

The Council of the City of Milford met in Special Session in Council Chambers at 745 Center Street at 6:00 p.m. December 21, 2010. Mayor Vilardo, Jr. called the meeting to order.

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

The purpose of the special session was to discuss and prepare the City of Milford 2011 Budget for adoption.

Finance Director Dan Burke presented the budget with discussion among Council members. After discussion ended Mr. Lykins made the motion to accept the City of Milford 2011 Budget, seconded by Mr. Pittman. Voting yes: Mayor Vilardo, Jr., Ms. Walter, Mr. Pittman, Mr. Lykins, Ms. Brewer and Ms. Hinnners. Voting no: Mr. Rohrig.

Ms. Hinnners made the motion to adjourn the special meeting, seconded by Ms. Walter. The special meeting was adjourned at 6:20 p.m. with all voting yes.

The Regular meeting of Council was called to order at 7:00 p.m. by Mayor Vilardo, Jr. with the Pledge of Allegiance and Moment of Silence.

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

Presentation: Greg Brauner and several members of the ODD FELLOWS presented a tray of cookies to Mayor Vilardo, Jr., Chief Machan and Chief Cooper. The cookies were in appreciation for services to the city, the Police Department and the Fire Department. Mayor Vilardo, Jr. complimented the ODD FELLOWS for the rehabilitation of their meeting place. He stated that the building was a great incentive on Main St.

Public Hearing: The purpose of the Public Hearing was to review a text amendment to the Milford Zoning Ordinance. Assistant City Manager Pam Holbrook stated the staff analysis of the purpose of the Amendment is to remove restrictions from placard/projecting signs that "no other advertising is placed on any such sign except the name of the owner and/or business conducted on the premises." After discussion Ms. Hinnners motioned that the Text Amendment be accepted and the Public Hearing closed, seconded by Ms. Brewer. All voted yes.

Minutes: Mr. Pittman made the motion to waive the reading and approve the minutes of the December 7, 2010 regular meeting and the minutes of the December 11, 2010 Special meeting, seconded by Ms. Walter. All voted yes.

Correspondence: None

Financial Statements: None

Public Comments: None.

STANDING COMMITTEE REPORTS

Public Services: None

Administrative Services: Mr. Lykins reported that the Committee met on December 13, 2010. Present: Mr. Lykins, Mr. Rohrig and Mr. Pittman. Staff Present: City Manager Rokey and Finance Director Dan Burke.

The Manager requested clarification regarding the allocation of income taxes discussed during the budget meeting. She noted that an amendment to the allocation had been suggested to restore the contribution to the Park Fund at 5% as follows: Park Fund 5%, Capital Fund 5.5% and General Fund 89.5%: the allocation can be amended at anytime by ordinance, but if the ordinance is not voted on at the next meeting of City Council, the new allocation will not be in place for the first distribution of income tax on 2011. Mr. Lykins made a motion, seconded by Ms. Hinnners that an Ordinance be drafted to amend the Allocation of Income Tax Collections effective January 1, 2011. Voting yes: Mayor Vilardo, Jr., Ms. Walter, Mr. Pittman, Mr. Lykins, Ms. Brewer and Ms. Hinnners. Voting no: Mr. Rohrig.

The Manager recommended amendments to the position description for Service Superintendent to revise the title to Service Supervisor, and supervision of Municipal Service Work IV and that it will be an hourly position, Non-Exempt from overtime. Mr. Lykins made the motion, seconded by Ms. Brewer Amending the Position Description of Service Superintendent to Service Supervisor. All voted yes.

The Manager requested an Ordinance increasing the rate of pay for part-time Police Officers. Mr. Lykins made the motion, seconded by Ms. Walter increasing the rate of pay for Part Time Police Officers to \$16.00. All voted yes.

The Manager requested an Ordinance increasing the rate of pay for the Part Time Zoning/Code Enforcement position. Mr. Lykins made the motion, seconded by Ms. Hinnners to increase the rate of pay for the Part Time Zoning/Code Enforcement position to \$14.00 per hour. All voted yes.

The Finance Director noted that a review of the year-to-date appropriations indicated a few adjustments would be required prior to year-end. The Committee agreed to make a motion to draft an Ordinance Amending Appropriations Ordinance 10-787. Mr. Lykins made the motion, seconded by Mr. Pittman. All voted yes.

Everyone was reminded that there would be a budget review session at 6:00 p.m. prior to the next meeting of City Council.

The Manager noted that Susan Ellerhorst recently discovered a grant opportunity for Ash Tree Removal and Canopy Restoration and requested authorization to submit the grant application. The Committee agreed to make a motion to draft a Resolution authorizing submittal of an application for the 2011 Ash Tree Removal and Canopy Restoration Grant Program. Mr. Lykins made the motion, seconded by Mr. Pittman. All voted yes.

Safety Services: Mr. Pittman reported that the Committee met on December 8, 2010. Present: Geoff Pittman, Mark Rohrig and Charlene Hinnners. Staff present: Assistant to the Manager Susan Ellerhorst, Fire Chief John Cooper, Police Chief Mark Machan. Also present: Mayor Ralph J. Vilardo, Jr. and Nick Thiele resident.

Mr. Pittman stated that the Committee would discuss the Emergency Vehicle access recommendations presented by Chief Cooper. Mr. Pittman abstained from the discussion because he lives on Mound Ave. Mr. Rohrig led the discussion regarding the proposed option for traffic and parking on Mound Ave. Ms. Hinnners stated that she approves of Chief Cooper's recommendation to eliminate parking on the eastside of Mound Ave. Mr. Rohrig stated he does not approve the recommended elimination of parking on Mound Ave. The Committee made a motion to recommend taking the Emergency Vehicle Access on Mound Ave. discussion to Council as a whole

Mr. Rohrig made a motion, seconded by Mayor Vilardo, Jr. not to approve the elimination of parking on Mound Ave. Voting yes: Mr. Rohrig, Mr. Lykins, Ms. Brewer, Mayor Vilardo, Jr., and Ms. Walter. Voting no: Ms. Hinnners. Abstaining: Mr. Pittman.

The Committee discussed the parking issues on Oak and Hickory, Cleveland and Mound. Chief Cooper stated that the issue is vehicles parking close to the intersection hinder the Fire Department's ability to get onto the street or the alley. Chief Cooper said that a 30-foot setback would enhance their ability to maneuver the streets. The Committee recommended no parking 30 feet from the intersection of Hickory/Cleveland, Oak/Cleveland, Hickory/Mound and Oak/Mound. No parking 20 feet from the alley entrances on Oak and Hickory was also recommended. Mr. Pittman made the motion, seconded by Mr. Lykins. All voted yes.

A discussion held concerning the parking on Elizabeth St. Mr. Pittman made a motion, seconded by Mr. Rohrig about parking on Elizabeth St. and Lila Ave. Parking would not be allowed past the second driveway on Elizabeth St. All voted yes.

Mr. Pittman stated that a resident expressed significant concerns when snow is on the ground regarding no parking on the street. There was also concern about the alleys not being included on the snow-plowing schedule. Mr. Pittman discussed this issue with Mike Haight and Ed Hackmeister. Mr. Pittman said that this should be reviewed and the residential alleys should be included in with streets for the snow removal list. Mr. Pittman recommended the street snow-plowing schedule should be organized to include the alleys. City Manager Rokey explained that the main roads and hills are first then, the residential streets, then the alleys.

Downtown parking was the next parking issue discussed. Mr. Pittman asked that the record note, the first time this was brought up in July there was no opposition to change parking. The Committee recommends approving the removal of the parking areas marked in red on the attached list: 2 on Beech St. 1 at Maple & High, 4 at Maple, 3 at Maple & Lila, 1 at Maple & Main, 1 at Maple & Beech, 2 at Garfield & Main, 2 at Locust and Main. Mr. Pittman made the motion, seconded by Mr. Rohrig. Voting yes: Mr. Rohrig and Mr. Pittman. Voting no: Ms. Hinnners, Mayor Vilardo, Jr., Ms. Walter, Mr. Lykins and Ms. Brewer. Motion failed.

Mr. Lykins made a motion that the City Manager, Chamber of Commerce and HMA be notified of the recommended parking changes and with written responses to the City Manager. The motion was seconded by Mr. Rohrig. Voting yes: Ms. Brewer, Ms. Hinnners, Ms. Walter, Mr. Pittman, Mr. Rohrig and Mr. Pittman. Voting no: Mayor Vilardo, Jr.

Since many of the parking spaces do violate our parking ordinances the Committee made a motion to request the Law Director to review all parking ordinances and downtown parking and that no parking violations continue to exist in Milford Ordinances. The Law Director will not embark on these issues until the issues are settled within the City. Mr. Pittman made the motion, seconded by Mr. Rohrig. Voting yes: Mr. Lykins, Ms. Brewer, Ms. Hanners, Ms. Walter, Mr. Pittman and Mr. Rohrig. Voting no: Mayor Vilardo, Jr.

The Committee discussed parking at T-intersections. The Committee made a motion to recommend no parking across from "T" intersections within the City. Mr. Pittman made the motion seconded by Mr. Rohrig. Voting yes: Mr. Pittman and Mr. Rohrig. Voting no: Ms. Walter, Mr. Lykins, Ms. Brewer, Ms. Hanners, Mayor Vilardo, Jr. Voting yes: Mr. Pittman and Mr. Rohrig. Motion failed.

The Committee recommended adding small signs on every traffic control devices stating no parking 30 feet where it is not marked. Mr. Pittman made the motion, seconded by Mr. Rohrig. All voted no. Motion failed.

Chief Cooper addressed the Committee and discussed the Fire Department and EMS Contracts. Fire Protection Service is \$860,000 and Emergency Medical Services is \$880,000. Chief Cooper and Dan Burke, Director of Finance reviewed the contracts and information with the Clermont County Auditor. The Committee agreed to make a motion to draft an Ordinance authorizing the City of Milford to contract with the Milford Community Fire Department, Inc. Emergency Medical Services Division for Emergency Medical Services. Mr. Pittman made the motion, seconded by Ms. Walter. All voted yes.

The Committee agreed to make a motion to draft an Ordinance authorizing the City of Milford to contract with the Milford Community Fire Department, Inc. for Fire Services. Mr. Pittman made the motion, seconded by Ms. Walter. All voted yes.

The Committee discussed the generator and Police Department Software package. Chief Machan notified the Committee that the department is still waiting on prevailing wage information for the generator but they should have some information by the first of the year. The records package information and pricing is still not available.

The Hazard Mitigation Plan Update was discussed. Mr. Pittman said that he was impressed with the document. The Committee recommended a motion to draft a Resolution adopting the Hazard Mitigation Plan Update. Mr. Pittman made the motion, seconded by Ms. Walter. All voted yes.

Community Development: No Report – Pam Holbrook discovered a Community Development Block Grant could be applied for Riverside Park Furnishings. Mr. Pittman made a motion to draft an Ordinance authorizing an agreement with the Clermont County Commissioners for the Community Development Block Grant Fiscal year 2010 City of Milford Riverside Park Furnishings, seconded by Ms. Walter. All voted yes.

City Manager's Report: City Manager Rokey reported that the Civil Defense Siren replacement would be re-bid in January.

The 2011 Appropriation Budget was prepared and distributed to City Council on December 17, 2010.

The year-end payroll functions including the final employee payroll, the final quarterly Council payroll, and the proper accounting for taxable employee fringe benefits are being prepared.

The payments for the December Utility cycle are due on December 28th and we will make sure that all of the collected revenue is deposited before year-end.

We are closing any outstanding 2010 purchase orders that are no longer required and working on other year-end accounting processes

We are beginning the year-end reconciliation process for all City bank and investment accounts.

The Street/Service Department has been busy with snow events over the last two weeks either treating streets and alleys or maintaining and restocking the trucks. We have used 160 tons of salt since Dec. 4th. Beginning Wed. January 5th Christmas trees will be picked up every Wednesday in January.

The Wastewater Department had two classes from Moeller High School (40 students) tour the plant on December 9th.

#1 Digester Blower is currently being dismantled for repair. Pump #2 has been pulled from the Happy Hollow lift station. We should soon have a cost proposal for repair.

The Department has shared their backhoe and assisted the Service Department in the repair of a tire on their backhoe.

The Water Department reports that a main was repaired on Winnebago on December 13th. This was an emergency and no notice was given. Water was off about 2 hours.

New meter heads were installed at Milford Vista and a hydrant was struck on Wallace Ave. Repair will be completed this week.

OTHER: Trash and recycling will be picked up on Dec. 24th and Dec. 31st.

.Committee Meetings

Admin. Services	Monday, December 27, 2010	5:00 p.m.
Comm. Development	Thursday, January 6, 2011	6:00 p.m.

Reminders

BZA	Thursday, December 23, 2010	7:00 p.m.
Victorian Holiday	Open until January 16 th at Promont	
Parks & Recreation	Monday, January 10, 2011	5:30 p.m.
Planning Commission	Wednesday, January 10, 2011	6:00 p.m.
Citizens Housing	Monday, January 24, 2011	7:00 p.m.
Salute to Leaders	Thursday, January 24, 2010	
Administrative Offices closed	Dec. 23 rd , 24 th and Dec. 31 st	

Police Report: Chief Machan asked residents to take care during the New Year's Eve holiday. Extra patrols will be on duty for safety purposes. On December 22nd the DARE graduation will be held at Pattison Elementary at 10:00 a.m.

Fire Department/EMS Report: Chief Cooper thanked Evans Funeral Home, Lykins Company and the Community Press for helping with the "Santa Sunday" program. Santa visited all of Milford with treats for the children. The Chief thanked the ODD FELLOWS for presenting the Fire Department with the special cookies. During the recent coat drive the Department had 16 bags of coats donated. Thanks also to those that helped.

Council/Public Comments Charles Evans asked that the Parks & Recreation Commission be mindful of safety issues in park planning.

Karen Huff from the Chamber of Commerce wished Happy Holidays to everyone.

New Business: None

Ordinances and Resolution

- 10-825 An Ordinance Authorizing The City of Milford to Contract with the Milford Community Fire Department, Inc. for Fire Services.
Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Mr. Lykins. All voted yes. Ms. Hinnners made the motion to adopt, seconded by Mr. Pittman. All voted yes.
- 10-826 An Ordinance Authorizing the City of Milford to Contract with the Milford Community Fire Department, Inc. Emergency Medical Service Division for Emergency Medical Services.
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. Hinnners. All voted yes.
- 10-569 A Resolution Adopting the City of Milford Natural Hazard Mitigation Plan Update.
Ms. Brewer made the motion to adopt, seconded by Ms. Pittman. All voted yes.
- 10-827 An Ordinance Amending Chapter 181 of the Codified Ordinances of the City of Milford regarding The Allocation of Income Tax Collections.
Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Ms. Walter. Voting yes: Ms. Brewer, Ms. Hinnners, Mayor Vilaro, Jr., Ms. Walter, Mr. Pittman and Mr. Lykins. Voting no: Mr. Rohrig. Ms. Hinnners made the motion to adopt, seconded by Ms. Brewer. Voting yes: Ms. Hinnners, Mr. Lykins, Mayor Vilaro, Ms. Brewer, Ms. Walter and Mr. Pittman. Voting no: Mr. Rohrig.
- 10-828 An Ordinance Amending the Position Description of Service Superintendent to Service Supervisor Adding Supervision of Municipal Service Worker IV. And Changing FLSA Statue to Non Exempt.
Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Mr. Pittman. All voted yes. Ms. Hinnners made the motion to adopt, seconded by Mr. Pittman. All voted yes.
- 10-829 An Ordinance Increasing the Rate of Pay for Part Time Police Officers.
Ms. Brewer made the motion to suspend the rules and read by title only, seconded by Mr. Pittman. All voted yes. Ms. Hinnners made the motion to adopt, seconded by Mr. Pittman. All voted yes.
- 10-830 An Ordinance Increasing the Rate of Pay for the Position of Part Time Zoning Enforcement.
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 Mr. Lykins. All voted yes.
- 10-831 An Ordinance Amending Ordinance 10-787

- Ms. Brewer made the motion to adopt, seconded by Mr. Lykins. All voted yes.
- 10-832 An Ordinance to make Appropriations for the Current Expenses and other Expenditures of the City of Milford during the Fiscal Year Ending December 31, 2011.
Ms. Walter made the motion to adopt, seconded by Mr. Pittman. Voting yes: Ms. Walter, Mr. Pittman, Mr. Lykins, Ms. Brewer, Ms. Hinnners, and Mayor Vilaro, Jr. Voting no: Mr. Rohrig.
- 10-833 An Ordinance Authorizing an Agreement with the Clermont County Board of County Commissioners for the Community Development Block Grant Fiscal 2010 City of Milford Riverside Park Site Furnishings.
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 Mr. Lykins. All voted yes.
- 10-570 A Resolution Authorizing Submittal of an Application for the 2011 Ash Removal and Canopy Restoration Grant Program.
Ms. Brewer made the motion to adopt, seconded by Mr. Lykins. All voted yes.

Old Business: None
Ordinances and Resolutions

Adjourn:

There being no further business to come before Council the meeting was adjourned at 8:20 p.m. with a motion from Ms. Brewer, seconded by Mayor Vilaro, Jr. All voted yes.

Joanne Trilety, Clerk

Ralph J. Vilaro, Jr. Mayor