

RECORD OF PROCEEDINGS

Minutes of Regular Meeting

Meeting

www.pfettibone.com FORM NO. 10148

Held February 16, 2016

20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on February 16, 2016. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

Roll Call: Present: Mayor Howland, Vice Mayor Brewer, Mr. Bonnell, Mr. Brady, Ms. Evans, Mr. Haskins and Ms. Russell.

Proceedings: Ms. Brewer made a motion to adopt the Proceedings from February 2, 2016; seconded by Mr. Brady. All voted yes.

Correspondence: There was correspondence from the Ohio Ethics Commission regarding the filing of the 2015 Financial Disclosure Statement. This had been distributed to all Council members.

Financial Statements: Mr. Haskins made a Motion to receive the December, 2015 Finance Report; seconded by Ms. Evans. All voted yes.

Public Comments: Ms. Jeannie Zurmehly came to the podium to introduce herself as a candidate for the Clermont County Treasurer office. She stated that current Clermont County Treasurer, Bob True is retiring and he has endorsed her as his replacement. Ms. Zurmehly indicated that she has worked for the past 8+ years in the Clermont County Treasurer's office.

Jeff Uckotter came to the podium next. He is a staff member for Congressman Brad Wenstrup. He indicated that Congressman Wenstrup's office is open to residents and City Council for any problem they may experience with any government agency from the IRS to FEMA.

Standing Committee Reports:

Administrative Services:

Ed Brady called the meeting to order at 5:00 p.m.

Other Committee Members Present: Lisa Evans and Ted Haskins

Staff: Pam Holbrook, Acting City Manager;

Visitor: Peter Mack, Zenith Restoration

Wage Adjustments for Non Union Employees

Ms. Holbrook stated that the 2016 budget included a 3% wage adjustment for all City of Milford non-union employees excluding probationary employees and Police Department Sergeants.

The Committee agreed to make a motion to draft an Ordinance authorizing a 3% wage adjustment for all City of Milford non-union employees, excluding probationary employees and Police Department Sergeants; seconded by Ms. Evans. All voted yes.

Cemetery House Rental

Ms. Holbrook informed the committee that Myrt Allen is requesting that she be permitted to forgo the January and February monthly rental payment in lieu of her assistance with training the new cemetery clerk. Due to changes in how the retirement/health insurance is managed, she will not be able to receive an hourly wage for her work. Ms. Holbrook stated that Myrt has been an outstanding employee for the City, often going above and beyond the standard requirements, and therefore, this would be an appropriate compromise. Mr. Minniear confirmed that the City Manager does have discretion in this instance and an Ordinance would not be necessary.

Tripack Incentive Agreement

Ms. Holbrook stated that Tripack is relocating their offices from Kentucky to 401 Milford Parkway. The incentive agreement is a grant program that will rebate a portion of the company's earnings tax over a five year period if the company meets the threshold of a minimum annual total payroll of at least 1.5 million dollars. This agreement is similar to the agreements that were drawn up for Wyler, MSI and Scanner.

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

Zenith Restoration

Ms. Holbrook stated that Mr. Mack had approached her in the fall asking if the City had any incentive programs to offer new businesses locating in the City. She noted the City has several incentive programs: Community Reinvestment Area tax abatement, the Milford Incentive Program, and the Business Incentive Rebate Program. Unfortunately, the company did not qualify for any of those programs. She stated that the Milford Incentive Program has been offered to businesses with large payrolls.

The committee discussed alternatives, but felt that a plan needed to be in place in order to address this issue. The committee directed staff to do some research to see what other communities are doing.

Clerk of Council Position

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Ms. Holbrook stated as Sharon's retirement approaches the City will want to start the conversation about replacing this position. Ms. Waldmann has been serving as Clerk Pro Tem since the previous clerk retired several years ago in addition to her duties as Administrative Assistant to the City Manager. Under the Charter, the Clerk is appointed by City Council. If timing allows, the new City Manager should be able to interview appropriate candidates for the Administrative Assistant position; however, we would like to make sure there is some training time before Sharon leaves her position.

OPWC

Ms. Holbrook stated at the next council meeting that she is requesting that Council appoint a replacement representative for the Ohio Public Works Commission Integrating Committee. Last year Mr. Wright and Mr. Pittman were representatives with Ms. Holbrook and Ms. Ellerhorst serving as alternates. (It was decided that Sandy Russell will be the Council representative to the Ohio Public Works Commission and Amy Brewer will be her alternate. Pam Holbrook will be the Representative from the City with Lori Pegg and Dan Burke as her alternates.)

There being no further business, the meeting adjourned at 5:45 p.m.

Community Development: Ms. Evans provided the following report:
Ms. Evans called the meeting to order at 5:30 p.m.

Present: Sandy Russell and Justin Bonnell
Staff: Pam Holbrook, Interim City Manager;
Visitors: Kim Chamberland, My Personal Gardner; Charles Evans, Parks and Recreation; Tim and Dave Sence, LTD Landscaping; Karen Wikoff, MMTCC; Tim Casto, Kleingers; Mark Baird, MCFD, Brian Behrman, Clermont Sun

2016 Landscaping Contract Flower Selection

The committee reviewed two concept plans prepared by LTD, the members agreed that Concept #2 was the preferred planting plan. The committee discussed additional landscaping at the gateway/fence area and entryway at 126. LTD will provide proposals.

The meeting was adjourned at 5:50 p.m.

At the end of the presentation of the Minutes, Ms. Evans stated that the color palette for the planters included purples, pinks and yellows.

Parks & Rec: Mr. Bonnell reported that at the February 8th meeting they discussed several items of interest including that the construction at Memorial Park should begin in the spring and that the 2016 Eggstravaganza will be held at Riverside I on Saturday, March 19th. Registration for this event is possible through the City website. He stated that the Gravity Grand Prix will not be sponsored by the Parks and Rec Commission this year due to lack of participation in the past. Mr. Bonnell stated that there remains a vacancy on the Parks & Rec Commission. Anyone interested in this position should send their resume and letter of interest to Pam Holbrook at 745 Center Street.

Public Services: There was no report at this time.

Safety Services: There was no report at this time.

City Manager's Report: Interim City Manager Pam Holbrook presented the following report:

CITY MANAGER

The bid opening for the Water Treatment Plant Clarifier Painting and Maintenance project is this Thursday at 10:00 a.m.

The next Riverside Park Master Plan Steering Committee meeting will be held at the next regularly scheduled Parks & Recreation meeting on March 14th at 5:30 PM.

SERVICE DEPARTMENT

Ed Hackmeister reports that his staff was called out twice for snow last week and over this past weekend as well. We can all appreciate the work his snow crews do on clearing the public roads and streets in the City as we get complimentary calls on the day of and day after snow events.

Later last week two of his staff painted the Hodges Conference room. It looks great and I invite residents and Council to stop in and see it if they are in City Hall.

WASTE WATER DEPARTMENT

Dave Walker reports that his staff checked all lift stations and ran the sludge press all week. They pressed 95,000 gallons. Utter Construction hauled 128,000 gallons to Rumpke.

EPA has been here all week drilling and sampling as part of their annual check for ground contaminates. The City passed all tests.

WATER DEPARTMENT

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Matt Newman reports that his staff performed 15 utility locates and 7 work orders for residents last week. Last week they also saw cut on Chamber Drive to replace two upper sections of valve cans at the Walmart entrance. Asphalt restoration was completed on Friday. A leak was found on Olympic Drive on the discharge side of the old US 50 station. Matt reports that they repaired or replaced 5 valve cans on Olympic. Asphalt restoration at the site was started last week and will be completed this week.

OTHER

Election Day in March is going to be on Tuesday, March 15th rather than the first Tuesday, which is March 1st. The City Council meeting will need to be rescheduled.

STANDING COMMITTEE MEETINGS

Administrative Services Committee: Not scheduled at this time
Community Development Committee: Not scheduled at this time
Public Services Committee: February 23, 2016, 8AM
Safety Services Committee: Not scheduled at this time

REMINDERS:

BZA: 7:00p.m. Thursday, February 25, 2016
Planning: 6:00p.m. Wednesday, March 9, 2016
Parks & Rec: 5:30p.m. Monday, March 14, 2016

Police Department Report: Sergeant Sean Mahan stated that the Police Department is seeking the Ohio Collaborative which is the state level accreditation.

Fire Department Report: Asst. Chief Mark Flannigan indicated that the report is in the monthly report which was distributed to Council earlier.

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

Council Comments: Mr. Minniear stated that he is requesting a motion and a second to read Ordinance 16-1209 for the first reading. Ms. Brewer made the motion, seconded by Ms. Evans. All voted yes.

New Business:

16-1207 An Ordinance authorizing wage adjustments for non-union City employees; Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt the Ordinance, seconded by Mr. Brady. All voted yes.

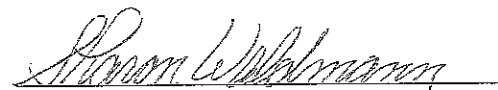
16-1208 An Ordinance authorizing a Milford Incentive Program with Tripack; Ms. Brewer made a motion to suspend the rules and read by title only; seconded by Mr. Brady. All voted yes. Mr. Brady made a motion to adopt the Ordinance; seconded by Mr. Bonnell. All voted yes.


16-1209 An Ordinance authorizing the purchase of 527 Main Street from the Milford Exempted Village School District (first reading)

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 7:23p.m. with a motion from Mr. Bonnell; seconded by Mr. Brady. All voted yes.


Sharon Waldmann, C.P.T.


Laurie Howland, Mayor