

# RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

Meeting

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

Held January 7, 2020

20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on January, 7 2020. Mayor Vilardo called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

**Roll Call:** Present: Amy Vilardo, Lisa Evans, Ms. Russell, Mr. Mitchell, Mr. Redman, Ms. Chamberland and Mr. Haskins

Law Director Mike Minniear swore in the newly elected council members: Sandy Russell, Ted Haskins, Kyle Mitchell and Benjamin Redman. Election of mayor – the floor was opened for nominations of Mayor by Ms. Russell. Seconded by Mr. Mitchell. No other nominations were made for position of Mayor. A motion to close the nominations was made by Ms. Evans. Voice vote: All voted yes/aye. A motion to elect Amy Vilardo as Mayor by acclamation. Voice vote: All yes/aye. Amy Vilardo was then sworn in by Mr. Minniear as Mayor of the City of Milford. Ms. Vilardo opened the floor for nominations of Vice Mayor by making a motion to nominate Lisa Evans. Ms. Chamberland seconded the motion. No other nominations were made for position of Vice-Mayor. Ms. Vilardo made a motion to close the nominations. Seconded by Ms. Russell. All voted yes/aye. Ms. Vilardo made a motion to elect Lisa Evans as Vice-mayor by acclamation. Seconded by Kim Chamberland. Voice vote: All yes/aye. Lisa Evans was then sworn in by Mr. Minniear as Vice-Mayor of the City of Milford.

Planning Commission – expired term (Dino Pelle). Mr. Pelle has expressed a desire to stay on. Ms. Evans made a motion to keep Dino Pelle on the Planning Commission. Seconded by Ms. Russell. All voted yes.

**Proceedings:** Approve the December 18, 2019 City Council meeting proceedings. Ms. Evans made a motion to approve. Seconded by Ms. Russell. All voted yes one abstained

**Financial Statements:** Adopt the November 2019 Finance Report Ms. Evans made a motion to adopt. Seconded by Ms. Russell. All yes one abstention

**Public Comments:** none at this time

## STANDING COMMITTEE REPORTS:

### Administrative Services Committee

Administrative Services Committee Meeting Minutes December 30, 2019 Ms. Evans called the meeting to order at 4:30 p.m. Present: Lisa Evans and Kyle Mitchell Staff: City Manager Michael Doss; Finance Director Pat Wirthlin; Water Department Supervisor Joe Casteel and Administrative Assistant Jackie Bain Visitors: None **PROCEEDINGS:** *The committee unanimously approved the proceedings from November 26, 2019 Administrative Services Committee Minutes* Ms. Evans made a motion to approve. Seconded by Mr. Mitchell. All yes **ADVANCEMENT OF TAXES FROM THE CLERMONT COUNTY AUDITOR DURING 2020** Mrs. Wirthlin presented to the committee 2020 County Tax Advances information. The City typically requests advances of real estate taxes and other County sources. This allows the City to receive these taxes on a monthly basis, more in line with “as earned”. Without such a request, the City would receive tax payments twice a year, likely July and November. The County requires an annual ordinance or resolution to accomplish this. *The Committee agreed to make a motion authorizing the Law Director to draft a Resolution requesting the county auditor to make advance payments of taxes during the year 2020 pursuant to Ohio Revised Code Section 321.34. Mr. Mitchell seconded the motion. Mr. Redman abstained. All others yes* **2020 NON-UNION SALARY ORDINANCE** Mr. Doss discussed with the committee that City Council provides the City Manager, at his or her discretion, to determine any salary increases to non-union employees, also with the exception of the City Manager and the Law Director. It is the past practice for the City Manager to provide a total amount for non-union salary increase for the year. The total amount recommended by the City Manager is \$13,500 for the salary ordinance. *The Committee agreed to make a motion authorizing the Law Director to draft an ordinance for salary increases for non-union employees in the total amount of \$13,500. Mr. Mitchell seconded the motion. Mr. Redman abstained. All others yes* **DISCUSSION OF A SOUND ORDINANCE FOR THE RIVER DISTRICT** Mr. Doss presented to the committee that there was a very productive meeting the Little Miami Brewing Company regarding a potential sound ordinance. For them to meet the obligations provided by the Planning Commission, they would have to adhere to a sound ordinance. Discussions included the “River District” of the City of Milford. The City Manager and Assistant City Manager felt it would be pertinent to make a Sound Ordinance just for the “River District”. A proposed Sound Ordinance would state the time that the music would have to cease to be playing for businesses established in the River District. It was recommended that the following be the days/times permitted: Sunday through Thursday music ending by 10 pm. Friday and Saturday music ending by 11 pm. Any changes in these hours, any business within the River District would have to apply for a permit, a minimum of fifteen (15) days prior to an event and receive approval by the City Manager’s office to go beyond the 10pm or 11pm deadline. The committee recognized that the suggested dates/times may evolve as the distillery comes into town and as the downtown district becomes more of an entertainment district. *The Committee agreed to make a motion authorizing the Law Director to draft a Sound ordinance established within the City of Milford River District that would allow for amplified music Sunday through Thursday ending by 10pm and amplified music for Friday and Saturday ending by 11pm. Any business wanting to go beyond this time would have to enter an application with the City of Milford and receive approval to go beyond the times listed. Mr. Mitchell seconded the motion. Mr. Redman abstained. All others yes* **DISCUSSION OF SR 28 GRAVEL**



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PARKING LOT OWNED BY THE CITY OF MILFORD Mr. Doss reviewed with the committee a map that showed property owned by the City. An inquiry was received by Sora's regarding the property. They are interested in either purchasing the lot or leasing the lot. The committee would like to keep the property and possibly lease the property and for the City Manager to speak with Sora's and see what their proposal for the lease of the land is at this time. US 50 URBAN PAVING CONCRETE AND CATCH BASIN PROJECT CONSTRUCTION BIDS AWARD Mr. Doss presented to the committee the information regarding the project. The bidding results from the December 11th bid opening were reviewed. Robert's Engineering did assist the city with the design for this project in conjunction with ODOT. The lowest bid was Adleta Construction, Inc with a bid of \$ 216,498.50 (under the projected and budgeted construction estimate of \$300,000). Mr. Doss noted that there will be already one change order since another failing catch basin was found on SR 50. Robert's did recommend and the City Manager did concur to accept Adleta Construction, Inc as the awarded bidder for this project. *The Committee agreed to make a motion authorizing the Law Director to draft an ordinance authorizing the City Manager to enter into an agreement with Adleta Construction, Inc for the US 50 URBAN PAVING CONCRETE AND CATCH BASIN PROJECT in the amount of \$216,498.50 . Mr. Mitchell seconded the motion. Mr. Redman abstained. All others yes* ROAD SALT ORDER Mr. Doss presented information from the Service Department Supervisor, Ed Hackmeister. He is requesting to order 700 tons of road salt from Compass Minerals for \$ 60,000.*The Committee agreed to make a motion authorizing the Law Director to draft an ordinance authorizing the City Manager to enter into an agreement with Compass Minerals for road salt in the amount of \$60,000 Mr. Mitchell seconded the motion. Mr. Redman abstained. All others yes* WATER TOWER AND WATER MAIN DISTRIBUTION SYSTEM IMPROVEMENTS ENGINEERING SERVICES AWARD FOR ANALYSIS AND PRELIMINARY ENGINEERING REPORT Mr. Joe Casteel presented to the committee information regarding the requests for qualifications for the new water tower. Six initial firms applied. The top three were chosen and were interviewed by a committee that included Mr. Casteel, Mr. Doss, Ms. Holbrook, Mr. Haskins and Ms. Chamberland. Brandstetter Carroll Inc was selected. The next step is to get a recommendation from the committee for the City Manager to enter into an agreement with the selected company to discuss rates and negotiate with them. If unsuccessful with negotiating rates with Brandstetter Carroll Inc, they would then go into an agreement with the next choice which is Raftelis GPD. This is for the preliminary engineering report and the analysis for the Water Tower and the Water Main Distribution system which must be replaced or upgraded because of the pressure issues. The Committee approved the recommendation of Mr. Casteel and Mr. Doss to enter into contract negotiations for engineering services with Brandstetter Carroll. Once a contract is formulated, Mr. Doss and Mr. Minniear will review the contract and present to the committee for consideration. There being no further business, the meeting adjourned at 5:00 p.m. Respectfully submitted, Jackie Bain Administrative Assistant

City Manager's Report

Mr. Doss wanted to congratulate Mayor Vilardo and Vice Mayor Evans on their elections as well as Mr. Haskins, Ms. Russell, Mr. Mitchell and Mr. Redman. He and his team look forward to the continued success that we have had with the City of Milford and working with each. MEMORANDUMTO: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk FROM: City Manager DATE: January 7, 2020RE: Manager's Report Event Center – The City has a preliminary site plan meeting with DER Construction and Little Miami Brewing Company regarding a proposed 10,000 sq. ft. Event Center located behind the brewery along the banks of the Little Miami River. Wallace Water Tower RFP – City staff is working on contract negotiations with Brandstetter Carroll for engineering services for the Preliminary Engineering Report analysis for the Water Tower and Water Main Distribution Project. City staff anticipates a mature contract for consideration at the next Public Services Committee meeting. Mill Street Storm Replacement – DER Construction finalized construction improvements for the Mill Street Storm Replacement Project. The project is now complete and finished ahead of schedule. SR 28/Crestview Drive Stormwater Issue - The City and Kleingers is working with the property/business owner at 2 Crestview Drive regarding stormwater overflow onto the property. The City intends to re-route and install approximately 100 feet of storm water pipe parallel to the existing sidewalk to alleviate the stormwater overflow later this month. Riverside Park Shelter – Bearcat Construction will be in this week to start some prep work, sign install, snow fence, etc. The contractor needs about four days without rain to drill piers, frame columns and pour piers. According to the contractor, once this is complete, Bearcat will be onsite every day, weather permitting. Projected completion by the end of April. STANDING COMMITTEE MEETINGS None at this time REMINDERS January 20 – Martin Luther King, Jr Holiday (City Hall Closed) January 21 – City Council Meeting at 7:00 pm

Police Department Report

Chief Mills congratulated the Mayor, Vice Mayor and all newly elected members of council. Monthly Report- December 2019 This report summarizes the various activities and functions of the Milford Police department during the month of December 2019. TRAINING • Officer Yeary attended the monthly SRT training. • Officer Dennis attended the monthly Dive Team training. • Officers Fannin, Green, and Yeary attended a two-day investigator training • Officers Mell and Clark attended a three-day Street Interview & Interrogation training. NOTABLE OCCURRENCES • An auto theft was reported at Mike Castrucci Chevrolet, and an attempted auto theft was reported at Mid-American Auto. • Several theft reports were referred to the Investigation Section. • A missing person was reported at 13 Kenny Court. The male subject was reported by his mother, fled from police in Wilmington, and was later located in Mt. Orab. • An assault



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was reported at 218 Water Street. During the initial investigation one officer and a medic were assaulted. • A robbery at 999 Seminole Trail. The victim alleged items were removed from his home at gun point. The victim later refused to cooperate. *ADMINISTRATIVE* • Assistant Chief Mahan held a quarterly sergeant's meeting. • Chief Mills and Assistant Chief Mahan met with representatives from Ride Cincinnati regarding their 2020 route through Milford. *COMMUNITY RELATIONS* • Our annual Shop with a Hero helped 17 children. • MMART program completed two shifts. • Chief Mills attended the ribbon cutting ceremony at Rapid Fire Pizza. • Sergeant Belcher and Officer Yeary attended the Pattison Elementary Pancake Breakfast. • Chief Mills attended the Clermont County Civil Air Patrol's Christmas meeting. • Squad 4 (Sergeant Lane, PO Eshman, PO Fannin, and PO Chastain) won the Operation Holiday Patrol competition. *OUTSIDE MEETINGS AND ASSOCIATIONS* Chief Mills and Assistant Chief Mahan attended the monthly Clermont County Chiefs of Police meeting. Monthly Report-December 2019 *ATTACHMENTS* • YTD activity graphs • Photo of Shop with a Hero Photo of Sergeant Belcher and Officer Yeary at the Pattison Elementary Pancake Breakfast

Fire And Ems Report

Chief Baird congratulated the newly elected members of council as well as the Mayor and Vice Mayor and extended an invitation to stop by the Fire Station anytime. Chief Baird reported that they had a great Santa Sunday weekend. Thanking everyone that was involved. Dana Nickels will formerly retire on March 31,2020 and has been with the department since 1994. The department is planning on having a celebration to recognize her career and accomplishments. Her replacement is Braydon Martin who started out as one of the departments Cadets several years ago.

Council Comments:

Ms. Russell said that she is looking forward to working with everyone on council in the next few years. It will be exciting! We have a lot of good things going on in Milford. Ms. Evans said thank you and welcome to new members and it will be an exciting next few years. Ms. Vilardo will be reaching out to council members regarding committee structure and will be reaching out to them throughout the week. The changes will be made at the next council meeting. Mr. Redman asked about the Sound Ordinance and he feels that 11pm is too early for a Friday or Saturday and to have a midnight ending time. The reasons for the 11pm deadline were discussed and there will be a permit that can be applied for in the event of a special occasion and would possibly allow the deadline of 11pm to be extended.

NEW BUSINESS:

ORDINANCES AND RESOLUTIONS

**20-619** A Resolution Requesting the County Auditor to Make Advance Payments of Taxes During the Year 2020 Pursuant to Ohio Revised Code Section 321.34. Ms. Evans made a motion to adopt. Mr. Redman abstained. All others yes

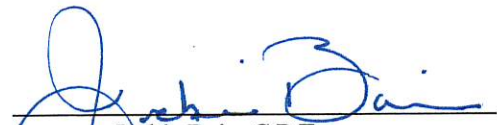
**2020-01** An Ordinance for Salary Increases for Non-Union Employees in The Total Amount Of \$13,500. Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Mr. Mitchell. Mr. Redman abstained. All others yes Ms. Evans made a motion to adopt. Seconded by Mr. Mitchell. Mr. Redman abstained. All others yes

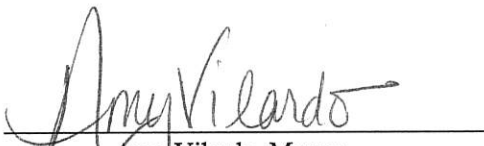
**2020-02** An Ordinance Authorizing the City Manager to Enter into An Agreement with Adleta Construction, Inc For the Us 50 Urban Paving Concrete and Catch Basin Project in The Amount Of \$216,498.50. Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Mr. Mitchell. Mr. Redman abstained. All others yes Ms. Evans made a motion to adopt. Seconded by Mr. Mitchell. Mr. Redman abstained. All others yes

**2020-03** An Ordinance Authorizing the City Manager to Enter into An Agreement with Compass Minerals for Road Salt in The Amount Of \$60,000. Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Mr. Mitchell. Mr. Redman abstained. All others yes Ms. Evans made a motion to adopt. Seconded by Mr. Mitchell. Mr. Redman abstained. All others yes

Old Business:

**Adjourn:** There being no further business to come before the City Council; Mayor Vilardo adjourned the meeting at 7:39p.m. with a motion from Ms. Evans; Seconded by Ms. Russell. All voted yes.

  
Jackie Bain, C.P.T.

  
Amy Vilardo, Mayor