

~~Regular Meeting~~

BEAR GRAPHICS 800-325-8094 FORM NO. 30043

Ordinance No. February 6, 2018

Passed _____, 20_____

The Council of the City of Milford met in regular session in Council Chambers at 745 Center St. at 7:00 p.m. on February 6, 2018. Mayor Albrecht called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

Present: Mayor Albrecht, Ms. Russell, Mr. Brady, Ms. Chamberland, Mr. Haskins and Ms. Evans. Mayor Fred Albrecht made a Motion to excuse Ms. Brewer's absence. The Motion was seconded by Mr. Brady. All voted yes.

Presentation: Mayor Albrecht on behalf of City Council presented the Milford Kiwanis Club members with a Proclamation for their 90th Anniversary and thanked them for their amazing contributions. The President of the Club, Mr. Ray Bailey and those in attendance from the Milford Kiwanis Club thanked the Mayor and City Council members.

Ms. Lori Pegg presented to members of City Council the 2018 City of Milford Events – Ms. Pegg presented with a Smartboard presentation the huge success from the Sparks in The Park event last year the city had a huge turnout. A lot of opportunity for the city to have more outdoor activities and invite more people into our city for more activities. Easter Eggstravaganza, march 24th. GMAHS/Makers Market -30 to 40 artisans event with a steel drum band performing at this event. Planned to be held at the Milford/Main site. It will be in conjunction with Second Saturday so that those attending may also enjoy the downtown area after the market. May 12th - Second Saturday Music event featuring Sean Riley is also being planned and would help bring in people to the downtown area. Picnic with the Pops-Cincinnati Philharmonic Orchestra on June 9th. Local vendors will offer craft beer, wine and desserts at this picnic event. 2nd Annual Sparks in The Park on July 3rd. Many more vendors this year offering more food and drinks. The Taylor Shannon Band will be performing again this year. As well as Five Hundred Miles to Memphis. The City will continue with the Car Show and the Rozzi's Fireworks again this year. To celebrate the outdoors and the recreational facilities that we have we will have an event called Water and Wheels in celebration of the Little Miami River and the junction of trails that we have around the area. WE would also like to do something with the Kelly Nature Preserve – Racing with the Big Wheel sometime in August. October 6th, The Fall Festival will be in its 3rd year – it is a good time, very laid back with a petting zoo, face painting, music and more down at Valley View. We will continue to have our smaller community events like the Free Yard Sale Weekends, Free Community Shed We will need lots of volunteers for these events. If you are interested in volunteering, please contact Ms. Lori Pegg at City Hall.

Ms. Russell asked if there will be information posted to let the community know that volunteers are needed?

Ms. Pegg mentioned that she will post to the City of Milford Facebook page. Previous volunteers are returning to help again this year with events.

Mr. Albrecht said that Ms. Pegg has done a fantastic job putting together these events. It is so important for the city to become that destination city that we are. He will also be putting out a call to everyone to come out and volunteer at the events. It is an opportunity to make these events great! And it is fun to participate at them as well.

Ms. Pegg also passed out a Clermont County's Visitors Guide. The City has a very nice advertisement in the guide. It highlights many of our recreational opportunities. There will be copies available at the City Office and are also available

Proceedings: Mr. Albrecht made a motion to approve and adopt the Minutes of the January 16th, 2018 City Council Work Session. Ms. Evans made a motion to approve, seconded by Mr. Brady. All approved. Mr. Albrecht asked for a motion to approve the Minutes of the January 16th, 2018 Regular City Council Meeting. Ms. Evans made the motion Seconded by Mr. Brady. All approved.

Correspondence: none at this time

Financial Statement: none at this time

Public Comments: Mr. Jack Evans from Mohawk Trail wanted to compliment and thank the Water Works Department employees that helped him recently. Mr. Evans had recently experienced a water leak and had to shut off the main valve that ran into his house. It was a 60-year-old valve that had disintegrated over time and the water pressure was strong. Mr. Evans called the Water Works department. Within 15 minutes, Donnie Anderson was at his house to help. Donnie and two other Water Works Department employees started to dig with their backhoe and dug up a nice neat hole in the front yard and entered the hole and were able to then shut off the water to the house. In that period of time the water damage was very well contained due to the clock work of the three very efficient Water Works employees.

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Committee Reports:

Public Services:

Public Services Committee Meeting Minutes January 24, 2018

Called to Order: 8:00am by Vice-Mayor, Amy Brewer Present: Mayor, Fred Albrecht; Vice-Mayor, Amy Brewer; Kim Chamberland Staff: Michael Doss, City Manager; Nate Clayton, Public Works Director; Matt Newman, Asst. Public Works Director; Pat Wirthlin, Finance Director; Lori Pegg, Community Services Manager; Dee Dee Hershey, Utility & Permitting Specialist; Mark Baird, Fire Chief; Jim Nickell, Fire Captain; Nick Thiele, Fire Lieutenant.

Water Rate Discussion Pat Wirthlin presented three options to handle the distress in the Water and Water Capital fund balances that have been dropping over the past 10 years as discussed at the January 11th

Committee meeting. We have averaged \$310,000 deficit spending in those funds. Our expenses continue to grow and we only have 2000 customers. We want to continue our plant operations and distribution within the City. The first option is to continue operations as normal and provide the top level of water service to our residents. This option calls for a minimum base fee to be set at \$23 and maintain a 3% rate increase for the years 2019, 2020 & 2021. The Finance Department surveyed municipalities in the surrounding areas and all of them currently charge a minimum base rate. Our current service fee is \$4.55. A study was conducted in 2010 that recommended a 25% increase that year in water rates and a 3% increase each year after. At that time the committee didn't increase rates because the funds were in good shape and they didn't want to increase rates for the residents if the funds weren't needed. The drop in usage over the past 10 years can't be explained by development or by any one factor, people are just using less water. Whether it be because of more efficient appliances or just conservation it is dropping yearly. Ms. Wirthlin presented numbers showing a minimum base fee of \$23, increasing based on meter size (as outlined in the attachments). In addition, staff proposed a 3% water rate increase each year for the next three. These numbers will account for an increase of up to \$50,000 to the water capital fund each year and will cover the \$310,000 underfunding of the water combined fund. This increase will lead to an average increase in a residents' water bill of \$19.75 per bill or less than \$10 per month. Mr. Newman noted that we are strong from a structural standpoint, and the only major project that needs to be on everyone's radar is a new water tower. Our current water tower is over fifty years old and will need to be replaced within probably the next 10 years to keep one days' worth of production in the tower in case we need it. At the very least, it needs to be sandblasted and painted within the next five years. Mayor Albrecht asked about funding sources for the water tower and funds could be available through OPWC and we will probably be able to secure about \$500,000 when the time comes. Depending on the type of tower we construct the cost could range from 1.8 million to 2.3 million. The committee agreed that we need to keep that in mind as we talk about an increase in the base fee and yearly increases for water service. If Council passes an ordinance approving this base fee and the three-year rate increase, it will be reflected on the June utility bills, the 3% increase will show on the April 2019 bill. Everyone agreed it will be very important to provide the residents with notice and details about the reasons for this increase. The second option presented by Ms. Wirthlin was a partnership with Clermont County to shut down our water plant and purchase water from them, but still maintain our distribution system. The amount that we pay for water from the County is \$2.45/1000 gallons, our plant produces water at a rate of \$1.09/1000 gallons. This option would actually put the City in a negative position of twice what it is now. The third option presented was to shut down our water operations completely and let the County take over the water service and distribution for our residents. This option would still leave us in a negative position because we have \$206,500 of existing debt that will have to be paid down. Fire Chief, Mark Baird was asked his opinion by the Committee. He strongly suggested not to shut down our water service or to depend on the County for several reasons. Currently we have excellent service and consistent water pressure if there were to be a large fire. Another point that he made is that the insurance industry rates fire protection to determine insurance rates for communities. That number is 40% of their calculation, if we don't have our own water service our score will fall and could cause an increase in insurance rates. The fire hydrants throughout the City are serviced by the water department and are fixed almost immediately if broken or damaged. If the County were to take over our water distribution, that level of service and reliability will not be maintained. The Committee agreed that the only option is to keep our water plant and distribution system as it currently is and increase the base rate from \$4.55 to \$25, effective with the next billing cycle and increase rates 3% each year for 2019, 2020 and 2021, effective the first 2019 billing cycle to maintain our level of quality and service. These increases will also help to build up the capital fund for the future replacement of the water tower. **The committee agreed to make a motion to draft an ordinance increasing water rates for the City of Milford establishing water base fees and amending ordinance No. 15-1160.**

Mr. Brady had a question for the Committee and for Ms. Wirthlin. A base fee and then a base rate in the last paragraph has been mentioned. Does it start at \$25.00 even if you have not water at all?

Mr. Albrecht said that what the committee found was that when they did the research, some of the counties has higher rates some had lower. Some had \$100.00 minimums. It is not really a minimum. It is more a flat service fee on top of your water usage. Every county calls it a minimum, and they all have them, a minimum is a misnomer.

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Mr. Brady mentioned that the minutes were saying that every residents bill would go up \$19.00 plus then it would say a minimum. His own bill reflected \$23.00 for a two-month period. That would reflect a \$23.00 plus a \$25.00 on top of that.

Mr. Albrecht said that it is scaled to the larger businesses that have larger meter sizes.

Mr. Brady said that with Clermont County has a base fee of \$18.00. So, it would be an additional \$10.00 a month for each household. Is there a reason for the \$25.00 amount?

Mr. Albrecht said yes. A \$23.00 amount did not give them enough of a reserve to start planning for the future. Even at \$25.00 it is a nominal reserve. When the other options were considered, we felt obligated to the citizens to look at every possible option. And that included closing the water department. On the other hand, we had three major water main breaks that were fixed within hours. We have Brooklyn Avenue which is controlled by Clermont County. Our Water Department is heads and shoulders above anyone else around in the county. We wanted everyone to know that this was not taken lightly. And the study that was done ten years ago was by a professional. It was a struggle then for the Public Service Committee as well as council to not increase the money but at the same time take it into consideration the seriousness of an increase.

Mr. Brady mentioned that he has been on council for four years and this has never come up as being an urgent issue. Is there anything else we should be looking at? This came out of nowhere. We have looked at some notes in 2014, 2015 and decided to not do anything regarding the rates. From our standpoint I want to make sure that there is nothing else that we need to sharpen our pencil on and should be looking at and checking at this time.

Mr. Albrecht said that this came out of the Budget Meeting discussions. The final budget meeting is what brought this up. And I thank Pat Wirthlin for digging this up and saying that we need to look at each line item and not just the total budget. Some of the funding that we have had from the TIFF Fund has masked this information. Some of the funds have come from here and some have gone into it as part of the General Fund. As a council we should look five years forward and not just at what is going on right now. Maybe that could be the difference as we go forward. Mr. Doss is always thinking in the future. And with a new Finance Director, combined with Mr. Doss's vision I think that helping us as council members, helps us with making the right decisions at the right time.

Mr. Haskins asked about after 2021? It is 3% for the next three years. Were there any projections or discussions about what happens then.

Mr. Albrecht said that certainly there were and there are. We won't really know about the Financial World in the next three or four years. Part of the reason for the 3% increase is that your costs go up. Costs of materials go up, cost of employees go up. If you are not having that 3% built in, you are going to go backwards. That is what happened in the last 3 to 5 years. It crept up on us. We have not added any serious overhead with employees. We are maintaining what the departments need for what we already have. We have already spent money on infrastructure in the past that is going to carry us for a long time and it has helped us get to where we are today. The answer is that it probably will cover us for more than three years, but it all depends on economy of the world. Maybe we will have a new carwash and have all kinds of sales. We cannot control sales. We are looking for more sales but the problem is we have no more places to go get sales. WE have to absorb the costs and people are being more cautious. If people would water their lawns more and use more water then then water department would have thanked you. We are fortunate to have water and a great water department. And everyone in Public Services wants to make sure we were all on board saying that we need to do something and to move forward.

Ms. Evans seconded the motion. All voted yes.

City Manager's Report: MEMORANDUM TO: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk FROM: City Manager DATE: February 6, 2018RE: Manager's Report

CITY MANAGER Comprehensive Plan/Design Guidelines – City staff solicited Kleingers to provide a proposal for establishing design guidelines for possible future implementation in Milford. As indicated in the newly adopted Milford Comprehensive Plan, design guidelines will assist with preserving the style of existing buildings and establish specific design standards for future commercial and residential development. The guidelines will allow the City to control the architecture, engineering, landscape and aesthetics for new residential and commercial businesses moving forward in the long term planning process. ODOT Emergency Bridge Repair – ODOT will be conducting some emergency repair work on the SR 131 bridge over I-275. As a result, the bridge on SR 131 is scheduled to be closed from Friday, February 16 beginning at 9:00 p.m. to Monday, February 19 at 2:00 p.m. (weather permitting). According to ODOT engineers, the bridge base repair should not impact the vehicle traffic on I-275.

PUBLIC WORKS

Public Works Facility – Reminder that Garfield Park will be closed until spring for pavement placing. The storm sewer that was supposed to be running next to the building, is actually under the building. Work has

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started by Public Works and the contractor to replace the unconsolidated fill with CDF (Controlled Density Fill) and bridge the storm sewer. Public Works intends to fully reroute the Clertoma storm line that goes under Garfield in the future under a separate project. Water Department is running the water line across Garfield Ave to the site, which will require temporary road closures this week. DER is mobilizing to begin work on pouring the footers and foundation for the structure over the next three weeks.

Riverside Park Shelter and Walking Path –Kleingers moving forward with the Riverside Park site and walking path plans. A topographic survey and grading plan are complete. Public Works will prepare bid documents for the bike path. Shelter design coming separately by DS2 Architects and should be complete by the end of this week. This final design will be brought to the Community Development Committee meeting for architectural approval. Clermont County to bid out the shelter for construction with an estimated bid advertisement by mid-March

Garfield/Clertoma Storm Sewer Replacement – This project is required to replace the failing storm sewer that is currently located under the Public Works Facility. There is a Storm Water Master Plan Project in the future of Clertoma area which calls for rerouting and upsizing the line from 24” to 36” across Garfield toward Bay Road. Public Works plans to move a portion of this future project forward in the Stormwater Plan to eliminate delay of the public Works building and add capacity to the Clertoma outfall for future stormwater improvements. Preliminary construction estimates ranged from \$88,000 -\$140,000 for the replacement storm sewer. The City Engineer is currently compiling construction documents to be out to bid later this month. STANDING COMMITTEE MEETINGS Community Development Committee – February 12 at 4:30 p.m. REMINDERS None at this time

Police Report:

Subject MONTHLY REPORT TO CITY COUNCIL This report summarizes the various activities and functions of the Milford Police Department during the month of January. *TRAINING*1. All sworn members completed two hours of anti-bias training from the Police One Academy. *NOTABLE CCURRENCES* Damage was sustained to a building, City street lights, and several parked vehicles as a result of an unsecured hose on a Terrace Park Fire Department apparatus. Officers documented the damage for insurance purposes. An elderly victim had her purse stolen from her vehicle at the Kroger Fuel Center. Detective Kenney identified Charles Chandler Jr. as the suspect and has signed a warrant for his arrest. Officer Mell arrested Michael Benton of 14 Elm Street for a second offense OVI, fictitious tags and Driving Under Suspension. Officer Liming issued a warrant for Aggravated Menacing on Scott Hobbs after he allegedly threatened a woman with a knife. *ADMINISTRATIVE* A mock assessment was conducted in preparation for our CALEA on-site in April. Assistant Chief Mahan conducted an unannounced fleet inspection. I attended the Safety Services Committee meeting on January 12th. The 2017 Annual Report was finalized and published. Officers Dennis and Fanin have successfully completed their 12-month probationary period. *COMMUNITY RELATTONS* Assistant Chief Mahan and I attended the quarterly Community United meeting. We hosted the Saint Elizabeth Ann Seaton Girl Scout Troop for a facility tour. *OUTSIDE MEETINGS AND ASSOCIATIONS* Assistant Chief Mahan and I attended a meeting with organizers of the Amazing Charity Race. I attended the monthly Clermont County Chiefs’ meeting.

Fire and EMS Report: Chief Baird reported on several PR details since his last report. SEM Haven Chili judging at their chili cookoff. Also, the Quaker Stake annual Chili Cookoff. It is a great opportunity to get out and meet and greet people. The department recently purchased four additional thermal imaging cameras. The firefighters use these to help speed up search and rescue and also finding the seed of the fire and to go and get the fire put out. Our goal is to have every riding position will be have a thermal imaging camera available to them. We have both the primary engine and the ladder truck set up that way. Anytime we sell surplus equipment, we turn that right back around into other pieces of equipment. This was funded in part with the sale of the Tahoe staff vehicle that became surplus at the end of last year. We turned it back around and turned it into firefighter safety equipment. It gives us great tactical advantage. And better fire equipment to keep our firefighters safe and ultimately our community safer. We hosted our fifth annual Fire Safety Inspector Continuing Education Seminar last Friday at the Jeff Wyler Headquarters. They have been our great hosts for all five years. We had over 80 fire safety inspectors and code officials from throughout Ohio in attendance. WE had a number of speakers in talking about the new Ohio fire code and other industry topics. Great revues. We only charge \$10.00 each for continuing education credit for that type of a seminar. The charge covers the cost of the certificates, and the vocational school underwrite it. We continue the continuing education so we have the venue provided by the Wyler’s so why not invite some friends. I am pleased to announce that our new full-time fire fighter, Doug Engled recently passed his paramedic certification tests and became Ohio certified as a paramedic. His final orientation today and he will be starting tonight. He is another in a confident people working for the department. I am very proud of the service we provide. The SR 131 bridge closing, we will put measures in place so that Miami Township and other mutual aid departments can act immediately as contacted so that to take care of things. We will make sure everyone is protected.

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Public Comments: Mr. Andy Evans approached the podium. He wanted to thank council for the proclamation to the Milford Kiwanis Club, for celebrating 90 years of the club. Mr. Evans wanted to elaborate a bit more about some of the projects the Milford Kiwanis participate in. They give 4, \$500.00 scholarships to a Milford Graduating High School Senior. Every year they donate to the Milford Backpack Ministry thru Milford Miami Ministries schools for children of need. For every weekend they get a backpack full of food. We donate school supplies at the beginning of the school year. We sponsor 5 to 6 families at Christmas time, again thru Milford Miami Ministries. We purchase Christmas gifts and wrap them and give them to Milford Miami Ministries. We also purchase Kroger cards so that they have a good warm meal at Christmas time. We collect food for the needy and many other community betterment projects. Regarding fundraisers, during Frontier Days we have our chicken BBQ that we have for many, many years. The fruitcake sales. The bowling party and now the Flying Pig Marathon, a Piggie Raffle, we recycle aluminum cans. This small group does a lot. At our 90th anniversary dinner we were able to celebrate with several officials of the City of Milford and we were able to obtain 7 to 9 possible members. If anyone is interested in helping children, you are welcome to contact us. You can contact us through Evan's Funeral Home, contact Libby or Charlotte or Andy Evans. You can also follow us on Facebook: Milford Kiwanis which is updated 3 to 4 times a week. We meet at 6pm the 1st and 3rd Monday in the Harry Hodges room at City Hall. The meetings are very brief and fact filled.

Council Comments: Mr. Brady would like to congratulate the Milford Kiwanis Club and the Evan's Family for attending this evening.

New Business:

Old Business:

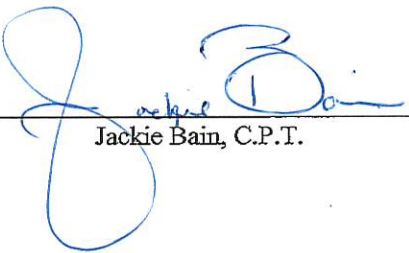
Ordinances and Resolutions

18-1338 An Ordinance Increasing Water Rates for The City of Milford Establishing Water Base Fees, and Amending Ordinance No. 15-1160
Ms. Evans made a motion to suspend the rules and read by title only. Mr. Brady seconded the motion. All voted yes. Ms. Chamberland made a motion to adopt. Mr. Brady seconded the motion. All voted yes

Mr. Albrecht mentioned that council has to discuss the BZA. There are two openings and there are two people interested by submitting their written requests. Mr. Albrecht suggested that they invite those interested to the next City Council meeting. Those interested to have their written requests in before the next City Council meeting. We can then decide at the next city council meeting. We will be ready to go for March. We will also have an opening on Planning Commission as well. All council members agreed to this process.

Adjourn:

There being no further business to come before the regular Council meeting, the meeting adjourned at 7:57 p.m. with a motion from Mr. Albrecht to adjourn, seconded by Ms. Russell. All voted yes.



Jackie Bain, C.P.T.



Fred Albrecht, Mayor