

RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

Meeting

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

Held April 4, 2023 20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on April 4, 2023.

Mayor Evans called the meeting to order with the Pledge of Allegiance and a Moment of Silence

Roll Call

Present: Mayor Lisa Evans, Vice Mayor Sandy Russell, Kyle Mitchell, Kristopher Parrish, Janet Cooper, Ben Redman and Kim Chamberland. Also present was City Manager, Michael Doss and Law Director Bryan E. Pacheco. The public was able to view via Facebook live and via ICRC TV broadcast.

Proceedings:

Approve the Council Special Meeting Proceedings from March 7, 2023 Ms. Russell made a motion to adopt Seconded by Mr. Parrish All yes Approve the Council Regular Meeting Proceedings from March 7, 2023 Ms. Russell made a motion to adopt Seconded by Mr. Parrish All yes

Financial Statements:

Adopt February Financial Report Ms. Russell made a motion to adopt Seconded by Mr. Parrish All yes

Correspondence:

Ohio Division of Liquor Control – 217 Rivers Edge Drive Inc. Milford Ohio 45150 Application for Change of Corp Stock Ownership Ms. Russell made a motion to not have a hearing/do nothing Seconded by Mr. Parrish All yes

Public Comments: none at this time

Community Development Committee

Community Development Committee Meeting Minutes April 3, 2023Mr. Redman called the meeting to order at 4:00 p.m. Present: Kyle Mitchell, and Ben Redman Mr. Mitchell and Mr. Redman excused Ms. Cooper Staff: City Manager Michael Doss, Finance Director Pat Wirthlin, Executive Assistant Jackie Bain Visitors: none Proceedings: Approve the proceedings from the March 1, 2023, Community Development Committee Minutes. DISCUSSION: PARK AND RECREATION COMMISSION DUTIES & RESPONSIBILITIES The Mr. Doss and the committee discussed in length the revisions that they would like to make to the draft Ordinance for Rules and Procedures City of Milford Park and Recreation Commission. Discussion included the Composition and Duties of the commission. Included were recommendations that Janet Cooper had also previously suggested. The committee agreed to have the revisions made and discussed at the next Community Development committee meeting that will be held before the next City Council meeting on April 18th. DISCUSSION: FIVE POINTS LANDING PARK PAINTED CONCRETE Mr. Doss reviewed and made the committee aware of information from DER regarding Five Points Landing Park concrete to add integral coloring to portions of the East side layout plan as indicated on an attached sketch. The total integral coloring change order total is \$5630.37. DER bid had included a \$50,000 contingency. The committee agreed to the change order. The committee was notified that Mr. Doss was implementing the change. There being no further business, the meeting adjourned at 4:26 p.m. with a motion from Mr. Redman, Seconded by Mr. Mitchell Respectfully submitted, Jackie Bain, Executive Assistant

Administrative Services Committee

Administrative Services Committee Meeting Minutes April 3, 2023Mr. Parrish called the meeting to order at 4:30 p.m. Present: Kristopher Parrish Kim Chamberland Lisa Evans Staff: City Manager, Michael Doss, Finance Director Pat Wirthlin and Executive Assistant, Jackie Bain Visitors: none Proceedings: Approval of the March 16, 2023, Administrative Services Committee Minutes All approved DISCUSSION: CODE ENFORCEMENT CONSOLIDATION AND COMPENSATION Mr. Doss discussed how we have been trying to hire a Part Time Code Enforcement person. Mr. Doss has asked Christine Celsor/Planning, Zoning and Community Development Coordinator to take on the responsibility with additional compensation. She informed Mr. Doss that she was interested in taking on this added responsibility. Mr. Doss asked the committee to consider the Planning & Community Development Coordinator absorb the Code Enforcement position, and all of the responsibilities. And also, consideration of an increase in compensation of \$ 12,000 for the absorption of the Code Enforcement responsibilities. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE FOR THE PLANNING AND COMMUNITY DEVELOPMENT COORDINATOR POSITION TO ABSORB THE RESPONSIBILITIES OF THE ZONING CODE ENFORCEMENT POSITION AND INCREASE COMPENSATION \$12,000 Seconded by Ms. Chamberland All yes DISCUSSION: DORA EXPANSION Mr. Doss followed up with the committee on information to expand the DORA boundaries to include Covalt Station. We have also noticed that we need to update the list of businesses to be included in the new DORA legislation. This will establish the process for an ordinance to increase the boundaries of the DORA and to include new businesses that are not included in the current DORA. The committee agreed to forward the information to establish the DORA Expansion. DISCUSSION: CLERMONT COUNTY HEALTH DISTRICT 2024 CONTRACT Mr. Doss discussed that as a municipality in the state of Ohio we participate in the county’s health department to provide

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services for us. In particular, they do many restaurant inspections as well as other general services for the Milford Community. This annual contract last year was \$ 29,342.29. This year’s contract is \$29,774.08. *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT FOR GENERAL HEALTH SERVICES WITH THE CLERMONT COUNTY HEALTH DISTRICT IN THE AMOUNT OF \$29,774.08* Seconded by Ms. Chamberland All yes There being no further business, the meeting adjourned at 4:59 p.m. with a motion from Ms. Chamberland Seconded by Ms. Evans All yes. Respectfully submitted, Jackie Bain, Executive Assistant

Manager’ Report:

MEMORANDUM TO: City Council CC: Jackie Bain, Executive Assistant/Clerk FROM: City Manager
DATE: April 4, 2023RE: Manager’s Report Duke Energy Milling and Resurfacing Update – City officials met with Duke Energy representatives to go over the milling and resurfacing of US 50/Main Street. The project is anticipated to commence in late April and be completed by mid-May. Streets scheduled for milling and paving include SR 28/Main Street, US 50/Lila Avenue, Locust Street, Sycamore Street, a section of High Street, Lewis Avenue, and Kirgan Lane Clermont County Paving Program Update – City officials attended a pre-construction meeting with the paving contractor last week. Milford’s paving projects are scheduled for late summer around August. Streets scheduled for paving in 2023 include Winnebago Drive, Cleveland Avenue, Edgecombe Drive, and Beech Street. All streets were assessed and scored using the Pavement Management Study Five Points Landing Park Project Progress Update – DER continues construction on the park with an estimated completion in late September. The contractor will pour the first section of sidewalks and common areas over the next couple of weeks. The foundations for the restroom facilities have been poured and installed. Unseasonably warm weather has the project ahead of schedule. STANDING COMMITTEE MEETINGS None at this time REMINDERS April 5 – Planning Commission Meeting at 6:00 pm April 8 – Easter Eggstravaganza Riverside Park at 10:00 am April 18 - City Council Meeting at 7:00 pm April 22 – Arbor Day Tree Giveaway, Spring Litter Clean-Up, Community Shred Day at 10:00 am

Police Department Report:

Chief Mills reported the following - This report summarizes the various activities and functions of the Milford Police Department during the month of March. *TRAINING* • All sworn members were re-qualified on the Department’s issued firearms and use of force policies. • All personnel were trained on the Handle with Care Program. • All sworn members received training on Ohio’s new Distracted Driving law and Marsy’s law for victims. • Officers Chastain and Liming attended Resilience Leadership training. • Officer Clark attended a Responders in Faith conference. • Officer Mell attended House of Worship Security training. *NOTABLE OCCURRENCES* Officers logged 1,226 call records, took 328 offense reports, responded to 17 auto accidents, issued 181 traffic citations, and 109 warnings. Detectives were assigned 13 new cases, investigated a total of 25, closing 12, and made 4 arrests. Squad 1 • Investigated a suicide by gunshot at the Holiday Inn located at 301 Old Bank Road. • Investigated a report of three juveniles who were reportedly trying to force entry into the concession stand at the Riverside Ball Park. The juveniles were located and transported back to the station where they were picked up by their parents. There was no damage to the door or building. • Officer Clark and Officer Liming assisted a subject having a mental or drug induced psychotic breakdown along SB IR-275. Squad 2 • Responded to Riverside Park for a non-breather where an officer performed CPR until EMS arrived. • Took the initial offense report involving an unknown female committing theft offenses at two downtown retail stores. Detective Fannin subsequently identified and charged the suspect. • Assisted the Valleyview Preserve by serving a trespass notice on a homeless individual. Squad 3 • Assisted MCFD with a structure fire at the boarding house located at 13 Kenny Court. • Handled a death investigation on Choctaw Lane. • Arrested a subject wanted on s felony warrant out of Warren County. Squad 4 • Officers responded to Cinemark for an intoxicated female who was in control of two children. After consulting the prosecutor Endangering children and Disorderly Conduct while Intoxicated charges were filed. • Officers responded to an apartment building on Happy Hollow for an active domestic where both subjects were charged with domestic violence and the child present was placed in the care of his father. *ADMINISTRATIVE* • Chief Mills was interviewed by CALEA as part of the Goshen Township Police accreditation on-site. • A low-level Response to Resistance was reported and reviewed by command staff. • All personnel were issued their annual performance evaluation. • Sergeant West released our new wellness app. *COMMUNITY RELATIONS* • We are actively planning for this year’s National Night Out. • Officer Brown participated in Pattison Elementary’s Walk-a-Thon award celebration. • Chief Mills was interviewed at Pattison Elementary during their OAESA on-site as part of their candidacy for the Ohio Association of Elementary School Administrator’s Hall of Fame Award. • Sergeant Kibby received a thank you card from a widow whom he delivered a death notification. • We were able to reunite a lost dog within an hour of posting on Facebook. • Officer Liming provided food and clothing to a homeless subject whose clothes had become saturated by rain. • Squad 2 assisted an elderly citizen at 506 Garfield with carrying heavy pet food items inside their residence. • Squad 4 provided shelter at the station lobby as well as food for stranded female who was waiting for the morning Metro bus. • Patrol officers conducted 157 vacation house checks, 766 extra patrols, 27 school visits, 1 senior visit, and issued 38 COPWatch forms. *OUTSIDE MEETINGS AND ASSOCIATIONS* • Chief Mills attended the Clermont and Hamilton County Chiefs Associations monthly meetings. • Chief Mills, Sergeant Lane, Officer Hagy, and Police Volunteer Grieger attended the March meeting of the Hamilton County Police

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Association. • Chief Mills attended the quarterly Board of Advisors meeting of the Crisis Intervention Team. • Chief Mills attended a planning meeting for this year’s Clermont County Law Enforcement Appreciation Banquet. Chief Mills also read an emailed letter from former Mayor, Mr. Lou Bishop thanking the department for checking on his property while out of town.

Fire And Ems Report:

District Chief Nickell reported that the department is conducting a Smoke and Carbon Monoxide Detector Drive in the City of Milford neighborhoods. MCFD can install FREE smoke & carbon monoxide detectors and conduct fire safety education in your home thanks to fire prevention grant from the Federal Emergency Management Agency (FEMA). They plan to start rolling this out in late April early May. To schedule an appointment, call the non-emergency telephone number 513-831-7777 or email fireprevention@mcfcd71.org for more information. Last week the department conducted three days of Live Burn training with approximately 125 firefighters going through the training.

Council Comments:

Ms. Chamberland wanted to remind residents that the City of Milford is having a 2023 Arbor Day Event on April 22nd. City of Milford residents are invited to enter for a chance to win tree. Entry forms are available online on the city website. Deadline is April 14th. The drawing will be held at 12pm on April 22nd. You must be present to win.

Ms. Russell wanted to follow up on the Community relations portion of the Police Department report and stated that they have been very diligent in the South Milford area watching for speeding vehicles. And to thank Officer Brown for rescuing her with her car keys being locked in her car.

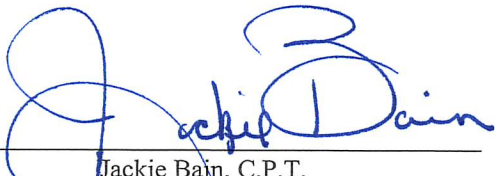
New Business:

Ordinances And Resolutions

- 23-206 An Ordinance For The Planning And Community Development Coordinator Position To Absorb The Responsibilities Of The Zoning Code Enforcement Position And Increase Compensation \$12,000 Ms. Russell Made A Motion To Suspend The Rules And Read By Title Only Seconded By Mr. Parrish All Yes Ms. Russell Made A Motion To Adopt Seconded By Mr. Parrish All Yes
- 23-207 An Ordinance To Enter Into An Agreement For General Health Services With The Clermont County Health District In The Amount Of \$29,774.08 Ms. Russell Made A Motion To Suspend The Rules And Read By Title Only Seconded By Mr. Parrish All Yes Ms. Russell Made A Motion To Adopt Seconded By Mr. Parrish All Yes

Old Business:

Adjourn: There being no further business to come before the City Council; Ms. Evans adjourned the meeting at 7:23pm with a motion from Mr. Parrish Seconded by Ms. Chamberland All yes



Jackie Bain, C.P.T.



Lisa Evans, Mayor