

The Council of the City of Milford met in Regular Session in Council Chambers at 745 Center Street at 7:00 p.m. December 7, 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. Hinners, Ms. Brewer, Ms. Walter and Mr. Lykins.

**Minutes:** Ms. Hinners made the motion to waive the reading and adopt the Minutes of the November 16<sup>th</sup> Special Meeting, November 30<sup>th</sup> Special Meeting, December 4<sup>th</sup> Special Meeting and the November 16<sup>th</sup> Regular Meeting. Seconded by Mr. Rohrig. All voted yes.

**Correspondence:** None

**Financial Statements:** None

**Public Comments:** Karen Huff, Director of the Milford Miami Township Chamber of Commerce stated that she would like Council to begin action on the recommendations of the Economic Developers concerning Lila Avenue and the City's Gateways. She said that she would like action to begin in January and to move fast.

Ms. Huff said that the Taste of Christmas was a huge success and she thanked all of the sponsors and all of the people who helped with the event. The proceeds provided scholarships for the Mary Ann Parton Scholarship fund.

She announced that her son, Sean, came home from Afghanistan for the holidays, and that she was a very proud Mom.

### **STANDING COMMITTEE REPORTS**

**Public Services:** Amy Brewer reported that the Committee met on December 7, 2010 at 5:30 p.m. Present: Amy Brewer, Ralph J. Vilardo, Jr., Jeff Lykins and Council members Mark Rohrig, Laurie Walter and Geoff Pittman. Staff Present: City Manager Loretta Rokey, Finance Director Dan Burke, Water Supervisor Matt Newman, and City Engineer Bud White. Also Present: Wayne Cannon, Ohio Rural Community Assistance Program and Kellie Geist-May, Milford Advertiser Reporter.

Wayne Cannon presented recommendations regarding water and sewer rates for the city of Milford based upon current budget estimates and assumptions regarding inflationary increases in expenses of 3.5% over the next five years. (Documentation and narrative were provided and copied separately)

He also recommends an Asset Management Plan be developed to prepare capital projects for funding in the future.

Committee members questioned the timing and amount necessary for an increase and whether alternatives were available.

Staff will review the assumptions and recommendations toward funding the current shortfall in revenues and the current fund balance available for operations and capital. No action is anticipated until after the first of the year.

**Administrative Services:** - No Report

**Safety Services:** No Report

**Community Development:** Charlene Hinners reported that the Committee met on November 23, 2010. Present: Charlene Hinners and Jeff Lykins. Staff Present: Pam Holbrook, Assistant City Manager, Loretta Rokey, City Manager and Ed Hackmeister, Service Superintendent. Also present: Mark Shappacher, Natorps; Rush Morris, JR Morris Landscaping; Geoff Pittman, Council Member.

Each Landscape contractor spoke to the committee regarding their company and their ability to manage the City landscape contract. The Committee had a brief discussion concerning the bids. Mr. Lykins requested

that staff obtain MSDS sheets for chemicals used; the Committee also request references. The Committee recommended the discussion be continued at the November 30<sup>th</sup> special Council Meeting.

The Committee discussed nominations for Salute to Leaders. The Committee recommended that Karen Huff be nominated for Salute to Leaders.

The Committee discussed the appointment to the BZA. A resume was received from Dave Yarbrough. The Committee recommended Dave Yarbrough to the vacant BZA seat. Ms. Hinnners made the motion, seconded by Mayor Vilardo, Jr. All voted yes.

The Committee members discussed the website proposal prepared by Mark Sund. The members felt that Mr. Sund does good work and there may be value in having him very close while the City converts to a new website. The Committee recommended pursuing the website proposal with Mark Sund.

**City Manager's Report:** City Manager Rokey reported that the Service Department is currently focusing on maintenance of equipment. The third round of leaf pick up between snow events with S.R. 131 and Indian Knolls to be finished. Salt trucks have been called out three times and twice on Saturday. Brush is call-in only, preparing for collection of Christmas trees.

The Water Department repaired a Main Break on Helen St. and replaced five meters at Valleybrook Apartments. The contractor has begun work on the third of four filters at the Water Plant.

The Wastewater Department is preparing for cold weather and staff has winterized all outside equipment. Staff has requested quotes to repair pump #1 at the Happy Hollow lift station. To repair pump #1 an additional Oxidation Ditch was put into service due to high flows. Moeller High School environmental science class has two plant tours scheduled for December 9<sup>th</sup>.

**OTHER ITEMS:** The City holiday party will be held Friday, December 17<sup>th</sup> at 11:00 a.m. – 2:00 p.m. We will also celebrate Mike Haight's retirement at that time. Anyone interested in donating to Mike's retirement gift should contact Sharon.

Trash and recycling will be picked up on Friday, December 24<sup>th</sup>.

#### **.Committee Meetings**

Special Council Mtg.	Saturday, December 11, 2010	8:30 a.m.
Public Services	Tuesday, December 7, 2010	5:30 p.m.
Safety Services	Wednesday, December 8, 2010	6:00 p.m.
Admin. Services	Monday, December 13, 2010	4:30 p.m.

#### **Reminders**

Victorian Holiday	through January 26 <sup>th</sup> at Promont
Santa Sunday	Sunday, December 19 <sup>th</sup> beginning at 12:30p.m.
BZA	Thursday, December 23, 2010 7:00 p.m.
Administrative offices closed	Dec. 23 <sup>rd</sup> at 12:30 and all day on Dec. 24 <sup>th</sup>

**Police Report:** Chief Machan distributed the Police Report to Council members. He urged residents to consider the inclement weather when driving. He gave a brief statement concerning the car-jacking incident that occurred in Milford.

**Fire/EMS:** Chief Cooper advised residents to take caution in the extreme cold weather. Check your heating and wiring to make sure you have no issues.

The Department is still collecting new or gently used coats.

The Chief announced that the Firefighters Hall would close on December 30<sup>th</sup>. The Firemen's Association is unable to continue operating the Hall due to the present economy. He thanked all of those who have supported them.

**Public Comments:** Ms. Hinnners reminded everyone of the Literacy Council fundraiser. Susan Vilardo is Chairman of the Council, and does a great job with the Organization.

John Cooper, HMA stated that the Hometown Holidays were a great success with lots of people attending.

Ms. Brewer stated that the Christmas lights at Doublegate were great. Drive by and look at them!

Ms. Brewer asked for a motion to recess into Executive Session for the purpose of Real Estate immediately after Council business. Ms. Brewer made the motion, seconded by Mr. Lykins. All voted yes.

**New Business:**

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 recessed at 7:25 p.m. to enter into Executive Session for Real Estate matters 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. Hinnens. All voted yes.

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Joanne Trilety, Clerk

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Ralph J. Vilardo, Jr. Mayor