

RECORD OF PROCEEDINGS

Minutes of Regular Meeting

Meeting

www.opettibone.com FORM NO. 10148

Held March 1, 2016

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The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on March 1, 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, Ms. Evans, Mr. Haskins and Ms. Russell. Mr. Brady arrived at 7:12 p.m.

Presentation: Doug Plunkett, Management Partners. Mr. Plunkett indicated that Management Partners has received 44 resumes for the position of City Manager for the City from not only the Ohio/Kentucky area, but as far away as Texas and Alaska. The interview process is that they will check references and submit the best resumes of the applicants to City Council in groups of five for review. The candidates will then be invited to interview. During the interviews Mr. Plunkett will ask the questions from a list prepared by Management Partners. If a suitable candidate isn't found among those interviewed, the next likely five will be reviewed and interviews scheduled. Mr. Plunkett indicated that he expects each interview to last approximately 1½ hours. Of the first five, if the interviews go well, the highest ranking three will be invited back for a 2nd interview. At that time, Management Partners will perform background checks on the three final candidates. Mr. Plunkett stated that when the three final candidates return for their second interview, he will ask the questions as he did in the original interviews to insure that each candidate is asked for the same information.

Ms. Brewer asked if the candidates were selected on the basis of their resumes or if he had met or had telephone/Skype conversation with them.

Mr. Plunkett said he has had personal conversations with the candidates during which he discussed the salary range and their employment history/experience. He added that he has forwarded a list of the 44 applicants to Pam Holbrook in the event that there is a records request for them.

Ms. Howland suggested that the candidates be interviewed during the evening hours beginning with the week of March 14th at a possible rate of one candidate each night.

Ms. Evans asked if the group anticipated a schedule including a couple all day sessions to be held on Saturdays to discuss the candidates. It was agreed that that was a possible scenario.

Ms. Howland asked Mr. Plunkett if he would be willing to remain after the meeting in the event that Council or one of the residents present had questions and he said that he would.

Proceedings: Ms. Brewer made a motion to adopt the Proceedings from February 16, 2016; seconded by Mr. Bonnell. All voted yes.

Correspondence: There was no correspondence.

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

Public Comments:

Karen Wikoff, Director of the Milford Miami Township Chamber of Commerce came to the podium at this time to provide information regarding two events. The Milford Miami Township Chamber of Commerce will be hosting the State of Miami Township, City of Milford and Milford School District on Monday, March 21 from 8-10am at the Miami Township Civic Center. Ms. Wikoff also provided information on a Chamber 'After Five' event on Wednesday, March 16th that will be held at Scene 75.

State Representative John Becker introduced himself indicating that he and his office are at the service of Council and the residents of Milford.

Standing Committee Reports:

Administrative Services: There was no report at this time.

Community Development: There was no report at this time.

Parks and Recreation: Mr. Bonnell reminded everyone that the Eggstravaganza will be held Saturday, March 19th. He indicated that they still are open to sponsors.

Public Services: Ms. Brewer provided the following report:

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

Present: Laurie Howland and Ed Brady

Staff: Pam Holbrook, Interim City Manager; Matt Newman, Water Department Supervisor

Water Treatment Plant Filter Media Replacement

Mr. Newman informed the committee that it has been six years since the filter media has been replaced and it is now necessary to replace the media. Four bids were received and the low bid was submitted by S & S Filter, LLC in the amount of \$72,000 with an additional alternate bid of \$26,000.

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The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into a contract with S & S Filter, LLC for Filter Media Replacement Project in the amount of \$98,000; seconded by Mr. Brady. All voted yes.

Water Treatment Plant Clarifier Painting

Mr. Newman informed the committee that he received three bids for the Clarifier Painting Project and the low bid was received from Lehn Painting, Inc. in the amount of \$88,000. The City was awarded an OPWC grant in the amount \$39,000 which will help offset the cost of the project.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into a contract with Lehn Painting Inc. for the Clarifier Painting Project in the amount of \$88,000; seconded by Mr. Brady. All voted yes.

There being no further business, the meeting adjourned at 8:25 a.m.

Safety Services: There was no report at this time.

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

CITY MANAGER

Due to the upcoming election on Tuesday, March 15th, the second City Council meeting in March will be held Wednesday, March 16th at 7PM. This information is on our website, facebook, and has been posted in several places in the municipal building.

On Monday staff had a preconstruction meeting with Adleta Construction to discuss the mini roundabout project. We anticipate that they will begin the project in two weeks; however, timing is dependent on their completion of a job in another community. We will keep the community up to date via facebook and the website once we have the start date.

The Milford Miami Township Chamber of Commerce will be hosting the State of Miami Township, City of Milford and Milford Schools on Monday, March 21 from 8-10a.m. at the Miami Township Civic Center. This is a free event, and is open to the public. Please RSVP by March 16, 2016 to karen@milfordmiamitownship.com or call 513-831-2411.

SERVICE DEPARTMENT

Ed Hackmeister reports that his staff painted Council Chambers last week and put new City logo signs up on the 2 sets of banner fencing.

With the warmer weather we've been enjoying, the Service Department is handling more brush pick-up call ins. They have also cleaned catch basins in anticipation of rainy spring weather. He reminds residents that automatic brush pick up begins April 1st.

WASTE WATER DEPARTMENT

Dave Walker reports that his department marked the City main sewer line on Clertoma and Potawatomie for Duke's gas line work and performed 4 utility locates for OUPS. Later they used the vac-truck to clean the plant lifts and the Water Department used the vac-truck to repair curb stops.

WATER DEPARTMENT

Matt Newman reports that his staff completed 8 work orders and 6 utility locates last week. They also hydro excavated curb stops on Gatch Street and Belt Street.

OTHER

Lori Pegg has received 12 applications for the Finance Specialist position. The last day to apply for this position is March 7th. Interested persons can either e-mail their resume and letter of interest to Lori at lpegg@milfordohio.org or send it to Lori at 745 Center Street, Milford OH 45150. We anticipate beginning the interview process sometime during the week of March 7th.

STANDING COMMITTEE MEETINGS

Administrative Services Committee: Not scheduled at this time

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:

Planning: 6:00 p.m. Wednesday, March 9, 2016

Parks & Rec and Steering Committee: 5:30 p.m. Monday, March 14, 2016 in council chambers. The Kleinger's group will be reviewing the most updated version of the plan and presenting a first look at cost estimates.

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City Council: 7:00 p.m., Wednesday, March 16, 2016

Eggstravaganza: 10:00 Saturday, March 19, 2016 at Riverside Park #2. Please register for the event at milfordohio.org The rainout date for this event is Saturday, March 26th.

BZA: 7:00 Thursday, March 24, 2016

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

TRAINING

1. Sgt. Mahan and Clerk Sheangshang attended a public records training course at Miami Twp.
2. Chief Mills and Sgts. Mahan, Belcher and Crider attended the annual Police Executive Leadership College in Columbus.

NOTABLE CRIME OCCURRENCES

1. An aggravated robbery was reported on Edgecombe Drive on Feb. 22nd. The case has been assigned to Detective Rogers.
2. A sudden death was reported on Miami Lakes Drive on Feb. 20th. Sgt. Mahan and Det. Liming were called in to investigate and determined that the cause of death was suicide.
3. A large fight was reported at Oakwood Apts. on Feb. 29th. Patrol officers from Squad 2 brought the scene under control, arrested two juveniles and signed a warrant for an adult suspect.

ADMINISTRATIVE

1. Sgt. Mahan worked on our application to the Ohio Collaborative for Law Enforcement Certification.
2. Chief Mills attended a meeting with MCFD Chief Baird and Melinda Payne with Clermont EMA to plan this year's All Hazard Training.

Fire Department Report: Chief Mark Baird provided the following report:

Chief Baird stated that fire department personnel have completed a 40 hour class regarding child passenger safety and the correct placing and securing of child and infant automobile seating. He suggested that residents call 831-7777 to set up an appointment to meet with a member of the fire department personnel to be instructed in the correct procedure to secure a child passenger seat in their vehicle. He indicated that residents should call between 2 and 3 weeks to make the appointment prior to needing the seat in place.

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

Council Comments: Ms. Brewer made a motion to hold an Executive Session at the close of the regular meeting pursuant to Section 3.05 (3) of the City Charter to discuss pending litigation and legal matters with the City Law Director; seconded by Mr. Bonnell. All voted yes.

New Business:

16-1209 An Ordinance authorizing the purchase of 527 Main Street from the Milford Exempted Village School District (second reading) Ms. Brewer made a motion to adopt the Ordinance, seconded by Ms. Evans. All voted yes.

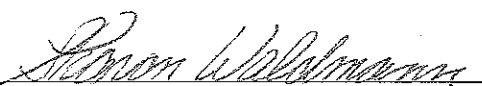
16-1210 An Ordinance authorizing an agreement with S&S Filter, LLC for the Filter Media Replacement; Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Bonnell. All voted yes. Ms. Evans made a motion to adopt the Ordinance, seconded by Mr. Bonnell. All voted yes.

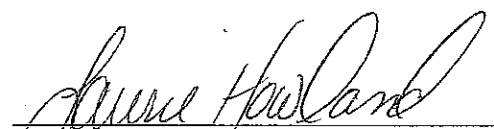
16-1211 An Ordinance authorizing an agreement with Lehn Painting, Inc. for painting the Water Treatment Plant clarifier; Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Ms. Evans. All voted yes. Ms. Evans made a motion to adopt the Ordinance, seconded by Mr. Bonnell. 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 into Executive Session at 7:35p.m. with a motion from Ms. Brewer; seconded by Mr. Bonnell. All voted yes. At 8:20 p.m. Ms. Evans made a motion to adjourn from Executive Session, seconded by Ms. Russell. All voted yes. At 8:23 Mr. Bonnell made a motion seconded by Ms. Russell to adjourn from regular City Council. All voted yes.


Sharon Waldmann, C.P.T.


Laurie Howland, Mayor