

# RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

Meeting

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

December 18, 2019

Held \_\_\_\_\_ 20 \_\_\_\_\_

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on December 18, 2019. Mayor Vilardo called the meeting to order with the Pledge of Allegiance 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:** Proclamation for DVM Dr. Clemons

**Proceedings:** Ms. Evans made a motion to approve the November 2, 2019 Special Meeting Budget Session Minutes. Seconded by Ms. Russell. All yes. Ms. Evans made a motion to approve the December 18, 2019 City Council meeting Minutes. Seconded by Ms. Russell. All yes

**Public Comments:** none at this time

**Correspondence:**

- ❖ Rumpke Re: Clermont County Solid Waste District Generation Fee Increase/posted at City Hall
- ❖ Re-appoint two council members – All approved keeping Ted Haskins and Sandy Russell on the Volunteer Firefighters' Dependents Fund local board for 2020. This board convenes only in the event of a line-of-duty death of a Milford firefighter to administer statutory benefits available to the family.

**Financial Statements:** Ms. Evans made a motion to receive the Finance Reports from November 19, 2019. Ms. Russell seconded the motion. All yes

**STANDING COMMITTEE REPORTS:**

**Public Services Committee Meeting Minutes**

December 10, 2019 Called to Order: 8:00am by Kim Chamberland Present: Kim Chamberland, Ted Haskins, Amy Vilardo Staff: City Manager, Michael Doss, Pat Wirthlin, Dave Walker and Ed Hackmeister, Jackie Bain Visitors: none Approval of Proceedings: The committee approved the proceedings from the November 14, 2019 Public Services Committee meeting. Mr. Haskins made a motion to approve the minutes. Seconded by Ms. Vilardo. All approved. **GENERAL PROFESSIONAL ENGINEERING SERVICES** City Manager Michael Doss presented the committee with information regarding four proposals received for General Professional Engineering Services. Proposals were submitted by MSP, Viox and Viox, Roberts Engineering and Kleingers. The day to day operations of the Public Works Department are operating very efficiently and effectively. We are in the planning stages of many things to take care of. Kleingers is recommended. The city has worked on a variety of projects with them prior to our Public Works Director and in the absence of Bud White retiring. Reviewing the rate schedule, and talking with Tim Casto, who would be the Lead Engineer, he is very familiar with the city and our projects. Kleingers locked in their rates with us in 2015. They also propose to not charge for OPWC, CDBG, OKI, CCTID applications. This adds to the strength of Kleingers proposal. This is again is for basic engineering services. There are a few outstanding projects that we have right now that will continue to be done by Robert's Engineering. The Water Tower project will also be a separate project. Any Park Shelter items, parking lot downtown, the Mohawk Trail, Laurel and Tyler Storm issues and possible sidewalk assessment, Kleingers can assist with these potential projects. For our Economic Development, Kleingers would assist our departments at those meetings and address any concerns that we may have. The Committee Agreed to Make A Recommendation Authorizing the Law Director to Draft an Ordinance Authorizing the City Manager to Enter into An Agreement with Kleingers for Engineering Professional Services Utilizing the Engineering Rate Schedule as Presented. Seconded by Mr. Haskins. All yes. There being no additional business, Mr. Haskins made a motion to adjourn the meeting at 8:10 am Seconded by Ms. Vilardo All yes Respectfully Submitted, Jackie Bain

**City Manager's Report**

MEMORANDUM TO: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk FROM: City Manager DATE: December 18, 2019 RE: Manager's Report  
SR 28 City Owned Property Inquiry – The City received an inquiry from Sora's regarding the 0.41-acre gravel parking lot owned by the City across from the Post Office. Sora's is interested in leasing or purchasing the property from the City. Wallace Water Tower RFP – City staff continues to inspect and interview engineering firms for the Preliminary Engineering Report analysis for the Water Tower and Water Main Distribution Project. City staff anticipates making a recommendation at the next Public Services Committee meeting. Mill Street Storm Replacement – DER Construction continues stormwater improvements for the Mill Street Storm Replacement Project. The project is on time and is anticipated to be complete by early January. US 50 Urban Paving Concrete Project – The City and Roberts Engineering continue to inspect and review the proposed construction bids. Several of the contractor bids were under the projected budgeted cost for the project. The City anticipates making a recommendation at the next Public Services Committee meeting. SR 28/Crestview Drive Stormwater Issue - The City is working with the property/business owner at 2 Crestview Drive regarding stormwater overflow onto the property. The City



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intends to re-route and install approximately 100 feet of storm water pipe parallel to the existing sidewalk to alleviate the stormwater overflow. STANDING COMMITTEE MEETINGS None at this time  
REMINDERS December 24 – City Hall Offices Close at 12:00 pm December 25 – City Hall Offices Closed January 1 – City Hall Offices Closed January 7 – City Council Meeting at 7:00 pm

Police Department Report

Chief Mills wanted to thank all of those that helped with Shop with a Hero. Reminded everyone that this is prime theft season. Remove all valuables and lock up your vehicles.

Fire and Ems Report

Captain Nickell reported on the monthly report given to council: The projected fire and EMS checking account balance on December 31, 2019 is approximately \$ 729,000-- down approximately \$ 84,000 from December 31, 2018. Monthly Activities Summary Annual fire pump testing on the two engines was completed by our vendor. This NFPA-stipulated evaluation ensures that these vital pieces of equipment are operating to the manufacturer’s specifications. MCFD hosted over 40 co-workers for the city’s annual chili cook-off luncheon. Apparatus participated in the Miami Township Holiday and Light-Up Goshen parades. Several days of training were completed inside two buildings on the FC Cincinnati property before demolition occurred. Thank you to FC Cincinnati for this wonderful opportunity. A number of members volunteered their time to drive the 1945 engine to give rides during Hometown for the Holidays the weekend after Thanksgiving. The fire board approved the 2020 operating budget of \$ 2,698,820.38 for MCFD. It is very similar to the 2019 budget and consistent with the 10-year budget and capital improvement plan approved by the fire board in early-2019.Two, Stryker Lucas 3 automatic compression devices used for the treatment of cardiac arrest patients were placed into service. This important equipment was purchased using FEMA 2018 Assistance to Firefighters Grant funds, an Ohio Department of Public Safety EMS grant, and money raised locally by the Milford Community Firefighters’ Club. Firefighters from Milford, Miami Township, Terrace Park, and Madeira-Indian Hill responded to a structure fire at 574 Main St. on December 10, 2019 at 7:05am. Arriving crews found a working fire in the attic that was quickly knocked-down. There were no injuries and the cause remains under investigation. Support 271 (regional generator and light truck) assisted Cincinnati fire and police and the Hamilton County Urban Search and Rescue (USAR) team at the downtown building collapse scene on November 25, 2019. Chief Baird was selected to be a member of the Ohio Fire Chiefs’ Association legislative committee which monitors legislation the affects the fire service on both the state and national levels, lobbies on behalf of Ohio’s fire service, and communicates information vital to the industry. James Whalen passed his examination to become an Ohio-certified, EMT-basic; Alex Baird his Ohio Firefighter II certification examination; and cadet firefighter Tessa Clifton passed her Ohio Firefighter II certification examination as a student in the Great Oaks high school career prep program at Scarlet Oaks. Braydon Martin, a part-time member passed his National Registry Paramedic. He took advantage of the Assistance to Firefighters program which helped pay for his class. Congratulations to all! MCFD ambulances will soon be equipped with sensory bags. The bags are primarily designed to help when responding to an emergency primarily involving someone on the autism spectrum. The items inside will help keep a person’s hands busy, reduce noise and even help them communicate with EMS providers. Santa Sunday in the city is December 22, 2019 from approximately 1:00pm to 5:00pm.

Community Development Report - November

To: City Council; Michael Doss, City Manager From: Pam Holbrook, Assistant City Manager; Terry Baute, Code Enforcement Officer CC: Milford Miami Township Chamber of Commerce Date: December 10, 2019Re: Community Development Report, November 2019New Business- November Business Name Rapid Fired Pizza Address/Location 200 Chamber Drive November Planning Commission – See attached Draft Minutes

SITE 19-21 Milford South Preliminary Subdivision Plat, 777 Garfield Avenue

Milford Planning Commission approved a Preliminary Plat Subdivision request to create 20 new lots with the following conditions: City approval is contingent on review and approval by the City Engineer and any other applicable local, state, and federal agencies. Place a statement on final plat that ‘access to Wallace Grove Lane and Garfield Avenue is prohibited from lots #1-20.’

1. WMSC Permit required before grading can begin.
2. A 20-foot environmental easement, in accordance with Exhibit 1 (Sheet #6), is required along the perimeter of the parcel and each lot owner has the responsibility of preserving the environmental quality of the easement area. Building construction or indiscriminate cutting of live trees or other vegetation would not be permitted within this area without the prior consent of the City Manager or designee.
3. Developer to comply with all bonds and sureties before final plat approval.
4. Homeowners association to be organized with this project before final approval granted.
5. The drainage easement area of each lot shall be maintained continuously by the lot owner. Within the easements no structure, planting, fencing, culvert or other materials shall be placed or permitted to remain which may obstruct, retard or divert the flow through the water courses.
6. The HOA will be responsible for inspection and maintenance associated with the storm water detention/retention basins.



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- 7. Submit Stormwater Maintenance Plan and access easements for drainage ways and basins.
- 8. Prior to submittal for Final Plat the existing school building must comply with all setback requirements.
- 9. Remove 30" pipe adjacent to the eastern property line.

December Planning Commission SITE 19-22 Little Miami Brewing Co., Canopy, Sunshades, and Rooftop Bar. Dan Lynch, Little Miami Brewing Co., is requesting approval to install a 10' x 20' metal canopy over a rooftop beer dispenser station, sunshades, and a 1,500 square foot patio. The property is zoned Milford River District (MRD). December Board of Zoning Appeals – Cancelled due to lack of agenda items. Building Department Code Enforcement

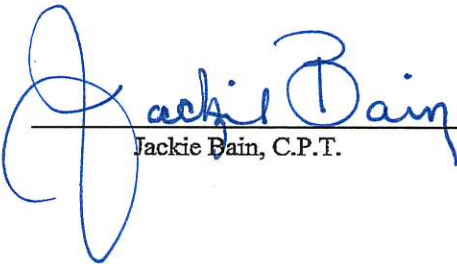
**Council Comments:** Ms. Evans spoke on behalf of council members and thanked Ms. Cooper for stepping up and serving on City Council. Ms. Cooper has enjoyed her time on council. And was very honored to serve and hopes to be back someday.

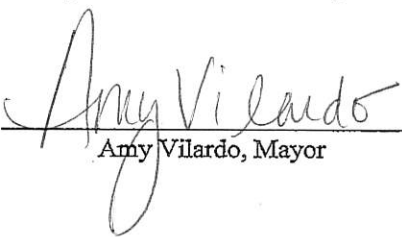
NEW BUSINESS:  
ORDINANCES AND RESOLUTIONS

19-1484 An Ordinance Authorizing an Agreement with Kliengers Group Inc. for Professional Engineering Services for The City of Milford 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 7:28 pm with a motion from Ms. Evans and Seconded by Ms. Russell. All voted yes.

  
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Jackie Bain, C.P.T.

  
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Amy Vilardo, Mayor