

RECORD OF PROCEEDINGS

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

Held July 18, 2023 20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on July 18, 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, Ben Redman and Kim Chamberland. Mr. Parrish made a motion to excuse Janet Cooper (vacation). Seconded by Ms. Chamberland All yes 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 Meeting Proceedings from June 20, 2023, Ms. Russell made a motion to adopt Seconded by Mr. Parrish Ms. Evans abstained All others yes

Financial Statements:

Adopt the May 2023 Financial Report/ Receive June 2023 Financial Report Ms. Russell made a motion to adopt Seconded by Mr. Parrish All yes

Public Comments none at this time

Agenda City Of Milford Committee Of The Whole Meeting Tuesday, July 18, 2023City Of Milford Council Chambers – Call To Order Roll Call Present: Mayor Lisa Evans, Vice Mayor Sandy Russell, Kyle Mitchell, Kristopher Parrish, Ben Redman and Kim Chamberland. Ms. Russell Made a motion to excuse Janet Cooper (vacation). Seconded by Mr. Parrish All yes Public Comment-none Item Referred To Committee: City Manager’s Contract Discussion/Executive Session: Council Member Sandy Russell made a motion to Move Into Executive Session Pursuant To And In Accordance With Section 3.05 (1) Of The Milford City Charter To Consider The Compensation Of A Public Employee Or Official. Seconded by Mr. Parrish All yes The Regular Meeting Was Adjourned Into Executive Session At 7:04pm. Ms. Chamberland made a motion to table the item-City Manager’s Contract Discussion-until there is a full council present. Mr. Parrish seconded the motion All yes Mr. Parrish made a motion at 7:44 to adjourn from Executive Session and to return to Regular Session Seconded by Ms. Chamberland All yes

Administrative Services Committee

Administrative Services Committee Meeting Minutes July 17, 2023. Kristopher Parrish called the meeting to order at 4:30 p.m. Other Committee Members Present: Kim Chamberland Staff: Finance Director -Pat Wirthlin, Planning & Community Development Coordinator-Christine Celsor, Law Director -Bryan E. Pacheco and Executive Assistant-Jackie Bain Visitors: none at this time Proceedings: The committee members approved the proceedings from the June 14, 2023, Administrative Services Committee Minutes. DISCUSSION: UPDATES TO THE CODIFIED ORDINANCES Clerk of Council Jackie Bain discussed that to ensure the City of Milford ordinances are always consistent, well-organized, and easily accessible to our community a municipal code is regularly updated by codification experts. By updating the information yearly, the city is guaranteeing that constituents, officials, business owners, developers, law enforcement and others will have a resource they can depend on to properly follow and enforce our laws. An up-to-date Code can: Ensure that obsolete or outdated references are cleaned up in our code. Keep new laws from conflicting with existing code regulations or State Statutes. Ensure that information on the collection of fees and penalties is up to date and accurate. Protect your municipality from law enforcement disputes and even lawsuits. This addition of the zoning codes provides time and resource savings from having to verify the availability of the most current legislation. City of Milford, Ohio Zoning Code Information Table of Contents were added by American Legal to the City of Milford website and was made searchable-and user friendly, similar to our Charter information that is listed. We have also added to the City website both an Index of Ordinances and an Index of Resolutions that are also searchable. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO AMEND ORDINANCE 23-190 TO NOW INCLUDE ZONING ORDINANCE TABLE OF CONTENTS Seconded by Ms. Chamberland All yes DISCUSSION: ACCESSORY DWELLING UNIT TEXT AMENDMENT Law Director Bryan Pacheco - discussed with the committee that the Planning Commission in June had a recommendation to amend the Zoning Code, to add and provide accessory dwelling units. After a Public Hearing process, it was a unanimous recommendation of the Planning Commission, per the Code of Ordinances that the recommendation must now go before Council to now hold a Public Hearing first (September 5<sup>th</sup>) and requires a nay or yay vote by Council. According to our Charter, we need the committee to reference this recommendation and move it forward to City Council. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR PREPARE AN ORDINANCE TO ADOPT THE CHANGES TO THE MILFORD ZONING ORDINANCE TO ALLOW ACCESSORY DWELLING UNITS AS A CONDITIONAL USE CONTENTS Seconded by Ms. Chamberland All yes DISCUSSION: ORDINANCE AMENDING APPROPRIATION ORDINANCES 2022-181,2023-192, AND 2023-219 Finance Director - Pat Wirthlin discussed and reviewed with the committee a list of proposed amendments to the City's 2023 budgeted appropriations. Total increases amount to \$106,767. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR



RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held \_\_\_\_\_ 20 \_\_\_\_\_

PREPARE AN ORDINANCE AMENDING ORDINANCES 2022-181, 2023-192, AND 2023-219 BY INCREASING OR DECREASING THE INDIVIDUAL APPROPRIATIONS AS LISTED ON THE ATTACHED CHART TOTALING \$106,767 CONTENTS Seconded by Ms. Chamberland All yes DISCUSSION: ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO: Beauty Ridge LLC doing business as Little Miami Brewing Company Terra Firma Development LLC doing business as LMBC Event CenterP3k2p doing business as Tru By Hilton SAS Hospitality LLC doing business as Staybridge Suites Finance Director Pat Wirthlin reviewed with the committee information regarding 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 2<sup>nd</sup> half 2022 property tax rebates (payable 2<sup>nd</sup> half 2023) amount to approximately \$84K. Please note that in April of this year, the City distributed the 1<sup>st</sup> half obligation in the same amount (~\$84K).THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR PREPARE 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 2nd HALF 2022 TAXES CONTENTS Seconded by Ms. Chamberland All yes THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR PREPARE 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 2nd HALF 2022 TAXES CONTENTS Seconded by Ms. Chamberland All yes THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR PREPARE AN ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO P3K2P LLC (DBA TRU BY HILTON) IN THE AMOUNT OF \$39,661.66 FOR 2nd HALF 2022 TAXES CONTENTS Seconded by Ms. Chamberland All yes THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR PREPARE AN ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO SAS HOSPITALITY LLC (DBASTAYBRIDGE SUITES) IN THE AMOUNT OF \$24,850.54 FOR 2nd HALF 2022 TAXES CONTENTS Seconded by Ms. Chamberland All yes DISCUSSION: RECOMMENDATION TO AUTHORIZE THE CITY MANAGER TO SOLICIT BIDS TO FINANCE A LEASE PURCHASE AGREEMENT TO PROCURE A VACUUM TRUCK WITH BEST EQUIPMENT FOR USE BY THE SERVICE DEPARTMENT IN THE AMOUNT OF \$375,496.01 Finance Director, Pat Wirthlin discussed the lease agreement terms that were in the original lease agreement information presented to the committee. Ms. Wirthlin along with Law Director/Bryan Pacheco and the City Manager/Michael Doss agreed that they could not abide by some of the unreasonable terms and provisions required. Ms. Wirthlin made note that we do not take possession of the vehicle until mid-September. The price will stay the same, but we will look for better financing for a lease purchase agreement. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE CITY MANAGER TO SOLICIT BIDS TO FINANCE A LEASE PURCHASE AGREEMENT TO PROCURE A VACUUM TRUCK WITH BEST EQUIPMENT FOR USE BY THE SERVICE DEPARTMENT IN THE AMOUNT OF \$375,496.01 Seconded by Ms. Chamberland All yes There being no further business, the meeting adjourned at 4:54 pm with a motion from Mr. Parrish, Seconded by Ms. Chamberland Respectfully submitted, Jackie Bain, Executive Assistant

Manager’ Report: none at this time

Police Department Report

Chief Mills made the following report to Council - This report summarizes the various activities and functions of the Milford Police Department during the month of June. TRAINING • Officer Hodges successfully completed the OPOTA Handgun Instructor Course. • All sworn members are assigned twenty-four hours of CPTs to be completed by November. NOTABLE OCCURRENCES • Squad 1 responded to a breaking and entering report at River’s Edge Collision involving a customer’s Corvette being stolen. The case is assigned to Detective Fannin. • Squad 1 officer had to break a car window so Medic 71 could administer 4 doses of Narcan to a driver who passed out behind the wheel. • Squad 2 responded to a shots fired report in the rear lot of Cinemark. Subsequent investigation revealed that a male committed suicide. • Squad 2 provided a male sleeping inside city hall entrance with food and resource information. • Squad 3 officers responded for a report of a male subject being chased by three other males, one being armed with a pistol. The armed subject was the complainant’s juvenile brother and, according to the complainant, the juvenile pointed the gun at him and threatened to shoot him. The juvenile was arrested for aggravated menacing and transported to juvenile detention. The caller reportedly entered the residence of 7 Pebblestone without permission, had never been given permission, and was not welcome. The complainant was arrested for burglary. • Squad 3 responded to a residence on Cemetery Road involving a very frantic woman who was difficult to understand due to her very hoarse voice. Officer Clark originally thought the complaint was a custody dispute, but it was discovered to be a physical domestic and the reason for the caller’s hoarse voice was due to her being strangled by her husband. The suspect was not on scene but returned while officers were investigating and was taken into custody. The victim was very upset with officers over the arrest and is not expected to cooperate. The case is pending. • Squad 4 responded for an arson offense at Target involving juveniles who set a trash can on fire near the entrance. Detective Fannin subsequently identified and charged those responsible. • Squad 4 provided two courtesy transports: one for stranded kayakers and another for a stranded employee at Quaker Steak & Lube. They also transported a homeless person to the Drop In Shelter in Cincinnati. • Squad 4 rotated stationary patrols at Quaker Steak



RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held \_\_\_\_\_ 20 \_\_\_\_\_

to deter issues with motorcycle clubs. *ADMINISTRATIVE* • Chief Mills proctored a detective written examination for the Hamilton Township Police Department. • One response to resistance (weapons display) was reviewed. • Officer Wilson resigned effective June 9th. • Background investigation for the next person on the active list was completed, and a conditional offer was extended. • Probationary completion memo for Thomas Brown was completed. • One sergeant was off for extended leave with an off-duty injury (return to duty was submitted for July 5th). • One officer requested extended medical leave (up to twelve weeks) for surgery. • All sworn personnel were inspected prior to the Frontier Days Parade. • The Frontier Days Festival occurred June 1 -3, without any significant occurrences. The after-action report is being compiled. *COMMUNITY RELATIONS* • Chief Mills was interviewed by the History Channel’s reality show, *The Proof is Out There* regarding a single vehicle auto accident that occurred last October. • Chief Mills met with Fanon Rucker and Gabriel Fletcher of the Center for Social Justice to discuss policies and practices that affect minorities. • The Miami Woods HOA provided lunch for the Department. (Photo attached) • The Milford/Miami/Loveland Junior Police Academy was held the first week of June. • Squad 1 officers assisted the American Legion with a charity motorcycle ride. • Officer Mell received a letter of appreciation from a resident for his hard work investigating an offense. • Officer Kenney received a compliment from a resident on his compassion and de-escalation tactics. • Sergeant Kibby received a letter of appreciation from Grace Bible Church of Milford for his professionalism. *OUTSIDE MEETINGS AND ASSOCIATIONS* • Sergeant West attended a meeting with Amy Foley of the Tri State Peer Support Team and multiple Clermont County law enforcement members to go over our plan for a county wide wellness team and shared resources. • Chief Mills attended a meeting with Sparrow Charities to discuss renovations to their property. • Chief Mills attended a wrap up meeting for the annual Clermont County Law Enforcement Appreciation Banquet. • Chief Mills attended the monthly Clermont County Quick Response Team Advisory Committee meeting. • Chief Mills attended a peer-to-peer review meeting with the Clermont County Crisis Intervention Team Board of Advisors. Officer Paul Lane will be one of the six alumni inducted into the Milford School Foundation Night of the Stars. This year’s Driven Project will take place on September 10<sup>th</sup>. The Police Department is still accepting applications into this year’s Citizen Police Academy.

Fire And Ems Report:

Chief Baird reported the following information to council: Discussed the departments current ½ year budget status. They are 8.2% under budget. Self-Contained breathing apparatus that the department received from a Federal Grant expected to be received in the beginning of the fourth quarter. One turnover among the career staff. Currently identifying to find their replacement within the next week or two. Upcoming events: Milford Community Firefighter’s Club will be conducting a Fundraiser for Santa Sunday. The club will be selling raffle tickets to wind a wheelbarrow filled with items (tickets to be drawn on the evening of August 12<sup>th</sup>). Also, on Saturday, August 12<sup>th</sup>, from 5pm – 9pm, there will be a concert at the American Legion Post 450 to help raise funds for Santa Sunday. With a Family Movie Night starting at 9pm. Sparks In the Park event was a great event: Thank you to Michael Doss and Taryn Egner. Also, thank you to Jay Rothenbach and the Masonic Lodge for their contribution and support to the Milford Community Fire Department. The department is very busy. Turning around about the same amount of runs as last year at this time. Lots of training is going on within the department. You can make donations to the Santa Sunday fund payable to Firefighters Club/Santa Sunday Milford Community Fire Department located at 687B US 50 Milford Ohio 45150. Or donate via VENMO app.

Council Comments:

Ms. Russell commented that people are pleased and are having a lot of fun with the Summer Saturday Music Series in downtown Milford. Ms. Evans commented on how popular the July 3<sup>rd</sup> Sparks In The Park Event was this year. Many people attended. Thank you to Michael Doss and Taryn Egner.

New Business:

Ordinances And Resolutions

- 23-227 An Ordinance Approving the Editing and Inclusion of Certain Ordinances as Parts of the Various Component Codes of the Codified Ordinances of Milford, Ohio, and Declaring an Emergency 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
- 23-228 An Ordinance Amending Appropriation Ordinances 2022-181, 2023-192, And 2023-219 Ms. Russell made a motion to suspend the rules and read by title only Seconded by Mr. Parrish All yes
- 23-229 An Ordinance Authorizing The Rebate Of Property Tax To Beauty Ridge LLC Db a Little Miami Brewing 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
- 23-230 An Ordinance Authorizing The Rebate Of Property Tax To Terra Firma Development LLC Db a LMBC Event Center 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

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held 20

23-231 An Ordinance Authorizing The Rebate Of Property Tax To SAS Hospitality LLC DbA Staybridge Suites 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

23-232 An Ordinance Authorizing The Rebate Of Property Tax To P3k2p DbA Tru By Hilton 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

Law Director Bryan Pacheco addressed Council with two items based from the Administrative Services Committee meeting held on July 17, 2023.

1. Law Director Bryan Pacheco Discussed with Council Members Making A Motion To Draft An Ordinance Authorizing The City Manager To Solicit Bids To Finance A Lease Purchase Agreement To Procure A Vacuum Truck With Best Equipment For Use By The Service Department In The Amount Of \$375,496.01 Mr. Parrish Made A Motion Seconded By Ms. Russell All Yes
2. Law Director Bryan Pacheco discussed the Administrative Services Committee information reporting regarding Zoning Text Amendment change related to accessory Dwelling units. As a result, our code of ordinances requires the acceptance of the recommendation. And then the setting of a Public Hearing. City Council at some point will have to vote yay or nay based upon the recommendations or modify them. Per 1133.06 of the Code of Ordinances Mr. Pacheco recommended that Council make a motion to accept the recommendation of the Planning Commission on the Text Amendment and to set a Public Hearing on September 5, 2023, at 7pm Mr. Parrish made the motion Ms. Chamberland seconded the motion. All yes

Old Business:

Adjourn: There being no further business to come before the City Council; Ms. Evans adjourned the meeting at 8:17pm with a motion from Mr. Parrish Seconded by Ms. Chamberland All yes

Jackie Bain, C.P.T.

Lisa Evans, Mayor