

# RECORD OF PROCEEDINGS

Minutes of Regular Meeting

Meeting

www.plpettibone.com FORM NO. 10148

Held April 19, 2016 20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on April 19, 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.

**Presentation:** Mr. Jay Stewart, Kleinger's Group, presented the new Parks Master Plan for Riverside Park. Mr. Stewart indicated that he has been working with staff and the Parks and Recreation Commission as the plan was created. He discussed the importance of having a balanced plan with some areas set aside for a particular use and other areas flexible. He stated that they left much of the area as greenspace and put a lot of thought into what would drive new users to the park. Mr. Stewart explained that the outside loop of the walking path would equal 1/3 mile and would contain 7 fitness areas. The loop would also contain learning centers or kiosks that would provide information regarding local horticulture and historic information about the City. The plan also contains a multi-purpose shelter which could be used as picnic space, and could also be reserved for weddings and entertainment venues. The Master Plan also contains an additional natural play area. Mr. Stewart pointed out that the plan also contains a place for 19 additional parking spaces and a bike hub. He suggested that the City develop the front of the park as a welcoming gateway.

Mr. Brady asked if Mr. Stewart saw this as something to be developed immediately or as a process over several years.

Mr. Stewart indicated that it could be done in phases. He suggested that the larger items, i.e. the shelter, the outer loop and the gateway could be completed sooner and the development of the natural play area later. He said that he thought the City could seek out funding for the educational/fitness areas on the outer loop.

Ms. Howland stated that the Council will hold off on approving the Master Plan. She said the Master Plan will become part of the 5-year Strategic Plan and will be worked through the City Manager and through a series of work sessions.

There were no further questions or comments and Mr. Stewart ended his presentation.

**Proceedings:** Ms. Evans made a motion to adopt the Proceedings from April 5, 2016; seconded by Mr. Bonnell. All voted yes.

**Correspondence:** There was no correspondence.

**Financial Statements:** Ms. Evans made a Motion to receive the February, 2016 Finance Report; seconded by Mr. Bonnell. All voted yes.

**Public Comments:** Mr. Charles Evans approached the podium at this time. Mr. Evans thanked Mr. Stewart for his presentation. He then stated that discussion from the Parks Steering Committee included the hope that the fitness areas and kiosks on the outer loop of the walking path could be addressed through Eagle Scout projects.

## 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 indicated that at the last Parks and Recreation meeting both Ana Singh and Dawn Hillman were introduced and welcomed to the commission.

**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:

The advertisement for the Administrative Assistant/Clerk of Council position can be found on our website and facebook as well as posted throughout the Municipal Building. We expect a great response and have already received over 30 resumes. Resumes will be accepted until April 29<sup>th</sup>, and can be emailed to [lpegg@milfordohio.org](mailto:lpegg@milfordohio.org).

The City Engineer identified additional pavement markings that will be added to the roundabout location. Ed and I are getting quotes for this work.

## SERVICE DEPARTMENT

Ed Hackmeister reports that additional top soil and grass seed has been placed at Milford Pkwy/ SR 50 on Monday at the location where the banner poles were hit two weeks ago. His staff placed seed over the area last week, but much of it was blown away because of the windy conditions.

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Ed would like to remind residents that although brush pickup is on a regular basis every Wednesday, they still need to call 831-7018 to request gravel. His staff is also busy every week with the mowing of all city-owned properties.

The restoration of the residence at the cemetery into an office is in the new flooring phase. All work is being completed in house.

## WASTE WATER DEPARTMENT

Dave reports that his staff started work at the Gulf gas station and O'Reilly Chiropractic to separate the sewers from the storm line.

Later in the week they were at the Milford Main building, to camera the storm line and sewer line so that the contractor, Logan Creek LLC., can abandon them as part of the demolition process.

## WATER DEPARTMENT

Matt reports that in the past two weeks his staff completed 15 work orders and 12 utility locates for residents and completed asphalt patches at Lila Ave (525 Main St), Riverside at Clark, and Riverside at Cooper.

## OTHER

Wearing a bike helmet every time you ride is a proven way to save lives. The City of Milford received 72 bike helmets today through a grant provided by the American Association of Pediatrics in conjunction with ODOT. During Bike Helmet Safety Awareness Week, May 9-21, Milford police officers and Milford Community Fire Department staff will be on the lookout for young bicyclists around the city; those found without helmets will be provided one free of charge thanks to this grant. Bicyclists who are observed wearing a helmet could earn gift cards to local businesses who have partnered with us to help keep you safe. On Saturday, May 21<sup>st</sup> police personnel and volunteers will man a safety booth from 10:00am-12:00pm at the Little Miami Scenic Bike Trailhead located at the intersection of SR50/126, where helmets will be distributed to young bicyclists riding without one.

Students from Milford Middle school will be participating in "Pay it Forward" day on April 28<sup>th</sup>. Students will be working at several sites around Milford including Riverside Park, Carriage Way Park, Greenlawn Cemetery, a car wash in the Big Lots parking lot, SEM, and the fire station. The Concert Choir will be performing along Main Street starting at 11:30a.m.

## 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:

**Free Community Shred:** 10:00 a.m. – 1:00 p.m. Saturday, April 23, 2016 in the back parking lot of the municipal building (745 Center Street). Residents are allowed up to 5 boxes of paper to be shredded. Staples, binder clips and similar items do not need to be removed.

**City-wide Clean-up:** 9:00 a.m. – noon Saturday, April 23, 2016 in conjunction with the Clermont County Spring litter clean-up. Interested groups can register to participate at [www.springlittercleanup.com](http://www.springlittercleanup.com)

**Drug Take Back:** 10:00 a.m. – 2:00 p.m. Saturday, April 30, 2016 at Walmart

**Parks & Rec:** 5:30 Monday, May 9, 2016

**Planning:** 6:00 Wednesday, May 11, 2016

**City-Wide Yard Sale:** Friday, May 20 through Sunday, May 22, 2016

**BZA:** Thursday, May 26, 2016

**Police Department Report:** Chief Jamey Mills reiterated the importance of bike helmet safety. He also thanked the other sponsors of the programs who are providing gift cards to youth already wearing helmets.

**Fire Department Report:** There was no report at this time.

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

**Council Comments:** Ms. Evans indicated that she has spoken with Jeff Johnson from the school district regarding the high grass at the Milford Main site. Mr. Johnson told Ms. Evans that they would take care of it as soon as they could.

Mr. Brady indicated that he has spoken to Mr. Gary Knepp regarding the history of the area and invited him to return to Council for a second report. Mr. Knepp said he would welcome the opportunity to give another presentation to Council.

Mr. Bonnell stated that he thought money for the shelter could come from grants.

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Ms. Holbrook indicated that they will apply to Clermont County for grant monies but if approved the funds would not be available until next year.

Ms. Howland thanked everyone involved with the bike helmet project. She stated that a known chef, Susie DeYoung has opened up a restaurant at 4150 Round Bottom Road called Le Soup to give back to those less fortunate.

#### New Business:

Ms. Brewer made a motion as Council as a Committee of the Whole for the Law Director to read an Ordinance appointing Michael Doss as Milford City Manager; seconded by Mr. Bonnell. All voted yes.

16-1215 An Ordinance appointing Michael W. Doss as the City Manager for the City of Milford;  
Ms. Brewer made a motion to suspend the rules and read by title only seconded by Ms. Evans. All voted yes. Ms. Brewer made a motion to adopt the Ordinance; seconded by Mr. Bonnell. All votes yes.

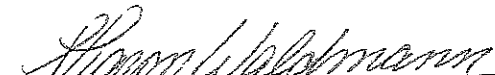
Mr. Minniear stated that he has spoken to Mr. Doss and he is very excited to be here. Mr. Doss told Mr. Minniear that he was very impressed with the professionalism of the staff and department heads and that the City has a lot to be proud of. Mr. Doss also indicated that he is very excited to bring his family here.

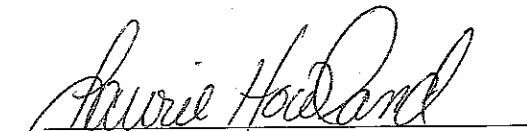
Ms. Howland stated that a reporter from Buckhannon, W. Va. had reached out to her to gather some information about the city for an article he was writing regarding the hiring of Mr. Doss. The reporter stated that Mr. Doss is well-loved in his hometown and that he will be missed.

**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 7:30 p.m. with a motion from Ms. Brewer; seconded by Mr. Bonnell. All voted yes.

  
Sharon Waldmann, C.P.T.

  
Laurie Howland, Mayor