as completing the first set of monthly distribution samples.

Matt reports that Strand Engineering has begun surveying for the Main St. Phase II Waterline Replacement Project.

ASSISTANT CITY MANAGER

Assistant City Manager Pam Holbrook reports that she spent time with the new Planning Commission member, Dino Pelle, to review the process and procedures of the Planning Commission to help prepare him for the meeting that took place Wednesday, March 11th. At that meeting the Planning Commission reviewed and approved the Glenn Glass addition and the Farmers Market to be located at Riverside Park I and the American Legion at 450 Victor Stier Drive.

STANDING COMMITTEE MEETINGS

Administrative Services Committee: Not scheduled at this time

Community Development Committee: Monday, April 6 at 6:00 p.m.

Public Services Committee: Not scheduled at this time

Safety Services Committee: Not scheduled at this time

REMINDERS:

Eggstravaganza: 10:00 – 11:30 a.m. March 28, 2015 at Riverside II. Please call 831-4192 or go to the website at ‘milfordohio.org’ to register your children. April 4th is the rain out date for this event.

Planning Commission: 6:00 p.m. Wednesday, April 8 in Council Chambers

Parks and Recreation: 5:30 p.m. Monday, April 13, 2015 in Council Chambers

BZA: 7:00 p.m. Thursday, April 23, 2015 in Council Chambers

Ms. Brewer asked that the lights on the trees in downtown Milford be addressed. Mr. Wright said he would talk to the Service Department about the lights.

Police Department Report: Sergeant Mahan returned to the podium to present the following report: Sgt. Mahan stated that they had received a great deal of positive support from the City regarding the three-day visit from the Accreditation Board. Several letters commending the department were received and they had a good turnout at the Public Hearing portion of the accreditation. He said they received many calls from residents wanting to commend the Police Department to the Board. He indicated that those on the Accreditation Board were very impressed with the citizens’ response.

Ms. Howland indicated that she had attended the Public Hearing and was very proud of the way the Department conducted the meeting and the positive remarks that were made at that time.

Sgt. Mahan said the Police Department was ‘blown away’ with the support the City residents had shown them through the three-day process. He stated that one of the members of the Accreditation Board said he’d been ‘choked up’ as one of the residents related their positive experience with a police officer.

Fire Department Report: Assistant Fire Chief Mark Baird came forward to deliver their report. He announced that the Fire Department is now established on social media and encouraged residents to check often to keep pace with them. He indicated that personal information regarding ‘runs’ and emergency details would never be made available, but they would post training and other items of interest.

Public Comments: Karen Wikoff, Director of the Milford/Miami Township Chamber of Commerce indicated that the City and residents came together several years ago to develop the Parks Master Plan. She said the City currently has plenty of developed greenspace for the residents to enjoy. Ms. Wikoff stated she is very happy with the upgrades in the City’s current parks with the additional playground equipment and then indicated that she hoped the City would continue to support the parks already in existence.

Council Comments: Ms. Hinnery relayed information regarding a brown bag luncheon sponsored by the Greater Milford Historical Society to be held at Ebenezer Baptist Church on Happy Hollow Thursday, March 19th at noon. She stated that a speaker would present the 100 year history of the church at the event and urged residents to attend.

Mr. Brady said that knowing that the last time Council voted on Milford on Main there had been some questions regarding ‘conflict of interest’, he asked Mr. Minniear to again review this situation as it relates to City Council and voting before the next meeting. He indicated that his wife is on the Milford School Board and said he would think it appropriate to recuse himself if that would be deemed fitting. He indicated that there are Council members who have relatives involved in ‘Start Milford Main’ and he thinks it would be a good idea to ‘air this out’ before anything comes to a vote.

Mr. Minniear said he thinks it is advisable to issue a memorandum concerning this subject.

Ms. Howland reminded the public of the State of Milford/State of Miami Township and State of the School District that will take place on Thursday morning at the Miami Township Civic Center at 8:00 a.m. and that ‘Gardenia’, one of the stores on Main Street, will be holding their Spring Open House between March 19th through March 21st from 10:00 a.m. until 5:00.

New Business:

15-1150 **An Ordinance authorizing the sale of 308 Main Street; Ms. Brewer made a motion to suspend the rules and read by title only; seconded by Mr. Pittman. All voted yes. Mr. Pittman made a motion to adopt the Ordinance; seconded by Mr. Lykins. All voted yes.**

15-591 **A Resolution authorizing an application to the Clermont County Board of Commissioners for grant monies for the Milford Memorial Park Project; Mr. Pittman made a motion to adopt this Resolution; seconded by Mr. Lykins. All voted yes.**

Old Business: There was no old business to be discussed.

At this time Mr. Lykins thanked Mr. Bonnell for his comments. Mr. Lykins then stated that the City allocated \$128,000 annually toward parks in the 2015 Budget for upkeep of the 116 acres of parks and greenspace currently in existence and that the money all came from the General Fund. He suggested that it would be appropriate for the Administrative Services Committee to look into the feasibility of putting a 2 mill 5 year park levy on the November ballot to support additional monies possibly being spent on the

development of another park. If they agreed that a levy should be forthcoming, the Administrative Services Committee would then make a recommendation to Council regarding the levy. He stated that even if another park project does not come to fruition, the City still has the current parks and greenspaces to maintain in the future. Mr. Lykins said this would allow all residents of Milford to be heard on the subject and he feels the best way to do it is to put a levy up for their approval.

Mr. Pittman indicated that if that was a Motion, he would second it.

Mr. Lykins made a motion to request an Administrative Services Committee meeting to look into the possibility of a tax levy to support the development and maintenance of parks; Mr. Pittman seconded the motion.

Before the vote, Ms. Brewer asked for clarification that this Motion was to take the subject to the Administrative Services Committee for their consideration.

Mr. Lykins said that it was.

The voting on the Motion on the floor commenced at this time and all members of Council voted yes.

Mr. Minniear indicated that the reason that this was being done is that any Ordinance or Resolution has to come out of committee first. That is why it is being referred to committee here rather than being discussed at this time. He said that once it is before the committee, the committee then can make a recommendation to appoint an ad hoc committee to look into it or bring it straight back to Council. He explained that if something does not come out of a committee, there is still the possibility that Council could consider an Ordinance or Resolution as a Committee of the Whole.

Mr. Pittman stated in order to clarify; the full council would have to act before a levy could be placed on the ballot.

Mr. Minniear agreed.

Adjourn:

There being no further business to come before the City Council; the meeting was adjourned into Executive Session at 7:50 p.m. with a Motion from Ms. Hinners; seconded by Mr. Lykins. All voted yes.

At 8:47 p.m. the Executive Session was adjourned with a motion from Ms. Brewer; seconded by Ms. Hinners. All voted yes.

Sharon Waldmann, C.P.T.

Laurie Howland, Mayor