

**Administrative Services Committee
Meeting Minutes
November 2, 2020**

Ms. Evans called the meeting to order at 5:30 p.m.

Present: Lisa Evans, Sandy Russell, Kim Chamberland

Staff: City Manager, Michael Doss and Administrative Assistant Jackie Bain

Visitor: Rebecca Shundich, Darryl Donovan

Proceedings:

Approve the proceedings from the October 1, 2020 meeting Ms. Evans made a motion to approve. Seconded by Ms. Chamberland. All voted yes to approve.

NOISE ORDINANCE DISCUSSION

Mr. Doss discussed with the committee the examples brought before the committee with a Draft #1 and Draft #2 version of a new noise ordinance. The committee reviewed details in the specific times noted in the original Ordinance and each draft version.

Mr. Darryl Donovan from Wooster Pike Milford Ohio approached the podium to discuss the proposed noise ordinance information with the committee and Mr. Doss. Music from the brewery was discussed.

Ms. Rebecca Shundich from Mound Avenue spoke to the committee to share her concerns regarding the times set in the current noise ordinance. She recommended that the committee make changes to the noise ordinance. Music from the brewery and the 13-hour construction day was also discussed.

The current ordinance on the books states to allow amplified sound to be played Sunday through Thursday, 10pm. Friday and Saturday, 12am.

The Committee Agreed to Recommend That the Law Director Draft an Ordinance Enacting Chapter 737 Of the Codified Ordinances of The City of Milford, Ohio, Establishing the Regulation of Amplified Sound Within the City of Milford River District. 737.02 No Person Shall Permit or Allow Amplified Sound to Be Played or Generated Within the City of Milford River District After 10pm Sunday To Wednesday, After 11 Pm Thursday, Or After 12am Friday And Saturday.

STAYBRIDGE HOTEL ECONOMIC DEVELOPMENT INCENTIVES

Mr. Doss brought to the committee's attention a small incentive for a 13-million-dollar investment on Chamber Drive. We have been very successful with these incentive packages. Mr. Doss made a recommendation to consider the City of Milford Property Tax Rebate Incentive Program and Utility Tap Fee Waiver Program package as presented.

The Committee Agreed to Recommend That the Law Director Draft an Ordinance Authorizing A Tax Rebate Incentive Program for Five Years, 100% And Tap Fee and Inspection Fee Waivers At 100% For Staybridge Suites.

ALLOCATION OF 100% INCOME TAX COLLECTION TO GENERAL FUND IN 2021

Mr. Doss presented information that he and Finance Director, Pat Wirthlin recommended to be considered for adoption with the same legislation from Ordinance 2020-21 which was approved by Council on May 5, 2020 and that an allocation of 100% of the Income Tax go into the General Fund for the entirety of 2021 since we are still feeling the impact of Covid-19.

The Committee Agreed to Recommend That the Law Director Draft an Ordinance Authorizing the Allocation Of 100% Of Income Tax Collections to The General Fund For 2021

BISHOPS BIKE TRAILHEAD LEASE AGREEMENT

Mr. Doss brought to the committee's attention that a few months ago council passed a lease agreement with the Milford Trailhead. Bishops was recently sold to Hellebusch Bicycles; LLC and we had a lease with Bishops Bicycles that was set to expire in August of next year. The new owner wanted to know if they could be on the lease agreement. In keeping with the same approach and the opportunity to revise with a new lessee to revise with the new owner a proposal that would be in effect from December 1, 2020 through November 30 of 2025 considering a five-year lease. It does grant an additional five-year option to renew. The current lease that we have with Bishops shows rent during May – August was \$300.00 a month and September – April was \$100.00 a month for a total annual of \$2,000 per year. In keeping with the maintenance of the building to put some money aside for exterior improvements to the building, a proposed new lease of May – August at \$375.00 per month and September – April at \$150.00 per month for a yearly total of \$2,700 per year.

The Committee Agreed to Make A Recommendation for The Law Director to Draft an Ordinance to Enter into A Lease Agreement with Hellebusch Bicycles, LLC And the Rent to Be \$2700 Per Year for A Term of Five Years Beginning December 1, 2020

HAMILTON COUNTY CARES ACT LOCAL JURISDICTION FUNDING

Mr. Doss discussed with the committee Hamilton County Cares Act Funds for local jurisdiction funding since a little piece of Milford is located in Hamilton County. It does qualify the City of Milford for a small portion of Cares Act Funds from Hamilton County. The city needs to enter into an agreement to receive local jurisdiction Cares Act Funds to receive \$890.00.

The Committee Agreed to Make A Recommendation for The Law Director to Draft an Ordinance to Enter into An Agreement with The Board of County Commissioners of Hamilton County to Receive 2020 CARES Act Local Jurisdiction Funds

SIGNAL HILLS LIFT STATION PUMP QUOTES

Mr. Doss reviewed quotes that Mr. Dave Walker from the Waste-Water Department submitted three quotes for two pumps for consideration: Buckeye Pumps Inc. for \$12,723 (includes labor), Gorman Rupp for \$15,604 (does not include labor) and Pelton Environmental Products for \$16,460.60 (does not include labor). The pumps will be used at the Signal Hill Lift Station. The current pumps are bad and are running on a generator and Mr. Walker would like to get the current pumps replaced as soon as possible. Mr. Doss and Mr. Walker recommend that we purchase the two pumps from Buckeye Pumps.

The Committee Agreed to Make A Recommendation for The Law Director to Draft an Ordinance Authorizing the Purchase of Two Pumps from Buckeye Pumps in The Amount Of \$12,723 For The Signal Hill Lift Station.

There being no further business, the meeting adjourned at 6:11 p.m. with a motion from Ms. Evans Seconded by Ms. Chamberland All yes

Respectfully submitted,
Jackie Bain Administrative Assistant

These minutes have been approved and adopted by Ms. Evans, Ms. Russell and Ms. Chamberland November X, 2020."