

RECORD OF PROCEEDINGS

Minutes of

Meeting

Regular Meeting

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

Held May 5, 2020

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on May 5, 2020. Mayor Vilardo called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

Roll Call: Present: Mayor Vilardo, Vice Mayor Lisa Evans, Sandy Russell, Kyle Mitchell, Benjamin Redman, Kim Chamberland and Ted Haskins.

Also present was City Manager, Michael Doss and Law Director Mike Minniear and the public via Facebook live and via ICRC TV live broadcast.

Proceedings: Approve the City Council Regular Meeting Proceedings from April 21, 2020 Ms. Evans made a motion to approve. Seconded by Mr. Redman. All yes

Financial Statements: Adopt February 2020 Finance Report Ms. Evans made a motion to adopt Seconded by Ms. Russell. All yes Ms. Evans made a motion to adopt the March 2020 Finance Report. Seconded by Ms. Russell. All yes

Standing Committee Report:

Administrative Services

Administrative Services Committee Meeting Minutes May 1, 2020 Ms. Evans called the meeting to order at 12:05 p.m. Present: Lisa Evans, Kim Chamberland and Sandy Russell Staff: City Manager Michael Doss, Finance Director Pat Wirthlin and Administrative Assistant Jackie Bain Proceedings: Approve the proceedings from the March 9, 2020 Administrative Services Committee Minutes Ms. Chamberland made a motion to approve. Seconded by Ms. Russell All yes Allocation of Income Tax Receipts Finance Director Pat Wirthlin discussed with the committee a recommendation to reallocate income tax revenue as a response to COVID-19 budget reductions. Staff recommends that the City immediately reallocate income tax revenue as follows: General Fund currently at 91% proposed to 100%, Parks Fund currently at 5% proposed to 0% and Capital Fund currently at 4% to 0%. The impact of COVID-19 on the City, its economy, budget and finances are unpredictable and rapidly changing. The City does expect possibly significant declines in tax and utility revenue. As a safeguard, the City has placed a freeze on non-essential spending. This income tax reallocation would free up that revenue for more pressing purposes if necessary. The City would then be at liberty to transfer funds on an "as needed" basis to the Parks and Capital Funds. (Ohio Revised Code allows transfers from General Fund to restricted funds, but not vice-versa in most cases). *The Committee Agreed to Make A Motion Authorizing the Law Director to Prepare an Ordinance Allocating Income Tax Collections 100% To General Fund Effective Immediately for The Remainder of Year 2020. Ms. Chamberland Seconded the Motion. All Yes* Property and Casualty Insurance Renewal Finance Director Pat Wirthlin discussed with the committee that Staff recommends the City continue its engagement with McGowan Governmental Underwriters for property and casualty insurance for the 2020/2021 coverage period. Coverage includes buildings vehicles, equipment, contents, cyber, and accidents that cause injury or damage. The current renewal of \$51,420 increased by \$2K from the 2019 renewal amount due to the addition of the soon-to be finished park shelter and typical rate increases. Please note that McGowan bid the contract out to two insurers. Zurich had the low bid at \$51K. Alternatively, Trident's bid at \$67K was 21% higher than previous year. *The Committee Agreed to Make A Motion Authorizing the Law Director to Prepare an Ordinance Authorizing an Agreement with McGowan Governmental Underwriters for Property and Casualty Insurance in The Amount Of \$51,420 For the Period May 13, 2020 to May 13, 2021 Ms. Chamberland Seconded the Motion. All Yes* There being no further business, the meeting adjourned at 12:30 p.m. with a motion from Ms. Evans Seconded by Ms. Russell. All agreed Respectfully submitted, Jackie Bain Administrative Assistant

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

City Manager’s Report

Memorandum to: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk
FROM: City Manager DATE: May 5, 2020RE: Manager’s Report City Operations Update City Hall Office Lobby
And Tax Department Lobby Remain Closed To The Public Until June 1stAll Public Services Are In Full Operations.
Seasonal Operating Schedules and Projects Are Fully Engaged. The City Does Ask That Residents and Businesses
Respect Social Distancing and Limit Any Direct Contact with Our Public Works Department Employees While
They Are Out in The Field or Job Site to Ensure the Health and Safety of Our Employees and The Milford
Community. Utility Payments, Building and Zoning Permit Payments Can Be Made Utilizing the Drop Box Located
in The Hallway of City Hall, By Mail, By Credit/Debit Card Online or Over the Phone. The Income Tax Filing
Deadline Is July 15th. The City Anticipates Scheduling in Person Tax Consultations on June 15th. General City of
Milford Questions or Inquiries, Please Call the City of Milford Main Office At 513-831-4192.Citizens Can Also
Direct Any Questions, Comments, Complaints or Issues Using the City of Milford’s Action Line. Please Visit the
City’s Website at www.milfordohio.org. Click the Residents Tab and Scroll To “Ask A Question”. Reopen Retail
and Restaurants Action Letter – Letters Were Sent to The Governor and State Representatives Requesting an Earlier
Reopen for Retail Businesses and Provisions and Guidelines for Opening Restaurants in Smaller Populated
Communities. US 50 ODOT Paving Update – ODOT Is Scheduled to Begin Saw Cutting Areas for Full Depth
Pavement Repair This Month. Full Depth Pavement Repair, Milling and Asphalt Paving Is Expected to Be Complete
by August. Riverside Park Shelter Update Construction Is Complete for The New Shelter and Final Paperwork Has
Been Submitted to Clermont County. Economic Development Update – Construction is on schedule for Tru Hotel
and Sycamore Whiskey Distillery. Tru Hotel construction continues the first floor of the building estimating a
Spring 2021 completion date. Sycamore Whiskey Distillery completed the concrete foundation pouring and is ready
to start building construction on target for a late Fall 2020 completion date. U-Haul constructed the outside storage
units and will begin construction of the main inside structure this summer. The City received plans for water and
sewer utilities for Phase I of the proposed Milford South Residential development. STANDING COMMITTEE
MEETINGS None at this time REMINDERS May 13 – Planning Commission Meeting at 6:00 pm May 19 – City
Council Meeting at 7:00 pm

Police Department Report

Monthly Report- April 2020 *ADMINISTRATIVE* • The Monthly O.V.I. Saturated Patrol Was Cancelled Due To
COVID-19. • Officer Tara Dennis Completed Her Temporary Assignment in Criminal Investigations. • P.P.E. And
Limited Contact During Calls for Service Continued Through the Month of April. • The Lobby Remained Closed
Through the Month of April. • A Return to Normal Operations Plan Was Initiated and Will Be Implemented in May.
COMMUNITY RELATIONS • We Purchased and Delivered Thermometers to Residents Upon Request. • Several
Officers Participated in The Pattison Elementary Video. • Officers Led Several Birthday Parades Throughout the
Month. (See Attached Thank You Card) • Chief Mills Participated in Facebook Live Presentations. • Chief Mills
Participated in A Virtual Classroom with Fourth Grade Teachers from Pattison Elementary and Boyd E. Smith. • We
Received Several Donations from Residents and Area Businesses. *OUTSIDE MEETINGS AND ASSOCIATIONS* •
Chief Mills and Assistant Chief Mahan Attended Several Virtual Meetings with County Officials. Chief Mills also
read aloud a letter sent in by a resident. Chief Mills also reported on how the department has responded to some of
the Governor’s orders.

Fire and Ems Report

Chief Baird reported that everything is fine at the fire station. All are healthy. The department has been active in the
community. On Sunday at 506 Main Street there was a natural underground gas leak found. Evacuation of the
apartment building was necessary. Residents were able to return after a few hours. It showed another example of
City team work in action.

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

Council Comments

Council members discussed numerous items. Including a conversation with members of the Historical Milford Association where they discussed the May 12th opening and procedures for businesses. If you are interested in going to any of the shops downtown, please get on their websites to see additional policies and procedures for each store. The new Facebook group called Milford Strong by the Milford Miami Township Chamber of Commerce and the HMA. To support the Milford and Miami Township businesses. Please check out the Milford Strong Facebook page. Downtown congregating was mentioned. Several council members had a discussion regarding a space for people to sit down and eat/drink. Law Director Mike Minniear commented that if we create an area, then we are responsible. Discussion regarding the pros and cons of the DORA. We need to protect our businesses by getting the message out that to please do not congregate and to please continue to move on and enjoy the rest of the city. Is there any merit to get signage to show guidelines to get your drink and go? Signs that could direct people to our parks so that they could have an open area to relax and still be able to practice a safe distance from one another. The DORA does keep the city relevant. But if going downtown makes you feel uncomfortable, then do not go downtown. We need to be cognizant of everyone's personal decisions and be kind. And whether it is because of DORA or just because it is a nice day and people are outside going to our great downtown area. ppeople just need to keep moving and not congregate. There are reminders around the downtown area with guidelines. It still falls on the responsibility of the restaurants to manage their property and the congregating. Note that the Clock Tower at LMBC is still on the property of Little Miami Brewing Company. Visitors coming in from out of town need to see signage showing DORA in the city. We would like everyone to enjoy the downtown and help keep the restaurants and other businesses open. And once the weather gets better, we will have to figure out a public restroom and benches situation. Clermont County Health department would have to be contacted first for guidance before opening the public restrooms. Council members were pleased to see that the Mayor and City Manager sent letters to the Governor of Ohio representing the businesses here in the city. Status of the baseball diamond that was destroyed by the recent storm was also discussed. Also Mayor Vilardo asked all council members to wear Milford High School colors/spirit wear to the next City Council meeting.

Public Comments

FB live post questions for council. None at this time. Any questions that do come in can be addressed at a later time. Mr. Minniear wanted to comment as a Milford businessperson that he would like to thank Michael Doss and the Mayor for their leadership in this situation that we are all going through. He also thanked the staff. Second, he is the attorney for the Police Department and will vigorously and strongly defend the Police Department against what he feels is the unwarranted and unfair criticism over anything, particularly the DORA. He asked that criticism be directed to him so that he could respond. Lastly, Mr. Minniear thanked Fire Chief Mark Baird and the life squad for his very pleasant run to Bethesda North a few weeks ago.

New Business:

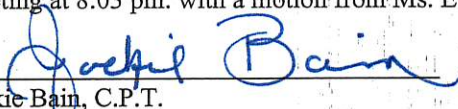
Ordinances and Resolutions

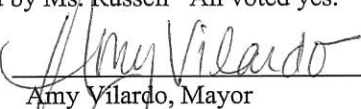
2020-21 An Ordinance Authorizing the Allocation of 100% of Income Tax Collections to the General Fund for 2020 Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Ms. Chamberland. All yes Ms. Evans made a motion to adopt. Ms. Chamberland seconded the motion. All yes

2020-22 An Ordinance Authorizing an Agreement with McGowan Governmental Underwriters for Property and Casualty Insurance for The City of Milford Ms. Evans made a motion to suspend the rules and read by title only. Seconded by Ms. Chamberland. All yes Ms. Evans made a motion to adopt. Ms. Chamberland seconded the motion. All yes

Old Business:

Adjourn: There being no further business to come before the City Council; Mayor Vilardo adjourned the meeting at 8:03 pm. with a motion from Ms. Evans. Seconded by Ms. Russell All voted yes.


Jackie Bain, C.P.T.


Amy Vilardo, Mayor

Public Access to Meeting

In support of Governor DeWine's declared state of emergency (Executive Order 2020-01D) and the ongoing COVID-19 pandemic, City of Milford City Council will be meeting in person on May 5, 2020 at 7:00 PM. The meeting is closed to the public. For public viewing of this meeting individuals can view the City Council meeting on ICRC TV <https://icrcv.com/community/milford> or the City of Milford Facebook page. Public comments about the meeting or content can be submitted in writing to the City Clerk via email at jbain@milfordohio.org or mail to City of Milford/Clerk of Council 745 Center Street, Suite 200 Milford Ohio 45150 or individuals will also have the ability to comment during the public comment section via Facebook Live.