

The Council of the City of Milford met in Regular Session in Council Chambers at 745 Center Street at 7:00 p.m. September 6, 2011. Mayor Vilaro, Jr. called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

**Roll Call:** Present: Mayor Vilaro, Jr., Vice Mayor Pittman, Ms. Evans, Ms. Hinnars, Mr. Lykins, Ms. Brewer and Ms. Walter.

**Oath of Office:** Law Director Minniear administered the Oath of Office to Steve Rogers as a part-time Police Officer for the City of Milford.

**Presentation:** Linda Eppler, Clermont Senior Services, spoke concerning the work the Senior Services does to help the Seniors in Clermont County. Meals on Wheels, Home Health Care, and transportation are some of the many things that the Senior Services do to help our older people in Clermont County. She asked that residents support the 1.3 mill levy on the November ballot that will help the Clermont County Senior Services to continue.

**Proceedings:** Mr. Pittman made a motion that the reading of the August 2, 2011 minutes of the Special Council meeting be waived and adopted. Ms. Brewer seconded the motion. Voting yes: Ms. Evans, Mr. Lykins, Ms. Brewer, Ms. Hinnars and Mr. Pittman. Abstaining: Mayor Vilaro, Jr. and Ms. Walter. Ms. Brewer made a motion that the reading of the minutes of the August 16, 2011 regular meeting be waived and adopted. Ms. Brewer seconded the motion. Voting yes: Ms. Brewer, Ms. Hinnars, Mayor Vilaro, Jr., Ms. Walter and Mr. Pittman. Abstaining: Ms. Evans and Mr. Lykins.

**Correspondence:** None

**Financial Statements:** Mr. Pittman made a motion that the Financial Reports for January – August 2011 we accepted. Ms. Evans seconded the motion. All voted yes

**Public Comments:** Nancy Meyers, Row House Gallery, spoke about the upcoming Art Affaire that will be held at Promont on September 28<sup>th</sup>. There will be a lot of interesting events planned for residents to enjoy. Also on September 9<sup>th</sup> at MJ's artist, Guy Combs, will present information on Africa. The Zoo will also be bringing live animals.

John Cooper from the Greater Milford Association announced that the evening bike ride would be on September 9. Some of the downtown streets will be closed. There will be music and food available. On Saturday, September 10<sup>th</sup> the Sunflower Festival will be held on Main Street. There will be many booths with various items and fun for all that attend.

Chief Cooper stated that a Memorial Service for 9-11 will be held on Sunday, 9-11 at 10:00 a.m. and there would be another service in Loveland from 4-6 p.m. At 1:00 p.m. a National Moment of Prayer will be hrl'd for all citizens to remember those who lost their lives on 9-11.

## **STANDING COMMITTEE REPORTS**

**Public Services:** The Public Services Committee met on August 30, 2011. Amy Brewer called the meeting to order at 5:30 p.m. Other members present: Ralph J. Vilaro, Jr. and Laurie Walter. Staff Present: City Manager Jeff Wright.

Mr. Wright informed the Committee that a small sanitary sewer project is necessary on Garfield Ave. near Water Street in order to fix a situation that has caused sewer backups in adjacent buildings. Staff solicited bids from three contractors and the one submitted that is recommended to be accepted is from Rose Excavating, Inc. for a total price of \$20,800.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into an agreement with Rose Excavating & Development, Inc. for the Garfield Ave. Sanitary Sewer Manhole Project for a total price of \$20,800. Ms. Brewer made the motion, seconded by Ms. Walter. All voted yes. Ms. Brewer asked for an update on the damages incurred to the Municipal Building resulting from a lack of diligence from the roofing contractor. Mr. Wright responded that approximately \$1,950 was spent on repairs and that the City will be reimbursed by the contractor's insurance company.

Mr. Wright informed the Committee that he received notice from the Ohio Department of Transportation that in 2014 ODOT will be repaving a very small portion of US Route 50 in Milford east of Klondyke Rd. ODOT required that an Ordinance be adopted by Council for them to perform the work.

The Committee agreed to make a motion o draft an Ordinance giving consent to the Ohio Director of Transportation to complete the resurfacing of a portion of US 50 within the City of Milford. Ms. Brewer made the motion, seconded by Mr. Pittman. All voted yes.

Mr. Wright distributed to the Committee quotes from two companies for the annual roadway restriping program. Staff is recommending that the contract go to the low bidder, A & A Safety, in the total amount of \$9,997.07.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into an agreement with A & A safety, Inc. for the Annual Street Striping Program for a total amount of \$9,997.07. Ms. Brewer made the motion, seconded by Ms. Walter. All voted yes.

Mr. Vilaro stated that there are many benefits utilizing existing public auction Internet sites when selling

surplus vehicles and equipment. The Committee agreed that moving to this practice would result in a broader market for which to sell surplus vehicles, resulting in additional revenue.

Mr. Wright informed the Committee that the bids for the annual road repaving program will be opened on Friday, September 9<sup>th</sup> and that Staff hopes to present Council with an Ordinance to award the contract at the September 20<sup>th</sup> Council meeting. The streets being repaved will be communicated once the contract has been confirmed.

Mr. Wright discussed with the Committee requests from a few residents who have professionally installed irrigation systems at their residence who would like to have the City share for the water, but not sanitary sewer, for this usage since the water does not go through the treatment plant process. He informed the Committee that commercial customers are permitted to have a second water meter to measure water consumption for irrigation usage and that he supports this request if the particular aspects can be managed so that the customer installs a second meter for accurate reflection. Discussion ensued and the Committee agreed that there is support and that the topic will be revisited soon with additional input.

Mr. Wright informed the Committee that one of the current dump trucks in the Service Department has had frequent repair bills recently and will need replaced with a new model for the upcoming snow removal season.

At the last Council meeting Ordinance 11891 the motion to draft was tabled until the September 6<sup>th</sup> Council meeting. Ms. Brewer made a motion to draft an Ordinance Amending the Regulations for the City of Milford Water Management Sediment Control Program. The motion was seconded by Mr. Pittman. All voted yes.

**Administrative Services:** - The Administrative Services Committee met on August 21, 2011. Mr. Lykins called the meeting to order. Present: Jeff Lykins, Geoff Pittman and Lisa Evans. Staff Present: City Manager Jeff Wright.

Mr. Wright reminded the Committee that the Milford Police Sergeants, of which there are four, are not members of a bargaining unit and that the past practice of the City is to adopt a pay scale for the sergeants reflecting the same salary increases as those negotiated with the Police Officer's collective bargaining unit. The recent collective bargaining agreement with the Police Officers went into effect on June 30 and a new pay scale for the sergeants is necessary at this time.

The Committee agreed to make a motion to draft an Ordinance establishing the pay scale for sergeants for the Milford Police Department.

Mr. Lykins made the motion, seconded by Mr. Pittman. All voted yes.

Mr. Wright distributed to the Committee a lease agreement for the balance of the space on the 3<sup>rd</sup> floor of the Municipal Building. Mr. Wright proposed that the City rent the space to Therapeutic Alliances, Inc. an existing business in Fairborn, Ohio that would be relocating to Milford. Therapeutic Alliances designs, sells, and provides support for a line of electrotherapy and rehabilitation equipment for treating people with stroke, spinal cord injuries and other neuromuscular disorders and diseases.

The Committee agreed to make a motion to draft an Ordinance authorizing a lease agreement with Therapeutic Alliances, Incorporated. Mr. Lykins made the motion, seconded by Mr. Pittman. All voted yes.

Mr. Lykins stated that he would like to have further discussion among Council regarding alternatives to the current structure of the four standing Committees. He added that with only seven members on Council and the relative small size of the City that perhaps there could be a structure of organization for discussing items that was less cumbersome and allowed all of the members to be equally engaged in items that have to come before Council.

Ms. Evans and Mr. Pittman weighed in on the benefits of alternative structuring and agreed that future discussion should be held to consider other methods for conducting business

**Safety Services:** :No Report

**Community Development:** The Community Development Committee met on August 23, 2011. Ms. Hinnners called the meeting to order. Present: Charlene Hinnners, Laurie Walter and Lisa Evans. Staff present: City Manager Jeff Wright, Assistant City Manager Pam Holbrook, Assistant to the City Manager Susan Ellerhorst. Also present: Jeff Lykins, Charles Evans and Steve Volk.

The City Manager stated that HMA asked if the City would be willing to sponsor the Sunflower event this year, noting that last year the City donated a lump sum to HMA to be used towards several events. The Committee agreed that the Sunflower Fest and Hometown Holidays are great city events; the Committee members authorized the City Manager to give \$1800 to HMA for sponsorship of the Sunflower Fest and Hometown Holidays.

Mr. Wright updated the Committee on the status of the new flower pots proposed for a portion of Lila Ave. and Main St. Twenty sets of pots have been delivered to LTD; Dave Sence has put together a map showing proposed locations for the pots. The Committee agreed that the City Manager should review and approve the proposed locations. It was noted that the maintenance of the pots would be added to the 2012 Landscape Contract.

The Committee discussed the location of the Riverside Park Playground and Memorial Park. Davey Tree provided a proposal to remove some dead and overgrown landscaping in the Park; this would be the first phase in park improvements. The proposal for cleanup amounted to \$2,980; the members agreed that the City should proceed with this work. Members discussed the possibility of placing a drinking fountain or a

water feature in the center. Mr. Evans stated that Chief Cooper would be speaking with some different military support organizations to gain their support in the improvements.

Mr. Wright asked the Committee and the Parks and Recreation members to consider possible priorities and capital improvement items to be included in the 2012 budget year. All present identified the following Parks and Recreation priorities for 2012. 1) Riverside Park Performance Pavilion. 2) Riverside Park Gateway sign at the intersection of Sycamore and Victor Stier Drive. 3) Memorial Park (plantings and Fountain).

Ms. Hinnners requested that staff begin preparation of the landscape contract documents for discussion at the next Community Development meeting. The next meeting will be September 15, 2011 at 5:15 p.m. in the Harry Hodges Conference Room. The Parks and Recreation Commission and the Beautification Task Force Committee are both invited to the meeting.

Mr. Lykins made a motion for an Executive Session for Legal and Personnel matters immediately after the Council Meeting. Mr. Pittman seconded by motion. All voted yes.

**City Manager's Report:** City Manager Wright reported that the Service Department reported that the only work remaining by the contractor to finish the work on the generator will be to complete the fence installation, install the landscaping items next month and to coordinate a time when the power will be shifted over to the generator for approximately a two hour period to finish the final wiring.

The contractor for the Municipal Building roof has completed the work. The manufacturer will be inspecting the work soon to confirm that the warranty can be transferred to the City.

City Staff and a fence contractor have continued to make improvements to the High Street hillside, Riverside Park and the well fields to improve pedestrian access and aesthetics to the public area.

Staff of the Services Department has completed trimming of all the vegetation growing into the alleys to improve access.

The bids from contractors for the annual repaving project will be opened this Friday. I anticipate that the following week staff will have a recommendation to make for the award of the contract. Streets to be repaved will be confirmed after opening the bids then communicated to the public.

**STORM WATER:** The contractor continues to make progress on schedule and will be moving eastward towards Main St. The project is expected to be completed in late October.

The Water Department reports the S.C.A.D.A. project will go out for bids September 8<sup>th</sup>. After the bids are received and opened a recommendation will be brought to the Public Services Committee.

In other items: 3M began operations in August at the former Mark Andy building on Lila Ave. I had a chance to tour the facility and I was very impressed with the efficiency of operations. They are continuing to hire new employees for second shift operations and I look forward to their great success in that location.

#### **.Committee Meetings**

Community Delv.	Thursday, Sept. 15, 2011	5:15 p.m.
Public Services	Wednesday, Sept. 14, 2011	5:30 p.m.

#### **\Reminders**

Sunflower Classic	Friday, Sept. 9, 2011	6:00 p.m.
Sunflower Festival	Sept. 9 <sup>th</sup> & 10 <sup>th</sup> , 2011	Noon-11 p.m.
9/11 Memorial	Sunday, Sept. 11, 2011 (Fire Station)	10:00 a.m.
Parks & Recreation	Monday, Sept. 12, 2011	5:30 p.m.
Planning Commission	Wednesday, Sept. 14, 2011	6:00 p.m.
Citizen's Housing	Monday, Sept. 19, 2011	7:00 p.m.
Bd. of Zoning Appeals	Thursday, Sept. 22, 2011	7:00 p.m.

**Public/Council Comments:** None

**Police Report:** Chief Mills stated that he was impressed with Steve Rodgers our new part-time officer that was given the Oath of Office this evening. He also said that the two new part-time officers have almost completed their training.

The Department will be busy with the Sunflower Festival and with the South Milford street party and the Stoneridge Pig Roast.

Chief Mills warned citizens that there are several scams that they should be aware of. One is a call informing them that a member of their family is hurt or injured and they need money. The other is a scam that is over-payment of something bought on the Internet. They want the person to refund the over-payment. If this happens to you please contact the Police Department at once.

**Fire/EMS:** Chief Cooper said the Department continues their duties. He encouraged all residents to support the upcoming Fire and EMS Levy that will be on the November ballot. This Levy will be at a lower cost to residents.

Randy Dickmen, who recently retired from the Air Force, was presented an American Flag. Mr. Dickman has presented the flag to be flown over the City of Milford.

**Public Comments:** None

**New Business**

Ordinances and Resolutions

- 11-891 An Ordinance Amending the Regulations for the City of Milford Water Management Sediment Control Program.  
Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Mr. Pittman. All voted yes. Ms. Brewer made the motion to adopt, seconded by Mr. Pittman. All voted yes.
- 11-892 An Ordinance Establishing the pay scale for sergeants for the Milford Police Department.  
Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Ms. Walter. All voted yes. Mr. Pittman made the motion to adopt, seconded by Ms. Walter. All voted yes.
- 11-893 An Ordinance Authorizing the Lease Agreement with Therapeutic Alliances, Incorporated.  
Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Ms. Walter. All voted yes. Ms. Hanners made the motion to adopt, seconded by Mr. Pittman. All voted yes.
- 11-894 An Ordinance Authorizing the City Manager to enter into an Agreement with Rose Excavating & Development, Inc. for the Garfield Avenue Sanitary Sewer Manhole Project for a total amount of \$20,800.  
Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Mr. Pittman. All voted yes. Ms. Brewer made the motion to adopt, seconded by Mr. Pittman. All voted yes.
- 11-895 An Ordinance giving consent to the Ohio Director of Transportation to complete the resurfacing of a portion of US Route 50 within the City of Milford.  
Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Mr. Pittman. All voted yes. Ms. Brewer made the motion to adopt, seconded by Mr. Pittman. All voted yes.
- 11-896 An Ordinance Authorizing the City Manager to enter into an Agreement with A & A Safety, Inc. for the Annual Street Striping Program for a total amount of \$9,997.07.  
Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Mr. Pittman. All voted yes. Ms. Brewer made the motion to adopt, seconded by Ms. Evans. 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 recessed at 8:00 p.m. to enter into Executive Session for Legal and Personnel matter with a motion from Mr. Pittman, seconded by Mr. Lykins. All voted yes. Council returned to regular session and adjourned at 8:15 p.m. with a motion from Mayor Vilardo, Jr., seconded by Mr. Lykins. All voted yes.

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Joanne Trilety, Clerk

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Ralph J. Vilardo, Jr. Mayor