

Mr. Newman opened a discussion (with pictures) about the need to replace the SR 28 booster station. It was built in 1964 – the usual useful life of a booster station is 20 years. He considered simply rehabbing the station but the interior is disintegrating. The cost to replace the booster station is \$164,000 and would include two variable speed pumps with a side entrance. Mr. Wright indicated that we are seeking a grant for 49% of the cost or a 0% loan from OPWC to cover the expense of the new booster station.

Mr. Newman then introduced the need for roof repair at the water plant (with pictures). The current roof was added in 1938. The concrete cap is deteriorating and the mortar joints are ‘shot’ although the membrane is in good shape. With inclement weather they experience leaking throughout the building including the lab and filter gallery. A drain was built into the roof to help it to drain effectively. He has obtained an estimate from Malloy’s to replace all caps and flashing on: Well #1, the chlorine building and two other out buildings for \$10,000. This expense could come out of his Operating Budget – Maintenance line item.

The air stripper continues to run due to VOC contamination. The air stripper is experiencing a 20% air loss due to rust and equipment failure due to advanced age. It is 21 years old. The blower (air handler) needs to be replaced. Replacement of the blower would cost approximately \$15,000 and would come out of Capital Funds.

Mr. Newman would like to purchase two steel plates (2’x8’x10’) for \$4,500. At this time we rent these plates for \$1,000 per year. These plates would also be available to other department as needed.

A discussion was opened about the new ‘vac-all’ truck. Mr. Newman stated that the truck would benefit both water department and waste water department including a significant savings in time and money for repairs.

Ms. Hinnners asked whether or not it would be cost effective to load water trucks and sell water. Mr. Newman indicated that the cost of construction and materials for equipment to load water trucks would be approximately \$7,000 - \$8,000. We do have the extra water, but it is unknown what the potential demand would be. No decision was made on this subject.

There being no more questions regarding the water department budget, Mr. Newman exited.

Mr. David Walker, Wastewater Department Supervisor, was introduced.

Mr. Walker opened with a discussion of standard operations at the plant. He, too, had pictures to illustrate both the operation of the plant and his plans for the future. At this time he is advocating becoming ‘greener’ in his approach. He has incorporated the use of the drying beds to cut costs. He is working with Utter and Duke Energy to mix sludge residue and fly ash to use as a base for growing grass to cap landfill. He would like to add a clear roof over the drying beds to protect them from rain.

He opened a discussion about the ‘vac all’ truck. It is a 2009 model that comes with a 3 year – 100,000 mi. warranty. His intent is for the truck to be shared with the water department and street department. The street department could use it to maintain catch basins.

Overall, his operating budget has stayed the same or decreased.

Mayor Vilardo commented on the efficiency of the waste water department which has the fewest employees and a very high efficiency.

Mr. Wright said the waste water department staff is always pro-active in repairs and efficiency.

Mr. Walker then opened discussion regarding the lawnmower he has requested. He has 2-3 acres at the plant which had been contracted out for \$4,200 annually. In the past three years that his staff has been cutting the grass themselves, they have been able to use money saved to paint and ‘fix up’ the building on site. The tractor will also be used at lift stations. He believes funding could come out of the Sanitary Sewer budget.

There being no more questions regarding the waste water department, Mr. Walker exited.

Mr. Ed Hackmeister, Service Department Supervisor, was introduced.

Ms. Hinnners mentioned that she and Ms. Walter witnessed residents leaving Riverside Park in the afternoon due to there not being shade available where they could watch their children play without sitting in the sun.

Mr. Wright asked if it would be possible to construct a roof over the adjacent concrete pad to cover benches.

Mr. Hackmeister said it is very feasible and that he could also cover the concrete pad at Memorial Park.

Both ideas will go to the Parks and Recreation Committee for consideration.

Mr. Hackmeister stated that it is his intent to ‘take back’ Memorial Park, the Municipal Building and Terrell Park and perform all lawn maintenance themselves. Doing so will bring about the necessity of replacing a motor on one of his mowers and purchasing a landscaping trailer with which to haul his equipment. Currently the Service Department is forced to drive their tractors/mowers on streets.

Mr. Hackmeister mentioned that the 2012 landscaping contracts went to bid. Unfortunately only one vendor responded. The suggestion was made to re-advertise the contract which would hopefully attract more vendors.

Ms. Evans said Finlay Ray is willing to spend \$3,000 to add new services on Riverside I to allow baseball to be played at night.

Mr. Wright stated that it would cost the city \$5,400 to repair and replace electric lights over the field.

Mayor Vilardo said there would also be additional costs of maintenance and to replace the restrooms.

Ms. Hinnners indicated that she would like signs directing the public to the river and new benches placed so that the view could be enjoyed.

Mr. Wright stated that Davey Tree will begin removing dead trees along the Parkway. He would like to take \$10,800 out of the TIF budget to replace the trees.

Mr. Hackmeister began a discussion regarding the backhoe being used at the salt barn. The cost to purchase a new backhoe is \$60,000. However, he can lease one for four months during the winter months for \$1,800 per month. While there is another backhoe in the cemetery and two others in other departments, use in the salt barn would cause irreparable damage to them. He feels it is best to simply rent one for exclusive use in the salt barn rather than purchase one.

Mr. Hackmeister stated that it is time to replace one of the salt trucks. He said he is “throwing money at it” to keep it on the streets. He feels we can get more for the truck if we sell it outright rather than use it as a trade in. The replacement of the truck has been built into his Capital Improvement Projects funds. A new truck will cost \$134,148 and 10% will come from TIF funds and some from storm water. The truck is a diesel powered International.

At this time the service department is still short one truck due to the fire last December. The truck was ordered in February, but due to an inability of Ford to obtain essential parts it has not been delivered to Kaffenberger Rose for dump truck accessories.

Mr. Wright has spoken to Ron Burke, Castrucci Chevrolet, about the truck and was assured that they are doing all they can to get parts. However, they too, are essentially helpless.

Mr. Lykins then asked what the lead time on ordering the necessary truck would be if an appropriation was made now.

There was a discussion regarding the purchase of used trucks that would come already set up with the equipment the service department needs to be effective. The fear with purchasing a used truck is the possibility of “buying someone else’s problem.” Any used truck purchased would need to be thoroughly checked out by a mechanic.

The question was asked that if we had a snow storm right now, would the service department be able to effectively treat the streets. Mr. Hackmeister indicated that in an absolute emergency he could put the cemetery truck onto the street but that its effectiveness would be in question. He stated the department currently has three trucks when he usually has four and that he needs something now before the storms come.

Ms. Walter suggested that the City consider purchasing a used truck now to cover the truck shortage and then order the new truck later.

Mr. Pittman stated that the used truck could then be sold when it was no longer needed, or kept to replace an older truck which could then be sold.

Mr. Wright suggested that Mr. Hackmeister:

- 1) Call International and ask what the lead time on a new truck would be.
- 2) Check out the used trucks – we don’t want someone else’s problem.

- 3) Call Kaffenberger and ask if it would be possible to put our new truck equipment on a used chassis then move it to the new truck when it arrives.

There being no more questions regarding the service department, Mr. Hackmeister exited.

Mr. Bud White, City Engineer was introduced.

Mr. White discussed the current storm water project. The pipes have been placed and the contractor is now in the restoration phase of the project.

He indicated that the project at McCormick Trail, SR 131 connection and Conover property has been put on hold at this time. Clermont County has older water lines that may prove to be unreliable with increased flow.

Mr. White indicated that he hopes to begin work on the storm sewer line on High Street. At this time, the water flows downhill putting the water and, in winter, ice on Main Street. His goal is to have this project completed in 2011.

Mr. White opened discussion about the GIS (Geographic Information System) by saying a lot of the storm sewer budget is allocated to the new salt truck, Vector truck and the GIS.

He and Ms. Holbrook opened a display of the City on the projection screen. They were able to add more information (layers) with each slide explaining its possible.

Mr. Wright explained that utility company's and other non-proprietary information including crime data and homes in foreclosure could be added; that essentially the system would 'grow' with us.

Mr. White said we are bound by EPA mandate to be able to chart and find outfalls (storm sewers) and that this system would do this.

Ms. Holbrook indicated that Clermont County and Hamilton Counties would share their information with us at no charge. Our system would be attached to CAGIS for Economic Development because of the small portion of the City residing in Hamilton County.

Mr. White said he would soon be accepting Engineering proposals for projects to begin and be completed in 2012. He feels there will be very little change in his 2011 and his 2012 budget. He would, however, like to keep his engineering Intern as Meredith has proven to be a great asset to his department.

There being no more questions regarding the City engineer's department, Mr. White exited.

Police Chief, Jamey Mills, was introduced.

Chief Mills began with a discussion of the department's 2011 accomplishments. He thanked 'Team Milford' (Council, administration, finance and service) for the advancement we have made in the overall enhanced look of the municipal building.

Within his own department, they have purchased the two new Tahoes, have had the police department painted by volunteers, added the outside phone for emergencies, have promoted three part-time officers to full-time then hired three more part-time officers out of the detective test. Kevin Heller, driving instructor, has everyone trained to drive all police vehicles, block groups have been established and there are now six neighborhood watch groups. He has strived to keep overtime to a minimum and by schedule changes has realized a savings of \$65,100 even with crime on the rise.

He posted charts indicating that the City's crime rate has reached that same level as the total crime rate for 2010 and that it shows no sign of slowing. He indicated by staffing charts that we have not been at a suitable level of manpower for several years. He stated he would like to hire at least one more full-time officer. Chief Mills then opened a discussion regarding the advantages of having a 'Direct Line Officer' rather than a Lieutenant at this time. This officer would work a 10:00 a.m. to 6:00 p.m. shift as those hours seem to be the 'hot spots' when residents need officers most often. The availability of a 'Direct Line Officer' would reduce part-time hours by 7% and allow constant flow of administrative authority should Chief Mills be absent. He would like to be able to move officers presently comprising the full-time police force into this position for a few months at a time to be able to judge their ability to lead and handle unusual situations.

Ms. Brewer asked what the cost of new officer would be.

Chief Mills replied there would be a cost of approx. \$70,000.

Ms. Brewer asked if that was an entry level salary to which Chief Mills replied, “Yes.”

Mr. Wright responded by saying the \$70,000 figure included benefits and outfitting the officer.

Mayor Vilaro asked if the shortage of personnel could be improved with the addition of three more part-time officers.

Chief Mills replied that it actually would not help the situation. Our part-time officers are looking for full-time employment opportunities. He would love to have a retired officer return as a part-time officer but to date that has not happened. He doesn't blame the part-time officers for wanting to be full-time and they have been completely honest with him; letting him know when they are testing in other municipalities. The problem with hiring additional part-time officers is that they have to be outfitted and trained and may leave at any time.

There was a general discussion of insurance and hospitalization increases.

Mayor Vilaro asked if council would consider a re-allocation of funds to cover some of the police department expenses regarding the hiring of personnel.

Mr. Wright suggested that council consider removing the performance pavilion from the parks plan and allocate the funds to support the hiring of an extra police officer. He said it would be a responsible thing to do, to add the police officer this year and would not involve raising taxes. The City could still keep the parks at their current level of maintenance and would be able to add new amenities, but not the pavilion in 2012.

Mr. Lykins agreed that the city purchase the three vehicles the police department is requesting then go back to one vehicle a year in 2013.

Chief Mills indicated that he may not need one vehicle a year after this year. The need would reflect the miles on a particular vehicle and its overall condition.

Ms. Walter agreed stating the City may need to replace a vehicle in five years – and the decision should definitely reflect the vehicle's mileage and performance.

There being no more questions regarding the police department, Chief Mills exited.

Mr. Pittman stated that the City needs to have a different process for vehicle replacement rather than the 'one vehicle per year' practice now in place.

Ms. Susan Ellerhorst, Assistant to the City Manager, was introduced.

Mr. Wright asked Ms. Ellerhorst to explain the Information Technology Continuity Plan and Implementation.

Ms. Ellerhorst explained that it is a plan to address the continuity of IT services in the face of a major disaster. The cost would be \$17,500 for offsite storage. At this time we are backed up only to the server.

Mr. Lykins stated that Lykins Oil has its information backed up to Fairfax through Time Warner.

Ms. Ellerhorst then stated that Greenlawn Cemetery is not currently connected to Administration and is not backed up at all.

Mr. Wright thanked Ms. Ellerhorst for her input and indicated that secure backup of all city information is a problem that needs to be resolved.

Discussion was now opened pertaining to the scheduling of another Budget Meeting to finish those items which were not able to be discussed this day. Saturday, November 19th was agreed upon. This meeting will begin at 9:00 a.m. and end at noon.

Mr. Pittman made a motion to end the meeting; seconded by Mr. Lykins.

The meeting was adjourned at 3:05 p.m.