

The Council of the City of Milford met in Regular Session in Council Chambers at 745 Center Street at 7:00 p.m. on Tuesday, December 18, 2007. Mayor McBeath called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

**Roll Call:** Present: Mayor McBeath, Vice-Mayor Hinnners, Mr. Antell, Mr. Hunter, Mr. Hawkins, Mr. Vilardo, and Ms. Brewer.

**Public Hearing:** Mayor McBeath opened the Public Hearing and turned the meeting over to Assistant City Manager Holbrook. Ms. Holbrook gave the staff report on the amendment changes proposed for the Zoning Ordinance. There were no speakers opposing the Ordinance and no speakers for the Ordinance. Council had no discussion. Mr. Antell made a motion to draft an ordinance for the amendment changes to the Zoning Ordinance, seconded by Mr. Vilardo. All voted yes. The Public Hearing was closed with a motion by Mr. Antell, seconded by Mr. Hunter. All voted yes.

**Minutes:** Ms. Hinnners made the motion, seconded by Mr. Antell to waive the reading and adopt the Minutes of the December 4, 2007 Council meeting. All voted yes.

**Correspondence:** The Clerk reminded Council that an appointment of a Council member to OKI was due at this Council meeting. Mayor McBeath stated that she was appointing Mr. Hunter as the OKI representative.

**Financial Statements:** None

**Ordinance 07-645** An Ordinance Appointing Timothy M. Petric as the City of Milford Director of Finance. Ms. Hinnners made the motion, seconded by Mr. Antell to suspend the rules and read by title only. All voted yes. Ms. Hinnners made the motion to adopt, seconded by Mr. Hawkins. All voted yes.

**Oath of Office:** Law Director Michael Minniear administered the Oath of Office to Tim Petric as Financial Director for the City of Milford.

**Proclamations:** Mayor McBeath read proclamations honoring Jack Kemp for his years of service on the Personnel Commission, The Greater Milford Historical Society on the occasion of their 40<sup>th</sup> anniversary and to Bill Knepp for his duties as Town Crier.

**Presentation:** Mr. Bill Knepp addressed Council concerning his duties as Town Crier, explaining the many functions he has attended. He presented Council with souvenirs from the Town Crier Convention that was held in November.

**Comments:** John Cooper spoke for the Historic Milford District and thanked the City for their help during Hometown Holidays. He also announced that there were several new businesses, La Bestro and Primitive Gatherings in downtown Milford.

Charlene Hinnners welcomed Tim Petric, the Financial Director to the City of Milford.

## **STANDING COMMITTEE REPORTS**

**Public Services:** No Report

**Administrative Services:** Ms. Hinnners reported that the Committee met on December 13, 2007. Council members present: Ms. Hinnners, Mr. Vilardo, Jr., and Mr. Hawkins. Staff Present: City Manager Rokey, and Harry Steger, Director of Finance. resident, Fred Carey.

City Manager Rokey introduced Fred Carey as a candidate for appointment to the Personnel Commission. The current term of Jack Kemp expires at the end of this year. The Committee agreed to recommend the appointment of Fred Carey to the Personnel Commission effective January 1, 2008. Ms. Hinnners made a motion for a Voice Vote, seconded by Mr. Hawkins to accept Fred Carey as a member of the Personnel Commission. All voted yes.

Harry Steger reviewed several year-end appropriations adjustments required at this time. The Committee agreed to make a motion to draft an Ordinance Amending Appropriations Ordinance 07-575. Ms. Hinnners made the motion, seconded by Mr. Vilardo. All voted yes,

Ms. Rokey provided information that the Clinton South Joint Fire District is requesting consideration of the donation of our old 2002 police cruiser as a vehicle they can put into service. The City planned to dispose of it since the purchase of a new cruiser. Public bidding is not required when granting equipment to a qualifying 501(C)3. The Committee agreed to recommend the donation of a 2002 Ford Crown Victoria to the Clinton South Joint Fire District. Ms. Hinnners made a motion for a Voice Vote, seconded by Mr. Vilardo. All voted yes.

City Manager Rokey advised the Committee that the final lease payment would be received from Valley View this week. The Braley's have a sale pending for the former City offices at 29 High Street. They will pay the balance on the promissory note plus interest due in the amount of \$40,300.

**Safety Services:** No Report. Mr. Hunter thanked the Police Department, the Fire Department and City employees for their work during the holidays

**Community Development:** Mr. Hawkins reported that the Committee met on December 13, 2007. Council members present: Mr. Hawkins, Ms. Brewer and Ms. McBeath. Staff present: City Manager Rokey, and Assistant City Manager Holbrook. Also present: Carrie Owens, Economic Development Director and resident Steve Boller.

The Committee discussed the appointment to the Citizen's Housing Committee. The Committee received one application from Joshua Vineyard. The Committee agreed to recommend that the City Council appoint Joshua Vineyard to the Citizen's Housing Committee. Mr. Hawkins made a motion for a Voice Vote, seconded by Ms. McBeath for the appointment. All voted yes.

The Committee discussed a request from Angelo Santoro for a contribution of \$1750 from the City to help support the Clermont Philharmonic Orchestra. The Committee agreed to hold off on consideration of any monetary requests until Council reviews the budget.

Carrie Owings gave an update on the Economic Development Initiative and the goals for 2008. She stated that it is important to be connected regionally. Mr. Hawkins stated that the members would need time to evaluate the report. Ms. Owings said that she felt two important areas for the City were the streetscape at Lila Ave. and the River project. She noted that business retention was also very important.

Ms. Rokey informed the Committee that she and Ms. Holbrook met with the school Superintendent, Dr. Farrell and the Treasurer, Randy Seymour to go over the various economic incentive programs utilized by the City. She stated that they were interested in an open dialogue with the City and would like to participate in some way. Dr. Farrell expressed an interest in partnering with local businesses concerning scholarships, mentoring and internship programs.

Ms. Rokey reviewed the quote submitted by Northern Kentucky Electric Service to update the Main Street outlets.

Ms. Holbrook updated the Committee on the conversion of the old school offices into a meeting room. Staff estimates that the final project will cost approximately \$20,000-\$25,000.

Ms. Holbrook reviewed the text amendments that will be presented at the Public Hearing at the December 18<sup>th</sup> Council Meeting.

Ms. Rokey reviewed the article concerning trees that would appear in the next newsletter; she also presented a brief outline of the tree ordinance issues and the proposed tree permit. She noted that Parks and Recreation Commission would meet on December 17<sup>th</sup> and they would be discussing the possibility of removing the responsibility of tree removal decisions from the Parks and Recreation Commission.

Ms. Rokey also reviewed the Emerald Ash Borer Management Plan with the members. She said the Parks and Recreation Commission recommended approval, but Wendy Van Buren had recommended several changes and therefore, the plan would need to go back to the Commission for review.

Mr. Hawkins questioned if there was anything the City could do regarding the pooling water next to UDF. Ms. Rokey stated that she would look into the situation.

Mr. Rokey informed the members that the developer requesting a TIF of the property adjacent to Wal-Mart had not provided much detail. She stated that more information would be necessary in order to make a decision.

**Oath of Office:** Law Director, Michael Minniear administered the Oath of Office to Fred Carey as a member of the Personnel Commission and Joshua Vineyard as a member of the Citizen's Housing Committee.

**City Manager's Report:** City Manager Rokey reported that the Street/Service Department would continue brush pick up on a call in basis. The vac-all is still collecting leaves and Greenlawn Cemetery and all city parks were mowed one last time. We used 150 tons of salt over this past weekend and have taken delivery of another 400 tons. Christmas trees will be picked up every Wednesday in January. They must have all ornaments and tinsel removed.

The Wastewater Department reports the plant upgrade is doing well as we begin to see freezing temperatures that affect treatment.

The Water Department installed 75 radio reads this past month. A total of 9 hydrants were repaired: 7 with frozen stems and 2 that were struck by motor vehicles. A main break was repaired on Happy Hollow on December 13<sup>th</sup>. Service was disrupted for 6 hours and affected 50 residents. The Clearwell project is approximately a month behind schedule.

Finance Department – Tim Petric, our new Director of Finance, began his Milford career today.

The Parks and Recreation Commission is seeking candidates for the position available on the Commission. The deadline has been extended until the end of December.

Garbage will not be picked up on December 25<sup>th</sup> and on January 1<sup>st</sup>. Each pick up will be delayed one day. On December 10<sup>th</sup> the City held a meeting with the residents and park stakeholders to discuss the update of the comprehensive plan and the Riverside Park Master Plan. Approximately 40 people attended. On January 7<sup>th</sup> at 7:00 PM a second meeting will be held for local businesses. This will be at the Firefighters Hall at the Milford Shopping Center.

Human Nature, the consultants working on the parks master plan also conducted their first session to gather feedback on December 10<sup>th</sup>. They plan to hold a second planning session near the end of January or early February.

In anticipation of inclement weather, we have posted the Snow Emergency Parking Prohibitions on the Website under 'Latest News' and also on the Community page. We are currently advertising for a part-time secretary for Parks and Recreation, Board of Zoning Appeals and Planning Commission.

**Committee Meetings**

Council Work Session      Tuesday, January 29, 2008      6:00 p.m.

**Reminders**

Promont Victorian Xmas      November 23 – January 14<sup>th</sup>  
Planning Commission      Wednesday, January 9, 2008      6:00 p.m.  
Citizen's Housing Monday, January 21, 2008      7:00 p.m.  
Legislative Luncheon      Friday, January 25, 2008 – Receptions      11:15 – 1:00 p.m.

**Police Department:** Chief Machan reported that an increase of auto accidents has happened in the last couple of weeks. He urged people to focus on their driving during the holidays. An extra traffic car will be on duty during Christmas and the beginning of the New Year.

**Fire Department:** Chief Cooper distributed the Department's Monthly Report to Council. He also announced that "Santa Sunday" will be on December 23, 2008, beginning at about 1:30 PM. The Chief thanked Council for their support of the Fire and EMS contracts.

**Comments:** Ms. Hanners asked Chief Cooper what the route would be for "Santa" on the fire truck. The Chief explained that there would be three fire trucks, each with a "Santa" that would proceed through the City.

Ms. Brewer thanked the Pattison Elementary PTO and Mr. Curless for the pancake breakfast. She also reported that the "Shop with Heroes" at Target was a great experience. Suzanne Stagg addressed Council thanking them for their help with the Busker Festival and the opening of her new business, La Beastro. She stated a grand opening would be held sometime in January or February. Ms. Stagg stated she had questions on the election of mayor and vice-mayor. She didn't like the way this process was conducted. Mayor McBeath and Ms. Stagg had a lengthy discussion on the matter. Ms. Hanners also entered into the discussion. Law Director Minniear explained that the selection of mayor and vice-mayor has been conducted the same way for many years and is controlled by the Rules of Council. He explained that this process could be changed in January if Council so wishes. Ms. Stagg requested that the pool of water by UDF be fixed.

**New Business – None**

Ordinances and Resolutions

7.644    An Ordinance Amending Appropriations Ordinance No. 07-641

**Old Business: None**

Ordinances and Resolutions

**Adjourn:** There being no further business to come before Council the meeting was adjourned at 8:20 with a motion by Mr. Antell, seconded by Ms. Hanners. All voted yes.

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Joanne Trilety, Clerk

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Kimberly McBeath, Mayor