

The Council of the City of Milford met in Regular Session in Council Chambers at 745 Center Street at 7:00 p.m. on November 18, 2008. Vice-Mayor Hinners called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

**Roll Call:** Present: Vice-Mayor Hinners, Mr. Vilardo Jr., Mr. Hawkins, Ms. McBeath, and Ms. Brewer. Mayor Hunter and Mr. Pschesang were absent. Ms. McBeath made the motion to excuse Mayor Hunter and Mr. Pschesang, seconded by Ms. Brewer. All voted yes.

**Remarks from the Mayor:** Vice-Mayor Hinners welcomed Boy Scout Troop 415 who were observing the Council meeting and also the employees who will receive proclamations for their 25 plus years of service.

**Proclamations:** Vice-Mayor Hinners presented proclamations to Myrt Allen, Cemetery Clerk, Carol Royer, Wastewater Supervisor and Russ Tieman, Cemetery Overseer. These employees have all had 25 or more years of service with the City of Milford. City Manager Rokey and Law Director Mike Minniear acknowledged their service.

**Correspondence:** The Clerk read correspondence from the Greater Milford Historical Society inviting City Manager Rokey and Council members to the Society's Holiday Party at the Terrace Park County Club on December 4<sup>th</sup> at 6:30pm.

**Financial Statements:** None

**Public Comments:** Chris Hamm from the Downtown Milford Association reminded residents of the Hometown Holidays that will be held on November 28-30. Many activities have been planned for those attending.

#### **STANDING COMMITTEE REPORTS**

**Public Services:** No Report

**Administrative Services:** Mr. Hawkins reported that the Committee met on November 12, 2008. Present: Charlene Hinners and Bryan Hawkins. Staff present: City Manager Rokey and Director of Finance Tim Petric.

The Manager provided a draft retirement proposal for Mike Haight, Service Superintendent. There was discussion of each item and a revision for clarification was suggested for Item #4. There were several scenarios discussed and the final approval is subject to review by the Law Director.

There was also a brief discussion of the city's vacation accumulation policy.

The Committee agreed to make a motion to draft an Ordinance authorizing a retirement agreement with Mike Haight, Service Superintendent. Mr. Hawkins made the motion, seconded by Ms. Hinners. Voting yes: Mr. Hawkins and Ms. Hinners. Abstaining: Ms. McBeath. Voting no: Mr. Vilardo, Jr. and Ms. Brewer. Motion failed.

The Manager provided copies of City Council's original budget and expenditures year-to-date 9-30-08. Line item details were discussed and will be provided, particularly for the miscellaneous category.

Requests have been received to renew our Clermont Chamber/Cincinnati Chamber memberships and Milford Miami Township Chamber sponsorship. City Council was encouraged to review their budget plans for next year.

The Finance Director reported that he has been meeting with Department Heads to review their operating budgets and capital requests. These will also be reviewed with the Manager. The 3<sup>rd</sup> quarter report is also being prepared and will include October.

The temporary budget must also be prepared by the end of November for adoption in December to allow operations after January 1<sup>st</sup> until the permanent budget is adopted.

The Manager discussed plans to recognize city staff with 25 or more years of service at the City Christmas party on December 19<sup>th</sup> at the Fireman's Hall.

**Safety Services:** No Report

**Community Development:** No Report.

**Manager's Report:** City Manager Rokey reported that the Street/Service Department has started the Vac-All on it's round through the City. Thirty-five loads have been picked up so far. Brush continues to be collected on a call-in basis. The holiday lighting has all been completed. The streets will be swept prior to Hometown Holidays. The merchants are experimenting with speakers on Main St. playing holiday music. The Fire Department will be coordinating installation using the street trees.

The curb and ADA retro-fitting at Main St. has been completed. The Mill Street modifications will probably be operational by the end of the week. Once open, traffic will be permitted to travel westbound from Cleveland to Mill.

All foundations have been completed in the cemetery for the year. The remainder of the Department will attend pesticide training to be certified. The entire Department will then be certified in Pesticide Training. The salt trucks are ready to go.

The Wastewater Department is in normal operation.

The Water Department installed a 6" 'gate valve' for a new hydrant at Main and High Streets. They also installed 30 radio read meters throughout the City. The Water Department Contingency Plan and 5 Year Capital Improvement Plan is in the process of being updated.

The Utility Department has issued shut-off notices reminding customers that due to the Thanksgiving Holiday we will begin shutting water off due to non-payment on November 24<sup>th</sup> at 8:30am. Administrative offices will be closed November 27<sup>th</sup> and 28<sup>th</sup>.

The Finance Department will be attending a year-end closing procedure meeting with SSI our software company on December 12<sup>th</sup>.

Rumpke will pick up all trash and recycling on your regularly scheduled day during the Thanksgiving Holiday. The City Fall Litter Collection on October 25<sup>th</sup> had 179 volunteers with 151 bags of garbage and 101 bags of recyclable material.

#### Committee Meetings

Community Dev.	Monday, November 24, 2008	5:30pm
Public Services	Tuesday, November 25, 2008	6:30p.m.
Admin. Services	week of Dec. 8 <sup>th</sup> and 15 <sup>th</sup>	

#### Reminders

Hometown Holidays	Nov. 28 <sup>th</sup> – Nov. 30 <sup>th</sup>	
Victorian Christmas	Thursday, Nov. 28 through Mid-January	Promont
Taste of Christmas	December 3, 2008 (Fireman's Hall)	6:30-8:30p.m.
Holiday Homecoming	Thursday, December 4, 2008 (Eastgate Holiday Inn)	5-8p.m.
Parks & Recreation	Monday, December 8, 2008	5:30p.m.
Planning Commission	Wednesday, December 10, 2008	6:00p.m.
Public Meeting – TID	Thursday, December 11, 2008 (Council Chambers)	5:30-7:00p.m.
Citizen's Housing	Monday, December 15, 2008	7:00p.m.
BZA	Thursday, 18, 2008	7:00p.m.
City Holiday Luncheon	Friday, December 19, 2008 (Fireman's Hall)	11:00-2:00
Santa Sunday	Sunday, December 21, 2008	12:30-4:00p.m.

**Police Report:** Chief Machan reported that a promotional exam for Sergeants would be held on November 22<sup>nd</sup>. The Department will again participate in the Drink and Drive program with Hamilton Co. during the holidays.

**Fire/EMS Report:** Chief Cooper distributed the monthly report to Council. The Department is busy helping with Hometown Holidays and putting up the Christmas decorations. The Chief announced that Santa Sunday would be on December 21<sup>st</sup> from 12:30 until 4:00.

Flu shots are still available to City Employees on December 15<sup>th</sup> from 5:30-7:00.

**Council Comments:** None

**New Business:** None

Ordinances and Resolutions:

**Old Business:** None

Ordinances and Resolution

#### Adjourn:

There being no further business to come before the regular Council meeting the meeting was adjourned at 7:30p.m. with a motion from Ms. McBeath, seconded by Mr. Hawkins. All voted yes.