

RECORD OF PROCEEDINGS

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held

December 3, 2019

20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on December 3, 2019. Mayor Vilardo called the meeting to order with the Pledge of Allegiance (invited the 5<sup>th</sup>,6<sup>th</sup> Graders in attendance from Pattison Elementary to lead the pledge) and a Moment of Silence.

**Roll Call:** Present: Mayor Vilardo, Vice Mayor Evans, Ms. Russell, Mr. Mitchell, Ms. Cooper, Ms. Chamberland and Mr. Haskins

**Presentation:** Pattison Elementary Untied Socks student group/Lego League Team presented their 2019 challenge problem: Project Plastic Bag. Hypothetical solutions were introduced. Presenting was Ian Poplin, Dakota Moesker, Noah Phillips and Jason Phillips along with Coach/Teacher Ms. Dawn Harvey and Assistant Coach/Chelsea Michaels. The group also presented a robot that the team has been working on.

**Proceedings:** Ms. Evans made a motion to approve the November 19, 2019 City Council meeting Minutes Seconded by Ms. Chamberland All yes.

**Public Comments:** none at this time

STANDING COMMITTEE REPORTS:

Administrative Services Committee

Administrative Services Committee Meeting Minutes November 26, 2019Ms. Chamberland made a motion to appoint Ms. Evans as the Administrative Services Committee Chair. Seconded by Mr. Mitchell. All voted in favor of the appointment Ms. Evans called the meeting to order at 4:30 p.m. Present: Lisa Evans, Kim Chamberland and Kyle Mitchell Staff: City Manager Michael Doss; Finance Director Pat Wirthlin; and Administrative Assistant Jackie Bain Visitors: None PROCEEDINGS: *The committee unanimously approved the proceedings from August 14, 2019 Administrative Services Committee Minutes* Ms. Chamberland made a motion to approve. Seconded by Ms. Evans. Mr. Mitchell abstained CLERMONT COUNTY PUBLIC HEALTH CONTRACT Mr. Doss presented to the committee a contract with Clermont County Public Health. They do assist our Public utilities. They do provide grease trap evaluations, assessments back flow prevention. As well as restaurant, food services inspections as well to all the businesses in the city. The current contract for this year is \$28, 229.88. the proposed contract for next year is \$28,512.64. This contract is good for one year and is effective January 2020.*The Committee agreed to make a motion authorizing the Law Director to draft an ordinance authorizing the City Manager to enter into a contract with Clermont County Public Health in the amount of \$28,512.64. Ms. Evans seconded the motion. All voted yes* 2019 TRANSFER/APPROPRIATION AMENDMENT Pat Wirthlin discussed with the committee the City of Milford Final Appropriation Amendments for Fiscal Year 2019. General fund Appropriation increases, and their purposes were reviewed. The Grand Total was \$744,800. *The Committee agreed to make a motion authorizing the Law Director to draft an ordinance amending appropriations Ordinances 18-1413, 19-1422, 19-1434, 19-1439, 19-1447, 19-1456 and 19-1463 by increasing or decreasing the individual items as listed on the included chart totaling \$744,800. Ms. Evans seconded the motion. All voted yes* VIP REPORTING MODULE QUOTEMs. Wirthlin presented to the committee that she is in support of an upgrade to the current software system VIP Analytics with Excel Designer. The support fees would increase by approximately \$3,000 annually with this new product. This desktop icon would allow an unlimited amount of staff to see the budget daily on a real time basis. The modules for this software are limitless. The purchase price is \$19,500.*The Committee agreed to make a motion authorizing the Law Director to draft an ordinance authorizing the City Manager to enter into a contract with Software Solutions in the amount of \$19,500 for VIP Analytics with Excel Designer Ms. Evans seconded the motion. All voted yes* There being no further business, the meeting adjourned at 4:47 p.m. Respectfully submitted, Jackie Bain Administrative Assistant "These minutes have been approved and adopted by Ms. Evans November 29, 2019, Ms. Chamberland and Mr. Mitchell via email this 1st day of December 2019."

City Manager's Report

MEMORANDUM TO: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk FROM: City Manager DATE: December 3, 2019 RE: Manager's Report Ribbon Cuttings – Two ribbon cuttings scheduled for this week in Milford. Rapid Fired Pizza (Chamber Drive) December 5th at 4:00 pm. Little Miami Brewing Company (floor addition) December 7th at 12:00 pm. Chamber Drive Development – The city received a rendering for a proposed new food service business for the vacant lot on Chamber Drive between Starbucks and Verizon. Wallace Water Tower RFP – Three Engineering firms were selected to be interviewed. Interviews are scheduled for December 9th beginning at 1:30 pm. Mill Street Storm Replacement – DER Construction started replacement of the failing storm line last week.US 50 Urban Paving Concrete Project – The concrete and catch basin repair package has been advertised. Bids are due December 11th at 2 pm. STANDING COMMITTEE MEETINGS None at this time REMINDERS December 11 – CIC of Milford Board Meeting at 10:00 am December 11 – Planning Commission at 6:00 pm December 18 – City Council Meeting at 7:00 pm (Clermont Chamber 50<sup>th</sup> Reschedule)



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Minutes of

Meeting

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Police Department Report

Monthly Report- November 2019 This report summarizes the various activities and functions of the Milford Police department during the month of November. *TRAINING* • Officer Yeary attended the monthly SRT training. • Officer Dennis attended the HCPA Dive Team monthly training. • Officers Heller and Clark, as well as Sgt. Belcher and Assistant Chief Mahan attended an eight-hour Calibre Press Street Survival Seminar. • Assistant Chief Mahan attended two days of in-service for C.L.E.E. *NOTABLE OCCURRENCES* • Breaking and entering report at Wendy's (75 River's Edge). Partial prints were located during processing. • Burglary was report at 500 Main Street. • A stolen vehicle from Speedway (716 Main Street) was recovered the next day in Miami Twp. Monthly Report- November 2019 *ADMINISTRATIVE* Officer Tara Dennis was accepted to the Hamilton County Police Association Underwater Dive and Recovery Team. The last time we had someone from the department on the team was back in the 70's or 80's. *COMMUNITY RELATIONS* • MMART program completed two shifts • Operation Holiday Patrol began on November 27th. • We joined the Amazon Ring Neighbors Platform. • The annual Milford Police Reunion was held on November 2nd. *OUTSIDE MEETINGS AND ASSOCIATIONS* Chief Mills met with corporate security representatives from Duke Energy. *ATTACHMENTS* • Operation Holiday Patrol photos Monthly Report- November 2019

Fire And Ems Report

Chief Baird presented information since the last meeting. The had to deploy the generator truck to the Downtown Cincinnati Collapse scene. Reminder that Santa Sunday is Sunday, December 22<sup>nd</sup>. The trucks will start out in the neighborhoods around 1pm until approximately 5pm. Listen for the sirens in your neighborhood. Friday December 20<sup>th</sup> at 6pm, the department will be packing up the goody bags at the Fire Station. City Coworkers, elected officials and friends of the department are invited to attend. The Fire Board approved the 2020 budget for the department. Chief Baird is prepared to do a short presentation, possibly a work session meeting before a regular council meeting. Remodeling of the day room has been started in house. Also, a soft start at the beginning of 2020 they are going to upgrade the level of service provided by engine 71 to advanced life support. The department is very active on social media particularly Facebook and Twitter. Ms. Evans thanked the Chief and his department for the great Hometown Holiday Rides on the Antique Fire Truck.

Council Comments:

Mayor Vilardo shout out to staff on how successful the Memorial Tree lighting was. As well as the other trees that have lighting throughout the city. It was a great weekend for Hometown Holidays!

Public Comments:

NEW BUSINESS:

ORDINANCES AND RESOLUTIONS

**19-1480** ORDINANCE AUTHORIZING THE CITY OF MILFORD TO EXECUTE A CONTRACT WITH THE CLERMONT COUNTY HEALTH DISTRICT ADVISORY COUNCIL FOR THE PROVISIONS OF PUBLIC HEALTH SERVICES FOR 2020 Ms. Evans Made A Motion to Suspend the Rules and Read by Title Only. Seconded by Ms. Russell. All Voted Yes Ms. Evans Made A Motion to Adopt. Seconded by Ms. Russell. All Yes

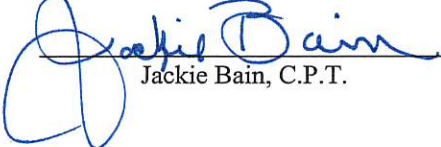
**19-1481** AN ORDINANCE AMENDING APPROPRIATION ORDINANCES 18-1413,19-1422,19-1434,19-1439,19-1447,19-1456, AND 19-1463 Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Ms. Russell. All voted yes Ms. Evans made a motion to adopt. Seconded by Ms. Russell. All yes

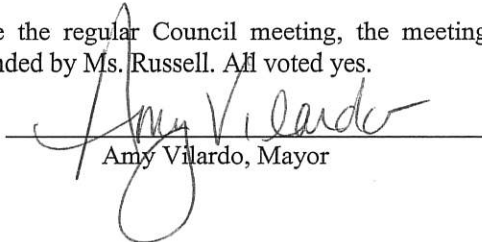
**19-1482** AN ORDINANCE AUTHORIZING THE PURCHASE OF SOFTWARE FROM SOFTWARE SOLUTIONS Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Ms. Russell. All voted yes Ms. Evans made a motion to adopt. Seconded by Ms. Russell. All yes

**19-1483** AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF MILFORD DURING THE FISCAL YEAR ENDING DECEMBER 31, 2020 Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Ms. Russell. All voted yes Ms. Evans made a motion to adopt. Seconded by Ms. Russell. All yes

Old Business

**Adjourn:** There being no further business to come before the regular Council meeting, the meeting adjourned at 7:40pm with a motion from Ms. Evans and Seconded by Ms. Russell. All voted yes.

  
Jackie Bain, C.P.T.

  
Amy Vilardo, Mayor