

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on April 7, 2015. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence. Mayor Howland suggested that it would be appropriate to consider that April is Autism Awareness Month during the Moment of Silence.

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

Proceedings: Mr. Pittman made a motion to adopt the Proceedings of the March 17, 2015 regular City Council Meeting; seconded by Mr. Lykins. All voted yes.

Correspondence: Clerk of Council Sharon Waldmann indicated that there was one piece of correspondence from the Ohio Department of Liquor Control indicating that all active liquor permits within the City will expire on June 1, 2015. Each entity will need to file for a new permit at this time. Ms. Waldmann stated that she had asked Police Chief Jamey Mills if the police department had reason to object to any liquor permit renewal. Chief Mills responded that the police department does not have any objections to the renewal of any of the current liquor permit holders within the City. Mr. Lykins made a motion that the City would not object to any renewal; seconded by Ms. Hinnners. All voted yes.

Financial Statement: Mr. Pittman made a Motion to receive the February, 2015 Financial Report; seconded by Mr. Brady. All voted yes.

Public Comments: Marc Ziegenhardt came to the podium and referenced a radio talk show where Josh Mandel, State of Ohio Treasurer invited municipalities to incorporate his open checkbook policy. He asked that Finance Director Dan Burke do the same.

Mr. Wright said he and Mr. Burke have had conversations regarding this and other formats to put financial reports before the residents.

Standing Committee Reports:

Administrative Services: There was no report at this time.

Community Development: Ms. Hinnners provided the following report:
Charlene Hinnners called the meeting to order at 6:00 p.m.

Present: Laurie Howland, Lisa Evans
Staff: Pam Holbrook, Assistant City Manager;
Visitors: Tony Amicon, and Adam Lehman, CEC; Nina Hettich & Martin Hettich, Don Mowery,
Tom & Tiffany Finn, Scott & Chera Osborne, Mike Huseman, and Sam Pschesang

Mound Avenue Hillslope Project

Ms. Holbrook stated that Civil & Environmental Consultants, Inc. (CEC) was contracted by the City to perform an analysis of the hillslope on property owned by the City. The property is located on the west side of Mound Avenue and borders the Little Miami River. The purpose of this meeting is to provide an update to property owners that are most impacted by the hillslope.

In 1976 the Army Corp of Engineers completed a Stream Bank Erosion Control Demonstration Project. In 2008 the City contracted with MACTEC to review the status of the hillslope; CEC was contracted in 2015 to provide a cursory assessment of the hillslope and status of the wall.

Mr. Tony Amicon, CEC, provided an overview of the boundary, property lines, slope crest and retaining wall along the riverbank. He stated the scope of work included performing an engineering inspection to gain an understanding of the site condition, develop a conclusion regarding the stability of the riverbank/hillslope and provide recommendations to the City.

CEC performed a field inspection in November 2014 and submitted a report to the City in January. Mr. Amicon provided the following analysis:

1. Riverbank and existing retaining wall
 - a. The existing wall appears to be 3 to 5 feet tall and parallels the stream bank
 - b. The wall appears to be in fair condition
 - c. Serving the intended purpose of erosion protection (not slope stability)
 - d. Potentially impacted by past tree and vegetative growth
 - e. Ongoing erosion and undermining of hillslope beyond wall limits
2. Hillslope
 - a. Variable and erratic steeply sloping ground surface
 - b. Presence of localized surface landslide movements (scarps)

- c. Expected that localized and shallow slope movements (creep and/or landslide) will continue and progress upslope with time
 - d. CEC is unable to predict or quantify the expected hillslope ground movements nor rate of movement
3. Hillslope Crest
- a. Generally paralleling the back yard areas of the Mound Street residences
 - b. Relatively mature trees present that appear stable
 - c. Signs of hillslope movements are viable immediately downslope of crest
 - d. It is expected that hillslope movements will eventually shift the slope crest toward the east
 - e. Trees and structures positioned near the slope crest may be impacted by the expected hillslope movements
 - f. The slope movements are not anticipated to affect the residential homes
 - g. CEC is unable to predict or quantify the expected hillslope ground movements or shift in the hillslope crest

CEC provided the following recommendations:

- 1. Existing retaining wall
 - a. Perform an engineering inspection (in process by CEC)
 - b. Perform maintenance/repair as necessary
- 2. Implement a hillslope monitoring program to assess impact of ground movements (in process by CEC)
 - a. Establish ground monitoring points near slope crest
 - b. Obtain periodic survey measurements for comparison
- 3. Implement measures to minimize hillslope instability and limit progressive movement of the slope crest
 - a. Avoid cutting, topping or removal of existing vegetation
 - b. Avoid excavation or fill placement on the hillslope
 - c. Avoid placement of yard waste, soil and other materials on the hillslope
 - d. Avoid directing or conveying concentrated storm water flow from yards/downspouts toward or emitting onto the hillslope
 - e. Confirm that the existing sewer is not leaking
 - f. Periodically check integrity of sewer
 - g. Avoid constructing new structures in the vicinity of the hillslope crest

Mr. Amicon stated that the monitoring plan calls for several monitoring points to be established at strategic locations. They propose to install a pin on properties at 125 (Finn), 133 (Hettich), and 145 Mound Avenue (Mowery); control points would be installed in the right of way. CEC recommends that monitoring be completed initially on a quarterly basis, and then back off to biannual and yearly, if movement is minimal.

Mr. Amicon stated there is not a threshold for an acceptable level of movement. He noted that he would not expect to see much change at all in a 6 month time period. Property owners questioned whether the honeysuckle should be removed or trimmed; Mr. Lehman stated that it would be better to leave the honeysuckle because it is providing some support to the slope.

Mr. Pschesang provided additional information on the history of the gabion wall. He stated the wall does need maintenance and noted that he had documentation stating the City would operate and maintain the wall which was built by the Corp of Engineers.

Based on the initial report provided by CEC, the City has a follow up action plan they are working on:

- a. Educate property owners on what should and should not be done with the hillslope
- b. Contract with CEC to inspect the condition of the wall
- c. Preserve the toe wall by removing vegetation
- d. Contract with CEC to develop a monitoring program
- e. TV the sanitary sewer

Another Community Development Committee meeting will be scheduled once CEC is finished with the wall inspection and provides a report to the City.

The meeting was adjourned at 7:15 PM.

Ms. Brewer asked what the City is paying for the report.

Mr. Wright indicated that the cost was \$4,000 - \$5,000 for multiple steps. CEC will inspect the wall twice, install pins and provide monitoring of the area. It's too premature right now to say what else might be necessary.

Parks and Recreation: Mr. Pittman reported that the 2015 Eggstravaganza was a huge success with 175 children and 125 adults participating. The total cost of the event was only \$289 or approximately \$1.65 per child. Mr. Pittman thanked the sponsors including the Clermont County Library who provided 'story time' for the children and the First Baptist Church for the 'bounce house'.

Mr. Pittman then reported on the CDBG submitted for renovation and restoration of Memorial Park that had been previously discussed in the March 17, 2015 City Council meeting. He stated that the application for the grant has been finalized and submitted. Rolf Monuments has given the City an estimate of \$69,500 for the monument and that cost has been incorporated into the application.

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

The official ground breaking at the future Roney's Restaurant on Chamber Drive took place on Wednesday, April 1st. The City's Facebook posting of the event has had 79,000 reads and per the questions and inquiries we are receiving from both residents and non-residents almost weekly, this will be a very popular addition to the City.

Last Tuesday I met with Mark and Robin Bersani, the couple who owns the canoe livery property on the Little Miami River next to Terrell Park. They have successfully owned and operated the Loveland Canoe and Kayak businesses in Loveland for 9 years and now want to have a second operation in Milford (it will be called Riverdog Canoe and Kayaks). They will begin weekend trips for canoes and kayaks on Memorial Day weekend for 4 and 8 mile trips that will start up-river and end at their livery in Milford

On Wednesday and Thursday the Water and Waste Water Departments performed the work on Main Street to extend new water and sewer lines to the new parking lot at 300 Main Street in case a public restroom is installed in the future. I was very impressed by how well the personnel of both departments worked very efficiently and effectively together on the project.

Mr. Lykins stated that a portion of Main Street in the 300 area was closed to traffic this evening.

Mr. Wright indicated that he knew the street was plated with caution tape around it but had not been notified of the closure. He said he would have an answer at the end of the meeting.

SERVICE DEPARTMENT

Ed Hackmeister, Service Department Supervisor, reports that Wednesday began the first of the regular weekly brush pick-ups. Residents needing this service should have their brush at the curbside Tuesday night being careful not to block sidewalks or storm drains. Grass clippings and leaves or debris from tree removal will not be picked up. Criteria for brush removal are addressed on our website.

The Service Department continued their spring work in the parks including cleaning the parks, edging beds, maintaining tree circles, pruning, and putting mulch down throughout City properties. A towel dispenser at Riverside Park was replaced in the restroom due to vandalism. In addition to the spring work details, they continue to clean catch basins and patch pot holes.

Enzo's Inc. came in and provided a demonstration on their new undercarriage wash unit. The purchase of this piece of equipment is expected to add years to the life of City vehicles.

WASTE WATER DEPARTMENT

Dave Walker, Waste Water Department Supervisor reports that last week his staff performed maintenance at the Happy Hollow lift station by cleaning debris from the wet well and floats. Maintenance at the plant included backwashing influent pumps #1 and #2.

Later in the week the waste water staff checked out back-ups on Tyler and Double Gate and performed a sewer inspection with an air pressure test on Oakcrest. They also videoed a storm line on Center Street in front of Evans' Funeral Home at Ed Hackmeister's request.

WATER DEPARTMENT

Matt Newman, Water Department Supervisor reports that his staff completed 15 work orders and 6 utility locates last week. He met with J&K Communication last week regarding their SCADA radios. They discovered an over powering issue that was causing the radios to overheat and malfunction. We believe the issue has been resolved.

Matt also sought engineering quotes from Strand and HDR Quest for the clarifier rehabilitation which will occur later this summer. These quotes are for the bid documents and inspections. When we receive the quotes, we will have a Safety Services meeting before coming back to Council for an Ordinance.

OTHER

Once a year the City is required to pass an Ordinance adopting the replacement pages to the Codified Ordinances approved during the prior twelve months and amendments to the Traffic and General Offense Codes that were adopted by the Ohio General Assembly. I ask that as a Committee of the Whole City Council make a motion at this time to draft an Ordinance approving the editing and inclusion of certain Ordinances as parts of the various component codes of the Codified Ordinances of the City of Milford. Mr. Pittman made a motion to draft the Ordinance; seconded by Mr. Brady. All voted yes.

The City-wide yard sale is scheduled to take place Friday, May 15th – Sunday, May 17th in conjunction with the Greater US 50 Coast-to-Coast Yard Sale. I am requesting that City Council waive yard sale permit fees for this weekend. For more information about the Greater US 50 Yard Sale residents can go to their website at: <http://www.route50.com/yardsale.html> Mr. Pittman made a motion to waive the yard sale fees associated with the City-wide yard sale; seconded by Mr. Brady. All voted yes.

STANDING COMMITTEE MEETINGS

Administrative Services Committee: 4:30 p.m. Monday, April 13, 2015

Community Development Committee: Not scheduled at this time

Public Services Committee: Not scheduled at this time

Safety Services Committee: 4:30 p.m. Wednesday, April 15, 2015

REMINDERS:

Planning Commission: 6:00 p.m. Wednesday, April 8, 2015 in Council Chambers

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

Spring Litter Clean-up: 9:00 a.m. – noon Saturday, April 18th. Persons interested in volunteering for this event can register online at: springlittercleanup.com or by calling 732-7075 ext. 6. All participants must register; adult and minor waivers are posted on the event website under the registration tab.

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

Electronic Recycling: 9:00 – noon Saturday, April 25th at the Municipal Building at 745 Center Street.

Free Community Shred: 10:00 a.m. – noon Saturday, May 2nd at the Municipal Building at 745 Center Street

Police Department Report: Sergeant Mahan came to the podium to present the following report:

TRAINING:

1. We partnered with Miami Township P.D. to provide driver's training for both departments.
2. Sworn members of the Police Department received on-line training on domestic violence from the Ohio Attorney General's office.

ADMINISTRATIVE:

1. The CALEA on-site was held from March 15 – 17. All things considered the on-site went very well, however the final decision will be made this July at the CALEA Conference.
2. On April 9th the department will partner with the Miami Twp. Drug Free Coalition for a program. Student participants will receive tickets to After Prom.

Fire Department Report: Fire Chief John Cooper came forward to deliver their report.

Chief Cooper stated that part of Main Street was closed this evening to allow blacktopping applied at 5:00 p.m. to set. He indicated that the Waste Water Department had personnel coming in to open the street later in the evening and it would be open for morning traffic.

Public Comments: Mr. Ziegenhardt returned to the podium at this time. He asked to have a list of parks and their acreage by Friday.

Mr. Wright replied that a listing of the parks and their acreage can be found on the City's website, but that he would have the list prepared for him.

Mr. Ziegenhardt asked if there were any City parks on St. Rt. 131.

Mr. Wright responded that there were not. He stated that the City owns a vacant lot in that area which was purchased with the intent of putting a water tower on it but it would be too small for a park.

Mr. Ziegenhardt said he'd heard that someone brought up having automobile recharging stations in the City. He said that in his opinion that should be left to auto dealerships. Mr. Ziegenhardt then asked if his previous request to restrict the OMO (Old Mill Overlay) to certain areas within the City had been addressed.

Mr. Wright stated that Ms. Holbrook has taken the suggestion to the Planning Commission. He reminded those present that questions can also be answered by calling 831-4192.

Council Comments: There were no further comments from City Council.

New Business:

15-1151 An Ordinance approving the editing and inclusion of certain Ordinances as parts of the various component codes of the Codified Ordinances of Milford, Ohio and declaring an emergency. Ms. Brewer made a motion to adopt the Ordinance; seconded by Mr. Pittman. All voted yes.

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

Adjourn:

There being no further business to come before the City Council; the meeting was adjourned at 7:29 p.m. with a Motion from Ms. Hinners; seconded by Mr. Lykins. All voted yes.

Sharon Waldmann, C.P.T.

Laurie Howland, Mayor