

The Council of the City of Milford met in Regular Session in Council Chambers at 745 Center Street at 7:00 p.m. on June 3, 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 Hinnners, Ms. Brewer, Mr. Hawkins, Ms. McBeath, Mr. Vilardo and Mr. Pschesang.

Remarks from the Mayor: Mayor Hunter reminded residents of the upcoming Frontier Days. He stated that there are many things to do and see during the festival. It is a great opportunity to get on the river.

Proclamation: Mayor Hunter presented a proclamation to Corey Nickell, who is the Honorary Grand Marshall of the Frontier Days Parade. The proclamation named June 5th as Corey Nickell Day in the City of Milford. Corey's parents, Jim and Debra Nickell expressed their thanks to all those who have helped during Cory's long illness.

Minutes: Ms. Hinnners made a motion, seconded by Mr. Hawkins to waive the reading and adopt the Minutes of the May 20, 2008 Council Meeting. All voted yes.

Correspondence: The Clerk read a thank you note from Chief Cooper and the Cooper family thanking all of those who expressed their sympathy in the death of Chief Cooper's mother.

Financial Statements: None

Public Comments: Karen Huff, Milford/Miami Township Chamber of Commerce, announced that Ruth Stevens has retired from Skyline Chile and Keith Burkhart will be the new manger. Karen stated that Frontier Days will have lots of entertainment, including bands, food, rides, games and the Sunday Chicken dinner. There will be 94 participants in the parade

STANDING COMMITTEE REPORTS

Public Services: No report

Administrative Services: Mr. Pschesang reported that the Committee met on May 29, 2008. Present: Mr. Pschesang and Mr. Hawkins. Staff present: City Manager Rokey and Tim Petric, Director of Finance. The Finance Director provided the Committee with a revised job description for Finance Clerk that has been reviewed and approved by AFSCME. The current Tax Clerk position is proposed to be eliminated in favor of this position at the same pay grade, the current part-time Finance Clerk position is proposed to be authorized as full-time. This would result in two full-time Finance Clerk positions and the elimination of one full-time Tax Clerk position title on our Manning Ordinance. The Committee agreed to make a motion to draft an Ordinance adopting the position description for Finance Clerk at Pay Grade 3 in accordance with the AFSCME Union Contract and elimination of the Position description for a full-time Tax Clerk at the same pay grade. Mr. Pschesang made the motion, seconded by Ms. McBeath. All voted yes. In the previous meeting the need for adoption of a description for the existing zoning/code enforcement position was also discussed. The Manager requested action to formally adopt this position was well. The Committee agreed to make a motion to draft an Ordinance adopting the position description for Zoning/Code Enforcement. Mr. Pschesang made the motion, seconded by Ms. Hinnners. All voted yes. The Committee agreed to make a motion to amend the Manning Ordinance to delete one Full-time Tax Clerk position and add Two-full Finance Clerk Positions and one Municipal Service Worker I. Mr. Pschesang made the motion, seconded by Mr. Hawkins. All voted yes.

The Manager provided a review of the new versus old copier contract to inform the Committee that we will now be capable of printing color copies in house, at an additional cost per copy. No formal action is required to approve the new lease with our existing vendor.

The Manager provided ODOT Legislation required to be executed if the city wants the resurfacing project limits to be extended to Terrace Park limits. The prior estimate was for the city's share to be \$99,000 plus design, curbs and all full-depth repairs. The revised estimate requires \$219,960 of city funds, for a \$448,800 project. ODOT will only pay for the pavement and striping portions of the project. We are paying for the design and curb work this year and will have to pay for enhancements, such as paver accents or a smart crosswalk out of our own pocket. We are also responsible for any full-depth repairs. The Committee agreed to make a motion to draft an Ordinance authorizing legislation for ODOT to extend the project limits on the 2009 U.S. 50 Urban Paving Project PID 79393. Mr. Pschesang made the motion, seconded by Ms. McBeath. All voted yes.

Mr. Pschesang expressed concerns regarding the reduction to three lanes from four that has been proposed by Terrace Park and ODOT. Staff was directed to obtain a copy of the traffic study supporting this recommendation to determine if there will be any adverse impact on Milford traffic.

The Manager distributed legislation provided by Walter H. Drane Company for formal adoption of the codified ordinances. The Committee agreed to make a motion to draft an Ordinance approving the editing and inclusion of Certain Ordinances as Parts of the various Component Codes of the Codified Ordinances of Milford, Ohio, and Declaring an Emergency. Mr. Pschesang made the motion, seconded by Ms. McBeath. All voted yes.

The Manager requested consideration by the Committee of the Tree Removal Reimbursement Ordinance already reviewed by the Community Development Committee. Based upon prior discussion, the language for the reimbursement allowance was changed from “per property” to “per tree” and language was added to permit reimbursement for trees the city may also approve for removal due to sidewalk repair or conflicts with public utilities. There was also additional discussion related to the effective date of the Ordinance. Since only two members of the Committee were present, they would like all of City Council to discuss the level of retroactivity. Council discussed this issue and agreed that that the Ordinance should be retroactive from January 22, 2007. The Committee agreed to make a motion to draft an Ordinance establishing a Tree Removal Reimbursement in the amount of 50% of the cost up to \$250 per tree effective January 22, 2007. Mayor Hunter made the motion, seconded by Mr. Hawkins. Voting yes: Ms. Brewer, Ms. Hinnners, Mr. Vilardo, Ms. McBeath, Mr. Hunter and Mr. Hawkins. Abstaining: Mr. Pschesang. Mr. Pschesang expressed concern that the cost of sidewalk repair and tree removal continues to escalate and questioned whether the reimbursement amounts should be increased. Staff was directed to review the average cost of such repairs so this can be considered further prior to budgeting for next year.

The Community Development Committee had reviewed the proposal for an increase in Cemetery Fees and wanted to insure that our local funeral directors were aware of the new rates before adoption. The Manager reported that they have received the rates and did not object. The Manager recommended that the Ordinance be drafted with an effective date of July 1, 2008. The Committee agreed to make a motion to draft an Ordinance adopting prices and regulations for Greenlawn Cemetery effective July 1, 2008 per the rate sheet attached. Mr. Pschesang made the motion, seconded by Ms. Hinnners. All voted yes.

The Finance Director requested an Ordinance to clear up some bookkeeping language suggested by the Clermont County Auditor’s office. The Committee agreed to make a motion to draft an Ordinance Classifying Unpaid Funds Advanced from the General Bond Retirement Fund in 2005 to the General Bond Retirement Fund as a Transfer. Mr. Pschesang made the motion, seconded by Ms. Hinnners. All voted yes.

Safety Services: No Report

Community Development: No Report.

City Manager’s Report: Acting City Manager Holbrook reported that the Street/Service Department is mowing all city-owned property and getting the City ready for Frontier Days. They will also be busy putting the City “back together” after the festival is over. Brush pick-up has often run two days per week due to the demand for service. While we are lenient at times, we do have rules for collection to keep the process manageable and safe for our employees. The rules are posted on our website.

The final punch list for the East Milford Storm Sewer project is being reviewed.

Due to the amount of vegetation removed for the outfall, a new guardrail has been installed at May and Craig Sts. This is roughly the same size and style that has been requested near the private residence at Wallace and Garfield.

The Wastewater Department repaired the pump at the Milford Parkway Lift Station. Investigation and identification of all taps in the remaining section of the CSO has been completed. Bid documents will be prepared soon.

The SCADA (Supervisory, Control, and, Data Acquisition) system for the lift stations are almost operational. Hardware has been installed and programming is to begin this week.

The new truck has been delivered and is being scheduled for painting with the city logo and installation of the light bar.

The Water Department reported a main break at Craig and May Sts. Water was shut of to 25 customers for about 3 hours. Lime softening was off line from May 18th to May 26th with a problem with the slaker. The Clearwell Project is moving in a positive direction. About 75% of the exterior and interior walls are completed. A hydrant was replaced at 8 Susan Circle. Eight customers were involved with a shut down from 9:00am till 8:00pm. The expected build date for the new truck is July 16th. We have a quote for placing fence around the St. Rt. 28 booster station for security reasons.

In other business, the City will be receiving \$10,000 as a part of the CDBG Comprehensive Downtown Revitalization Program. This grant money will be used to prepare a Comprehensive Downtown

Revitalization Plan that can be used to apply for grant money to extend the streetscape and possibly assist downtown property owners with façade improvements and repairs. As part of the plan, staff and LSR Consultants will be conducting a building and infrastructure inventory over the next several days. Susan Ellerhorst and Sharon Waldmann will attend another records retention seminar for governments presented by the Ohio Historical Society. They will be registered on behalf of City Council, the Law Director and City Manager. Attendance Certificates will be kept on site per State requirements. Please remember that maintenance and removal of Street Trees requires a free permit to indicate approval by the City. They are available on Milford’s website.

In accordance with our budget and committee discussions, effective the payroll of July 2nd, the Finance Department will implement the allocation of wages among the Service Department Employees which are shared between the Service, Street, Cemetery, Parks and Storm Water budgets. This information will be tracked as “man-hours” per department rather than linking it to payroll hour by hour. After checking with the Law Director, this is an administrative change that can be implemented without formal action required by City Council.

Vacation reminders– Please keep in mind that your garbage cans and recycling bins must be removed from the curb or alley with in 24 hours of collection. Make certain no water is running in your home if you are gone. A sewer credit cannot be issued for a leaking/running toilet since the water still travels the sewer.

Committee Meetings

Admin. Services	Wednesday, June 25, 2008	6:30 p.m.
Community Dev.	Monday, June 23, 2008	5:30 p.m.
Public Services	Monday, June 23, 2008	7:00 p.m.

Reminders

Founder’s Day Dedication	Saturday, June 7, 2008	2:00 p.m.
Parks & Recreation	Monday, June 9, 2008	5:30 p.m.
Little Miami Inc. Dinner	Monday, June 16, 2008 (Marriott Mason)	5:30 p.m.
Citizens Housing	Monday, June 16, 2008	7:00 p.m.
The Manager returns from vacation	– Monday, June 23, 2008	
City Offices closed	Friday, July 4, 2008	
City Council Meeting	Tuesday, July 1, 2008	7:00 p.m.

Police Department: Chief Machan reported that the streets would be shut down promptly at 5:30 for the Frontier Day Parade. Please be patient with traffic. The Police Department and the Fire Department will be conducting a “Safety Village” at Target.

Fire Department: Chief Cooper distributed the monthly report to Council. He reminded residents to take appropriate action when the weather alert sirens sound. The Chief thanked those who expressed their sympathy on the death of his mother. He also thanked those who have so diligently supported Corey Nickell during his long illness.

Council Comments: Mayor Hunter commented on the power lines on Main St. and the possibility that Duke Energy may be able to transfer the west lines to Water St.

Ms. Hinnners stated that the Parks & Recreation Commission would meet on June 9th. She said that Mike Haight has 3 City signs that could be refurbished including the Jim Terrill sign.

Ms. Brewer discussed the lighting on Milford Parkway.

Mr. Pschesang asked that the island at Mill and Main St. be looked at before any changes were made. A discussion was held with Chief Cooper concerning the problems with fire trucks, etc. managing this corner.

Mr. Hawkins asked if the plans for Riverside Park were finished. He would like a briefing on the plans.

Ms. Hinnners stated that the plans were finished including the restrooms.

New Business

Ordinances and Resolutions

8.679 An Ordinance adopting the position description for Finance Clerk at Pay Grade 3 in accordance With the AFSME Union Contract and eliminating the Position Description for Full-time Tax Clerk at the same pay. Ms. McBeath made the motion to suspend the rules and read by title only. seconded by Mr. Hawkins. All voted yes. Ms. Hinnners made the motion to adopt, seconded by Mr. Hawkins. All voted yes.

8.680 An Ordinance Adopting the Position Description for Zoning Code Enforcement. Ms. McBeath made the motion to suspend the rules and read by title only, seconded by Mr. Hawkins. All voted yes. Ms. Hinnners made the motion to adopt, seconded by Mr. Vilardo. All voted yes.

8.681 An Ordinance Amending the Manning Ordinance to delete one Full-time Tax Clerk Position and

- add two Full-time Finance Clerk Positions and one Municipal Service Worker I. Ms. Hinners made the motion to suspend the rules and read by title only, seconded by Ms. McBeath. All voted yes. Ms. Hinners made the motion to adopt, seconded by Mr. Vilardo. All voted yes.
- 8.682 An Ordinance Authorizing Legislation for ODOT to extend the project limits of the 2009 U.S. 50 Urban Paving Project PID 79393. Ms. McBeath made the motion to suspend the rules and read by title only, seconded by Ms. Hinners. All voted yes. Ms. Hinners made the motion to adopt, seconded by Mr. Vilardo. All voted yes.
- 8.683 An Ordinance Approving the editing and inclusion of Certain Ordinances as Parts of the various Component Codes of the Codified Ordinances of Milford, Ohio and Declaring an Emergency. Ms. McBeath made the motion to suspend the rules and read by title only, seconded by Ms. Hinners. All voted yes. Ms. Hinners made the motion to adopt, seconded by Mr. Hawkins. All voted yes.
- 8.684 An Ordinance Establishing a Tree Removal Reimbursement in the amount of 50% of the cost up To \$250 per tree effective January 22, 2007. Ms. McBeath made the motion to suspend the rules and read by title only, seconded by Ms. Hinners. Voting yes: Ms. Brewer, Ms. Hinners, Mr. Vilardo, Ms. McBeath, Mr. Hunter and Mr. Hawkins. Abstaining: Mr. Pschesang. Ms. Brewer made the motion to adopt, seconded by Mr. Vilardo. Voting yes: Mr. Hawkins, Ms. Brewer, Ms. Hinners, Mr. Vilardo, Ms. McBeath, and Mr. Hunter. Abstaining: Mr. Pschesang.
- 8.685 An Ordinance adopting prices and regulations for Greenlawn Cemetery effective July 1, 2008 per the rate sheet attached. Ms. McBeath made the motion to suspend the rules and read by title only, seconded by Ms. Hinners. All voted yes. Ms. Brewer made the motion to adopt, seconded by Ms. McBeath. All voted yes.
- 8.686 An Ordinance Classifying Unpaid Funds Advanced from the General Bond Retirement Fund in 2005 to the General Bond Retirement Fund as a Transfer. Ms. McBeath made the motion to suspend the rules and read by title only, seconded by Mr. Hawkins. All voted yes. Ms. Hinners made the motion to adopt, seconded by Mr. Hawkins. All voted yes.

Old Business: None
Ordinances and Resolutions

Adjourn:

There being no further business to come before the regular Council meeting, the meeting was adjourned at 8:15 p.m. with a motion from Ms. Hinners, seconded by Ms. McBeath. All voted yes.

Joanne Trilety, Clerk

David M. Hunter, Mayor