

The Council of the City of Milford met in Regular Session in Council Chambers at 745 Center Street at 7:00 p.m. on April 15, 2008. Mayor Hunter called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

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

**Remarks from the Mayor:** Mayor Hunter extended sympathy to the Gatch family, the Craig family, the Ackermann family and the Heichel family for the loss of a family member.

**Proclamation:** Mayor Hunter read a proclamation designating April 25<sup>th</sup> as Arbor Day in the City of Milford.

**Remembrance of Phil Gatch:** Former Mayor Lou Bishop, friends June Izzy Bailey and Steve Boller along with colleagues on Council, Charlene Hinners and Kim McBeath, City Manager Rokey and Law Director Minniear spoke of the many accomplishments of Mr. Gatch as a Council Member and as a citizen. Sympathy was extended to the Gatch family on the untimely death of Mr. Gatch.

**Minutes:** Ms. Hinners made a motion to waive the reading and adopt the minutes of the April 1, 2008 Council meeting, seconded by Ms. McBeath. All voted yes.

**Correspondence:** The Clerk stated that she had received a request for a new D51 Liquor permit for Roosters on Old Bank Road. She requested a motion from Council asking if Council wanted a hearing for this request. Mr. Vilardo motioned that Council did not require a hearing, seconded by Ms. McBeath. All voted yes,

**Financial Statements:** None

**Public Comments:** Karen Huff from the Milford/Miami Township Chamber of Commerce gave an update of Chamber happenings including the Dinner of Excellence and the Lehrs grill-out. Ms. Huff extended sympathy from the Chamber to the Gatch family, the Craig family, the Ackermann family and to the Heichel family.

#### **STANDING COMMITTEE REPORTS**

**Public Services:** No report

**Administrative Services:** No Report

**Safety Services:** Ms. McBeath reported that the Committee met on April 7, 2008. Members present: Ms. McBeath, Ms. Hinners and Mr. Vilardo. Staff present: City Manager Rokey, Assistant City Manager Holbrook, Police Chief Machan and Fire Chief Cooper. Also Present: Bob Brandstetter from Brandstetter Carroll Inc., Amy Brewer, Bryan Hawkins and Barb Antell.

Mr. Brandstetter provided a draft of the Traffic Calming Study for review. Copies were given to Committee members and Council. While speed enforcement is the most favored and effective solution, the cost of manpower must be weighed against the capital cost of other alternatives. There are many alternatives to be considered, but only certain solutions may be feasible for a particular neighborhood. The Traffic Engineer was directed to provide more details regarding the data most recently received through observations and the speed sign. The report does not yet include specific recommendations for East Milford.

The Committee discussed the recent boil advisory and photographs were provided of the main break. Media notification via the radio and television is what is required by the EPA to insure the greatest coverage of a system-wide occurrence. Although the risk was very low of any outside contamination, the drop in pressure triggered the advisory. Chief Machan provided information of an autodialing notification system similar to what is used by the schools. "Code Red" is available through the Center for Local Government purchasing agreement and Cintech, LLC, the company serving the Milford Schools. Mr. Vilardo believes a grant may be "in the works" through Homeland Security initiatives. Staff will seek additional information and return to the committee to evaluate the options.

Use of the web-site was also discussed, and staff is preparing information to be posted, telling the public what to do in case of a boil advisory or other water-related bulletins. Barb Antell also volunteered to be a contact person for the South Milford neighborhood. If the public was invited to subscribe to an email list, we need to clarify whether the contact information would be considered public or private.

Ms. Hinners reported that the Entrance and Way Finding Committee was concerned that the restriction of the no left turn on weekends from Finley Ray onto Milford Parkway was directing potential customers away from businesses in that direction, particularly downtown. Chief Machan reported that when the Police are under contract to direct traffic at this intersection, they do facilitate traffic in both directions. NCE and GMAA are cooperating to construct an access to the backfields through NCE's curb cuts.

Chief Cooper reported that on May 17<sup>th</sup> the Thundering Hearts fundraising event will occur for the Cardiac Unit of Children's Hospital. Several members of the Milford Community Fire Department will provide mutual aid to Colerain Township due to the tragedy their department experienced. This will be volunteers without compensation.

Chief Machan provided a proposal requesting consideration to purchase a records management package for the Police Department. This is information at this stage and requires further study by City Council.

As was projected by the budget, Chief Machan requested authorization to purchase a 2008 Dodge Charger from Kerry Chrysler Jeep Dodge, Inc. in the amount of \$26,059. The Committee agreed to make a motion to draft an Ordinance authorizing the purchase of a 2008 Dodge Charger from Kerry Chrysler Jeep Dodge, Inc. in the amount of \$26, 059. Ms. McBeath made the motion, seconded by Ms. Hinners. All voted yes.

**Community Development:** Mr. Hawkins reported that the Committee met on April 7, 2008. Present: Mr. Hawkins, Ms. Brewer and Ms. McBeath. Staff present: City Manager Rokey, Assistant City Manager Holbrook, Water Supervisor Matt Newman and Chief John Cooper. Also present: Karen Huff, Milford Miami Township Chamber, Ron Burke, MMTCC; Charles Evans, Shannon Reynolds, Sharon Jetter, Steve Boller, Charlene Hinners, Sam Pschesang, Scott Osborne and Erik Vap.

The Committee reviewed the tree trimming proposals. Davey Tree, Madison Tree Care and Wessling Tree Service submitted proposals. The Committee felt they needed additional time to review the proposals. Staff updated the Committee regarding the master plan for Riverside Park; staff will be meeting with the consultants this week to review the draft. Consultants will present the draft to the Parks & Recreation Commission.

Carrie Owings was ill; therefore the discussion regarding the Economic Development position and goals was postponed until the next Community Development meeting.

Linda Fitzgerald, LSR Consultants updated the Committee on the Streetscape grant. Tier 2 guidelines will be distributed on Thursday. Ms. Fitzgerald felt the City has a good chance of receiving a Tier 2 grant with some additional work.

Ms. Fitzgerald stated that the review of the current Comprehensive Plan and the Downtown Study done by DECA she consulted with the state and came to the conclusion that we are not ready to successfully submit a Tier 2 grant without further work on these critical documents. Ms. Brewer questioned whether Ms. Fitzgerald would complete the Tier I and Tier 2 grant for up to \$7500. Ms. Fitzgerald stated yes. Mr. Hawkins asked what would be the status of payment if the City chose not to pursue the Tier 2 grant. Ms. Fitzgerald stated if she did work on the Tier 1 grant but not the Tier 2 grant, she would expect to get paid for the Tier I work. The Committee agreed that Ms. Fitzgerald should proceed with the Tier I grant application. Mr. Hawkins noted that the City would make a determination at a later date on whether to proceed with the Tier 2-grant application.

Staff informed the Committee that the City is obtaining another estimate for the remodeling of the City Hall suite from Osborne reconstruction Services.

The Committee discussed the Critchell Park Erosion Stabilization project. The Manager provided a draft of her response to the Corps. The City is being required to plant additional landscaping which will cost \$28,482.99. Warren High, MACTEC, will be responsible for preparation of the maintenance plan. Mr. Hawkins questioned whether the contractor followed the specifications for the job. Ms. Rokey noted that this was a design build project and the city could not say that the contractor didn't do the job correctly; the ordinary high water mark was never defined. The City does have a one-year warranty on the project. The Committee agreed to make a motion to draft an Ordinance authorizing an appropriation change to Ordinance 07-626 in the amount of \$28,482.99 for the Critchell Park Erosion Stabilization Project. Mr. Hawkins made the motion, seconded by Ms. McBeath. Voting yes: Ms. Brewer, Ms. Hinners, Ms. McBeath, Mr. Hunter and Mr. Hawkins. Voting no: Mr. Vilardo. Abstaining: Mr. Pschesang. Mr. High discussed the Mound Street erosion issues. He recommended a long-term strategy that would include removing the honeysuckle and planting native trees. Mr. High stated that there were grants that could help for this as a public project through WRSSP and the Ohio EPA. Mr. Hawkins stated that the City would first need to determine the affected property owners. Staff will collect more information for consideration by the Committee.

The Committee discussed the reimbursement of the Castrucci project. The Manager provided documentation of over \$100,00 paid by Castrucci in 2005 to stabilize the channel between their side and US 50. At that time the City declined to participate since there were other priorities and insufficient fund for capital projects. She asked our Stormwater Engineer, John Steinmetz, to evaluate this issue. Mr. Steinmetz felt it was reasonable to reimburse Castrucci one-half of the cost of the Fortress Rock Wall work that was performed in 2005. The reimbursement would total \$31,400. The Committee was agreeable; Mr. Hawkins stated he would like Law Director Minniear to review.

Ms. Hinners updated the Committee regarding the "Entrances and Wayfinders Committee". She discussed a proposal from Ray Meyer Signs for two City/Township signs. The total cost for both signs is \$5000. The Committee agreed to make a motion to recommend appropriating \$5000 from the City Council Promotional budget for two City/Township signs from Ray Meyer Signs. Mr. Hawkins made the motion, seconded by Ms. Brewer. All voted yes.

The Committee discussed a request to pay for an 8"x12" plaque for Founder's Day Memorial Planting at Garfield Park for the "Milford BI-Centennial Garden. 1806-2006". Mr. Hawkins stated that he would like staff to explore the cost of a plaque. Ms. Rokey stated that the Frontier Days Committee would pay for the plaque.

Ms. Rokey provided a memo which notes the cost of Council photographs. The Committee suggested seeking a proposal from Kaiser Photography.

The Committee agreed to schedule the next Community Development meeting for Monday, April 14<sup>th</sup>.

Mr. Hawkins reported that the Community Development Committee met on April 14, 2008. Present: Mr. Hawkins, Ms. Brewer and Ms. McBeath. Staff present: City Manager Rokey. Also present: Carrie

Owings, Economic Development Director, Ron Burke, Rivers Edge Collision Center, Pat Toomey, Sharon Jetter and Olivia Brewer.

The Committee completed their review of the tree trimming proposals provided at the last meeting and recommended that an agreement be authorized with Davey Tree in the amount of \$18,450. The Committee agreed to make a motion to draft an Ordinance authorizing an agreement with Davey Tree for Tree Maintenance in the amount of \$18,450. Mr. Hawkins made the motion, seconded by Ms. Brewer. All voted yes. It was suggested that staff also request a proposal from LTD Landscapes to fertilize the trees and shrubs if necessary.

The Committee discussed reappointment of Judy Hackmeister to the Parks and Recreation Commission and Pat Toomey to the Planning Commission. The Committee agreed to recommend the reappointment of Judy Hackmeister to the Parks and Recreation Commission for the City of Milford. Mr. Hawkins made the motion, seconded by Ms. Brewer. Voting yes: Ms. Brewer, Ms. Hinners, Ms. McBeath, Mr. Hunter, Mr. Pschesang and Mr. Hawkins. Abstaining: Mr. Vilardo. (Judy Hackmeister is Mr. Vilardo's sister.)

The Committee agreed to recommend the reappointment of Pat Toomey to the Planning Commission for the City of Milford. Mr. Hawkins made the motion, seconded by Ms. Hinners. All voted yes.

The Committee addressed Carrie Owings, Economic Development Director regarding the format of the monthly A.R.M.E.D. reports. Mr. Hawkins asked if more detail could be provided, with less lists and numbers and more narrative. Although Council realizes that confidentiality must be maintained, more details could be reported on the vacancies to be filled and the types of users she is promoting.

Ms. Owings explained that some leads are through banks and real estate brokers and are confidential. She has gained their trust and respect and there is competition between these sources as well. In conclusion, the Committee requested more supplemental information regarding her activities related to articles, materials and programs provided to assist the business community. Overall the Committee conveyed a desire to see words and less numbers in future reports. Pat Toomey and Ron Burke (Chamber members) expressed their appreciation for Carrie and the positive impact she has had. The Committee agreed that Carrie is doing a good job.

The Manager noted that at a prior meeting the reimbursement to Castrucci was discussed and supported, but there was not a formal request for an Ordinance at that time. In addition to an Ordinance authorizing the expenditure, an appropriation change will be required. The Committee agreed to make a motion to draft an Ordinance authorizing a reimbursement to Mike Castrucci Chevrolet-Olds Sales, Inc. in the amount of \$31,400 for Public Storm Water Improvements made in 2005. Mr. Hawkins made the motion, seconded by Ms. McBeath. Voting yes: Ms. Hinners, Ms. McBeath, Mr. Hunter, Mr. Pschesang, Mr. Hawkins and Ms. Brewer. Voting no: Mr. Vilardo. The Committee also agreed to amend Appropriations Ordinance 08-654 in the amount of \$31,400 increasing expenditures from the Storm Water Utility Fund. Mr. Hawkins made the motion, seconded by Ms. Brewer. Voting yes: Ms. Brewer, Ms. Hinners, Ms. McBeath, Mr. Hunter, Mr. Pschesang and Mr. Hawkins. Voting no: Mr. Vilardo.

The Manager noted that there are at least three appropriation changes that have been proposed. These will be consolidated for consideration at the May meeting of City Council.

Staff was asked to review the Ordinance governing abandoned signs, particularly at the former Kerry site and the conditional approval of the Stafford site.

The Manager provided comparison information for three photographers to take Council photos. The Committee agreed that Essenza Photography Studio take the photos of the two new Council member and the group photo. The Manager also provided a proposal for city logo pins. Because of the cost a proposal will be requested for a lesser quantity.

Mr. Hawkins stated that Amendment #1 for the B-5 Special Business District would add several categories from the list of B-3 Businesses and the #2 Amendment deletes language from the outside storage proposal. Mr. Hawkins made a motion, seconded by Ms. McBeath to draft an Ordinance establishing a B-5 (Special Business) Zoning District and rezoning five parcels of Real Property located at Castleberry Court from B-3 (General Business) to B-5 (Special Business). All voted yes.

Law Director Minniear administered the Oath of Office to Judy Hackmeister as a member of the Parks & Recreation Commission.

**City Manager's Report:** City Manager Rokey reported that the Street/Service Department will have brush pickup two days per week because of the recent storms. Almost all of the street department trucks have had the snowplows removed.

The Wastewater Department reports that the last phase of the CSO separation has been TV'd to identify the sanitary taps. This information will be given to the engineer in charge of the project to incorporate into the design. This will eliminate many unknowns.

The Water Department reports that 25 customers were affected by a leak at Dot and May Streets on April 3<sup>rd</sup>. Another leak was repaired on Dot Street on April 4<sup>th</sup>. A water main leak was repaired behind Krogers on April 8<sup>th</sup>. On April 5<sup>th</sup> a 10" main broke at the plant. A boil advisory was issued because of the large area that was affected. The City received water from Clermont County from April 5<sup>th</sup> to April 8<sup>th</sup>. The advisory was lifted on April 8<sup>th</sup> when all 14 samples collected came back negative. The lime slaker will be down for about two days for routine maintenance.

Other Items: Trash stickers will be mailed next week.

The flags in Milford will remain at half-staff to honor SSgt. Matt Maupin until April 27, 2008.

### Committee Meetings

No committee meetings schedules

#### Reminders

Income Tax Day	April 15, 2008	
Planning Commission	Wednesday, April 16, 2008	6:30 p.m.
Clean & Sweep	Saturday, April 19, 2008	9:00-2:00
Daffodil Day	Saturday, April 19, 2008 (Promont)	1:30-4:30 p.m.
Computer Recycling	Saturday, April 19, 2008 (Miami Twnshp)	9:00-2:00
Daffodil Day	Saturday, April 19, 2008 (Promont)	
Citizen's Housing	Monday, April 21, 2008	7:00 p.m.
Earth Day	Tuesday, April 22, 2008	
Dinner of Excellence	Wednesday, April 23, 2008 (Oasis)	5:30 p.m.
Arbor Day Celebration	Friday, April 25, 2008 (Pattison Sch.)	2:30 p.m.
River Sweep (E.Fork)	Saturday, April 26, 2008	9-12 p.m.
Artisan Show	Saturday, April 26 2008 (M. Pottery)	10-5
Urban Trail Walk	Sunday, May 4, 2008	1:00 p.m.
Parks & Recreation	Monday, May 12, 2008	5:30 p.m.

**Police Department:** Chief Machan reported that the Department has received a grant for the DARE program. The Chief said he has looked into the Code Red program for automatic emergency dialing and Officer Bovenzi is investigating other programs for comparison. He stated that both the robbery at Rally's and the theft of Council member Brewer's car ended with an arrest. Ms. Brewer thanked the Chief for the Department's help in solving the robberies

**Fire Department/EMS:** Chief Cooper distributed the Departments monthly report to Council. The Chief stated that the tornado warning/watch information in the Newsletter has been revised. Chief Cooper thanked Karen Huff from the Chamber for the yellow ribbons in honor of Matt Maupin. The Department will participate in the funeral for Matt Maupin. Chief Cooper thanked the people from Colerain who provided food for the Department while they helped the Colerain Department when their two firefighters died in a fire.

**Council Comments:** Ms. Hinnners stated that the National Day of Prayer would be on May 1<sup>st</sup> with a service at 8:00 a.m. and at 12:00 noon at the flagpole at City Hall. At 7:00 p.m. a service will be held at Milford Jr. High.

#### New Business

##### Ordinances and Resolutions

08-674 An Ordinance authorizing the purchase of a 2008 Dodge Charger from Kerry Chrysler. Ms. McBeath made the motion to suspend the rules and read by title only, seconded by Ms. Hinnners. All voted yes. Ms. Hinnners made the motion to adopt, seconded by Mr. Vilardo. All voted yes.

##### Old Business: None

##### Ordinances and Resolutions

08-672 An Ordinance authorizing the City of Milford to execute a contract with the Clermont County Health District Advisory Council for the Provision of Public Health Services for 2009. Ms. Hinnners made the motion to suspend the rules and read by title only, seconded by Ms. McBeath. All voted yes. Mr. Vilardo made the motion to adopt, seconded by Ms. McBeath. All voted yes.

08-673 An Ordinance establishing a B-5 (Special Business) Zoning District and Rezoning the five parcels of Real Property located at Castleberry Court from B-3 (General Business) to B-5 (Special Business). Ms. McBeath made the motion to suspend the rules and read by title only, seconded by Mr. Vilardo. All voted yes. Ms. McBeath made the motion to adopt, seconded by Mr. Hawkins. All voted yes.

**Oath of Office:** Mr. Minniear administered the Oath of Office to Pat Toomey as a member of the Planning Commission.

#### Adjourn:

There being no further business to come before the regular Council meeting, the meeting was adjourned at 8:25 p.m. with a motion from Ms. McBeath, seconded by Mr. Hawkins. All voted yes.