

**Administrative Services Committee
Meeting Minutes
October 17, 2022**

Mrs. Russell called the meeting to order at 4:32 p.m.

Present: Lisa Evans, Kim Chamberland, and Sandy Russell

Staff: City Manager, Michael Doss

Visitors: None

Proceedings: *Approve the proceedings from the October 3, 2022 Administrative Services Committee Minutes. Mrs. Evans made a motion to approve. Seconded by Mrs. Chamberland.*

Discussion: 2023 Fire/EMS Services Contract

Mr. Doss presented the proposed 2023 Fire/EMS Services Contract to the committee. Mr. Doss noted that the contract is for a one-year term with a change in the amount of the annual contract for services provided by the Milford Community Fire Department. The proposed contract increased from \$2,625,000 in 2022 to \$2,825,000 for 2023. Mr. Doss noted that the increase of \$200,000 represents capital equipment and apparatus acquisition planned for the MCFD in 2023. The proposed contract terms of one year were agreed upon by Chief Baird and Mr. Doss to account for uncertain economic changes potentially impacting the local economy next year.

Without further Committee discussion....

The Committee agreed to recommend that the Law Director draft an ordinance authorizing the City of Milford to contract with the Milford Community Fire Department, Inc. for Fire and Emergency Medical Service.

Discussion: Urban Canopy Restoration Grant Program

Mr. Doss discussed a grant application for the Ohio Department of Natural Resources Division of Forestry Urban Canopy Restoration Grant Program. Mr. Doss indicated that the grant was submitted last Friday, but required legislation in the form of a resolution from the City indicating support for the grant application/program. Mr. Doss noted that if funded, the funds would be used to purchase trees for planting in Greenlawn Cemetery, Riverside Park hillside, and near the riverbank at Jonas Memorial Park. The total grant amount requested is \$7,500 with the City providing an in-kind match for labor/maintenance and a financial contribution of \$5,000. Mr. Doss stated that the City should received notification of the grant award in a couple of weeks.

Without further Committee discussion....

The Committee agreed to recommend that the Law Director draft a resolution authorizing the City to make application to the Ohio Department of Natural Resources, Division of Forestry's Urban Canopy Restoration Grant Program.

There being no further business, the meeting adjourned at 4:39 pm with a motion from Mrs. Chamberland, Seconded by Mrs. Evans. All yes

Respectfully submitted,

Michael Doss, City Manager