

RECORD OF ORDINANCES

Regular Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 30043

Ordinance No. May 15, 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 May 15, 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. Ms. Evans made a Motion to excuse Ms. Brewer’s absence. The Motion was seconded by Mr. Brady. All voted yes.

Presentation: MSP- Randy Merrill, V.P. of Architecture and Jose Castrejon, V.P. of Landscape Architecture introduced a power point presentation to council. They took council through the process and examples that they have been working on. They provided council with the information they believed was needed to help them determine what was best for the space in the community. Site Amenities were presented based on the needs and wants of what was presented to them. They presented two and a half concepts for the property. Mr. Castrejon explained Concept A - in a curvilinear concept. Outdoor green space with sections for a Farmers Market, Dog Park and Outdoor game area were some of the options presented. Concept B - Extend the street bridge and weave it into the neighborhood with the natural feature of the river. Parking off to the side as well as sidewalk parking, smaller Farmers Market area and then shelter that is multi- purpose. trellis, outdoor game area, and a stage opportunity for an amphitheater that could be used as a plaza when not in use. Dog park, green space. Concept B alternate - Mr. Merrill explained a Clock with observation tower as a focal point. Also, a Multi-use shelter/Lodge type shelter area.

Ms. Chamberland made a comment that it was nice to see that we will be able to use the clock/observation idea for performances and or speeches there. Or even use if for a wedding location.

Mr. Merrill then presented an image of a walk thru clock tower idea. Multi use shelter/Lodge type shelter floor plan was explained.

Ms. Evans liked the fact that this could be used even in the winter since it would be closed up from the elements.

Mr. Haskins asked if with any of the concepts shown, was there fencing?

Mr. Castrejon explained that the intent would be that some of the parts would be called protection from the active streets to the park wether that is a section of fencing or landscaping. The intent would be that the style of fence would match with whatever style that we would come up with. We wanted to weave it in. The concept with the shelter and an outdoor fireplace, we don’t want to put a component there that would look empty. It would have a multi-purpose function. We worked really hard on taking the architecture and making it blend in but also making sure that the items had a purpose.

Mr. Castrejon said that he believes that they have presented all the concepts and elements that council had mentioned that they wished for. We have taken that information and arranged them in different ways. We would like your reaction to them:

Ms. Evans preferred the middle example/Concept B.

Ms. Russell was amazed on the number of things that they were able to place on that site. I like all of the concepts.

Ms. Chamberland liked all of the meandering paths, and how the spaces flowed. You could use the spaces individually but also how you made it all flow together.

Mr. Albrecht said that he could not have originally envisioned a shelter there. But the way that they have designed the shelter, it makes sense there.

Mr. Brady said that they have given us a lot to think about. He was partial to Concept A partially because of the street grid elements. He was concerned of some possible driver’s issues upon approaching the park area. But likes the layout of the shelter and it looks more conducive in Concept B. The clock tower and the shelter are spread out more in Concept B as well.

Mr. Castrejon also mentioned weaving in parts of history within the park and how in a philosophical way that the historical neighborhood is woven into the park. From the developed part of Milford and into the Rivertown Milford and putting them together at the site.

Mr. Brady said that if we end up with any part of the designs for the site, it will look similar to Smale Park.

Ms. Evans asked if most of the colors were in earth tones.

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Mr. Castrejon said that at this level of planning we have lots of time to pick. This presentation is more to show the Grand Theme of the site. If you want to go more modern and edgy, then this is the time to say it. We heard you say to us, traditional but maybe with some flair.

Ms. Chamberland asked if the lodge concept would work for either concept A or B.

Mr. Castrejon said absolutely yes.

Mr. Merrill said that we can pick and choose any of the concepts and in the final attempt blend them together.

Mr. Albrecht preferred the curvature side of Concept A and a little larger Farmers Market area. But also liked ideas presented in Concept B.

Ms. Evans like the dog park idea that is tucked away from everything else.

Mr. Castrejon said that the next step is to wait for council's feedback and for them to let them know which direction they would like to go in. We will take that feedback and refine the plan that meets the intent of the feedback and have one master plan.

Ms. Evans asked if any of the ideas are able to be phased in.

Mr. Castrejon said absolutely yes. We realize that phasing will be a potential, critical element. We are going to do a final plan from your feedback and do a cost analysis which then dovetails into the phasing potentially as well. Scheduling will also be discussed. You will have another chance to digest the final version of the concept from your input.

Mr. Albrecht mentioned that we should have a Special Council meeting/Work Session at the site.

Proceedings: Ms. Evans made a motion to approve the May 2 City Council Meeting Proceedings. Ms. Russell seconded the motion. All voted yes

Correspondence: From: Libby, Lori Date: Mon, May 14, 2018 at 5:44 PM Subject: Clermont Co City Representatives to D#10PWIC Milford has to appoint two city representatives and two alternates to the District #10 Public Works Integrating Committee. 3-year terms. Ms. Evans made a motion that we re-appoint the current members: Pam Holbrook, alternate Lori Pegg, Sandy Russell, alternate Amy Brewer. Mr. Brady seconded the motion. All voted yes.

Financial Statements: none at this time

Public Comments: none

Standing Committee Reports:

Administrative Services

Administrative Services Committee May 14, 2018Minutes Ed Brady called the meeting to order at 4:30pm Committee Members Present: Ed Brady, Kim Chamberland, Lisa Evans Staff: Pat Wirthlin, Finance Director; Nate Clayton, Public Works Director; Michael Doss, City Manager; Lori Pegg, Community Services Manager Visitors: Jason Block, HCC
Bastin financial audit Ms. Wirthlin presented the contract and fees for services by Bastin Accounting for the third cycle of the 3cycle audit period. The terms of the audit contract call for an agreed fee of \$17,160 for the 2016/2017 audit years.

The Committee agreed to draft an ordinance authorizing an agreement with Bastin & Company LLC for an independent audit of fiscal years 2016 & 2017. Ms. Evans seconded the motion. All voted yes

Electrical Panel Improvements at Riverside Ballpark Concession Stand Mr. Clayton discussed an electrical outage at the service garage several months ago where Duke came in and while fixing the issue discovered that the lines to the service garage were old lead lines that hang over top of the concession stand which must be replaced. Duke will be going underground with new service lines and the City has to run service lines to the building and upgrade the electric to the concession stand to meet code. Duke will install a box about twenty feet behind the concession stand on the High street side. The money for this project will come from the general fund. Mr. Clayton had requested quotes from four electricians, however only received two quotes. Mr. Clayton presented the two quotes, one from Seco Electric in the amount of \$24,788 and Atkins & Stang in the amount of \$8,360. The Seco quote was higher because included replacing and upgrading all the electrical equipment in the concession stand and field light switch boxes. Atkins & Stang has done electrical work at the concession stand in the past, so they are more familiar with the existing electrical equipment and felt that they only had to replace the load center with a new panel board.

The Committee agreed to draft an ordinance authorizing an agreement with Atkins & Stang for electrical updates to the Riverside Ballfield Concession Stand in the amount of \$8360.00 Ms. Evans seconded the motion. All voted yes

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Information Technology Services

Jason Block from the Hamilton Clermont Cooperative (HCC) presented the committee with information on their IT services. The HCC, which is a government agency, has been around since the 1980’s mostly providing service to schools including Milford and West Clermont. They are expanding their business to include municipalities and contacted Mr. Doss to discuss their services. They have spent the last few months working with Ms. Pegg getting an overview of our systems and provided a quote for IT support and services that is a significant cost savings. Their quote for onsite and remote support including servers, workstations, remote sites, break/fix and related is \$65/hr for a total of \$27,050 annually. We currently pay \$84/hr or almost \$35,000 annually. They will be performing an audit of our systems and will provide suggestions and options that could lead to more cost savings. The cost for the audit is \$6000, but the fee will be waived if we sign a contract going forward with them.

History Walk Ms. Pegg presented information on a project that she has been working on with Donna Amann at the Greater Milford Area Historical Society this winter. They have identified 15 historical buildings/locations in downtown Milford to create a history walk around town. At each location we plan to put an informational plaque on a stand with historical pictures and information about the location. The stands will cost around \$7000 to design and create. They plan to have the stands in place with a map of locations by Art Affaire in September.

Entertainment District for Second Saturday Ms. Pegg asked the committee to consider an Entertainment district downtown from Mill Street to Sycamore Avenue on the following second Saturdays of the month: June 9, July 14, August 11, September 8 and October 13 from 4-8pm. These dates coincide with our Second Saturday Music series and will allow residents and visitors to purchase alcohol from those businesses in the area that are authorized to sell alcohol. Establishments will be required to put the drinks in a disposable cup before they can leave their place of business.

The committee agreed to draft an ordinance authorizing the designation of an outdoor entertainment district for the serving and consumption of alcoholic beverages from 4-8pm on the following dates: June 9, July 14, August 11, September 8 and October 13. Ms. Evans seconded the motion. All voted yes

Cemetery Mowing Contract Lawns By Design, who was awarded the Cemetery mowing contact in January, has submitted a 30-day notice to end service. They have consistently missed mowing sections of the cemetery and not done a satisfactory job. In addition, Lawns By Designs request that they be release earlier than thirty days which was granted by the City Manager. Their final mow will be this weekend. They underbid the other two contractors who submitted by \$13,000, so it was decided to give them a try and only offered a 1-year contract. Mr. Clayton received a quote from A&A Lawncare, who has held the contract for several years and has done an excellent job, in the amount of \$31,742.74. Mr. Brady asked if the project must be rebid and Mr. Doss said since the quote is way less than \$40,000 for the duration of the mowing season and it doesn’t have to be rebid. Mr. Doss noted that the other original two bids (Louiso Lawncare and A&A Lawncare were within \$998 of each other for the service. Furthermore, he discussed it with Mike Minniear and the City can accept A&A Lawncare based on previous experience with the cemetery and it also being a responsible contractor for the City.

The Committee agreed to draft an ordinance authorizing a contract with A&A Lawncare in the amount of \$31,742.74 for Cemetery mowing. Ms. Evans seconded the motion. All voted yes There being no other business, the meeting was adjourned at 5:20pm.

City Manager’s Report

MEMORANDUMTO: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk FROM: City Manager DATE: May 15, 018 RE: Manager’s Report
CITY MANAGER Downtown Development Guidelines Work Session – A work session is scheduled for Tuesday, June 19 at 5:30 pm (prior to the City Council meeting) to discuss findings related to the proposed downtown development guidelines and Old Mill Overlay District. Water Utility Bill Update – A reminder that the new water utility rates will go into effect with the June billing. PUBLIC WORKS300 Main Street Parking lot- Tencon will be installing three additional monitoring wells within a block of the parking lot in order to comply with BUSTR Tier 2 requirements. This installation is scheduled to occur Wednesday, May 23Public Works Facility – Garfield Park will be opening up before Memorial Day after base gravel is placed in the new parking area. The temporary fence will be moved and picnic tables placed back under the shelter. The shelter will be reroofed by our Service Department (the storm May 5th blew off many shingles). DER is finished curing the slab and setting door frames. Masonry walls are to start this week. Potential issues: 1) Existing pavement to remain in the park side and the grading storm water plan contradict each other. Electric and water service to the shelter will result in a few patches. We are trying to resolve the issue without an associated cost, but we may have to repave the existing pavement on the playground side.2) Duke changed the electric service from a ground mounted transformer to a pole mounted transformer. We are reviewing with the electrician to see how this impacts their service equipment and if there are any cost impacts associated with this.3) There was an RFI issued to the architect questioning if the wall between the office space and the garage is required to be fire-rated. It was not designed to be fire rated. The potential price impact will be determined by the answer to the RFI. Riverside Park Shelter– Clermont County is issuing shelter construction documents to bid in May for a mid-June award date.
Storm Department Main Street/Garfield Pedestrian Lights- The City is working with Capital Electric to replace pedestrian lights with LEDs.Wallace Grove Storm- The 15” storm sewer will be lined by Miller Pipeline this week. The sink hole, concrete sidewalk and gutter repair will be completed after the lining is complete. Laurel Storm- The department is exploring a replacement to the Drywells at 22 Laurel and 35

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Gatch. The City Engineer is investigating into bioretention solutions to help the immediate needs of the residents from Mill Street to Oak Street. An action plan is expected to be presented to the City Manager by the end of this week *Street Department* SR 28/ Main Street Resurfacing (Downtown Corridor Phase 1) – Adleta dressed up the topsoil, reseeded and installed new guardrail on the hill. Adleta will relevel the Cincinnati bell manhole near St Vincent de Paul. The striping crew will be out to clean up their striping. The street print crosswalk should be done by the end of May. STANDING COMMITTEE MEETINGS None at this time REMINDERS May 18-20th Free Yard Sale Weekend May 28th 9:30 Memorial Day parade, starts at Memorial Park and proceeds to Greenlawn Cemetery and then on to St. Andrews Cemetery May 31 – June 3 Frontier Days June 1 - July 4: Bikes in Bloom, still time to register. Check FB or City of Milford website for more info June 9th from 6-8pm: Picnic with the Cincinnati Philharmonic at Milford Main. They will be playing movie related tunes. Bring a picnic dinner. Dessert and beverages will be available.

Police Department Report

Assistant Chief Sean Mahan presented the report to council -

The Officers are wearing mourning bands during National Police Week

- 1. Officer Yeary graduated from the Supervisor Training Education Program (STEP).
- 2. Officer Wilson received a Community Policing Award at the annual Clermont County Law Enforcement Appreciation Awards Banquet.
- 3. Getting ready for Memorial Day Parade
- 4. Getting ready for the Frontier Days Parade. Shut down from Five Points to Mohawk will be at 5:20pm on Thursday, May 31st. 6pm will be the time that Main Street will be closed.
- 5. Officers will also be attending drivers training next week they will be attending the arterial drivers training.

Fire and EMS Report

Chief Baird reported to council Several 3 day runs on training on hazardous material operation. EMS training uses simulation training on the full body mannequin. 3 days of live burn training at the Loveland/Symmes training tower in conjunction with Miami Township. We will start another run in June which will also include Loveland/Symmes. We have prevented ourselves out of having structure fires. We have to be prepared for them and with less occurrence of them we have to use simulations. Our department members completed the required SCVA Mask fit testing that the department does each year. Chief Baird attended a portion of the Fire Instructors Conference in Indianapolis along with 34,000 other fire officials from 65 countries who attended in 2018. conducting an internal promotion process - a full-time firefighter, paramedic went to Goshen Township. We are looking to promote from within. We are hoping to have that person hired by the end of the month. MCFD and the Firefighters Club will be conducting a Boot Drive to support MDA this Saturday from 9am until 1 pm, at the intersections of US 50 and 131. The department raised almost \$5,000 last year for MDA in a four-hour period. The department received a Grant from the Ohio Bureau of Workers Compensation in the amount of \$10,439.00. This was for the purchase of two pair of new fire fighting gloves and two new particulates blocking no mask hoods for each firefighter. They are thicker and have a particulate barrier. the local match for that was \$2,085.00, so the total project cost somewhere around \$12,500.00. We are being compliant and the idea that every firefighter has a set of gloves and a spare hood available to them while they are on duty. We will also be making up several totes of the equipment to be kept in Chief Flanigan's vehicle, an ambulance or one other vehicle so that if we are out on a scene we can get to this equipment quickly. This seems like a small step in cancer prevention and trivial but it is very important. The Fire Fighters Clue will be selling Water and Cola at the Sparks in the Park event on July 3rd. We would appreciate your support.

Public Comments:

Council Comments:

Ms. Chamberland wanted to compliment those who worked on the Maker's Market - Great job! It was a great showing from many local businesses - 49 vendors at the event. Kudos to the committees.

New Business:

ORDINANCES AND RESOLUTIONS

- 18-1368 An Ordinance Rezoning 13.59 Acres, more or less, of Real Property from I Institutional to R-2 Single Family Residential
Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Mr. Brady All voted yes. Mr. Brady made a motion to adopt. Seconded by Ms. Russell. All voted yes

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- 18-1369

An Ordinance Authorizing an Agreement with Bastin and Company LLC for an Independent Audit of 2016 and 2017
Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Mr. Brady All voted yes Mr. Brady made a motion to adopt. Seconded by Ms. Russell. All voted yes
- 18-1370

An Ordinance Authorizing Service for Electric Panel and Improvements for the Riverside Park (Baseball Side) Concession Stand
Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Mr. Brady All voted yes. Mr. Brady made a motion to adopt. Seconded by Ms. Russell. All voted yes
- 18-1371

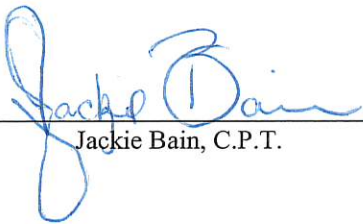
An Ordinance Authorizing Creation of Entertainment Zone for Downtown Old Milford
Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Mr. Brady. All voted yes. Mr. Brady made a motion to adopt. Seconded by All voted yes
- 18-1372

An Ordinance Authorizing an Agreement with A&A Lawncare for the Greenlawn Cemetery Grounds
Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Mr. Brady. All voted yes. Mr. Brady made a motion to adopt. Seconded by Ms. Russell. All voted yes

Old Business:

Adjourn:

There being no further business to come before the regular Council meeting, the meeting adjourned at 8:21 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