

RECORD OF PROCEEDINGS

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

HeldMay 2, 202320

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on May 2, 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.

Proclamation: Mayor Evans proclaimed April 30 – May 6, 2023 as Municipal Clerks Week – Clerks Jackie Bain, Kim Sheangshang, Tina Kern and Tamara Meese were recognized

Swearing in: Law Director Bryan E. Pacheco swore in new members of the Parks and Recreation Commission: Leane Davis, Britainy McGowan, Randy Bain and Jennifer Barlow

Proceedings:

Approve the Council Special Meeting Proceedings from April 18, 2023 Mr. Parrish made a motion to approve. Seconded by Ms. Cooper Ms. Russell abstained All others yes

Financial Statements:

Approve the March Financial Report Mr. Parrish made a motion to approve Seconded by Ms. Russell All yes

Public Comments:

Rebecca Geiger – Milford Ohio

Ms. Geiger wanted to thank Council on behalf of all of the Milford residents who use the crosswalks for walking, biking and skating to have audible crosswalks finally installed.

Standing Committee Reports:

Public Services Committee

Public Services Committee Meeting Minutes April 26, 2023Ms. Chamberland called the meeting to order at 4:30 p.m. Present: Kim Chamberland, Kyle Mitchell. Ms. Russell was absent from the meeting. Staff: City Manager-Michael Doss, Finance Director-Pat Wirthlin, Service Department Supervisor – Ed Hackmeister and Executive Assistant - Jackie Bain Visitors: Ralph Vilardo Approval of March 20, 2023, Public Services Committee Meeting minutes: All approved DISCUSSION: SHARED PAVING WITH AMERICAN LEGION AT RIVERSIDE PARK PARKING LOT Mr. Hackmeister discussed paving at the Riverside Park Parking Lot. The American Legion will also be paving at the same time. The best cheapest bid submitted for the shared project was from Neyra Paving. The city’s cost is \$ \$18,869.25. The American Legion’s cost is \$34,175.05. The parking lot will be milled, paved and striped. The pricing is for performing both projects at the same time. Performing the projects separately would add significant costs to both. Mr. Doss stated that there will be revenue from a gas monitoring station at the site to offset costs. Ms. Wirthlin said that we are good for this expense. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH NEYRA PAVING IN THE AMOUNT OF \$ 18,869.25 FOR PAVING AT RIVERSIDE PARK PARKING LOT Mr. Parrish seconded the motion All yes DISCUSSION: QUOTE TO REPAIR THE LARGE MOWING TRACTOR Mr. Hackmeister discussed and reviewed with the committee the cost to repair the 2009 Mowing Tractor hydraulic motor and pump. The cost is \$13,598.06 from JCM Maintenance. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH JCM MAINTENANCE IN THE AMOUNT OF \$ 13,598.06 FOR LARGE MOWING TRACTOR MAINTENANCE/REPAIR Mr. Parrish seconded the motion All yes Public Comment: Ralph Vilardo – Milford Ohio 45150Mr. Vilardo discussed the poor condition of Miami Avenue and the pot holes that need to be filled. Mr. Vilardo also asked when will the City Building be repaired. Mr. Doss stated that the ad for the project will go out in about one week. There being no further business, the meeting adjourned at 4:46 p.m. with a motion from Mr. Mitchell Seconded by Ms. Chamberland Respectfully submitted, Jackie Bain, Executive Assistant

Administrative Services Committee

Administrative Services Committee Meeting Minutes April 26, 2023Ms. Evans called the meeting to order at 5:00 p.m. Present: Lisa Evans and Kim Chamberland Mr. Parrish was absent Staff: City Manager, Michael Doss, Finance Director Pat Wirthlin and Executive Assistant, Jackie Bain Visitors: Proceedings: Approved the April 3, 2023, Administrative Services Committee Minutes DISCUSSION: AGREEMENT BETWEEN THE CITY OF MILFORD AND CLERMONT COUNTY FOR EMERGENCY SUPPLY OF

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WATER Mr. Doss reviewed with the committee the agreement executed by the Board of County Commissioners of Clermont County, Ohio and the City of Milford on April 30, 2012, for the purpose of securing an emergency back-up water supply during periods of an emergency or disaster and bulk water delivery to the City. The County and City wish to renew the Agreement for an additional ten (10) year period in accordance with the terms. *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE FOR AN AGREEMENT BETWEEN THE CITY OF MILFORD AND CLERMONT COUNTY FOR EMERGENCY SUPPLY OF WATER* *Seconded by Ms. Chamberland All yes* DISCUSSION: SALE OF PROPERTY - 25 MAIN STREET BUILDING Mr. Doss reviewed and discussed in detail the Real Estate Purchase Agreement between the City of Milford, and Joseph Kirk. Buyer agrees to purchase from Seller the real estate known as 25 Main Street, Milford, Ohio 45150. *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT FOR REAL ESTATE PURCHASE AND SALE AGREEMENT* *Seconded by Ms. Chamberland All yes* DISCUSSION: AGREEMENT WITH MCGOWAN GOVERNMENTAL UNDERWRITERS FOR PROPERTY AND CASUALTY INSURANCE FOR THE CITY OF MILFORD Pat Wirthlin informed the committee that Staff recommends that the City continue its engagement with McGowan Governmental Underwriters for property and casualty insurance for the 2023/2024 coverage period. Coverage includes buildings, vehicles, equipment, contents, cyber and accidents that cause injury or damage. The current renewal of \$87,020 increased \$15K from the 2022 renewal amount due a 14% increase in property limits, 65% increase in Cyber, a 50% five-year loss ratio, and high inflationary increases. *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH MCGOWAN GOVERNMENTAL UNDERWRITERS FOR PROPERTY AND CASUALTY INSURANCE IN THE AMOUNT OF \$87,145 FOR THE PERIOD MAY 13, 2023 TO MAY 13, 2024* *Seconded by Ms. Chamberland All yes* DISCUSSION: PURCHASE OF A SOFTWARE SOLUTIONS INC. UPGRADE FOR THE NEPTUNE 360 WATER METER PROJECT CONFIGURATION Pat Wirthlin discussed that the Water's exciting "Neptune 360" project is underway. The project involves remote meter readers which are much quicker and more accurate than manual reads. The Water team will have 24/7 monitoring and access to data and will avoid much of the risk of injuries when reading meters deep in the ground. Homeowners will have more privacy and comfort in knowing their meter reads are up-to-the-minute accurate reads. You may recall that at Budget Session, Council approved the Remote Meter Reading Project upgrade with current meter vendor Neptune Equipment Company in the amount of \$75,000. The project will incur an additional \$5,000 in expense to configure the City's utility software via Software Solutions, Inc. *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AND TO EXECUTE AN AGREEMENT WITH SOFTWARE SOLUTIONS, INC. TO UPGRADE THE CITY'S ACCOUNTING SOFTWARE PLATFORM TO NEPTUNE V.4 FOR VIP UTILITY BILLING IN THE AMOUNT OF \$5,000 FOR REMOTE METER READ SYSTEM CONFIGURATION* *Seconded by Ms. Chamberland All yes* AUTHORIZATION OF THE REBATE OF PROPERTY TAX TO:BEAUTY RIDGE LLC DBA LITTLE MIAMI BREWING COMPANY TERRA FIRMA DEVELOPMENT LLC DBA LMBC EVENT CENTERP3K2P DBA TRU BY HILTONSAS HOSPITALITY LLC DBA STAYBRIDGE SUITES Pat Wirthlin discussed how the City provides certain incentives to spur economic development and attract and retain good jobs. The City's Property Tax Rebate Incentive is one such initiative to encourage successful businesses to locate within the City. The 1st half 2022 property tax rebates (payable 1st half 2023) amount to approximately \$84K. Please note that in August, expect the City to distribute the 2nd half obligation in the same amount (~\$84K) Property Tax Incentive Rebates pay LMBC \$10,467.17, pay LMBC Event Center \$ 9,249.27 pay Tru by Hilton \$ 39,661.66 pay Staybridge \$ 24,850.54. 2023 Renewal of \$84,228.64*THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO BEAUTY RIDGE LLC (DBA LITTLE MIAMI BREWING COMPANY) IN THE AMOUNT OF \$10,467.17 FOR 1ST HALF 2022 TAXES* *Seconded by Ms. Chamberland All yes* *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO TERRA FIRMA DEVELOPMENT LLC (DBA LITTLE MIAMI EVENT CENTER) IN THE AMOUNT OF \$9,249.27 FOR 1ST HALF 2022 TAXES* *Seconded by Ms. Chamberland All yes* *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AN ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO P3K2P LLC (DBA TRU BY HILTON) IN THE AMOUNT OF \$39,661.66 FOR 1ST HALF 2022 TAXES* *Seconded by Ms. Chamberland All yes* *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO SAS HOSPITALITY LLC (DBA STAYBRIDGE SUITES) IN THE AMOUNT OF \$24,850.54 FOR 1ST HALF 2022 TAXES* *Seconded by Ms. Chamberland All yes* GREEN UMBRELLA MEMBERSHIP Mr. Doss discussed with the committee a Green Umbrella membership. Savannah Sullivan Climate Action Director/Green Umbrella, recently presented at our City Council meeting. The committee reviewed the outline of Regional Climate Collaborative as well as a list of dues and benefits. If Milford were to join before June 30 as a founding member, they would receive a 10% discount. With the discount, the dues for Milford would be \$900 for benefits starting as soon as an application is submitted and would last through June 30, 2024. The committee agreed for the City of Milford to become members of the Green Umbrella Regional Sustainability Alliance. There

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being no further business, the meeting adjourned at 5:34 p.m. with a motion from Mr. Chamberland Seconded by Ms. Evans Respectfully submitted, Jackie Bain, Executive Assistant

Manager’ Report:

MEMORANDUM TO: City Council CC: Jackie Bain, Executive Assistant/Clerk FROM: City Manager DATE: May 2, 2023RE: Manager’s Report Duke Paving Project Update – Duke Energy plans to rebid the project after contract numbers were high and only one paving company bid on the contract. Duke anticipates that milling and paving will commence between Frontier Days and Sparks in the Park. City Hall Exterior Repairs Update – Bid advertisement for City Hall exterior repairs went out this week. Bids are due to the City by May 26. The City anticipates the repair work will commence in late June or early July. Wallace Avenue and Garfield Avenue Waterline Replacement Project Update – Construction is scheduled to commence in June for the waterline replacement projects. The supply and discharge lines require replacement prior to the construction and operation of the new Wallace Avenue Water Tower slated to be constructed in 2025.STANDING COMMITTEE MEETINGS None at this time REMINDERS May 10 – Planning Commission at 6:00 pm May 16 – City Council Meeting at 7:00 pm

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 April. TRAINING • All sworn members received roll call training on the new Marsy’s Law requirements, and the new distracted driving law. • The command staff reviewed and were tested on our All-Hazard Plan. • Clerk Sheangshang attended the State of Ohio Accreditation Resource (S.O.A.R.) Spring In-Service. • Officers Hodges and Brown were trained on Bike and Segway patrol. • Chief Mills attended the annual OACP Chief’s Conference in Columbus. NOTABLE OCCURRENCES • Officers responded for a drug induced psych emergency where a guest of Holiday Inn was transported to Bethesda North Hospital for treatment. • Squad 4 provided temporary shelter in the station lobby for a homeless subject that needed assistance for a night. Food and a Kiwanis gift card were also provided to her. • Officers responded to a report of a suspect burning a Pride Flag in the downtown area. They were able to locate and identify the juvenile offender, however the victim declined prosecution. • Officers took several reports of vehicle tampering throughout the month. • Detective Fannin closed by arrest, a robbery that occurred at the Valley Brook Apartments involving an escort for hire who set the victim up. There are several similar incidents in the Greater Cincinnati area. • Two businesses failed our underage tobacco compliance checks resulting in charges to Mayor’s Court. ADMINISTRATIVE • Chiefs Mills and Mahan attended a meeting with City Administration and MCFD personnel to discuss the property located at 13 Kenny Court. • A quarterly command staff meeting was held on April 21. • Sergeant Lane updated the DARE grant and continued monitoring our ballistic vest grant. • A Response to Resistance was reviewed regarding an OVI arrest where the suspect assaulted three officers, Fire Department personnel, and hospital staff. • One officer was placed on administrative leave regarding an off-duty incident that is under an internal investigation. COMMUNITY RELATIONS • Sergeants Lane and Kibby attended a fundraiser at Milford Towing to support a local man. The Milford Police Community Partnership made a \$150 donation. • We partnered with the Kiwanis Club to host a food drive on April 15. • Junior Police Academy planning is ongoing. The academy will occur from May 30 through June 2. • Total Quality Logistics purchased lunch for the police staff on April 19. • Officers Chastain and Mell stopped by the annual Easter Eggstravaganza. OUTSIDE MEETINGS AND ASSOCIATIONS • Chief Mills attended a monthly meeting with Clermont County Quick Response Team. • Chief Mills attended the selection committee meeting for this year’s Clermont County Law Enforcement Appreciation Banquet. • Chief Mills attended a meeting with the Clermont County Prosecutor’s Office to discuss the new Marsy’s Law. • Chief Mills attended the Sparrow Charities Vision Night to learn more about a planned homeless shelter for women. • Chief Mills attended a meeting with the Cincinnati Police Department to plan this year’s Sonny Kim Fallen Officers Memorial Ride, which will take place on May 20.

Fire And Ems Report: Chief Baird spoke about the emergency water connection with Clermont County and its importance. Finalizing the MCFD and Others Alumni get together to be held at the Fire Station on Tuesday May 23rd at 6pm-9pm. Lots of training is going on. District Chief Miller and District Chief Thiele accepted into the very prestigious Ohio Fire Executive Program.

Council Comments: Executive Session: At 7:32pm Vice Mayor Russell made a motion to move into Executive Session pursuant to Section 3.05.2 of the Milford City Charter R.C. 121.22(G)(2) – "To consider the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest." Seconded by Ms. Cooper All yes Mayor Evans stated that they will be returning to continue the Regular meeting New Business.

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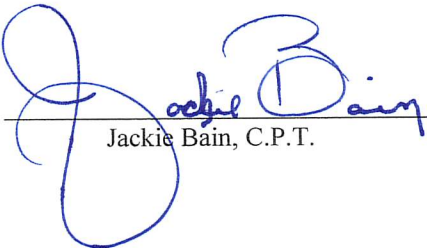
New Business:

Ordinances And Resolutions

- 23-208 ORDINANCE TO ENTER INTO AN AGREEMENT WITH NEYRA PAVING IN THE AMOUNT OF \$ 18,869.25 FOR PAVING AT RIVERSIDE PARK PARKING LOT 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
- 23-209 ORDINANCE TO ENTER INTO AN AGREEMENT WITH JCM MAINTENANCE IN THE AMOUNT OF \$ 13,598.06 FOR LARGE MOWING TRACTOR MAINTENANCE/REPAIR 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
- 23-210 ORDINANCE FOR AN AGREEMENT BETWEEN THE CITY OF MILFORD AND CLERMONT COUNTY FOR EMERGENCY SUPPLY OF WATER 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
- 23-211 ORDINANCE TO ENTER INTO AN AGREEMENT FOR REAL ESTATE PURCHASE AND SALE AGREEMENT 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
- 23-212 ORDINANCE TO ENTER INTO AN AGREEMENT WITH MCGOWAN GOVERNMENTAL UNDERWRITERS FOR PROPERTY AND CASUALTY INSURANCE IN THE AMOUNT OF \$87,145 FOR THE PERIOD MAY 13,2023 TO MAY 13,2024 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
- 23-213 ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AND TO EXECUTE AN AGREEMENT WITH SOFTWARE SOLUTIONS, INC. TO UPGRADE THE CITY'S ACCOUNTING SOFTWARE PLATFORM TO NEPTUNE V.4 FOR VIP UTILITY BILLING IN THE AMOUNT OF \$5,000 FOR REMOTE METER READ SYSTEM CONFIGURATION 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
- 23-214 ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO BEAUTY RIDGE LLC (DBA LITTLE MIAMI BREWING COMPANY) IN THE AMOUNT OF \$10,467.17 FOR 1st HALF 2022 TAXES 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
- 23-215 ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO TERRA FIRMA DEVELOPMENT LLC (DBA LITTLE MIAMI EVENT CENTER) IN THE AMOUNT OF \$9,249.27 FOR 1st HALF 2022 TAXES 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
- 23-216 ORDINANCE AN ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO P3K2P LLC (DBA TRU BY HILTON) IN THE AMOUNT OF \$39,661.66 FOR 1st HALF 2022 TAXES 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
- 23-217 ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO SAS HOSPITALITY LLC (DBA STAYBRIDGE SUITES) IN THE AMOUNT OF \$24,850.54 FOR 1st HALF 2022 TAXES 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: none at this time

Adjourn: The regular meeting was adjourned to Executive Session at 7:32pm with a motion from Ms. Russell. Seconded by Ms. Cooper All yes Council returned from Executive Session to regular session at 7:50pm. The meeting was adjourned from regular session at 8:05pm with a motion from Mr. Parrish Seconded by Ms. Chamberland All yes


Jackie Bain, C.P.T.


Lisa Evans, Mayor