

The Council of the City of Milford met in Regular Session in Council Chambers at 745 Center Street at 7:00 p.m. November 5, 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, Mr. Vilardo Jr., Mr. Hawkins, Ms. McBeath, Mr. Pschesang and Ms. Brewer

**Remarks from the Mayor:** None

**Minutes:** Mr. Vilardo made the motion to waive the reading and adopt the minutes of the October 21, 2008 Council Minutes, seconded by Ms. McBeath. All voted yes.

**Correspondence:** The Clerk read a letter from Jon Peterson, Chairperson of the Citizens for a Better Milford. Mr. Peterson explained that that Citizens for a Better Milford is a group of citizens who are people who cherish our community. They are not antagonists, or agitators seeking to disrupt the flow of normal government, nor do they have personal agendas that rise above the best interest of all our citizens. He further noted that the development of Junction Trail Park by the citizens of Milford was exactly that, namely we the citizens. It is not the plan of any individual, nor the plan of any group. In concert with Human Nature's master plan, our presentation is a plan assembled by the Citizens for a Better Milford taken from the input of Milford citizens and conscientious people from across the United States. Specifically, 65 people have given us their ideas and support, and to commemorate their gracious effort of spending 1, 940 hours to this project, we thank them sincerely. The Clerk also reminded Council that she also received a letter from OKI asking for an appointment of a representative for 2009. Mayor Hunter stated that he would agree to be the representative again for 2009. Council agreed with the appointment.

**Financial Statements:** None

**Public Comments:** Karen Huff, Director of the Milford/Miami Township Chamber of Commerce gave an update of coming events including: A Veterans Day Program at Milford High School, The 1<sup>st</sup> Friday Shop Hop, The Art Show at Row House, Hometown Holidays, The Cover Awards Dinner and the Miami Township Christmas Parade (11-20). She stated that Tatties is now open on Friday and Saturdays. Amy Brewer thanked Karen for her job coordinating the Cover Awards Dinner. Carrie Owings thanked the Mayor and Council for attending the ribbon cutting at Castrucci's. She announced several new openings in Milford, PetSmart, and the Black Hills Gallery, also a candle outlet and American Family Insurance in the shopping center. She asked residents to shop local. The local merchants are counting on the Holiday season. She announced that the 1<sup>st</sup> Alternative and Advanced Energy workshop will be on November 6<sup>th</sup> at the Union Township Civic Center. Standing room only.

## **STANDING COMMITTEE REPORTS**

**Public Services:** No Report

**Administrative Services:** Ms. Hinnners reported that the Committee met on October 30, 2008. Present: Charlene Hinnners and Sam Pschesang. Staff present: City Manager Rokey and Tim Petric, Director of Finance.

The Manager provided a list of employees with 25 or more years of service. Three employees will be recognized at the November 18<sup>th</sup> Council meeting. Myrt Allen, Russ Tieman and Carol Royer have all passed their 25-year anniversaries.

The Manager noted that City Council is invited to participate in the Miami Township holiday parade. Please advise as soon as possible if you are going to participate.

The Manager provided copies of the "Community Resume" prepared by Duke Energy. This will be added to the City's brochure to be used for economic development purposes.

The Finance Director provided updates and reviewed a request to amend the appropriations ordinance to properly account for several grant and loan projects. The Committee agreed to make a motion to draft an Ordinance amending Appropriations Ordinance 08-654. Ms. Hinnners made the motion, seconded by Ms. McBeath. All voted yes.

The Finance Director noted that one of the transfers requested at a previous meeting was not included in the last Ordinance. He requested an ordinance authorizing the transfer of \$10,000 from the General Fund to the CDBG Downtown Revitalization Fund. The Committee agreed to make a motion to draft an Ordinance authorizing the transfer of \$10,000 from the General Fund to the CDBG Downtown Revitalization Fund. Ms. Hinnners made the motion, seconded by Mr. Pschesang. All voted yes.

The Finance Director explained that last month's income tax report showed a negative balance due to the return of funds collected by RITA from a company that was not located within the City of Milford. He is working on financial analysis of the third quarter and preparing for the budget process. Investments are also being closely monitored and he is reviewing our purchasing procedures to insure compliance with audit requirements.

The Manger requested and the Committee agreed to adjourn to a brief Executive Session to discuss Personnel matters. The Committee returned to Regular Session and agreed to request an Executive Session at the next meeting of City Council to discuss Personnel and Real Estate purposes. Ms. Hinnners made the motion, seconded by Ms. McBeath. All voted yes.

#### **Safety Services:** No Report

**Community Development:** Mr. Hawkins reported that the Committee met on October 29, 2008. Present: Bryan Hawkins, Amy Brewer and Kim McBeath. Staff present: City Manager Rokey and Assistant City Manager Holbrook. Also present were a number of residents.

The Committee reviewed the proposals from Osborne Reconstruction and Humphries Construction Company, The quotes did not include computer, phone, carpet and paint. Osborne Reconstruction was the lowest bidder. The Committee agreed to recommend that a motion to draft an Ordinance authorizing an agreement with Osborne Reconstruction to remodel the conference room for the total amount of \$13,133.38 (\$12,648.38 plus \$485 for the floor plan drawings). Mr. Hawkins made the motion, seconded by Ms. Brewer. All voted yes.

The Committee reviewed the request from the Historic Milford Association to sponsor Hometown Holidays. The HMA is requesting \$1,700 and two portable restrooms. A brief discussion was held regarding the City continuing to supply portable restrooms to these events; it was decided that the City should look more closely at the policy next year. The Committee agreed to recommend that City Council donate \$1,700 to the Hometown Holidays event along with two Porto-lets. Mr. Hawkins made the motion, seconded by Ms. Brewer. All voted yes.

A number of items were brought up for discussion by the Committee that did not require legislation. 1) The underground mining in Anderson Township was discussed with John Danahy and Bob Wientzen from Terrace Park and Lou Bishop from Milford. Mr. Wientzen recommended that the City's Law Director register so that the City could establish standing. A discussion was held about the pros and cons of the blasting project from Martin Marietta.

2)The Committee reviewed the proposed new bike tail signs from the Entrances and Way Finding Committee. 3) Linda Fitzgerald, LSR Consultants, provided a status report on the work being done on the CDBG Downtown Marketing Report. She stated that two surveys have been completed and the findings showed that based on her results; shoppers did not shop more often downtown because shops were not open late. Also, while merchants perceive parking as a problem, parking did not rank high as a problem to shoppers. 4) The Committee discussed the lease extension proposal from AT&T for the antenna collection on the Wallace Ave. water tower. AT&T pays \$1304.77 permonth and they are requesting a reduction in rent of \$940.00 per month and the option to access the site at anytime. The Committee agreed that the City Manager should not enter into the proposed lease with AT&T, but investigatean increase in rent along with additional restrictions to protect the water tank. 5) The Committee reviewed the Tree City application and agreed that the City should proceed with the submittal of the application. Ms. Rokey noted that tree letters requesting removal of dead, dying or diseased trees has been mailed.

Other Business: The Committee heard from Ms. Pschesang regarding their request to construct a garage on a vacant lot. She noted that they would like a garage large enough to house a dump truck. Ms. Holbrook reviewed the zoning issues with the Committee. The Committee requested information on what would be the minimum standards for a dwelling unit.

Ms. Rokey noted that she had received a notice regarding Clermont Chamber membership. The Committee agreed to discuss various memberships during next year's budget preparation. Ms. Rokey also discussed the National Trail Conference to be held in November; due to time and budget constraints she recommended holding off on sending a staff person to the conference, however, she felt it would be worthwhile to send the membership application to Parks and Recreation for consideration.

Ms. Rokey stated that the state soccer tournament would be in Milford this year. There are several code enforcement issues that will need to be discussed. Staff will prepare a list for discussion.

The Committee briefly discussed the Landscaping contract and noted that we will need to look at revising it to make sure we are watering and maintaining areas. The Committee felt it might be a good idea to separate turf maintenance and flower installation into two different contracts.

Ms. Rokey stated that Jim Stafford has requested that the City repair the sidewalk at 453 Main St. as he feels it was damaged by the City. It was recommended that this issue be taken through the Public Services Committee.

City Manager Rokey reminded everyone of the meeting with Duke Energy on November 10<sup>th</sup> at 6PM.

Mr. Hawkins stated that he would like to begin discussion of sewer rate averaging in order to encourage residents to water their trees. This will go to the Public Services Committee for discussion.

**City Manager's Report:** City Manager Rokey reported that the state soccer tournament will be in Milford the 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> of November. Also, the Clermont Transit District will at the December 2<sup>nd</sup> Council Meeting.

The Street/Service Department begins leaf pick-up this week with brush pick-up on a call-in basis.

A new sign welcoming visitors to Milford has been installed at US 50/SR 131.

All Christmas lights on Main St. have been installed and are working on timers from 6PM – 8AM.

50 foundations and topping/seeding is being done at Greenlawn Cemetery.

The Wastewater Department reports operations are normal.

The Water Department has the irrigation system for the riverbank completed. An 8” main was located and exposed on Main St. for the CSO project. A damaged curb box was replaced on Tyler Ave. and a new 8” main was certified on US 50. The Clearwell project is still moving forward, however, we have no definite completion date at this time.

Other items: The curb replacement project along Main St. has been completed. Trend intends to have the ADA required handicapped ramps cut out and installed by the end of the week.

The Fire Department has placed a bin in the hallway for collection of coats and jackets in support of the Channel 5 Coat Drive.

Letters concerning the special meeting on November 10<sup>th</sup> were sent to merchants and residents within the project area.

#### **Committee Meetings**

Admin. Services	Wednesday, October 12, 2008	5:30pm
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#### **Reminders**

1 <sup>st</sup> Friday Shop Hop	Friday, November 7, 2008	
Special Council Mtg.	Monday, November 10, 2008	6:00pm
Planning Com.	Wednesday, November 12, 2008	6:00pm
Parks & Recreation	Monday, November 17, 2008	5:30pm
Citizen's Housing	Monday, November 17, 2008	7:00pm
Hometown Holidays	November 28 <sup>th</sup> – 30 <sup>th</sup>	
Taste of Xmas Open House	Wednesday, December 3, 2008 (Fireman's Hall)	
Holiday Homecoming – Clermont Chamber	Thurs. Dec. 4 <sup>th</sup>	5-8:00pm
Administration Offices Closed – Tuesday,	November 11, 2008	Veteran's Day

**Police Report:** Chief Machan reported that Beggar's Night went well. The glow sticks were a popular item with the children. The Department provided mutual aid for the Palin visit and an extra cruiser was on duty for Election Day.

**Fire/EMS Report:** No Report

**Council Comments:** Ms. Brewer announced the 1<sup>st</sup> Friday Shop Hop and the opening of the new Black Hills Gallery on Main St. She also thanked the 5<sup>th</sup> and 6<sup>th</sup> graders at St. Andrews where she participated in their voting process.

City Manager Rokey announced a vacancy on the Personnel Commission.

**New Business:** None

Ordinances and Resolutions:

8.718 An Ordinance Authorizing an Agreement with Osborne Reconstruction to remodel the conference room for the total amount of \$13,133 (\$12,648.38 plus \$485 for the floor plan drawings). Ms. McBeath made the motion to suspend the rules and read by title only, seconded by Mr. Hawkins. All voted yes. Ms. McBeath made the motion to adopt, seconded by Ms. Hinners. All voted yes.

8.719 An Ordinance Amending Appropriations Ordinance 08-654. Ms. McBeath made the motion to adopt, seconded by Mr. Vilardo, Jr. All voted yes.

8.720 An Ordinance Authorizing Fund Transfer. 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 Ms. Brewer. All voted yes.

**Old Business:** None

**Adjourn:**

There being no further business to come before the regular Council meeting, the meeting was recessed .at 7:50pm to enter into an Execute Session for personnel and real estate purposes with a motion from Ms. Hinnners, seconded by Mr. Vilardo Jr. All voted yes. Council returned from Executive Session and adjourned at 8:45pm with a motion from Ms. Hinnners, seconded by Ms. Brewer. All voted yes.

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Joanne Trilety, Clerk

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David M. Hunter, Mayor