

The Council of the City of Milford met in Regular Session in Council Chambers at 745 Center Street at 7:00 p.m. May 3, 2011. 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, Ms. Evans, Ms. Hinners, Mr. Lykins, Ms. Brewer, and Ms. Walter.

Proclamation: Mayor Vilardo read a Proclamation designating April 29, 2011 as Arbor Day in Milford.

Oath of Office: Law Director Minniear administered the Oath of Office to Stephen Bogan as a full-time Police Officer for the City of Milford.

Minutes: Ms Brewer made the motion to waive the reading and adopt the minutes of April 19, 2011, seconded by Ms. Walter. Voting yes: Ms. Evans, Mr. Lykins, Ms. Brewer, Ms. Walter and Mr. Pittman. Abstaining: Ms. Hinners and Mayor Vilardo, Jr.

Correspondence: None

Financial Statements: None

Public Comments: Stephen Flaim, resident, had questions concerning the hiring of an outside Lawn Care business to mow Greenlawn Cemetery. Mayor Vilardo, Jr. explained that the City was saving money by having an outside company for the lawn work. For our city employees to do the work it would involve overtime which would be more costly and take the service employees off of more priority jobs. Karen Huff, Milford Miami Township Chamber updated coming events in Miami Township and Milford. Mr. Minniear thanked Mayor Vilardo, Jr. for remembering "Bob" Enger. Mr. Enger was a former Council Person who passed away this week. Mr. Enger was much loved in our community.

STANDING COMMITTEE REPORTS

Public Services: Ms. Brewer reported that the Committee met on April 28, 2011. Present: Amy Brewer and Laurie Walter. Staff Present: Finance Director Dan Burke, Water Supervisor Matt Newman and City Engineer Bud White. Also Present: Jeff Lykins and Geoff Pittman.

Matt Newman reported that he received seven proposals for the SCADA system. After reviewing the proposals, meeting with the vendors, and checking references he recommended Strand for the project. The cost of the Stand proposal is \$75,000 and the application has to be completed by June 1, 2011.

The Committee agreed to make a motion to draft an Ordinance Authorizing the City Manager to enter into a contract with Strand and Associates to perform engineering and design work for the Water Department SCADA system in an amount not to exceed \$75,000. Ms. Brewer made the motion, seconded by Mr. Pittman. All voted yes.

Bud White recommended that the City choose C.D.P. to coordinate and manage the proposed stormwater construction projects. Based on a \$75.00 cost per hour, and a budget of 24 hours per week, Mr. White estimated that the cost of the contract would not exceed \$43,500.

Ms. Brewer asked if the \$75.00 per hour rate and 24 hours per week estimate were customary for a project of this type. Mr. White said that we paid a similar inspection rate for the Garfield Force Main project. Ms. Walter also mentioned that she had some concerns about the cost estimated and she wants to make sure that we are paying a competitive rate for these services. The Committee agreed to send this matter to Council for additional discussion. After Council discussion, it was agreed to send this back to Public Services Committee for further discussion.

Bud White is recommending that Mid-Miami Roofing Company be chosen as the vendor to replace the roof at 745 Center Street. A formal bidding process was conducted and we received 11 bids and Mid-Miami was the low bidder.

Jeff Lykins asked about the color of the roof. Mr. White indicated that it would probably be black. Mr. Lykins suggested a lighter color to reflect the sun's heat during the summer months. After a brief discussion everyone concurred that a light colored roof was something that Mr. White should research for this project. Mr. White will explore the pros and cons of a light-colored roof versus a dark-colored roof in this climate zone.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into a contract with Mid-Miami Roofing to perform roofing work at City Hall in an amount not to exceed \$49,184. Ms. Brewer made the motion, seconded by Mr. Lykins. All voted yes.

Mr. White reported that it was time for the annual process to codify the City Ordinances for placement in a permanent record. This is a standard procedural item.

The Committee agreed to make a motion to draft an Ordinance approving the editing and inclusion of certain Ordinances as parts of the Codified Ordinances. Mr. Brewer made the motion, seconded by Mr. Pittman. All voted yes.

Other items that were brought to Committee; Exterior construction at the BW3 Restaurant. Mr. While confirmed that they are doing some exterior work on the property and that the appropriate permits were approved last fall. The Committee recommended the issue is resolved.

Ms. Walter questioned the recent flooding on Laurel Ave. Existing trees, gravel and grass was removed and replaced with pavement. Prior to the change, stormwater was being diverted properly and flooding was not a concern. Since the change, stormwater is being diverted toward some of the properties and homes on Laurel. A couple of modifications were discussed including some curb or trenching changes. Mr. White will review some stormwater diversion modification

Mr. Pittman inquired about parking on Water St. as a follow-up to issues that Fire Chief Cooper had previously introduced. They're several issues to consider. Street parking is available on Water St. and we should look into signage or other ways to publicize those parking opportunities. We may need to look into striping the parking areas and to clarify that parking is allowed there. We need to coordinate everything with Chief Cooper to make sure that the new parking spaces not hinder emergency vehicle response. Ms. Walter will consider the changes at the next Beautification Committee meeting.

Mr. Brewer asked Dan Burke to research the City's trash removal policy to determine if there is anything that restricts the City from picking up brush in the Miami Woods neighborhood. Mr. Burke will research the brush removal program and coordinate with Law Director Minniear.

Administrative Services: - No Report

Safety Services: No Report

Community Development: Ms. Hinnners reported that the Committee met on April 26, 2011. Present: Charlene Hinnners, Laurie Walter and Lisa Evans. Staff present: Finance Director Dan Burke and Interim City Manager Pam Holbrook. Also present: J. Rush Morris, Dave Sence LTD, Amy Chaffin, Karen Knepp and Hillary & David Brock.

The Committee discussed the Memorial Park Revitalization. They agreed that the next step would be to review the design concept from Dave Sence, LTD. Ms. Hinnners discussed purchasing the flagpoles for the Park but the Committee agreed to hold off on purchasing the flag poles until the design concept and cost are available for review on May 9th. The Committee scheduled a meeting May 12th at 6:00 p.m. to review the concept drawings from Mr. Sence.

Ms. Hinnners stated the Parks & Recreation Commission would be meeting on May 2nd at Terrell Park to designate camping locations. They would then travel to Memorial Park and the other Milford Parks. Ms. Hinnners encouraged members from the Community Development Committee and the Beautification Task Force to meet at Memorial Park on May 2nd at 6:00 p.m. to discuss plans for Memorial Park.

The Committee reviewed the projects approved by City Council on April 5th. SR 126 & U.S.50 Gateway upgrades with irrigation; Milford Bike Trail Signage and planters for Lila Ave.

Mr. Brock discussed the graffiti on the Riverside Park Concession stand by the basketball courts. He suggested that the City work with the Milford High School Art Department on a logo to cover up the graffiti. He also stated that there is orange graffiti located between Castrucci and Milford Green House and on the Bike Trail.

Ms. Hinnners suggested staff contact Milford High School regarding community service hours.

The Committee discussed locations for the flowerpots on St. Rt. 28 and Lila Ave. The placement of the flowerpots will be discussed at the May 12th meeting.

Mr. Morris stated that there are large holes where the trees were removed on Milford Parkway and asked if this could be fixed. Staff will contact the Service Department

The Committee discussed trimming trees in the subdivisions and also Duke Energy.

City Manager's Report: Interim Manager Holbrook reported that the Finance Department 2010 Income tax filing deadline passed on April 18, 2011. Our "walk-in" clients totaled 215. We will continue to promote on-line filing and working directly with R.I.T.A. but as you can see we still have a decent demand for in-house filing assistance.

The new utility invoice format was initiated with the early April billing cycle. We have received positive comments about the appearance of the invoice and the fact that it is easier to read and understand. The new format allows us to distribute other information to our clients.

We are reviewing three proposals for the City's annual Property and Casualty insurance police renewal. We expect to enhance our coverage in a couple of specific areas while reducing the overall cost from last year. The process will be scheduled for process for committee review followed by a City Council Ordinance on May17, 2011.

Finance Director Burke will putting together the 2012 Tax Budget in May. The 2012 Tax Budget is a statutory requirement that City Council must adopt by July 15, 2011. The budget is typically an estimate of how we expect our 2012 revenues and expenses will look and it provides the initial framework for the 2012 appropriations. The data is provided to the Clermont County Auditor in summary format, not line item detail.

We are continuing to update the City's asset inventory and five-year capital budget.

The Service Department reports that we have made our recommendation to the Public Services Committee to accept Mid-Miami Roofing, Inc. for the roofing contract.

The Diesel Generator contract with Atkins and Stang, Inc. is in the process of the contract signing.

Osborne Construction has begun upgrading the public restrooms on the 2nd and 3rd floors in City Hall.

They expect to have all work in the bathrooms completed within three weeks.

The wastewater Department reports no projects at this time. Operations continue as usual.

The Water Department reports that 6.21 Million gallons of water went through the plant during the last two weeks. The lime Lagoon cleaning is on schedule and should be completed by June 19th.

Strand Engineering was at the water plant on April 26th through April 28th doing preliminary engineering for the SCADA Project.

OTHER ITEMS: Thanks to Susan Ellerhorst for organizing the River Sweep on April 30th. A lot of trash was collected along the East Fork River and behind Target. Thanks to all who participated.

The unsecured wireless hot spot in Council chambers is up and running now.

The new web site should be available soon; please let staff know if you have comments on the new design.

We are still working with the CLG to see if there are enough communities to participate in a refuse collection collaboration. If the CLG program does not work out, staff will take a recommendation to Committee on whether to renew the current contract for 1 year or request bids.

Welcome to the following new businesses: The Garden Gate, 122 Main St.; EmJay Massage Therapy, 100 Cemetery Rd., American Home Patient, 771 US 50; Roads Rivers and Trails, 118 Main St.

.Committee Meetings

Admin. Services	Monday, May 9, 2011	5:00 p.m.
Community Dev.	Thursday, May 12, 2011	6:00 p.m.
Public Services	Thursday, May 12, 2011	5:00 p.m.
Safety Services	Monday, May 16, 2011	6:00 p.m.
Special Council Mtg..	Monday, May 9, 2011	6:00 p.m.

\Reminders

National day of Prayer	Thursday, May 3, 2011	9:00 a.m.
Arbor Day Tree Planting	Friday, May 6, 2011 (Pattison Elem)	2:00 p.m.
Planning Commission	Wednesday, May 11, 2011	7:00 p.m.
Citizen's Housing	Monday, May 16, 2011	7:00 p.m.
City Wide Yard Sale	May 20 th – May 22 nd	
Community Shred Dad	Saturday, May 21 st at the Medical Social Ser. Bldg. In Batavia	
Bd. of Zoning Appeals	Thursday, May 26, 2011	7:00 p.m.
City Offices closed	Monday, May 30, 2011 – Memorial Day	

Police Report: Sgt. Crider distributed the monthly Police Report to Council from Chief Mills who was unable to attend the Council Meeting. Sgt. Crider reported that there would be a seat belt check in the parking lot at target. This is an annual event in Milford. He stated that Officer Kenney received a letter of commendation from Chief Mills for his work in helping the Monroe Police Department.

Fire/EMS: No Report – Chief Cooper is doing well after his surgery at Bethesda North Hospital.

Public Comments: Karen Huff said that the Frontier Days Parade participant deadline is next week.

Mayor Vilardo, Jr. announced that there is an opening on the Parks & Recreation Commission. Bob Laudeman is resigning. Mayor Vilardo, Jr. thanked Bob for his service on the Commission and encouraged anyone interested in this position to contact the Administration Office. Ms. Brewer thanked Mr. Laudeman for his work on the Parks & Recreation Commission and for his influence in helping Valley View become a reality.

New Business:

Ordinances and Resolution

11-868 An Ordinance Authorizing the City Manager to enter into a contract with Strand and Associates to Perform Engineering and Design Work for the Water Department SCADA system in an amount not to exceed \$75,000.

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.

11-869 An Ordinance Authorizing the City Manager to enter into a Contract with Mid-Miami Roofing to Perform roofing work at City Hall in an amount not to exceed \$49,184.

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. Brewer. All voted yes.

11-870 An Ordinance approving the editing and inclusion of certain Ordinances as parts of the Codified Ordinances.

Ms. Hanners made the motion to adopt, seconded by Mr. Pittman. 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 adjourned at 8:00 p.m. with a motion from Ms. Brewer, seconded by Mr. Pittman. All voted yes.

Joanne Trilety, Clerk

Ralph J. Vilardo, Jr. Mayor