

The Council of the City of Milford met in Regular Session in Council Chambers at 745 Center Street at 7:00 p.m. October 19, 2010. Mayor Vilardo, Jr. called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

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

Minutes: Ms. Hinnners made the motion to waive the reading and adopt the minutes of the October 5, 2010 Council Meeting, seconded by Mr. Pittman. All voted yes.

Correspondence: None

Financial Statements: None

Public Comments: Bill Knepp, Town Crier, announced the unveiling and ribbon cutting of the Korean War Memorial at Miami Meadows Park, that will be held on October 23rd at 10:30 a.m. Mr. Knepp and R. J. Vilardo have been working to accomplish this memorial. Mr. Knepp stated that this is a Clermont County Project and volunteers will be needed to maintain the memorial and donations will also be needed. He urged all residents to be a part of the project. Mr. Knepp thanked Mr. Vilardo for all of his work in making this project a success.

Mr. Vilardo thanked Bill and Gary Knepp for their work on the monument.

Tim Dick, Clermont County Children's Services spoke urging all voters to support Issue #5 for abuse and neglected children. This levy will not increase taxes for voters.

Lee Watson, Clermont County Mental Health Services also encouraged voters to support Issue #6 for mental health issues in all districts of the County.

Mayor Vilardo, Jr. thanked Mr. Dick and Ms. Watson for bringing Issues #5 and #6 for voters attention.

Karen Huff, Milford Miami Township Chamber of Commerce announced that the C.O.V.E.R. Awards dinner would be held on October 26th. The Chamber Golf Classic was a great success with Miami Township being this year's winner.

STANDING COMMITTEE REPORTS

Public Services: No Report – Ms. Brewer commented that the new pavement looks good.

Administrative Services: - No Report

Safety Services: No Report

Community Development: Ms. Hinnners reported that the Committee met on October 6, 2010. Present: Charlene Hinnners, Laurie Walter and Jeff Lykins. Staff Present: City Manager Rokey, Assistant City Manager Holbrook, Assistant to the City Manager Ellerhorst and Ed Hackmeister Service Dept. Also Present: Mark Sund, Suzanne Stagg, Rachelle Rapp-Dickerson, Geoff Pittman and Karen Huff.

The Committee discussed the City website. Mark Sund stated that he took over the city website from a previous consultant. He has maintained it, but has not done a major overhaul. He noted he has had multiple conversations with the Manager about revamping the website. Mr. Sund stated a new website would cost about \$4000-\$7000.

The current process involves staff providing information for the web to Mr. Sund who then updates the web in several days. He stated that he charges by the hour. It has become routine for the client to control the web. Currently he is designing a new website for Newtown. This website uses fly outs which make navigation easier. The next step is to identify city needs, and then provide a proposal with specifications and time frame.

The Manager stated that the purpose of the City's Facebook page is primarily social. Mr. Lykins said that in his company each division manager is in charge of their own website page.

The Committee agreed to meet one week from tonight at 7 p.m. to discuss the City's website needs with Mark Sund. The meeting is open to the public.

The Landscape Bids were also discussed. Staff stated the 2011 Landscape package is ready to be advertised and asked if there any items that needed to be addressed this year. Ms. Hinnners asked for more color in the pots. The Committee agreed that it was not necessary to have a committee review the plant selections. Mr. Hackmeister asked if the Committee would like to see some flowers in Carriage Way Park

and the sign on the hill at the Cemetery. The Committee agreed that this should be added as a line item on the contract; once the bids come in, the line item can be removed if it proves to be too expensive. Ms. Walter suggested trying to restart the Garden Club by posting on Facebook.

In Appropriation discussions Mr. Hackmeister stated that the City does paint stop bars and parking spaces, but contracts out the centerlines on the road. The City received one proposal; there are only two companies in the area that do this type of work. The quoted price for line striping is \$9224.

The Committee was updated on playground mulch that is needed for Carriage Way and Clertoma Park. Staff stated the Irvine Wood Products quoted a price of \$17/cubic yard and the City needs about 200 yards. The total cost for the mulch would be \$3400.

The Committee reviewed a quote provided by Hank Roe to pave the alley that abuts the Roe's parking lot on Water St. (Conrad Alley). Ms. Rokey said that the Roe's will be paving their parking lot and this an opportunity to pave the alley when it is generally not the City's policy to pave alleys. Staff noted that the alley is not in good shape now, and it would make sense to make the improvements at the same time that the parking lot is paved. The City also received a quote from Barrett Paving for the same area for \$7700. The Committee would like to see if the \$5500 cost could be reduced. During the Committee report Council discussed paving the alley.

The Committee agreed to make a motion to draft an Ordinance Amending Appropriations Ordinance 10-787 increasing appropriations: Capital Improvement fund 415 in the amount of \$5500 for paving Conrad Alley; Park Fund 204 in the amount of \$3400 for mulch; Street Fund 210 in the amount of \$9224 for line striping. Ms. Hinnners made the motion to draft the Ordinance, seconded by Mr. Pittman. All voted yes. The Committee also agreed to make a motion to draft an Ordinance to authorize the City Manager to sign an agreement with A & A Safety for line striping in the amount of \$9224. Ms. Hinnners made the motion, seconded by Ms. Brewer. All voted yes.

The Committee discussed the Natural Playground and preparation of a RF or a REP. The Committee stated that the project scope needs to be identified. Options include bid for design, and bid for construction. Also, could we build the playground with a design/build approach?

The Committee reviewed the cost of sponsorships for the following organizations: Milford Miami Township Chamber of Commerce - \$3000; Promont - \$5000; Clermont Chamber of Commerce - \$2500. The Committee stated they would like to continue to support the organizations; however, due to the economy they would reduce the amount given to Promont. The committee agreed to recommend the following amounts be spent on sponsorships: Milford Miami Township Chamber of Commerce - \$3000; Promont - \$3000; Clermont Chamber of Commerce - \$2500.

Ms. Hinnners stated the downtown sign issue will be sent to planning Commission for review. Mr. Lykins questioned how many merchants have complained. It was noted that several have had issues with not being able to place certain information on their signs. The Committee also reviewed the special event form. They felt that organizers of the event should be notified when items are missing and should be charged. The Committee agreed event organizers should contribute to the cost of the event; however, the City does need to be careful to balance the cost of the event without discouraging event organizers to come to Milford.

Ms. Hinnners reported that the Committee met on October 13, 2010 at 7:00 p.m. Present: Charlene Hinnners, Laurie Walter and Jeff Lykins. Also present: City Manager Rokey, Assistant City Manager Holbrook, Assistant to the City Manager Ellerhorst and Chief John Cooper. Also Present: Mark Sund and Suzanne Stagg.

The Committee met with Mark Sund to discuss recommendations for changes to the City website. Suggestions included fly out menu's, content management system. Scrolling banner, searchable, embedded map, photo slide shows. The Committee noted it was important not to duplicate information that is on the HMA or MMTCC website.

The Committee discussed moving the facebook application to a page that was more social in nature, and leave the home page for more critical information. Mr. Sund stated that his proposal to provide a website update would include: a front-page design, content management system, features such as search and slide show. The proposal would include a time frame to complete the project. He would expect the cost to fall between \$4000-\$8000. The website would take about 8 weeks to complete. Mr. Sund noted it would take about 3 weeks to develop a proposal for submittal to the City.

Staff provided an update on the parking issue at Pebblestone Court. The Manager stated that the residents were told the no parking signs were reinstalled on the cul de sac to ensure that safety vehicles can turn around.

The Committee discussed a request by GMEAC and Promont to use the new meeting rooms. There is still a need for furniture and a policy regarding use of the room. Ms. Hinnners recommended that 30 chairs and six-8 foot tables be purchased for use in the room.

City Manager's Report: City Manager Rokey stated that the November 16th Council will meet at 6:00 p.m. to discuss preliminary budget issues. A rough form will be available for discussion. The Street/Service Department reports that the street-resurfacing project is completed with the exception of striping and signage. This includes the reconstruction of Baker Drive and the speed tables on Forest Ave. and Center St.

The Service Department has been cleaning berms throughout the City. They have also been mowing and clearing out the city-owned properties, including the Cemetery.

Brush will be picked up throughout the City on the 20th, however. Beginning November 3rd brush will be picked up weekly on a call in basis until the first week in April. Leaf pickup will begin Oct. 25th in South Milford, including Wallace and the island. Pickup will then proceed through east Milford, Indian Knolls then up St.Rt. 131. Leaves will need to be raked to the curb, not in the street, and must not contain brush. Because of the dry weather the vac-all will create a great deal of dust.

The Wastewater Department has finished cleaning #3 oxidation ditch. In the spring they will switch operations to use ditch #3 and then clean ditch #1, rotating the annual cleaning cycle to leave two in operation at all times. They have completed painting all of their buildings and will now begin painting both digesters. Don Anderson and Art Keith rebuilt the fire hydrant at the entrance to the plant garage. The sewer main on Belt St. has been jet rodded for a new sewer tap. They also completed inspection and repaired the roadway in the alley. Barrett Paving has finished black topping the roadway to Craig Lane to the Miami Woods lift station.

The Water Department reports that hydrants at the sewer plant, 543 Main St. and 805 Walnut St. were repaired. A water main break on Potowatomie and Choctaw were repaired on Oct. 11th. The water was shut of for 6 hours due to an emergency. No notification was made. Restoration has been completed on Center St. and at the intersection of Potowatomie and Choctaw and also at Osage Trail.

Other Items – The Families with Autism Spectrum Disorders Center, located at 5989 Meijer Drive in Miami Township offer free assistance to families living with and learning about autism.

The City of Milford implemented an Emergency Notification System in 2008 that allows us to send telephone or text messages to all areas of the community in emergency situations that require immediate action. Milford is in the process of updating our Hazard Mitigation Plan and staff would like to remind the community about this Emergency Notification System tool. Interested individuals may sign up by visiting www.milfordohio.org and filling out the necessary information.

DON'T FORGET TO VOTE NOVEMBER 2nd.

DAYLIGHT SAVING TIME ENDS ON SUNDAY, NOVEMBER 7, 2010 AT 2:00 a.m. Turn your clocks back one-hour.

REMINDER: The first November City Council Meeting will be held on Wednesday, November 3rd due to the election held on Tuesday, November 2nd.

.Committee Meetings

Admin. Services	Tuesday, October 26, 2010	4:00 p.m.
Special Council Meeting	Tuesday, October 26, 2010	6:00 p.m.
Community Dev.	Wednesday, November 10, 2010	7:00 p.m.

Reminders

Pacesetter Dinner	Thursday, November 4, 2010 (Holiday Inn)	5:30 p.m.
FURtastic Evening	Saturday, November 6, 2010 (Batavia)	5:30 p.m.

The Administration Offices will be closed Thursday, November 11, 2010 Veteran's Day

Police Report: Chief Machan announced that the Department received the highest honor, Gold Member award from the Hamilton County Taskforce for OVI Enforcement.

Chief Machan reminded parents of Beggars Night on October 31st and to make sure costumes were visible and safe. The Department will be active on the streets and will give glow sticks to the children.

Fire/EMS: No Report – Chief Cooper distributed the Monthly report to Council

Public Comments: Chief Cooper announced that Hometown Holidays would be held Thanksgiving weekend.

Ms. Hinnners said that the Milford School Foundation would have a "Night of the Stars" on November 13th. Mr. Pittman motioned for an Executive Session for personnel reasons immediately after Old Business. The motion was seconded by Mayor Vilardo, Jr. with all voting yes.

New Business:

Ordinances and Resolution

10-821 An Ordinance Amending Appropriations Ordinance 10-587

Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Mr. Pittman. All voted yes. Mr. Rohrig made the motion to adopt, seconded by Ms. Brewer. All voted yes.
10-822 An Ordinance Authorizing a Contract with A & A Safety for line striping in the amount of \$9224
Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Mayor Vilardo, Jr. All voted yes. Ms. Hinnners made the motion to adopt, seconded by Ms. Brewer. 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 8:15 p.m. to enter into Executive Session for Personnel reasons with all voting yes. Council returned to regular Session at 8:25 p.m. and adjourned with a motion from Ms. Walter, seconded by Ms. Hinnners. All voted yes.

Joanne Trilety, Clerk

Ralph J. Vilardo, Jr. Mayor