

The Council of the City of Milford met in Regular Session in Council Chambers at 745 Center Street at 7:00 p.m. February 2, 2010. Mayor Brewer called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

Roll Call: Present: Mayor Brewer. Vice Mayor Vilardo, Jr. Charlene Hinners, Bryan Hawkins, Laurie Walter and Geoff Pittman. Absent: Mark Rohrig. Ms. Hinners made a motion to excuse Mr. Rohrig due to travel problems, seconded Mr. Pittman. All voted yes.

Minutes: Mr. Hawkins made the motion to waive the reading and adopt the minutes of the January 19, 2010 Special Meeting and the January 19, 2010 Regular Council Meeting, seconded by Mr. Pittman. Voting yes: Mr. Hawkins, Mayor Brewer, Vice-Mayor Vilardo, Jr., Ms. Walter and Mr. Pittman. Abstaining: Ms. Hinners.

Correspondence: The Clerk read an email from John Longworth a resident at 900 Walnut St. The email commended Officers Jamey Mills, Kevin Heller, Megan Bovenzi and Sean Mahan for their work solving a robbery at his home. Mr. Longworth wanted the City Officials to be aware of the excellent Police effort in this case and to thank the Milford Police Officers who participated.

Financial Statements: None

Oath of Office: Law Director Mike Minniear administered the Oath of Office to Mike Huseman, Planning Commission; Dana Lindley, Board of Zoning Appeals and Josh Vineyard, Citizen's Housing Committee.

Public Comments:

Bill Knepp, Town Crier, gave an overview of the events in which he participated in 2009. As Town Crier he appeared in 51 events, including parades, birthdays, and many openings and special events in Miami Township, Milford, New Richmond and other locations in our area.

Mr. Knepp thanked Jeff Lykins for his support with the "Glory Mobile" and Sophie Mezack for her portrayal of Betsy Ross.

Steve Boller, resident, reported on the ad hoc committee that was formed in conjunction with the Parks and Recreation Committee. Mr. Boller has been working for the past 2-1/2 years with 67 Milford residents to form a plan for a park honoring the Junction Trails that cross our city. He stated that most of the work the ad hoc committee did has already been done. It now needs to go forward. The major issue will be acquiring funding that will be needed to build and maintain the park. Mr. Boller announced that he was stepping down from the ad hoc committee at this time.

STANDING COMMITTEE REPORTS

Public Services: Mr. Vilardo Jr. stated that the Committee met on January 25, 2010 at 5:05 p.m. Present: Ralph Vilardo, Jr. Vice Mayor, Amy Brewer, Mayor, Laurie Walter, Loretta Rokey, City Manager, Carol Royer, Wastewater plant Supervisor, David Walker, Class III Wastewater Operator, Tim Petric, Finance Director, Matt Newman, Water Plant Supervisor, Bud White, City Engineer, John Cooper, Fire Chief, Susan Ellerhorst, Assistant to the City Manager. Also present: Wayne Cannon, Ohio Rural Community Assistant Program (RCAP).

Mr. Cannon attended to discuss the services available through RCAP. At no cost to the City we can enter an agreement with RCAP to conduct a Water and Sewer Utility Rate Analysis. This service is only available to small communities with populations less than 10,000. After reviewing the presentation, the Committee agreed to utilize the services of RCAP to perform a utility rate analysis.

A discussion was held with the City Manager concerning Rumpke regarding their request to move all city collections to Tuesday. City Manager Rokey contacted Rumpke and asked if there was any financial advantage for the City to approve the change. Although it would improve efficiency for the haulers, they could not offer any cost reduction to the City. Rumpke's contract will expire July 31, 2010 and the collection days could be reviewed at the time it is re-bid.

Many of the lights on the trees on Main Street are out, particularly in the 200 block. The Committee recommended that they either be repaired or all turned off. The Service Department will look into the problem.

The Manager provided a summary of Capital Improvements included in our 5-year Capital Improvement Plan. This document is required to seek funding from the Ohio Public Works Commission (OPWC). The

City Engineer also provided a list of City streets recommended for paving this year. We have also been asked to share in the cost to pave a portion of the alley between Main and Water Street. Usually \$200,000 is budgeted for paving each year dependent upon the revenues generated in the Permissive Tax Fund and Capital Improvement Fund.

Mr. Vilardo, Jr. asked whether there was a log of all streets indicating the date each was resurfaced and used to predict which street would require attention each year. Mr. White indicated that this information is available and factored into the list of streets recommended, but street conditions are generally assessed in the field. In addition to the street paving, the Committee recommended that the speed tables proposed in the traffic study from 2008 be implemented on Forest Ave. and Center St. This will be included in the budget and they can be added to the bid document.

Related to the work of the CCTID, the Manager provided a copy of the Proposed Improvement planned for the S.R. 450 Union Gateway project. The Committee expressed concerns that the three traffic signals proposed will create back-ups on the roadway to access U.S. 50 and Milford Parkway. Mr. White explained that ODOT has required Clermont County to implement traffic improvements sufficient to carry traffic projected 10-20 years in the future. Until the volumes warrant it, the signals should operate on green most of the time, The Committee expressed several concerns and will request additional information from CCTID.

The Manager sought guidance on whether a modular/temporary office solution was still worth investigating for the Service Garage. The Manager will explore this option further.

The City Engineer provided an outline of Storm Sewer projects proposed for 2010 in accordance with the Master Plan. There are additional segments to complete in East Milford, on Walnut Street and a smaller project on Valleyview Circle. Chief Cooper noted that the waterline should be considered for replacement if the area is to be excavated on Valleyview. This will be noted when the plans are developed. The Cost of all three projects is estimated to be \$800,000 to complete. Due to the disruption caused by ODOT repaving and the Garfield Force Main projects, no storm water projects were planned in 2009.

Administrative Services: Mr. Hawkins reported that the Committee met on January 21, 2010. Present: Bryan Hawkins, Geoff Pittman and Mark Rohrig. Staff Present: Loretta Rokey, City Manager and Tim Petric, Director of Finance.

Mr. Petric walked through the December 2009 Financial and Tax Reports distributed in the last Council packets. Additional information was also provided regarding current fund balances, General Fund Revenues and Real Estate Values. Real Estate values show a significant decline due to Adjustments approved by the Board of Revision. Due to the reduction in expenditures coupled with a windfall in estate taxes, the General Fund increased \$245,831.65. When 2009 is compared to 2008, General Fund revenues declined by 3.47% and expenditures were reduced by 4.52%. With the goal to reduce the projected deficit to break-even, it is clear that about \$200,000 of this surplus is largely due to Estate Tax revenue over budget. All of the staff and department heads should be commended for their role in controlling expenditures. The Manager noted that this is a small difference when considering a \$4,000,000 budget. The Manager noted that City Council had been given copies of their 2009 budget detail and copies of several memberships for consideration. The Committee agreed to discuss these line items again once all of the budgets are compiled.

The Manager explained that the budget detail had not yet been assembled but assumptions were being made that unless City Council members specified new items to be included in the budget, department heads will be directed to continue operations as last year, assuming that our revenue situation is not likely to improve.

The Manager provided a Service List of all City employees and their positions. Two pending retirements were noted,

Mr. Hawkins requested a brief executive session to discuss personnel matters and all agreed.

The Committee returned to regular session and adjourned.

Safety Services: Mr. Pittman reported that the Committee met on February 2, 2010. Present: Geoff Pittman and Charlene Hinners. Staff Present: City Manager Rokey, Police Chief Machan and Fire Chief John Cooper.

Chief Machan provided a budget sheet assuming most expenditures will remain at 2009 levels. Salaries and wages have not yet been calculated and under the Union Contracts police officers wages will increase 5% and police clerks will increase 4%. He also provided survey results for part-time officers. Our hourly rate of \$14.00 has not been increased for several years. The survey indicates that the average wage for part-time officers was \$16.33 among the 16 departments that responded.

Chief Machan noted that he will be requesting a new cruiser to replace a 2003 one. The estimated cost is \$27,000 plus \$15,180 for equipment and title fees. He has also included an estimate of \$10,000 for a recording system for police calls to the department. This can be considered during the budget meetings. Chief Machan also provided information regarding the costs of a generator for the municipal building from October 2008. He does not anticipate any changes in cost if this is to be included in the budget discussions. Regarding the police records package, our current provider, Baldwin is no longer servicing this package. New proposals will be sought from current vendors.

Among his goals for the department the Chief will provide monthly reports to Council and is investigating a business contract system called Nixil. It is capable of providing text or email messages to targeted groups. It was also noted that the CODE RED emergency notification system was used in this past year and will be renewed in 2010. The cost of \$5,000 is included in the budget for civil defense. The Manager noted that we also have a grant for a new Civil Defense Siren to be placed on South Milford near Pattison School and for replacement of the one at Carriage Way Park. Any cost over-runs and maintenance costs for existing sirens will also be seen in the Civil Defense portion of the budget.

Chief Machan noted that the police and fire department are currently serviced by the Hamilton County Communications Center. Chief Cooper explained that the Fire Department monitors traffic from both Hamilton and Clermont County dispatches but our primary dispatch is through Hamilton County. Both centers have had changes in leadership and are evaluating upgrades. We will continue to work with them to determine our direction for the future. Hamilton County's Mobile Data Computers (MDC's) are currently valued at \$15,000 per car and originally subsidized by a Federal Grant. Clermont County's system is not yet operational for MDC's.

Chief Cooper noted that Fire Department staff provided AED training to city staff and will provide CPR training at no cost when additional members of the department receive certification for CPR training.

Community Development: No Report Ms. Hinnners stated that the Committee will met on February 9, 2010 at 5:00 p.m.

City Manager's Report: City Manger Rokey reported that the Street/Service Department has used 323 tons of salt this winter season. We have more than 600 tons on hand. Brush continues to be picked up on a call in basis. The fire department is in the process of removing the decorations from the holidays. The Service Department is running maintenance on mowing and warm weather equipment. Christmas tree pick up has ended with 160 trees being picked up.

The Wastewater Department reports that the Garfield Force Main Project continues on schedule.

The Water Department stated that the Water Street Project is nearly complete; one tie in remains at Elm St. A shut down occurred on February 1st to make the tie in at Garfield Ave. Most customers were notified a week prior to the shut down. The Department is seeking budget estimates for the filter media replacement project and upgrades in our SCADA system.

Other Items – Recently a private mailing blanketed the City in an effort to sell water line insurance to our residents. The flyer was complete with our name displayed prominently and included a map of Milford. This mailer was not from out City, nor did we endorse the service. This Company is being investigated by the Better Business Bureau.

James Thaxton's term as our representative on the Clermont County Planning Commission expires in March since he was first appointed to complete Mr. Pittman's term. He has agreed to remain on the Board with Council's recommendation. The actual appointment is by the Clermont County Commissioners. Mr. Hawkins made the motion to recommend Mr. Thaxton for the appointment, seconded by Ms. Hinnners. All voted yes.

Susan Ellerhorst is finalizing articles for the winter/spring newsletter. Those wishing to subscribe to receive the newsletter online can register by going to our website: milfordohio.org.

The Finance Director and I continue to work with each Department Head to collect all budget estimates and detail for the budget session on February 20th.

Committee Meetings

Community Dev.	Tuesday, February 9, 2010	5:00 p.m.
Council Special Work Session –	Saturday, February 20, 2010	9:00 a.m.

Reminders

Parks & Recreation	Monday, February 8, 2010	5:30 p.m.
Planning Commission	Wednesday, February 10, 2010	6:00 p.m.

Administrative Offices closed on Monday, February 15, 2010 –Presidents Day
Combat Challenge Fundraiser – Monday, February 22, 2010 – 4-10 p.m. Texas Roadhouse
Salute to Leaders Thursday, February 25, 2010 (Eastgate Holiday Inn) 5:30 p.m.
Retirement Open House for Carol Royer – Friday, February 26th at City Hall 2-4 p.m.

Police Report: Chief Machan distributed the monthly Police Report to Council. The Chief thanked John Longworth for his letter of commendation to the Department for their help with a robbery at his residence. Chief Machan stated that Bryan Hawkins would be the Chairman of the Coalition for a Drug-Free Greater Cincinnati in partnership with Miami Township.

Fire/EMS Report: Chief Cooper announced that the Combat Challenge fundraiser would be held on February 22nd at Texas Roadhouse. There will be a rib eating contest at 6:00 p.m. with different departments and anyone who wishes to form a team. The Annual Firefighter Awards dinner was held on January 30th at the Firefighters Hall. Awards were given to Josh Ellis, Firefighter of the year; Bob Kirby, the Howard Glancy Award; Max Smith received the Firefighter Achievement Award and the Business of the Year Award was presented to Walmart.

Council Comments: Charlene Hinnners thanked the ad hoc committee for there work and time spent on there input concerning the proposed park planning. Bryan Hawkins thanked Chief Machan for asking him to participate in the Coalition for a Drug Free Greater Cincinnati. Mr. Hawkins also thanked Steve Boller for his work in the ad hoc committee and in organizing the “City for Better Milford.”

New Business: None
Ordinances and Resolution

Old Business: None
Ordinances and Resolutions

Adjourn:

There being no further business to come before the regular Council meeting, the meeting was adjourned at 8:00 p.m. with a motion from Mr. Pittman. seconded by Mr. Vilaro, Jr.. All voted yes.

Joanne Trilety, Clerk

Amy Brewer, Mayor