

**Administrative Services Committee
Meeting Minutes
July 14, 2022**

Ms. Russell called the meeting to order at 4:00 p.m.

Present: *Sandy Russell* and Kim Chamberland

Staff: City Manager Michael Doss, Finance Director Pat Wirthlin, Assistant Finance Director Jewelie Casteel, and Executive Assistant Jackie Bain.

Visitors: none at this time

Proceedings: The updated minutes from the June 16, 2022, Administrative Services Committee Meeting were approved.

DISCUSSION: AMENDING APPROPRIATION ORDINANCES 2021-113 AND 2022-129

Finance Director Pat Wirthlin discussed —\$7.4 Million Changes

A list of proposed amendments to the City's 2022 appropriations, transfers, and advances were reviewed with the committee. The increase in budgeted expenditures amounts to \$7.4 million in total. Ms. Wirthlin noted that she is in the process of filing an Amended Certificate of Estimated Revenue which will increase budgeted revenues by close to the same amount. \$30 Million Total Budget- These changes put the City's total budget at \$30 million, the largest budget yet. This amazing City has quite a few irons in the fire!

THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AMENDING APPROPRIATION ORDINANCES 2021-113 AND 2022-129 BY INCREASING THE INDIVIDUAL ITEMS AS LISTED ON THE ATTACHED CHART TOTALING \$7,389,511.

DISCUSSION: NOISE NUISANCES FOR INSTITUTIONAL ZONED DISTRICTS

Mr. Doss discussed an ordinance that was passed in January 2020 establishing regulations for amplified sounds/noise for the Milford River District. In looking at this further and basing it off of Frontier Days entertainment that occurs at the American Legion and looking forward to Five Points Landing and any entertainment, all of those areas are zoned Institution. A zoning map was reviewed. Mr. Doss recommended to establish a new noise ordinance that would identify the Institutional District and set up parameters for amplified sound Sunday through Thursday until 10pm and Friday and Saturday until 11pm.

THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE ESTABLISHING REGULATIONS OF AMPHLIPHIED SOUND WITHIN THE CITY OF MILFORD INSTITUTIONAL DISTRICT WITH AMPHLIFIED SOUND SUNDAY THROUGH THURSDAY UNTIL 10PM AND FRIDAY AND SATURDAY UNTIL 11PM

QUOTE: ENGINEERING SERVICES FOR EVALUATING AND REDUCING DISCHARGE OF PHOSPHORUS

Mr. Doss on behalf of Waste Water Department Supervisor Dave Walker, discussed a quote from Environmental Engineering for the Wastewater Treatment plant. As part of our NPDES permit there are certain guidelines and criteria that we have to follow when we treat wastewater based off of this permit. One of the components of the NPDES permit is that it calls for a Phosphorus Discharge Optimization Evaluation plan. This will make us compliant with the state showing how we discharge phosphorus.

THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING ENVIRONMENTAL ENGINEERING SERVICE TO PROVIDE PHOSPHORUS DISCHARGE OPTIMIZATION EVALUATION PLAN FOR THE CITY OF MILFORD IN THE AMOUNT OF \$7,950

OPWC GRANT AGREEMENTS (WATER SUPPLY AND DISCHARGE LINE REPLACEMENT PROJECTS)

Mr. Doss discussed how both of the agreements are needed before we put the new water tower on line. We have to upgrade our existing discharge and supply lines. The Grant agreements information was reviewed with the committee. Both of these grants through the OPWC gives us 49% the Cit of Milford has to pay 51%. For the Wallace Supply Line, the city's match on that is \$403,920 and the city's match for the Garfield Discharge Line is \$255,000. We have discussed utilizing our ARPA funds we received last year and the second half of that payment this year as our local match to that OPWC Grant funds.

THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE OHIO PUBLIC WORKS COMMISSION FOR THE WATER SUPPLY AND WATER DISCHARGE LINE REPLACEMENT PROJECTS

WASTE COLLECTION AND RECYCLING PLAN

Mr. Doss discussed the history of the agreement with Rumpke of Ohio. The original contract was a one-to-three-year contract. We are currently on the fourth year getting ready to enter the fifth year of the current contract agreement. We are working with the CLG because it is now going back out for bid. If we enter into this agreement this will satisfy us until August 2023. And if we have our agreement worked out with CLG/Rumpke we will have a new agreement to enter into potentially for the next five years. A spreadsheet was reviewed with the committee indicating our current monthly charges. Possible future contract information was reviewed and discussed.

THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH RUMPKE OF OHIO FOR AND EXTENSION OF THE WASTE COLLECTION AND RECYCLING CONTRACT EFFECTIVE AUGUST 1,2022 AND CONTINUING THROUGH JULY 31, 2023

Additional items of discussion:

For the Service Department to place in the entry way of the Milford Beach Area, a NO VEHICLE PERMITTED sign in order to enforce no vehicles on the beach area.

Also, a petition from Riverwalk Flats residents regarding their inability to see when pulling out of the complex. The Service Department will eliminate one space on the left so when you exit, people will have a better line of sight.

There being no further business, the meeting adjourned at 4:45 pm with a motion from Ms. Russell. Seconded by Ms. Chamberland All yes

Respectfully submitted,
Jackie Bain, Executive Assistant

“These minutes have been approved and adopted by Ms. Russell, Ms. Evans and Ms. Chamberland on July 17, 2022.”