

RECORD OF PROCEEDINGS

Minutes of Regular Meeting

Meeting

www.ppettibone.com FORM NO. 10148

Held October 6, 2015

20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on October 6, 2015. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence. She indicated that it would be appropriate to remember that October is Breast Cancer Awareness Month thinking of all those who have survived this disease and those who march, run or walk in support of this worthy cause.

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

Presentations: LeeAnn Watson, Executive Director of the Clermont Mental Health and Recovery Board came to the podium at this time to discuss the levy (Issue 11) that will be on the ballot in November. Ms. Watson stated that every county in Ohio is mandated by Columbus to have a Mental Health and Recovery Board which is supported partially through State funding and partially through local funding. The current levy will be for a .5% renewal plus an additional .25%. Ms. Watson provided information on the current rise in drug use and indicated a need for the passage of the levy.

Police Chief Jamey Mills came to the podium with Fire Department Chief, John Cooper. Chief Mills asked those who were involved in a recent incident at Texas Roadhouse to join them. He then related facts from the incident. Ms. Judy Reyes was having a dinner with her niece when she suddenly began choking on a piece of food. Texas Roadhouse worker, Bassel Mustafa immediately rushed to their side and provided the expertise necessary to free Ms. Reyes' airway. Ms. Reyes said she wanted to publicly thank Mr. Mustafa for saving her life. Mr. Mustafa thanked everyone for coming and said he is simply grateful that he was on hand and able to help. When questioned, he stated that he has been a Texas Roadhouse employee for 6 months.

Chief Mills then presented Mr. Mustafa and Texas Roadhouse General Manager, Brian Kutcher, with Milford Police Department Challenge Coins. Mr. Mustafa was also presented with a Civilian Service Certificate.

Proceedings: Mr. Pittman made a Motion to adopt the Proceedings from the September 15, 2015 regular City Council meeting; seconded by Mr. Brady. All voted yes.

Correspondence: There was correspondence from the Ohio Division of Liquor Control asking if Council would require a hearing regarding the Liquor License for Harvest Market (308 Main Street). Ms. Hinnners made a Motion that City Council will not require a hearing; seconded by Ms. Evans. All voted yes.

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

Public Comments: Ms. Martha Kleinfelter from the Greater Milford Area Historic Society came forward at this time. Ms. Kleinfelter thanked Council and City staff for their amazing support of the 'Art Affaire' which had taken place the previous Saturday. She stated that this year the venue had moved from the Promont site to downtown and was a complete success. She stated Mr. Hackmeister, Service Department Supervisor, had personally taken her down Main Street to show her where the 'breakers' were and could not have been more helpful or accommodating.

Ms. Howland stated that the event was very popular and that she had heard vendors at another show the next day talking about it.

Ms. Hinnners thanked the police department for their help and assistance. She stated that she had seen Officer Bovenzi driving vendors in a golf cart to go get more inventory when theirs was dwindling down.

Pastor George Hart of Christ Community Church came to the podium next to discuss Red Ribbon Week (October 23-31). He indicated that it is always a good thing when the community can be united with government and churches working together. He stated that it is the intent of the Red Ribbon Task Force to bring churches, the community and government together to help fight the epidemic that is drug use.

Standing Committee Reports:

Administrative Services: No report at this time.

Community Development: Ms. Hinnners provided the following report:
Ms. Hinnners called the meeting to order at 4:30 p.m.

Present: Laurie Howland, Lisa Evans and Charlene Hinnners
Staff: Pam Holbrook, Interim City Manager;
Visitors: Karen Wikoff, MMTCC; Charles Evans, Parks & Recreation

Memorial Park Construction Document Proposal

Ms. Holbrook stated that the City received CDBG funding from Clermont County to construct Memorial Park, the City agreed to have the engineering documents completed for the project so that we would have more control on what the park will look like. The money from the county is not yet available but hopefully

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20

will be soon. The engineering docs will need to be done before the county can send the project out for bid. Once the contract is signed we will schedule an on-site meeting at Memorial Park with Kleingers, the Community Development committee, and Parks and Recreation.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to sign a contract with Kleingers Group for the Memorial Park construction documents in the amount of \$11,000; seconded by Mr. Pittman. All voted yes.

The meeting was adjourned at 5:30PM.

Parks and Recreation: Mr. Pittman stated that the Parks and Recreation Commission has been discussing budget items to submit to the budget sessions.

Public Services: Ms. Brewer provided the following report:

Called to Order: 8:00 a.m. by Amy Brewer

Present: Ed Brady

Staff: Pam Holbrook, Interim City Manager; Ed Hackmeister, Service Superintendent

Visitors: Tim Casto, Kleingers

Lewis Avenue Project Change Order

Ms. Holbrook stated the original contract price for the Lewis Avenue Street Improvements Project was \$49,678; during the project the City Engineer determined that there were several changes that needed to be made in the field. The contractor installed an additional yard inlet along the east side of Lewis, additional asphalt pavement work and an additional catch basin. The change order increase totaled \$12,478.04.

The Committee agreed to make a motion to draft an Ordinance authorizing a change order to the existing contract with Henty Inc. for the Lewis Avenue Storm Water Improvements in the amount of \$12,478.04; seconded by Mr. Pittman. All voted yes.

Mr. Hackmeister discussed several streets that need repair. Mr. Hackmeister will obtain three bids and this project will be brought back to committee.

There being no further business, the meeting adjourned at 9:10 a.m.

At the end of the report Ms. Brewer made a Motion to enter Executive Session to discuss real estate at the close of the regular City Council meeting; seconded by Mr. Pittman. All voted yes.

Safety Services: There was no report at this time.

City Manager's Report: Ms. Holbrook presented the following report:

CITY MANAGER

The Parks & Recreation Commission and Community Development will hold a joint meeting on October 12th at 5:30 PM at Memorial Park to discuss improvements to the park. The City received approximately \$69,000 from the Clermont County Community Development Block Grant program to update the park. The purpose of the meeting is to finalize improvement details so that engineering documents can be prepared. The public is invited to attend.

The City will be installing three monitoring wells in the downtown area on October 7th and 8th. Two wells will be installed in the roadway in front of River Hills Bank and one well will be installed on Locust Street next to Fountain Specialist. This is a requirement that has been mandated by the Bureau of Underground Tank Storage and is typical whenever underground tanks have been removed. The staging area for the equipment will be the center parking stalls of the new parking lot. We are not anticipating that Main Street will need to be closed or that the project will extend beyond October 8th.

Lori Pegg, has accepted the position as Assistant to the City Manager. Lori began her career with the City on August 20, 2012 as a Finance Specialist; she has already met with staff members and department heads in this regard and has essentially 'hit the ground running'.

SERVICE DEPARTMENT

Ed Hackmeister, Service Department Supervisor reports that his staff will begin picking up leaves during the week beginning October 12th. Brush pick up will remain on an automatic weekly basis every Wednesday until October 28th. After that date residents will need to call 831-7018 for this service.

Ed's staff has completed painting the turn arrows on SR. 28. They have also measured bad areas of curb on Cleveland Avenue, Main Street and Lila Avenue to put on the 2016 budget for repair.

WASTE WATER DEPARTMENT

Dave Walker, Waste Water Department Supervisor, reports that his department marked three sewer locates on Main Street last week and marked the sewer lines at 745 US 50 for a contractor.

They cleaned the City sewer main in front of PNC Bank, back washed the #2 pump at the plant lift station, pulled the #2 pump at the Castleberry lift station and changed out one of the floats at the Signal Hill lift station.

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20

WATER DEPARTMENT

Matt Newman, Water Department Supervisor, reports that the construction on SR 28 will be completed and the highway opened within the next three weeks. Last week staff flushed the new main line and collected bacterial samples. The results came back today that the water collected passed inspection so the new line can be connected to the main.

Matt reports that his staff completed 10 utility locates, 2 work orders for residents and contractors throughout the City and completed 5 meter repair replacements. On Thursday, Matt led a plant tour for the current LEAD Clermont Class.

As you know, there was a large water main break which occurred at Milford Parkway and US 50 last week. Water was off from 5:30pm until 2:30am. The Fire Department was back in water around 5:45am. Thank you to Kyle Mitchell of the Service Department for 'hanging around' and helping. He also thanks Nick Thiel and Mark Baird from the fire department for their assistance that evening. The large holes have been filled in from the main repair and will be completely restored early next week.

STANDING COMMITTEE MEETINGS

Administrative Services Committee: Not scheduled at this time

Community Development Committee: 5:30pm Monday, October 12, 2015

Public Services Committee: Not scheduled at this time

Safety Services Committee: Not scheduled at this time

REMINDERS:

Parks & Rec: 5:30pm Monday, October 12, 2015

Planning: 6:00pm Wednesday, October 14, 2015

BZA: 7:00pm Thursday, October 22, 2015 This meeting has been cancelled.

Clermont County Clean Up: Saturday, October 24, 2015 9:00am – noon. Please call Lori Pegg at 248-5092 to register. Information regarding this event is also available on our website and on facebook.

Community Shred: Saturday, October 24, 2015 from 10:00 am - noon in the administration building parking lot at 745 Center Street. Information regarding this event is also available on our website and on facebook.

Trick or Treat will be held on Saturday, October 31st between the hours of 6:00 - 8:00pm.

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

TRAINING

1. An audit was conducted of the ICS (Incident Command Structure) training records to ensure that all members have completed FEMA's on-line ICS courses 100, 200, 700 and 800 and that all command officers have the additional ICS 300 and 400 classes.
2. Sergeant Mahan and Clerk Banks attended the Annual Alert RMS Users Conference in Columbus.

NOTABLE CRIME OCCURRENCES

1. On September 10, Officer Mike Green initiated a traffic stop on Milford Parkway. The driver fled at a high rate of speed as Officer Green approached the vehicle. Officer Green pursued the vehicle onto I-275 but terminated the pursuit for safety reasons. Officer Green identified and contacted the driver by telephone. She later turned herself in and was summonsed to Mayor's Court.
2. On September 15, Officer Kenney arrested Nathan Brown for his 5th offense OVI. Brown tested over four times the legal limit.
3. On September 22, a \$60,000.00 embezzlement offense was reported. Detective Liming is gathering records and preparing the case for prosecution.

ADMINISTRATIVE

1. A use of physical force was required to arrest an intoxicated female on September 19. An administrative investigation into the incident found the use of force was within policy.
2. An administrative review of Officer Mike Green's traffic pursuit found no deviations from policy.
3. A command staff meeting was held on September 30th.

Fire Department Report: Chief Cooper provided the following report:

Chief Cooper stated that the first of the Santa Sunday fundraisers would take place this Saturday (10/13/15) at Chappy's from 5:00 – 9:00p.m. He also reported that the department continues to check and flush hydrants. He indicated that this procedure could produce brown water and that if this is the case, residents should simply let the water run until it clears.

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

Council Comments: There were no Council comments at this time.

RECORD OF PROCEEDINGS

Minutes of Regular Meeting

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20

New Business:

Mr. Minniear began by indicating that two of the Ordinances and the Resolution being presented to Council will need to come about from a Committee of the Whole (Ordinances 15-1190 and 15-1191 and Resolution 15-595).

- 15-595 A Resolution authorizing the Police Department to participate in the Hamilton County Heroin Coalition Task-Force. Mr. Pittman made a Motion to adopt this Resolution; seconded by Ms. Brewer. All voted yes.
- 15-1188 An Ordinance authorizing an Agreement with Kleingers Group for the Memorial Park Construction Documents; Ms. Hinnners made a Motion to suspend the rules and read by title only; seconded by Mr. Pittman. All voted yes. Ms. Hinnners made a Motion to adopt this Ordinance; seconded by Ms. Evans. All voted yes.
- 15-1189 An Ordinance authorizing a Change Order to the contract with Hendy Inc. for the Lewis Avenue Storm Water Improvements Project. 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 this Ordinance; seconded by Ms. Evans. All voted yes.
- 15-1190 Ms. Brewer made a Motion to draft an Ordinance authorizing the City of Milford to contract with the Milford Community Fire Department, Inc. for Fire and Emergency Medical Services; seconded by Mr. Pittman. All voted yes. Ms. Brewer Made a Motion to suspend the rules and read by title only; seconded by Mr. Pittman. All voted yes. Ms. Brewer made a Motion to adopt the Ordinance; seconded by Mr. Pittman. All voted yes.
- 15-1191 Ms. Brewer made a Motion to draft an Ordinance authorizing payment to William White of unused sick leave; seconded by Mr. Pittman. All voted yes. Ms. Brewer made a Motion to suspend the rules and read by title only; seconded by Mr. Brady. All voted yes. Mr. Pittman made a motion to adopt the Ordinance; seconded by Mr. Brady. All voted yes.

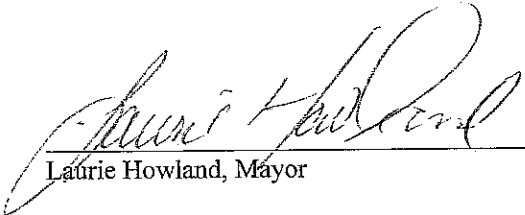
Old Business: There was no old business to be discussed.

Adjourn:

There being no further business to come before the City Council; the meeting was adjourned 7:44 p.m. to enter into Executive Session with a motion from Ms. Hinnners; seconded by Mr. Brady. All voted yes.

At 8:45pm Mr. Pittman made a motion to adjourn from Excusive Session into the regular City Council meeting seconded by Ms. Evans. All voted yes. Ms. Hinnners then made a motion at 8:47pm to adjourn; seconded by Ms. Brewer. All voted yes.

Sharon Waldmann, C.P.T.



Laurie Howland, Mayor