

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on June 2, 2015. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence. Mayor Howland suggested that as Father's Day approaches it would be appropriate to dedicate the Moment of Silence to gratitude to fathers both living and not.

Roll Call: Present: Mayor Howland, Vice Mayor Lykins, Mr. Brady, Ms. Evans, Ms. Hinners, Mr. Pittman. Ms. Hinners made a Motion to excuse Ms. Brewer's absence due to illness, seconded by Ms. Evans. All voted yes.

Proceedings: Mr. Pittman made a motion to adopt the Proceedings of the May 19, 2015 regular City Council Meeting; seconded by Mr. Brady. All council members voted yes.

Correspondence: There was no correspondence.

Financial Statement: Ms. Hinners made a Motion to receive the April, 2015 Financial Report; seconded by Ms. Evans. All voted yes.

Public Comments:

Mark Ziegenhardt came to the podium to remind Council that he had suggested the City adopt the State Treasurer's 'Open Checkbook' plan a couple months ago and demanded to know what progress had been made in that direction.

Mr. Wright responded that the City Budget and Finance Reports are on the website for the residents' convenience. He went on to say that Dan Burke, the City's Finance Director has been in touch with Columbus regarding this program and that positive progress in that direction is being made.

Mr. Ziegenhardt then expressed his displeasure at an anonymous article that had appeared in the Cincinnati Enquirer earlier in the week and demanded to know who from the City had contacted the newspaper to offer a rebuttal. This demand was met with silence. His statement that he knows the City will agree to purchase the Milford Main property for development into a park was also met with silence.

Mr. Pittman then stated that he is not in favor of the City purchasing the property, the churches buying a small portion of the property for parking and the City then developing the rest into a park.

Ms. Hinners stated that she knows the Archdiocese will not entertain a plan to purchase property at this time due to a change in the pastor of St. Andrews Church.

Mr. Ziegenhardt's statement that he knew Mr. Wright had met with the Milford School District regarding the property in question, but he had yet to see a report from that meeting was also met with silence.

Standing Committee Reports:

Administrative Services: There was no report at this time.

Community Development:

Charlene Hinners called the meeting to order at 4:30 p.m.

Present: Laurie Howland, Lisa Evans, Charlene Hinners

Staff: Jeff Wright, City Manager; Pam Holbrook, Assistant City Manager; Ed Hackmeister, Service Department Supervisor; Susan Ellerhorst, Assistant to City Manager

Business Incentive Agreement

Mr. Wright stated that JobsOhio notified the City that an ecommerce business (Project Apple) out of San Francisco is interested in relocating to the Cincinnati area. The company needs to create a fulfillment center in the Midwest so the Wyler Building is in competition with eight other sites in the region. The company would create 225 jobs in two years. Currently, there is 185,000 square feet available in the Wyler Headquarters; the company would need approximately 80,000 square feet.

The draft Milford Incentive Program Agreement proposed for Project Apple is similar to agreements that were drawn up for Wyler, MSI, and Scanner. Staff is requesting that an ordinance authorizing the agreement be passed at the next council meeting so that Staff can forward the proposal onto JobsOhio.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into a Milford Incentive Program Agreement with Project Apple; seconded by Ms. Evans. All voted yes.

Center for Local Government Health Insurance Benefits Pool Agreement

Mr. Wright stated the Health Insurance Benefits Pool is performing well and therefore, the City will see a reduction in rates. The proposed amendments to the program include minor language revisions and clarifications.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into an amended agreement with the Center for Local Government Joint Self-Insurance Benefits Pool; seconded by Ms. Evans. All voted yes.

Landscape Contract

Ms. Holbrook informed the committee that the three year contract with LTD will expire at the end of the year. Staff will be adding new project areas into the contract documents, and will be placing the contract out for bids this fall.

2015 Parks & Recreation Fund

Mr. Wright distributed and discussed a packet created by Finance Director Dan Burke regarding the 2015 Budget of \$172,000. Before the revisions, the budget amount requested was \$213,000. The adopted Parks & Recreation Budget was \$41,000 less than what was proposed in October 2014. A couple of the biggest items that were removed was the shade structure for Riverside Park and Garfield Park. The City also planned on completing the Memorial Park project in two phases. Completing the first phase in 2015 and coming back in 2016 to complete the second phase. The amount budgeted for phase one was \$25,500 which will actually be a savings because Pam Holbrook and Susan Ellerhorst worked on a successful CDBG grant to pay for all \$70,000 total for the project.

The Committee had a lengthy discussion about the following individual line items: equipment, landscaping, wages, rents and leases, special events, invasive species and education. After reviewing the budget, the Committee agreed the operating budget for 2015 is approximately \$94,000. Ms. Hinnners would like to see some type of pavilion and more tables so that people can come down there for family gatherings at Riverside Park. Ms. Howland noted that the small shelter is always packed with birthday parties and picnics. Ms. Holbrook stated that Riverside Park is one of the busiest parks especially, with the number of events that have asked to use the area. Mr. Wright noted that the 2015 budget, as approved, included \$10,000 for Riverside Park Master Plan Design for Parks & Recreation Commission to work with an architect/planner on a master plan for that park. He also stated that in the past 4 years, CDBG funded park furniture, a playground, a shelter house and these were installed at Riverside Park.

The Committee discussed how to fund the Parks & Recreation budget in the future. In 2009, the City brought in \$2.6 million in Income Taxes and 5% was delegated to the Parks & Recreation budget. In 2014, the City brought in \$3.2 million with a Parks & Recreation operating expense of \$121,000. In 2015, the cost to operate and maintain the parks is approximately \$94,000. In 2016, the estimated operating cost would be approximately \$83,000. Ms. Howland and Ms. Hinnners discussed moving forward with the master plan and earmarking an annual percentage of Income Tax collections for the Parks fund. Ms. Howland stated that income is up and continues to grow.

Ms. Howland reviewed City Council's decisions in the past on how to fund the Parks & Recreation budget with the Committee. This way, if a percentage of Income Tax collections were budgeted annually for Parks, the Parks and Recreation Commission would know how to prioritize to save money in some years in order to fund future capital projects. She stated that changes were made to the funding in the past that may have brought us to the discussion today. Mr. Wright stated that City Council did not do it wrong before and is not doing it incorrectly now but Ms. Howland has a valid point that should be discussed this summer and fall before the budget is finalized and talk about if you want to revise it.

Respectfully submitted,

Parks and Recreation: There was no report at this time.

Public Services: Due to Ms. Brewer's absence, the report was presented by Ms. Hinnners

Called to Order: 4:35 p.m. by Amy Brewer

Present: Charlene Hinnners

Staff: City Manager Jeff Wright and City Engineer Bud White

Bids for Water Plant air stripper media replacement project

Mr. White distributed the results of bids received from companies for the removal and supply of new filter media at the water treatment plant. The filter media is a necessary component of the water treatment process. The filter media was last replaced in 2013 and needs to be replaced for water quality. Staff is recommending that the low bidder, Danis Industrial Construction Company, receive the contract in the amount of \$69,684.00.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into a contract with the Danis Industrial Construction Company for Water Plant Air Stripper Media Replacement Project in the amount of \$69,898.00; seconded by Ms. Evans. All voted yes.

Contract for sanitary sewer line relining project

Mr. White explained the results of the two bids received for the relining of some of the City's oldest sanitary sewer lines that date back to the early 1950's, as the lines are failing, have large voids that could eventually undermine the streets and allow rain water to surcharge the pipes and the treatment plant. By reducing the amount of rainwater that gets treated, the City will realize a return on investment by reducing

future treatment costs. Another benefit of relining is that it can reduce the number of sewer backups for residents. Several streets in the East Milford neighborhood and the Oakcrest/Valleyview neighborhood are part of this year's contract.

The bid of \$183,834 was significantly lower than the budgeted amount of \$250,000. As originally bid 7,000 feet of pipe would be relined. The contractor could reline approximately 1,800 additional feet of pipe one year in advance if the City would authorize to spend up to the budgeted amount. Since there is a return on investment from relining the old pipes; the sanitary sewer fund is very solvent; and sanitary rates do not have to be increased to complete the project, it is advisable to have the additional work performed at this time.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into a contract with Miller Pipeline Corporation for the Sanitary Sewer Relining Project in an amount not to exceed \$250,000; seconded by Ms. Evans. All voted yes.

Contract for Lewis Avenue Storm Water Project

Mr. White distributed the results of the bids received for the Lewis Avenue Storm Water Improvement Project. He stated that the project will resolve a storm water problem that occurs after every rain event. There currently are not any curbs or gutters along the street and the crown of the street is higher. By installing concrete curbs and gutters and replacing catch basins, the storm water will remain within the public right of way rather than flowing back in to residents' front yards. The low bidder, Hendy, Inc., has performed work well for the City in the past and is a few hundred dollars under the Engineer's estimate.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into a contract with Hendy Incorporated for the Lewis Avenue Storm Water Project in the amount of \$49,678.00; seconded by Ms. Evans. All voted yes.

Annual Street Repaving Program

Mr. Wright reminded the Committee that in February Council passed an ordinance that approved an agreement with Clermont County for Milford to be part of a larger, jointly bid program to save money through an economy of scale. The City budgeted in 2015 \$180,000 for the repaving of Main Street between Race Street and Five Points, Kirgan Lane and Hudson Avenue. The project was also bid with the specification to treat the crosswalks at the Five Points intersection with stained and stamped asphalt. The lowest bid for the total work came in at \$216,746.10, with the stamped crosswalk costing approximately \$50,000. Since that was significantly more than budgeted, the Committee discussed the options of either re-appropriating more money and having the entire work done, eliminating the stamped and stained crosswalks, or eliminating one of the streets from this year's work. Mr. White stated that the subcontractor who would perform the stamped crosswalk work stated that they could perform the work a year after the new asphalt is laid.

The Committee agreed that although the stamped crosswalks are a traffic calming method and better aesthetics, it was more important to repave all three of the streets. Therefore, the total repaving costs for 2015 will be \$164,606.10 and the project for stained and stamped crosswalks at Five Points, and possibly downtown intersections, will be discussed later this year for possible inclusion in the 2016 budget.

Civil engineering consulting services

Mr. Wright reminded the Committee that they approved the Request for Qualifications for civil engineering firms to be evaluated as the method for replacing City Engineer Bud White when he retires at the end of August. Four firms submitted qualifications to be considered. Staff and the Committee had reviewed all of the qualifications for relevant experience, fees charged, size of firm and the number of engineering specialties that they can perform "in-house". It was agreed that Kleingers Group has the most competitive qualifications based on their appropriate size of firm and credentials of staff, similar experience as the city engineers for three comparable sized communities and success in grant assistance for municipal customers. Mr. Wright recommends that the contracted firm start no later than July 1st so that there can be a couple of months overlap with Bud.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into an agreement with the Kleingers Group for civil engineering services; seconded by Ms. Evans. All voted yes.

There being no further business, the meeting adjourned at 5:30 p.m.

Respectfully submitted,

Safety Services: There was no report at this time.

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

CITY MANAGER

Thursday morning Chief Mills and I were invited to attend a media open house by our city hall tenant, Control Bionics. Congressman Brad Wenstrup and news stations 5, 9 and 12 attended as Control Bionics "wired up" the Congressman for a demonstration of their remarkable technology. It was a great connection

for them to make as Mr. Wenstrup serves on the Veterans Affairs Committee and their technology is useful for the returning Middle East Veterans who are very susceptible to ALS. In addition to being great publicity and a business growth opportunity for Control Bionics, company principals Peter Ford and James Schorey are always very gracious at including credit and thanks for Milford and in fact have added "Made in Milford, Ohio" to all of their promotions.

Thursday afternoon I met with Sherri Bowling, the Ohio Means Jobs representative for Clermont County, to discuss free assistance and programs available for businesses needing to hire new employees and for individuals seeking employment. I encourage business owners needing hiring assistance to reach out to the JobsOhio office in Eastgate.

You may have noticed that Mills Fence Company completed the installation of the fence along the walls of the new parking lot at 300 Main Street. The lot has been very popular on the weekend and merchants have shared their appreciation and thanks to Council for their foresight and support in putting this project together.

Pam Holbrook and I met yesterday with Ben and Maureen Redman, the couple who is going to purchase the building at 308 Main Street from the City and operate a new retail business there named Harvest Market. We have a closing on the property scheduled for June 22. After extensive renovations are completed the Redmans hope to open their store sometime in October.

SERVICE DEPARTMENT

Ed Hackmeister, Service Department Supervisor, reports that his department is prepping the City for the great family event that is Frontier Days. They will run the vac-all through the City paying special attention to Lila and Main Street on Thursday the day of the parade and again on Friday. The Riverside Parks will be mowed and trimmed and the restroom well-stocked in anticipation of what we hope will be large crowds. You might have noticed that they have already delivered the saw horses to areas where the streets will be blocked for the parade.

After the heavy rains of last week, the Service Department found themselves clearing catch basins that became clogged with debris and running the street sweeper. Care of the parks, City owned properties and gateway areas are a daily assignment during the spring and summer months. Ed reports that his staff also has cut back the overgrowth on South Milford Road.

WASTE WATER DEPARTMENT

Dave Walker, Waste Water Treatment Plant Supervisor reports that SWS did a video lateral launch at 508 Dot St. to address a backup complaint. His staff later removed the old air compressor used by the belt sludge press and prepared the area for a replacement compressor. Staff also changed out the float at the Signal Hill lift station and cleaned the rest of the floats including at the Service Dept. lift station.

Dave reports that in anticipation of the newest pipelining project, staff members measured footage and opened up manholes along the line to be addressed.

WATER DEPARTMENT

Matt Newman, Water Plant Supervisor reports that they replaced a damaged fire hydrant on South Milford Road last week. For the Water Department it was a week of testing and working on preventive maintenance projects around the plant.

Plant production from 5/19 thru 6/1 was 8.84 MG or a daily production of 631,000 gallons. Matt anticipates that the numbers will rise during the summer months as residents begin watering their plants and lawns.

STANDING COMMITTEE MEETINGS

Administrative Services Committee: 4:30 p.m. Tuesday, June 23rd
Community Development Committee: Not scheduled at this time
Public Services Committee: Not scheduled at this time
Safety Services Committee: Not scheduled at this time

REMINDERS:

Frontier Days: Thursday, June 4th – Sunday, June 7th. The parade will take place Thursday evening beginning at 6:30 on Lila Avenue in the vicinity of the Olde Barber Shop and Kroger's.

Lila Avenue from Mohawk Trail to Main Street will close at 5:30 p.m. and Main Street from the Five Points intersection down to Elm Street will close at 6:00 p.m. There will be marked detours to help you navigate around the city.

Parks and Recreation: 5:30 p.m. Monday, June 8, 2015 in Council Chambers

Planning Commission: 6:00 p.m. Wednesday, June 10, 2015 in Council Chambers

Geo-Cache Event: The Milford geo-trail is set to launch on Sunday, June 14th from 2-4 p.m. at Riverside Park. The event will continue through summer, but on this particular Sunday geo-cachers will have an opportunity to complete the geo-trail and purchase the coin.

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.

BZA: 7:00 p.m. Thursday, June 25, 2015 in Council Chambers

Movies on the Miami ‘Into the Woods’: Saturday, July 11th at dusk. This event will take place at Riverside I. The concession stand will be open so we can sell snacks and soft drinks during this event.

The City administration building will be closed Friday, July 3rd in honor of Independence Day.

The next City Council Meeting will be held July 7th at the usual time and place. The summer schedule has been posted in several places at the Administration building and on our website.

Police Department Report: Police Chief Jamey Mills presented the following report:

A month-long narcotics investigation was closed by arrest with the execution of a search warrant on Clark Street on May 8th. Officers recovered narcotics, paraphernalia and US currency. The suspect, Benjamin Fugate, has pending charges of Drug Trafficking.

On May 11th, an Amber Alert was issued when Donovan Coleman stole his mother’s vehicle that was occupied by his 22 month old step-sister. The toddler was discovered hours later at an unoccupied residence on Winnebago Drive and the vehicle was recovered in Cincinnati where Coleman allegedly traded it for heroin. Coleman is charged with Grand Theft/Auto and Child Endangerment.

A break in occurred at the China House restaurant on Lila Avenue. Detectives processed the scene and discovered that similar offences occurred in Miami Township and Loveland. The case remains under investigation.

Counterfeit US currency was passed at Walmart during the month of May. Acting Detective Russ Kinney has developed suspects and anticipates assigning charges in the near future.

Chief Mills reported that several thefts from vehicles were reported in East Milford and reminded residents to lock their cars and not to leave valuables in plain sight.

Chief Mills drew Council’s attention to an act of service relating to Sgt. Lane. He stated that Sgt. Lane has been mentoring a juvenile in the Clertoma Village neighborhood. Sgt. Lane coordinated with the Milford Youth Baseball Assoc. to waive the registration fees, then using personal funds purchased baseball cleats and worked with Jim Craven, a retired Milford teacher who refurbishes bicycles to donate a bike to the youth.

Fire Department Report: Fire Chief John Cooper presented the following report:

Chief Cooper reminded those present that June 14th is National Flag Day. He said that if residents had older flags that are in poor condition they can bring the flags to the Fire Department for correct disposal.

Chief Cooper then stated that there are Fire Department shortages in personnel that he cannot let lie; these concerns need to be addressed by Council and kept in open dialogue. He stated that in the 2009 Fire Levy campaign he reported that they are losing volunteers and these positions have to be filled. Chief Cooper said they need to bring the Fire Department personnel to a level that meets accepted standards of operation.

Public Comments: There were no public comments at this time.

Council Comments: Ms. Hinnners stated that a local professional photographer, Muriel Eckstein, will be present at a Tea & Talk on June 27th at 2:00 at the Olde Milford Library and encouraged residents to take advantage of this event.

New Business:

15-1163 An Ordinance fixing the compensation for the City Manager; Mr. Pittman made a motion to suspend the rules and read by title only; seconded by Ms. Evans. All voted yes. Mr. Pittman made a motion to adopt the Ordinance, seconded by Ms. Evans. All voted yes.

15-1164 An Ordinance authoring a City of Milford Incentive Program Agreement with Project Apple; Ms. Hinnners 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. Brady. All voted yes.

15-1165 An Ordinance authorizing an amended Agreement with the Center for Local Government Joint Self-Insurance Benefits Pool; Mr. Pittman made a motion to suspend the rules and read by title only; seconded by Mr. Brady. All voted yes. Ms. Hinnners made a motion to adopt the Ordinance; seconded by Mr. Pittman. All voted yes.

- 15-1166** An Ordinance authoring an Agreement with Danis Industrial Construction Company for the Water Plant Air Stripper Media Replacement Project; Ms. Hinnners 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. Brady. All voted yes.
- 15-1167** An Ordinance authoring an Agreement with Miller Pipeline Corporation for the Sanitary Sewer Relining Project; Mr. Brady made a motion to suspend the rules and read by title only; seconded by Mr. Pittman. All voted yes. Ms. Evans made a motion to adopt the Ordinance; seconded by Mr. Pittman. All voted yes.
- 15-1168** An Ordinance authorizing an Agreement with Hendy Incorporated for the Lewis Avenue Storm Water Project; Mr. Pittman made a motion to suspend the rules and read by title only; seconded by Mr. Brady. All voted yes. Ms. Evens made a motion to adopt the Ordinance; seconded by Ms. Hinnners. All voted yes.
- 15-1169** An Ordinance authorizing an Agreement with the Kleinger’s Group for Civil Engineering Services for the City of Milford; Mr. Pittman made a motion to suspend the rules and read by title only; seconded by Mr. Brady. Mr. Pittman made a motion to adopt the Ordinance; seconded by Mr. Brady. 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 7:45 p.m. with a Motion from Mr. Pittman; seconded by Mr. Lykins. All voted yes.

Sharon Waldmann, C.P.T.

Laurie Howland, Mayor