

RECORD OF PROCEEDINGS

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

Held May 16, 2023 20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on May 16, 2023.

Mayor Evans called the meeting to order with the Pledge of Allegiance and a Moment of Silence for our First Responders Physical and Mental Health

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 presented a Proclamation to St. Andrew’s Centennial Celebration. Celebrating 100th Anniversary of Worshipping in current church.

City of Milford Police Department Awards Ceremony
It’s an honor and pleasure to present the annual Awards. Each of the recipients was nominated by their peers and selected by the Awards Committee. These ten members serve in a variety of capacities but the one thing they have in common is they are all ambassadors; and I’m proud to serve with them. The Chief’s Commendation is issued for outstanding performance that demonstrates the core values of integrity, professionalism, cooperation, and commitment: Sergeant Lane and Officer Mell. The teamwork and professionalism of Assistant Chief Mahan, Sergeant Kibby, Detective Wilson, and Officers Brown, Kenney, Williams, and Chastain undoubtedly prevented a tragedy, and it’s my pleasure to award them a Chief’s Commendation. The MPD Silver Bullet Last year’s recipient was Officer Chastain. He has decided to pass the Silver Bullet Award to Officer Brown. I’d like to once again congratulate all the officers who were recognized tonight and to thank the City Council for allowing us to have our awards ceremony during a council meeting. And one final thanks to Greg Seaman of Baker Heating & Cooling for providing wings for our reception in Harry Hodges Room.

Proceedings:
Approve the Council Meeting Proceedings from May 2, 2023, Ms. Russell made a motion to adopt Seconded by Mr. Parrish All yes

Financial Statements:
Receive April Financial Report Ms. Russell made a motion to receive Seconded by Mr. Parrish All yes

Public Comments: none at this time

Administrative Services Committee
Administrative Services Committee Meeting Minutes May 15, 2023 Mr. Parrish called the meeting to order at 3:30 p.m. Present: Lisa Evans Kim Chamberland and Kristopher Parrish Staff: City Manager, Michael Doss, Finance Director Pat Wirthlin, and Executive Assistant Jackie Bain Visitors: None Proceedings: The committee members approved the proceedings from the April 26, 2023 Administrative Services Committee Minutes. DISCUSSION: COOPERATION AGREEMENT FOR THE CLERMONT COUNTY ENTITLEMENT PROGRAM Mr. Doss discussed agreement information with the committee regarding participating in the Clermont County Entitlement program. Every few years we enter into an agreement with Clermont County that essentially recognizes the Community Development block, the Home Grant through HUD. We have been successful with several CDBG grant block funds. With this agreement we will adhere to all of the rules and regulations and procedures under the federal guidelines. We will seek reimbursements through Clermont County. This is a renewal of past practices and agreements that we have had with Clermont County. It is good for three years, starting in 2024 and ending in 2026.*THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT ORDINANCE TO ENTER INTO A COOPERATIVE AGREEMENT WITH CLERMONT COUNTY BOARD OF COMMISSIONERS FOR THE CLERMONT COUNTY ENTITLEMENT PROGRAM* Seconded by Ms. Chamberland All yes DISCUSSION: ORDINANCE AMENDING APPROPRIATION ORDINANCE 2022-181 AND 2023-192Ms. Wirthlin reviewed a list of proposed amendments to the City's 2023 budgeted appropriations, transfers, and advances. The attached chart was reviewed and discussed. Roughly half of the monetary changes have to do with increased costs associated with the City's three major projects: ~\$3.3 Million Water Tower Grant Project (Including Design) ~\$1.3 Million Water Line Grant Projects (Including Design) ~3.0 Million Park Levy Project (Including Design and Geothermal. Ms. Evans asked if we had received any money back from the Aerie Garfield road collapse. Mr. Doss said that we have invoiced them, and we are giving them 45 more days before we pursue anything. We are to receive ~\$79,000. Ms. Chamberland asked if the Pickle Ball Grant request received approval for funding. Mr. Doss stated that it did not pass. Five Points Park Levy Fund was also discussed. Ms. Wirthlin was informed that there was mention of transferring \$350,000 to Five Points, the thought being that we are to receive money from the sale of 25 Main. Ms. Wirthlin pointed out items to the committee and how the money would transfer into the budget. Her thoughts on that, as the Finance Director, Ms. Wirthlin stated that when you are recouping your return on an investment, you just return it to where it came

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from. And let the reserve build up to where it would be if you had gotten your return on your investment. She reminded the committee that we should have at least 6 to 8 months as a reserve in General Fund. With the \$350,000 coming in as General Fund revenue, we are below an ideal reserve at 5.4 months because the \$350,000 did not recoup the total approximate \$590,000 investment in the property, including parking lots. Transferring the \$350,000 to the Park Levy Fund would then put the General Fund reserve closer to 5 months, which is not ideal. Ms. Wirthlin stated that the timing of this isn't great and asked if the Committee would consider either putting off the expenditure until the "budget time" or doing only the additional parking lot for \$100,000. Ms. Wirthlin mentioned that the City has three major projects, (water tower, water lines, and Five-Points park), all involving cost increases. Additionally, the \$3 million Water Tower Improvement grant, as it stands, requires the City to prepay all expenses on the project. This could potentially put the General Fund reserve in a critical position. Hopes are high for all municipalities who have been granted the OhioBuilds grant that the grant rules will change, and that the City will receive the \$3 million in grant funds prior to spending, similar to COVID grants. The rule as it stands could be difficult for many grant recipients, not just Milford. Ms. Wirthlin discussed at length a Five Points Landing Cash Flow chart to the committee. Ms. Evans said that we have to do this Five Points Park Project. Bank or no bank, the trend has been that things in Milford never get finished. And if we don't do this now, while the park is under construction, and bring back some of these things that are going to be Phase II, the trend has been over the last 20 years is that things don't ever happen. While it is under construction, it is cheaper now to do the things than try to add them later. And the project will never get done. This is the prime center of the City, and we have to make it right the first time and the best we can. Ms. Chamberland asked about our own General Fund and the reserve being down to 5 months vs. 5.4 months. In her opinion, she would like us to get as close as we can to the original plans for the park and finish the project. Mr. Doss wanted to indicate that we, as a staff, when MSP and DER met, the bid was about a million dollars over. There was a two-hour meeting to review the park project. We have all the main things except for the Concession Stand and parking on Lila. Mr. Parrish stated that if this is to be our Crown Jewel, then we must keep in or put back in items to the park. It is much cheaper to do this now, rather than wait. Mr. Doss said that if this advances from committee, the change orders that Community Development will consider will actually be \$311,574.71. The committee totally appreciated Ms. Wirthlin's work that she put into this information but felt that this project has to be done right and squeeze the budget to do it. The committee agreed that it would be nice to have this connector between our downtown and uptown being a spectacular point in the city for not only the residents but also the visitors that come to the city. *The Committee Agreed To Recommend That The Law Director Draft An Ordinance Amending Ordinances 2022-181 And 2023-192 By Increasing The Individual Appropriations, Transfers, And Advances As Listed On The Attached Chart Totaling \$3,825,950. Seconded by Ms. Chamberland All yes*

Community Development Committee

Community Development Committee Meeting Minutes May 15, 2023 Mr. Redman called the meeting to order at 4:30 p.m. Present: Janet Cooper, Kyle Mitchell, and Ben Redman Staff: City Manager Michael Doss, Finance Director Pat Wirthlin, Executive Assistant Jackie Bain Visitors: none Proceedings: The committee approved the proceedings from the April 3, 2023, Community Development Committee Minutes. DISCUSSION: PARK AND RECREATION COMMISSION DUTIES & RESPONSIBILITIES Mr. Doss discussed with the committee the revisions to Ordinance 01-113 to present for Council consideration. The amended Ordinance outlines the rules and procedures of the Parks and Recreation Commission. *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AMENDING THE RULES AND PROCEDURES FOR THE PARK AND RECREATION COMMISSION* *Seconded by Mr. Mitchell All yes* DISCUSSION: FIVE POINTS LANDING PARK CHANGE ORDER Mr. Doss reviewed information for Five Points Landing Change Order: PCO#11 Colored Concrete for Restroom/Pavilion Area and Farmers Market Section PCO# 13 Short Lila ParkingPCO#14 Masonry Seat WallsPCO#15 Festoon Lighting/Colored WalkPCO#16 Short Lila GatewayPCO#18 Demo Material Hauled to Landfill All totaling \$311,574.71 which is up for consideration at this time and is part of the ordinance. Mr. Doss explained that the warming kitchen/concession area will go back into Phase II. The Trellis swings around the fountain have been eliminated. The city is looking into doing other types of swings that are removable swings. The metal canopies for outdoor cooking for the Farmer's Market have been eliminated. The Farmer's Market area remains intact for use with small pop-up tents as was in the original design. The small brick division wall between the concrete padding where the performances will take place has been eliminated. The grass area will now be flush with the concrete performance area. Some landscaping has been removed and will also be looked at next year to be included in the landscaping bid/contract. If these proposed change orders get approved, the park will have approximately 80-85% of the original park design reincorporated. Ms. Wirthlin discussed how this is tied into the sale of 25 Main. Mr. Redman did not have a problem with the change orders but regardless, the city has done something very nice with this site. It is better than it was, and in time, people will enjoy this park. The change orders bring back a lot of what was originally designed. Mr. Redman stated that we hired a design firm to guide us and give us a quote and they miscalculated the bids and didn't include any inflationary costs. The bids came in way higher than the number the firm originally provided. He is pleased to realize that we are bringing back 80 - 85% of the original park design. *THE COMMITTEE*

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AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE APPROVING VARIOUS CHANGE ORDERS ASSOCIATED WITH THE FIVE POINTS LANDING PARK PROJECT IN THE AMOUNT OF \$311,574.71 Seconded by Mr. Mitchell All yes Other business discussed...Mr. Doss brought to the committee's attention that the kayak/canoe launch is going through permitting at this time and it is projected to cost less than originally estimated when the City applied for and received grant funds. There being no further business, the meeting adjourned at 5:00 p.m. with a motion from Mr. Redman, Seconded by Mr. Mitchell All yes Respectfully submitted, Jackie Bain, Executive Assistant

Manager's Report:

MEMORANDUMTO: City Council CC: Jackie Bain, Executive Assistant/Clerk FROM: City Manager DATE: May16, 2023RE: Manager's Report Duke Paving Project Update – Duke Energy has contracted with Barrett Paving for the milling and resurfacing from last year's gas line replacement project. Barrett Paving is scheduled to begin project work on June 12 and the project is expected to last a couple of weeks. City Hall Exterior Repairs Update – Bid advertisement for City Hall exterior repairs went out two weeks ago. Bids are due to the City by May 26. The City anticipates the repair work will commence in late June or early July. Clermont County Parks Grant Update – The City was not successful in obtaining grant funds from Clermont County Parks and Recreation for the tennis court repairs and pickleball resurfacing project. STANDING COMMITTEE MEETINGS None at this time REMINDERS May 29 – Memorial Day (City offices closed) June 1-3 – Frontier Days June 14 – Planning Commission at 6:00 pm June 19 – Juneteenth (City offices closed) June 20 – City Council Meeting at 7:00 pm (summer schedule begins).

Fire And Ems Report:

District Chief Miles Miller reported information regarding an ambulance remount. The department is saving approximately \$344,000 dollars by doing the remount project. Fire and Police departments have adopted a secure, low-cost (less than \$ 50.00) residential key box option which allows public safety personnel a non-destructive method to access your home in an emergency. These key boxes are available for any residence inside the city, but the program is especially beneficial to our elderly and chronically ill residents. Contact MCFD's fire prevention office at 513-831-7777, or email fireprevention@mcfd71.org for more information. Kiwanis Club has donated about 30 of the lock boxes. Milford Community Fire Fighters Club will also provide several. Milford Police Community Partnership Fund also donated several. Board of Trustees meeting minutes and Leadership Academy Training. Reminder of the May 23rd Alumni Gathering. District Chief Nagelhout, Dist. Chief Thiele and Dist. Chief Miller completed Leadership Academy. Dist. Chief Thiele and Dist. Chief Miller started Ohio Fire Executive Program. Alumni gathering on May 23rd at the Fire House for past and present members of the MCFD. They are hoping that this will be an annual event.

Council Comments:

Ms. Cooper – Memorial Parade day parade will be on Monday, May 29th which starts at 9:30am/Memorial Park to honor our veterans and our country. Mr. Parrish – Congratulating any and all Milford Graduates. They have all worked hard and are now preparing to graduate. Ms. Russell – wanted to thank everyone involved in the two committees to go through some of the things that were on their docket and making decisions on pretty big discussions and especially Pat Wirthlin for having to work out finances to make sure we could get these things done. It is important to put things back into our park project. Thank you to the committees for what you have done. Mr. Redman - to possibly place another Monitor in Council Chambers for people seated in council chamber audience to view presentations.

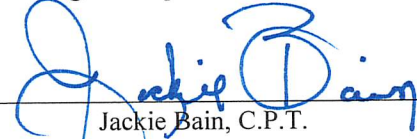
New Business:

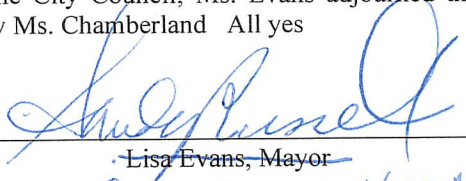
Ordinances And Resolutions

- 23-218 Ordinance to Enter Into a Cooperative Agreement with Clermont County Board of Commissioners for The Clermont County Entitlement Programs. 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
23-219 Ordinance Amending Appropriation Ordinance 2022-181 and 2023-192 Ms. Russell Made A Motion To Adopt Seconded By Mr. Parrish All Yes
23-220 Ordinance Amending The Rules and Procedures for The Park and Recreation Commission 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
23-221 Ordinance Approving Various Change Orders Associated with Five Points Landing Park Project 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 7:41pm with a motion from Mr. Parrish Seconded by Ms. Chamberland All yes


Jackie Bain, C.P.T.


SANDY RUSSELL, VICE MAYOR