

The Council of the City of Milford met in Regular Session in Council Chambers at 745 Center St. at 7:00 p.m. on October 4, 2011. Mayor Vilardo, Jr. called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

The City Manager introduced Sharon Waldmann, his administrative secretary, who will step in temporarily take Joanne Trilety's place as Clerk of Council.

Roll Call: Present: Mayor Vilardo, Jr., Vice Mayor Pittman, Ms. Evans, Ms. Hinners, Mr. Lykins, Ms. Brewer and Ms. Walter.

Introduction and Presentation: Mayor Ralph Vilardo, Jr. introduced Sgt. Shane Huff. Sgt. Huff presented flags that had flown on an Apache helicopter in Afghanistan to: Jeff Lykins, Donohoo Realty, the Evans Family, Mike Minniear and Chief John Cooper in appreciation for their support during his three tours of duty overseas. Sgt. Huff has been stationed in Korea, Iraq and Afghanistan. He extended a special thanks to the Evans family who sent many packages to him including blankets which he was able to share with his fellow soldiers.

Presentation: Warren Walker, Duke Energy was present to discuss tree trimming and vegetation management with the City. He indicated that PUCO (Public Utilities Commission of Ohio) has very strict regulations that must be adhered to in preparation for inclement weather. PUCO has set a 10 ft. clearance as the standard. He said he has found Lewis Tree Service to be responsible in their trimming of trees. He indicated that Milford is on a 4-year cycle.

Ms. Walter responded that the trees have been "hacked" in a manner that certainly was not responsible and not aesthetically pleasing. She indicated that she has spoken to a Duke tree trimmer in Blue Ash and asked why their trees look much better than Milford's. She was told Blue Ash is on a 1 year cycle. When asked about Milford, the trimmer in Blue Ash said our trees are cut back so Duke will not have to come back for 4 years. She suggested that an arborist be involved in future trimming since we are a Tree City.

Mr. Walker was unaware of preferential treatment between one community and another. He said the supervisors of tree trimmers are certified, however, they are also aware of the PUCO regulations.

More discussion ensued. Ms. Walter stated that she speaks for the residents and they are not happy.

Mayor Vilardo asked if different communities are treated differently.

Mr. Walker said he is unaware of any differences; that it is a 4-year cycle.

Mayor Vilardo and Mr. Wright thanked Mr. Walker for coming to the Council meeting with only ½ day notice.

Mr. Minniear asked if residents had received prior notice of the trimming.

Mr. Wright responded that residents had received 3-4 weeks' notice and that the information had been presented in the Manager Report at the September 20, 2011 Council meeting.

Mr. Gene Binning, a resident of the City, approached the podium and stated he lives in South Milford and that everyone received notice of the impending tree trimming. He said residents knew the trees were about to be trimmed.

Proceedings: Mr. Lykins made a motion to waive the reading and adopt the Minutes of the September 20, 2011 Regular Council meeting. Mr. Pittman seconded the motion. All voted yes.

Correspondence: The Clerk Pro Tem read a letter from Joanne Trilety, past Clerk of Council, thanking her friends and colleagues at The City of Milford for the retirement gift of the clock. She indicated that she has enjoyed her affiliation with both Council and the City and that she would return as needed.

Proceedings: Mr. Pittman made a motion to Adopt the Financial Statement presented at the September 6, 2011 Regular Council meeting. Mr. Lykins seconded the motion. All voted yes.

Financial Statements: None

Board of Education: No representation.

Public Comments: Ms. Jean Ackermann spoke on behalf of "A Night of Stars", an event sponsored by Milford Exempted Village Schools. The program on October 22nd will include esteemed speakers from the Alumni of Milford High School, a silent auction, a live auction, a magic demonstration and a buffet dinner. Proceedings from last year's event allowed several grants to seven departments at Milford High School.

Tickets are available at Lehr's Meats. Questions can be directed to Ms. Ackerman at 831-3411.

Committee Reports:

Administrative Services:

Jeff Lykins called the meeting to order at 5:00 p.m.

Other Committee Members Present: Geoff Pittman and Lisa Evans Staff: Jeff Wright, City Manager; Dan Burke, Finance Director; Police Chief Mills; and Fire Chief Cooper

Mr. Wright distributed to the Committee a lease agreement for 440 square feet of the vacant space on the 3rd floor of the Municipal Building. Mr. Wright proposed that the City rent to the space to Milford Commercial Cleaning Services, LLC, an existing business in Miami Township that would be relocating to Milford. He explained that in addition to bringing a business into the City, in 2011 the City has successfully rented out all of the space on the 3rd floor which had previously been vacant since the school district vacated the space in 2004.

The Committee agreed to make a motion to draft an ordinance authorizing a lease agreement with Milford Commercial Cleaning Services, LLC.

Proceedings: Mr. Lykins made the motion draft an Ordinance authorizing a lease agreement with Milford Commercial Cleaning Services, LLC., seconded by Mr. Pittman. All voted yes.

Mr. Burke explained to the Committee that staff is anticipating a couple of retirements of staff in key cash handling and customer service positions in 2012 and 2013. In order to accommodate succession planning, staff is proposing that the 2012 and 2013 budgets reflect that replacements for those positions should be hired a few months in advance of the vacancies so that optimum customer service is ensured. All of the Committee members voiced support for that philosophy of succession planning and Mr. Pittman added that Standard Operating Procedures should be updated as part of this process.

Chief Mills explained to the Committee that he continues to evaluate current staffing levels as compared to previous years' levels; compare current service needs and requests to past volumes and the increased size of the City as compared to ten years ago. He is completing a cost benefit analysis in order to justify what may be a request to add one new full-time officer position in 2012. Discussion ensued regarding how the position could be scheduled and utilized to best meet the needs of the residents.

Further discussion included the fact that the Police Department has not had a lieutenant or second-in-command position for over ten years. All of the Committee members stated that it could benefit the City and Department to have a second-in-command position designated in the future. Mr. Wright stated that it is likely he could recommend support for that in the future provided that it did not add additional head count to what is currently being discussed.

At 5:40 the Committee agreed to enter into executive session to discuss personnel matters.

At 6:29 the Committee adjourned from executive session.

There being no further business, the meeting adjourned at 6:30 p.m.

Proceedings: Mr. Lykins made a motion to adjourn into Executive Session at the conclusion of regular business. Ms. Hanners seconded the motion. All voted yes.

Safety Services: No Report

Community Development: No report at the moment, but the committee will have a meeting on Tuesday, October 11th in the Harry Hodges Room. Parks and Rec will meet October 17th to discuss future events.

Public Services Committee: No report

Safety Services Committee: No Report

City Manager's Report: Jeff Wright, City Manager, reported that the Service Department continues to pick up brush every Wednesday. They are already starting to see some leaves that have been raked to the streets to be picked up. With the rain and good weather we have had, they are finding that grass continues to need to be cut regularly for the first time in several years at this time of the season. They are involved in line striping in parks. The play set at Riverside Park has been mulched, swings have been hung and it is ready youngsters. The women's restroom at the park has been painted and they are working on the men's at this time. The next step will be to paint and trim the outside of the building. Work continues at this time in the cemetery to prepare for the Cemetery Walk scheduled for October 9th.

Regarding the East Milford Storm Water project, we received some bad news last Monday when the contractor began excavation in the Main Street area of the project. Cincinnati Bell has some fiber optic lines in the way of where our tie-in was going to be made, so we had to revise the plan. Cincinnati Bell has their contractor at the site this week to lift their cable up by one foot to give us enough space for our contractor to complete the installation. Main Street will be open to two-way traffic during this work. Should that be successful, then our contractor will come back next week to complete the Main Street portion of the project. We will have to shut down Main Street to through traffic at that time

The Wastewater Department is involved in routine daily procedures; no construction or other projects at this time. Staff members have cleaned the #3 clarifier for the first time since it was brought online in 2004. A damaged non-potable hydrant used to wash tanks at the plant has been replaced. Brian Miller has been hired to replace Roger Asbury. His first day will be October 17th. We are excited to add him to our staff and he is excited to become a City of Milford employee. Brian has a Bachelors' Degree from Ohio University and is a former seasonal worker from the 1980's. MGD for the Wastewater Plant was 18.4 between August 20th – September 20th. The EPA measures 20th to 20th each month.

The Water Department reports that the bids for the SCADA System were opened Thursday, September 22, 2011. The low and only bidder was Queen City Electric. However, the contract is under review and has not been awarded at this time. Plant production from 9/3 thru 10/2/2011- 16.01 MG

OTHER:

The city-wide yard sale is scheduled for the weekend of Friday, October 7th through Sunday, October 9th. I am requesting City Council waive permit fees for this weekend.

A Clermont Town Meeting is scheduled for Monday, October 17, 2011 at 6:30 – 8:30 p.m. at the Milford High School Auditorium (One Eagles Way). Citizens and government leaders from the following communities are invited: Miami Twp., Goshen Twp., City of Milford, City of Loveland, Milford Schools and Goshen Schools. More information about this meeting can be found at www.clermontcounty.gov.

Toomey Natural Foods will be celebrating their 38th Anniversary on Saturday, October 15, 2011 from 9:30 a.m. to 5:00 p.m.

A public meeting has been scheduled for Tuesday, October 11th at 6:00 p.m. in City Council Chambers, to discuss potential projects to be submitted to Hamilton County's Community Development Block Grant program. This is the first time the City has participated in this program; the funds come from the US Dept. of Housing & Urban Development, and funding is based on a 3 year cycle. The program is targeted at projects that primarily benefit low to moderate income residents as well as projects that help eliminate slum and blighting conditions. Residents are encouraged to attend. An additional public hearing will be held on October 18th at 7PM in conjunction with the regularly scheduled city council meeting to review potential projects.

COMMITTEE MEETINGS:

Community Development Committee: Tuesday, October 11, 2011 at 5:00 p.m.

- Discuss Carriage Way Cemetery
- Review landscape contract bid documents
- Other business appropriate to come before the committee

Public Services Committee: Friday, October 14th at 4:00 p.m.

- Discuss SCADA Bid for the Water Dept.
- Other business appropriate to come before the committee

Budget Work Session: Saturday, October 29, 2011 at 9:00 a.m.

- Discussion of 2012 Budget

This will be the only topic of discussion at this meeting.

REMINDERS:

City-wide Yard Sale	October 7 th – 9 th	7:00 a.m. – 7:00 p.m.
Historic Cemetery Walk	Sunday, Oct. 9 th	1:00 p.m. – 3:00 p.m.
Fall Classic at the Oasis	Monday, Oct. 10 th	11:00 – 12:00 p.m.
Planning Commission	Wednesday, Oct. 12 th	6:00 p.m.
Haunted Hayrides	October 14 th – 15 th	8-10 p.m.
Parks & Recreation	Monday, Oct. 17 th	5:30 p.m.
Citizen's Housing	Monday, Oct. 17 th	7:00 p.m.
Community Shred It	Saturday, Oct. 22 nd	9:00 a.m. – 12:00 noon
Fall Litter Clean Up	Saturday, Oct. 22 nd	9:00 a.m. – 12:00 noon
2011 Night of the Stars	Saturday, Oct. 22 nd	6:30 – 10:30 p.m.
Milford Artisan Show	October 22 nd - 23 th	
Grand Opening Celebration	October 28 th – 30 th	11:00 a.m. – 7:00 p.m.
Drug Take Back:	October 29 th	9:00 a.m.
Beggars Night:	Monday, October 31 st	6:00 – 8:00 p.m.
COVER Awards	Wednesday, Nov. 2 nd	5:30 p.m.
Pacesetter Dinner	Thursday, Nov. 10 th	5:30 p.m.
Election Day	Tuesday, Nov. 8 th	

Proceedings: Mr. Pittman made a motion to waive fees for the city-wide yard sale. The motion was seconded by Ms. Hanners. All voted yes.

Police Report: Chief Jamie Mills said the individual who allegedly robbed PNC Bank has been identified. We are experiencing a lot of scrap metal robberies. DARE Graduation will be December 13th at Pattison Elementary. He has received several calls regarding 'garbage pickers'. There is an Ordinance on the books regarding the hours trash collection can take place. He has contacted the two 'collectors' he knows of and made them aware of the Ordinance. The Milford PD worked with Gene Bishop of Citizens' Police Academy Alumni Assoc. /Pro Seniors on September 23rd to alert seniors citizens to the dangers of fraud.

Fire and EMS Report: Chief Cooper stated that although trees are near and dear to his heart, his equipment needs clearance in order to be effective. He encouraged the public to attend the Cemetery Walk. He will be present at the event to discuss past fire-fighters who are buried at Greenlawn Cemetery to give a brief history about them; who they were and what they did as a fire-fighter. The Chief asked for support on the Fire/EMS Levy that will be on the November Ballot. Closer to the Election Day, the firemen will go door to door to distribute information to residents. The Clermont Chamber of Commerce has endorsed the Levy.

Public/Council Comments:

Andrew Evans thanked Sgt. Huff for the flag. He indicated that it was the 2nd flag presented to his family by Sgt. Huff and that they are humbled by his dedication to his country and the three years he was away from his own family.

Mike Minniear stated that receiving the flag from Sgt. Huff was at the top of his list of honors.

Jeff Lykins also thanked Sgt. Huff for the flag and for his service to his country.

Amy Brewer thanked the women involved with the Susan G. Komen 5K Walk for breast cancer awareness.

New Business

Ordinances and Resolutions

11-899 An Ordinance Authorizing a Lease Agreement with Milford Commercial Cleaners, LLC.

Ms. Brewer made the motion to Suspend the Rules and Read by Title only, seconded by Mr. Pittman. All voted yes. Mr. Pittman made the motion to Adopt, seconded by Ms. Hinnners. All voted yes.

Old Business

Ordinances and Resolutions

Adjourn:

There being no further business to come before the regular Council meeting, the meeting was recessed at 7:55 p.m. to enter into Executive Session for Personnel and Real Estate matters (per O.R.C. 121.22 (G) (1) and 121.22 (G) (2)) with a motion by Mr. Pittman, seconded by Mr. Lykins. All voted yes. Council returned to regular session and adjourned at 8:35 p.m. with a motion from Ms. Hinnners, seconded by Ms. Evans. All voted yes.

Sharon Waldmann, Pro Tem

Ralph J. Vilaro, Jr. Mayor