

Regular Meeting

July 17, 2018

The Council of the City of Milford met in regular session in Council Chambers at 745 Center St. at 7:00 p.m. on July 17, 2018. Mayor Albrecht called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

Present: Mayor Albrecht, Vice Mayor Brewer, Ms. Russell, Mr. Brady, Ms. Chamberland, Mr. Haskins Ms. Evans.

Introduction And Presentation:

Mr. Johnny Vilardo Proclamation-Mayor Albrecht congratulated Mr. Vilardo and presented him with a proclamation in his honor from the City of Milford. Johnny said that he had a fantastic time in Seattle WA during the Special Olympics. His two sister and his sisters, Judy and Susan also traveled with Johnny to Washington. The received royal treatment while they were there. He was hoping to make a birdie shot and on his third day there he made a birdie putt. Johnny said that he did this in honor of his father who is up in heaven watching over him. He brought his Silver medal to share with everyone at the meeting.

Mr. Gary Knepp- presenting items of interest he's learned about Milford and the Civil War. 1860 Election Abraham Lincoln Miami Township/Milford/Loveland area was a stronghold area for Mr. Lincoln. The village was described as a beautiful village of foreign born. He did stop in Milford and gave a very brief speech and traveled on. travel through Milford. When Fort Sumter was fired upon, people of Milford met at Kugler Hall (it is the stone building located down on Water Street, where the old public library is located) . they came together to unanimously support the Union and Lincoln and decided to form the Home Guard in case Milford came under attack by the Confederates. The establishment of Camp Dennison was in April of 1861, which was named after the Governor of Ohio, William Dennison who was a Cincinnati native. Within a short period of time there were 13,000 men there. It was the 6th largest city in Ohio. and presented more historical information up to 1863 and will be coming back to present more history. Mr. Knepp passed out a taste of coffee beans and hard tack which is a rationed out item of food that Union soldiers received eight a day and a handful of coffee beans which were put into a cup, ground and cooked in the tin cup. Mr. Knepp was invited to come back and share more stories.

MSP Presentation - Milford Main site/Five Points Landing-Randal G. Merrill and Daniel J. Frank

Mr. Merrill presented design drawings to City Council members to view during his presentation. There was also a presentation board available for those in the audience to view during the presentation. They brought copies of A (Westside) and B(eastside) versions of previous boards presented. Which at today's presentation were combined. Ideas of what things may look like and how they can be uses were presented to city council. The clock tower-which is a central focus point, splash pad, a gateway that is consistent with Promont features , a four-season pavilion, farmers market, putting green, open lawn (1/3 acre),positioning of the multi-purpose shelter where performances can be held. approximately 1,000 seats in the open seating area would be available in the space. Also, a large lawn area to the south which is about 1/4 of an acre. They presented a lot of unique niches. Ms. Brewer had a comment regarding relocating the crosswalk. Where it currently is located, people rarely use it to cross the street. Also, the pavilion from the aerial point of view, doesn't like the last few pages of perspectives that were presented. Possibly the green roof. Mr. Merrill had a few suggestions on how that could be altered and make it look more Victorian and add a cupola to the pavilion. Otherwise, Ms. Brewer thinks it is a homerun and loves all the elements. Mr. Merrill also suggested that instead of using brick and stone that other materials could be used. Ms. Chamberland commented that MSP really knocked it out of the park on the clock tower and brining in elements that reflect the Promont house. Their presentation was to make sure they were on the right track and then the next step would be to finish with the Master Plan with costs and present at 6pm before the next regular city council meeting on August 21st. Mr. Albrecht mentioned that copies of the designs are available at City Hall for viewing. Mr. Gary Knepp made a note that that this is the site of what used to be one of the most treasured memories in Milford's history which was the Milford/Main building. He would like to suggest a monument of some sort to recognize what this place used to be and what took place on the site. The Board of Education preserved one of the cornerstones and flag pole and it would be for the purpose of having some type of monument celebrating the history of the location so that it is not forgotten. Mr. Merrill said that there are a couple of places in the design drawings that reflect information kiosks that will show history and they will be placed throughout the location. But if there are any artifacts, cornerstones of that nature, that they would like to incorporate that into what they are doing.

Public Hearing:

Mayor Albrecht opened the public hearing by reading the following: Purpose of the hearing will be to consider adopting a Resolution to approve an amendment to the Contract with Union Township creating a Joint Economic Development District, adding additional area to the District. Mr. Doss stated that we have five JEDDs with Union Township. It does provide the city with the opportunity and the township to implement our income tax. In portions of the township where it is not permissible to the township receives significant portion of that as does the city of Milford. This particular JEDD Is Mt. Carmel - Mt. Carmel brewing which is expanding. The current JEDD map with Union Township does not account for this expansion area. This is an amendment to the contract that we already have with Union Township for JEDD IV. Union Township had a meeting a few days ago where they presented their resolutions and they were

passed by 3-0 vote. It is now Milford's turn in this agreement to vote. If passed, it will be recorded, documents will be signed, the contract expanding that area and we will be able to capture and realize that income tax. Mr. Albrecht asked if there were any: Speakers for the Resolution: none Speakers against the Resolution: none Any public comments: none Any council comments: none Ms. Brewer made a motion to close the public hearing. Ms. Evans seconded the motion. All voted yes. Mr. Minniear asked for a motion as Committee of the whole to authorize him to present Ordinance 18-1392. Ms. Brewer made a motion Seconded by Mr. Brady. Mr. Minniear read the following: Resolution No. 18-1392 An Ordinance Approving an Amendment to the Union Township, City of Milford Joint Economic Development District (JEDD) No. 4 Contract and Adding Additional Area to the District upon Receipt of Petitions from Property Owners and Business Owners within the Proposed Area to be Added to the District Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt. Seconded by Mr. Brady. All voted yes

Proceedings: Ms. Evans made a motion to approve the June 19th City Council Work Session proceedings; Seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to approve the June 19th Regular City Council Meeting Proceedings, Seconded by Mr. Brady. All voted yes. Mr. Brady made a motion to approve the June 26th Special City Council Meeting proceedings Seconded by Ms. Russell. Ms. Evans abstained. All others voted yes.

Correspondence: Institution Notice for Liquor Permit – Milford Tavern LLC/Milford Inn 227 Main Street 1st Floor Ms. Brewer made a motion to do nothing. We do not object to this permit. Mr. Brady seconded the motion. All voted yes

Public Comments:

STANDING COMMITTEE REPORTS

Administrative Services:

Administrative Services Committee July 5, 2018 Minutes Ed Brady called the meeting to order at 9:00am
Committee Members Present: Ed Brady, Kim Chamberland, Lisa Evans Staff: Pat Wirthlin, Michael Doss, City Manager; Lori Pegg, Community Services Manager AFSCME Mr. Doss referenced the executive summary that was sent out to Council Members outlining the new AFSCME contract. He noted that the process was very productive and the contract was a good give and take. The new contract will be in effect until June 30, 2021. *The Committee Agreed to Draft An Ordinance authorizing the City Manager to enter into an agreement between the City of Milford and AFSCME representing the municipal employees. ALL VOTED YES. Ms. Evans seconded the motion. All voted yes.*Local Government Distribution Alternative Method Ms. Wirthlin presented information regarding the Local Government Fund (LGF), which was established in 1934 as a reaction to the Great Depression. LGF allows the State to share state tax revenue with local governments, many of which were facing severe financial difficulties at that time. Each county budget commission is responsible for distributing the undivided LGF within each county on the basis of need. Most Ohio counties adopt an “alternative” method of apportioning LGF funds. As compared to the “statutory” method of apportionment. Clermont County’s “alternative” method is somewhat more favorable to the smaller villages, who depend on the funds for operating costs, and less favorable to the City of Milford. The largest City in the county (Milford) must approve the alternative method before August 6th for it to become effective. The committee asked how long the alternative method had been in use in Clermont County, per Chris Mehlman, Deputy Auditor of Clermont County, the alternative method has been used since the idea was first introduced in 1969 and they have not undertaken the complex “statutory” calculation for LGF in many years because an alternative method has been so prevalent. The City’s LGF revenue has reduced by 50% over the years from nearly \$300k in 2010 to \$150k now. The Committee also asked what would happen if they were to deny the alternative method of LGF apportionment. Ms. Wirthlin contacted Mr. Mehlman regarding the question and he stated that the fund would likely be subject to litigation amongst the parties entitled to participate in the distribution of the LGF. *The Committee agreed to draft an Ordinance authorizing adoption of an alternative method of apportionment of the undivided local government funds. ALL VOTED YES Ms. Evans made a motion to adopt. Ms. Chamberland seconded the motion. All voted yes.* Municipal Advisory Services---Bradley Payne Financial Services Mr. Doss presented an engagement letter/agreement with Andrew Brossart of Bradley Payne Advisors LLC. These services will be need when we get to the final stages of the funding for the soccer development project which is pending County Commission approval of a 1% hotel tax. These Financial Advisory services include those outlined in that attached agreement and are traditionally billed based on amount borrowed rather than at an hourly rate. *The Committee Agreed To Draft An Ordinance Authorizing the City Manager to enter into an agreement with Bradley Payne Advisors, LLC for municipal advisory services. Ms. Evans made a motion to adopt. Seconded by Ms. Chamberland. All voted yes. Respectfully Submitted, Lori J. Pegg*

Public Services:

Public Services Committee Meeting Minutes July 13, 2018 Called to Order: 8:00 by Vice-Mayor, Amy Brewer Present: Vice-Mayor Amy Brewer; Council Member Kim Chamberland Staff: Michael Doss, City Manager; Nate Clayton, Public Works Director (via phone); Ed Hackmeister, Service Department

Supervisor; Pat Wirthlin, Finance Director; Lori Pegg, Community Services Manager *The Committee agreed to excuse the absence of Mayor Albrecht.* Urban Paving US 50 Design Proposal The City has the opportunity to participate in the ODOT Urban Paving Program for 2020. The section to be paved includes State Route 50 (Main/Lila) to State Route 131, the project will also include thermal stamped crosswalks. This is an excellent opportunity as ODOT covers 80% of the cost and the City pays the remaining 20% and the design fees. Mr. Clayton presented proposals from three different engineering firms for design services: Roberts Engineering for \$16,000; Choice One Engineering for \$19,370; Strand for \$34,894 and KZF Designs for \$68,500. Mr. Clayton recommended Roberts Engineering as they are the lowest in price and are familiar with City projects. *The Committee agreed to draft an Ordinance authorizing the City Manager enter into a contract with Roberts Engineering for the ODOT Urban Paving Program Design Services in the amount of \$16,000. Ms. Chamberland made a motion to adopt. Seconded by Ms. Evans. All votes yes.* Public Works Facility Mr. Clayton presented three change orders from DER for the Public Works Facility. MS. Wirthlin was asked about the budget for the facility and presented an analysis of the spending so far. With the addition of these change orders the project will still be under budget, but any additional spending will have to be covered by the Utility and Street funds. There is still an additional \$295,000 in the bond reserve which has to be maintained per the bond agreement to pay down the debt. Change Order 5: RFI#7 Revised Wall Assembly (\$4268.46) Is for additional wall framing between the administrative portion and the garage portion of the building. The contractor questioned the design and the architect took a second look and agreed that the framing needed to be done. *The committee agreed to accept this change order.* Change Order 6: Asphalt Overlay existing Park Drive (optional, \$6979.20) is to pave the existing driveway on the park side of the facility. If we don't do it, there will be nice new pavement by the facility but old pavement abutting it. *The committee agreed to accept this change order as it will make the facility and park look consistent.* Change Order 7: Bay Road Access Drive (optional, \$32,723.18) This access will allow the trucks and heavy equipment to enter and exit the facility off of Bay Road, instead of using the Garfield entrance exclusively. This additional entrance will make it easier to for the trucks to gain access to their cold storage facility and salt barn on Bay Rd and cut down on some of the traffic entering and exiting directly onto Garfield. *The committee agreed to draft an ordinance approving change order numbers five, six and seven from DER Development in the amount of \$43,970.84. Ms. Chamberland made a motion to adopt. Seconded by Mr. Brady. All voted yes.* OPWC Application for Laurel Ave Storm/Street Improvements Mr. Clayton presented a preliminary opinion of probable cost on a conceptual plan to address the issue of storm water on Laurel Avenue that includes additional larger drywells. When we experience heavy rainfall, the storm sewer capacity is not enough for the entire street and yards and alleys are consistently flooded. Mr. Clayton would like to apply for OPWC funds for this project, the application is due in early August. *The committee agreed to draft an ordinance authorizing application to the OPWC for the Laurel Avenue Storm/Street improvements. Ms. Evans made a motion to adopt. Seconded by Mr. Brady. All voted yes* Winter Road Salt Contract Mr. Hackmeister presented the State bid information for road salt for the 2018/19 season. The City uses around 700 ton per year and currently have 500 ton in the salt barn. The bid amount is \$80.88/ton from Compass Minerals America for 700 tons and we are required to purchase 80% of the bid amount. *The committee agreed to draft an ordinance authorizing the City manager to enter into an agreement with Compass Minerals to purchase road salt.* SR 126 Soil Nailing Stabilization Bids *This is the minimum amount to buy and will be requested now but purchased next year. Ms. Evans made a motion to adopt. Seconded by Mr. Brady. All voted yes.* Mr. Clayton presented two sets of bid for the SR 126 Soil Nailing Stabilization project. The City received an OPWC grant in the amount of \$238,673 for the original project that covered 80 feet of the area, after geotechnical work was done it was discovered there is another 100 feet that will need stabilization within the next three to four years. Mr. Clayton asked for two bids, one for the original project and one for the additional footage that will require repair. The lowest bid for both options was Geostabilization Inc with a base bid of \$142,638.50 and a combo bid of \$299,381.70. Mr. Clayton recommends having them complete all of the area, so in a few years we don't have to go back in and do it again. The committee agreed to draft an ordinance authorizing the City manager to enter into an agreement with Geostabilization, Inc for Soil Nail Stabilization on SR 126 in the amount of \$299,381.70. Ms. Evans made a motion to adopt. Seconded by Mr. Brady. All voted yes. Appropriation Amendments for SR126 Stabilization and Wallace Grove Storm Sewer Ms. Wirthlin presented amendments to be made to two ordinances regarding City projects. The original 2018 budget included an expense for the SR 126 Stabilization project in the amount of \$239,000, the lowest bid amount is right around \$300,000. If the committee agrees to the \$300,000 bid, this would require an increase in the street fund appropriation of the difference of \$61,000 which will come from the general fund. *The committee agreed to draft an ordinance authorizing amending appropriation ordinance 17-1321. Ms. Evans made a motion to adopt. Seconded by Mr. Brady. All voted yes.* The second project was the Wallace Grove Storm Sewer Lining Project which was approved through ordinance 18-1366. This project was unbudgeted and therefore requires an appropriation increase. The expenditure will flow through the Stormwater Utility Fund and will not affect the General Fund. *The committee agreed to draft an ordinance authorizing amending appropriation ordinance 18-1363. Ms. Chamberland made a motion to adopt. Seconded by Mr. Brady. All voted yes.* There being no new business the meeting was adjourned at 9:00am. Respectfully Submitted, Lori Pegg

City Manager's Report:

MEMORANDUM TO: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk FROM: City Manager DATE: July 17, 2018 RE: Manager's Report CITY MANAGER Sparks in the Park – Special thank you to all the volunteers and sponsors that made the event a success. The City projected approximately 5,000 people attended this year's event and everyone had an opportunity to eat and have a beverage. Development – Meeting this week with a developer interested in the property located at Rivers Edge. Meeting with a residential developer looking to build four new houses on High Street. More information to follow at a later date. PUBLIC WORKS Jonas Memorial Park– The plan is to keep the garage and raze the two houses. Tencon is performing asbestos surveys on the two structures that will be razed. Estimate to demolish the two structures and fence is \$15,000. Milford Historical Society has toured the building and found no evidence of historic value of the structures. Over the next few weeks, public works will clean out the remaining items that may be used by the departments and the City will apply for an EPA demo permit. The City Engineer is working with Dodds Monuments on foundation requirements for the monument and potentially a walkway with a couple benches surrounding the monument. Preliminary schedule for monument delivery is early November. Laurel Storm- The City contracted with Terracon to perform some geotechnical boring to understand the soil conditions and permeability. The ground along the top part of Laurel is not very permeable, the ground at the two lower drywells and Oak Street is better. The City Engineer is getting new design proposals to complete the design incorporating some bioretention. The City intends to apply for OPWC grant funds for 2019 construction. Garfield Storm Sewer Improvements– DER started installing the new 36" sewer replacement up to Garfield from Bay Road. The number of utilities and sand encountered under the road is making the 16' excavation a challenge. There was a water main break at the intersection that delayed the project further. DER has made it across Garfield and will be setting the manhole at the intersection of Clertoma and Garfield this week. Single lane road closures will continue into the weekend on Garfield Avenue. STANDING COMMITTEE MEETINGS None at this time REMINDERS Special Council Meeting scheduled for July 24 at 7:00 p.m. August 11th from 12-4. Reggae on the River at Riverside Park and American Legion Post 450. The Ark Band will be performing their eclectic mix of roots reggae, calypso music. There will be plenty of food and drink to celebrate summer in the City of Milford.

Police Report:

Chief Mills reported that on August 5th, they will have their Second Annual Back to School Cookout with their friends at Oakbrook. Hosted with their partners at Christ Community Church. August 7th is National Night Out at Scene 75. In September, the 6th annual Citizens Police Academy classes will start. Seats are still available and if you are interested in attending the class, please stop by or email the Police Department for an application.

Fire and EMS Report:

Chief Baird reported that they are planning to have another Splash Day at the upcoming City Event on August 11th. The department has been extremely busy.

Internal Community Development Report: A quarterly report by Pam Holbrook which is available upon request

Public Comments: none

Council Comments:

Ms. Chamberland commented on the great energy the city has with the recent events in the city: Splash event and Sparks in the Park.

Mr. Brady asked if we could receive at a future Council meeting, a Short Statement of Condition from the Finance Department.

Ms. Evans asked if it would be possible to start picking dates for the upcoming Budget meetings.

New Business:

Ordinances and Resolutions

18-1383 An Ordinance Authorizing an Agreement between the City of Milford, Ohio and Ohio Council 8, American Federation of State, County, and Municipal Employees, AFL-CIO, Hereinafter Referred to as "AFSCME" Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt. Seconded by Mr. Brady. All voted yes

18-1384 An Ordinance Authorizing Adoption of an Alternative Method of Apportionment of the Undivided Local Government Fund Ms. Brewer made a

motion to suspend the rules and read by title only. Seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt. Seconded by Mr. Brady. All voted yes

- 18-1385** An Ordinance Authorizing an Agreement with Bradley Payne Advisers, LLC for Financial Advisory Services Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt. Seconded by Mr. Brady. All voted yes
- 18-1386** An Ordinance Authorizing an Agreement with Roberts Engineering for the ODOT Urban Paving Program Design Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Mr. Brady. All voted yes. Ms. Brewer made a motion to adopt. Seconded by Mr. Brady. All voted yes
- 18-1387** An Ordinance Authorizing a Change Order to the Contract with DER Development for the Public Works Facility Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Mr. Brady. All voted yes. Ms. Brewer made a motion to adopt. Seconded by Mr. Brady. All voted yes
- 18-1388** An Ordinance Authorizing Application to and an Agreement with The Ohio Public Works Commission for the Laurel Avenue Storm/Street Improvements Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Mr. Brady. All voted yes. Ms. Brewer made a motion to adopt. Seconded by Mr. Brady. All voted yes
- 18-1389** An Ordinance Authorizing the Purchase of Road Salt from Compass Minerals Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Mr. Brady. All voted yes. Ms. Brewer made a motion to adopt. Seconded by Mr. Brady. All voted yes
- 18-1390** An Ordinance Authorizing an Agreement with Geostabilization, Inc for State Route 126 Soil Nail Stabilization Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Mr. Brady. All voted yes. Ms. Brewer made a motion to adopt. Seconded by Mr. Brady. All voted yes
- 18-1391** An Ordinance Amending Appropriations Ordinance No. 17-1321 and 18-1363 Ms. Brewer made a motion to adopt. Seconded by Mr. Brady. All voted yes

Old Business: none

Adjourn:

There being no further business to come before the regular Council meeting, the meeting adjourned at 8:40 p.m. with a motion from Ms. Evans to adjourn, seconded by Mr. Brady. All voted yes.

Jackie Bain, C.P.T.

Fred Albrecht, Mayor