

RECORD OF PROCEEDINGS

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

Held

September 15, 2020

20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on September 15, 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 Minnietar. The public was able to view via Facebook live and via ICRC TV live broadcast.

Presentation/Proclamation: Nancy Storch 90th Birthday Celebration September 19th (City of Milford First Female Mayor)

Proceedings: Approve the City Council Regular Meeting Proceedings from September 1, 2020 Ms. Evans made a motion to approve. Seconded by Ms. Chamberland. All yes

Financial Statements: Receive the August 2020 Financial Report Ms. Evans made a motion to receive. Seconded by Ms. Chamberland. All yes

Public Comments: none at this time

Standing Committee Report:

Public Services Committee

Public Services Committee Meeting Minutes September 10, 2020Called to Order: 9:00am by Kim Chamberland **Present:** Kim Chamberland, Amy Vilardo, Ted Haskins **Staff:** City Manager, Michael Doss, Wastewater Supervisor, Dave Walker, Finance Director, Pat Wirthlin, Service Department Supervisor, Ed Hackmeister and Administrative Assistant, Jackie Bain **Visitors:** Tim Casto and Sarah Combs from The Kleingers Group- and Bruce Brandstetter from Brandstetter Carroll, Inc. **Approval of Proceedings:** The committee approved the proceedings from the August 13, 2020 Public Services Committee meeting. Mr. Haskins made a motion to approve. Seconded by Ms. Vilardo All yes Roof replacement at the Cemetery and Jonas Memorial Park Service Department Supervisor Ed Hackmeister reported that earlier in the year there was a storm that came through and damaged to two buildings, one at the cemetery and the garage at Jonas Memorial Park. We received three quotes for roof replacements. Warner Roofing, Inc. at \$14,070, Frisby Roofing at \$15,689,40 and Integrity 1st Roofing at \$16,400. We have received from our insurance adjuster a check in the amount of \$11,130. Our out of pocket cost may be \$2,940. However, we may receive an additional \$4,200 back from insurance once the work is completed. We would then not owe any money for the roof replacements. **The committee agreed to make a recommendation to have the Law Director draft an ordinance for Warner Roofing Inc. for the Roof Replacements in the amount of \$14,070 Seconded by Mr. Haskins All yes** Sludge Application with Smith Farms Wastewater Department Supervisor, Dave Walker informed the committee that we currently work with Rumpke/Utter for sludge removal and we have budgeted \$50,00 per year. Smith Farms quoted us a price of \$34.00 per ton. In July we paid Rumpke \$8,419. If Smith Farms would have hauled the sludge it would have cost us \$6,337. We would have saved for just that month \$2,081. Last year Rumpke/Udder hauled 886 tons at a cost of \$47,374. Smith Farms price for the same service would have been \$30,128. We would have saved \$17,210 with Smith Farms. Dave is asking that we enter into a contract with Smith Farms. The committee thanked Mr. Walker for all of his hard work on this project. **The committee agreed to make a recommendation to have the Law Director draft an ordinance to enter into an agreement with Smith Farms for sludge application in compliance with all EPA and NPDES Specifications in the amount of \$34.00 per ton Seconded by Mr. Haskins All yes** OPWC Grant Applications Mr. Doss informed the committee that we have OPWC grants that are due by October 5th to Clermont County. We have several very ambitious projects this year since we have many projects that we need to address. Bruce Brandstetter from Brandstetter Carroll and Tim Casto from Kleingers briefed the committee on information for OPWC grants regarding the Wallace Avenue Water Tower Supply Line Replacement, Tyler Storm project, Laurel Storm project, and paving projects, one from Mill to Hickory on Cleveland and then one from Hickory down South Milford Road. The scoring was discussed in detail for each project. The committee reviewed and considered the process information on based on the feasibility studies, the funding and priorities for each project. The committee had lengthy discussion to prioritize the projects. Once the application to enter into an agreement has been processed Mr. Doss said that he will have internal discussions and would report back to the committee with the options and the scoring from the application. **The Committee Agreed to Make A Recommendation for The Law Director to Draft an Ordinance for an Application to Enter into An Agreement with The Ohio Public Works Commission for The Wallace Avenue Water Tower Supply Line Replacement, Tyler Ave Drainage Improvements application and Laurel Avenue and Cleveland Avenue Drainage application Seconded by Mr. Haskins All yes** There being no additional business Ms. Chamberland made a motion to adjourn the meeting at 10:50am Seconded by Ms. Vilardo All yes Respectfully Submitted, Jackie Bain

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Community Development Committee

Meeting Minutes September 10, 2020The meeting was called to order at 4:30 pm by Ben Redman
Present: Ben Redman, Kyle Mitchell Ted Haskins was absent **Staff:** Michael Doss, City Manager; Jackie Bain, Administrative Assistant **Visitors:** Josh Shaw/Kleingers, Deborah Buis **Proceedings:** *Approve the proceedings from the August 10, 2020 Community Development Committee Minutes Mr. Mitchell made a motion to approve. Seconded by Mr. Redman. Discussion: Bid Services for Riverside Park Walking Path* Mr. Doss spoke about the property alternative as part of the bid. The bid opening was held at 11:00 am on September 10th for the Riverside Park Walking Path. Josh Shaw with Kleingers was also assisting with the process. Two bids were received in. Prus Construction Company base bid at \$ 63,800 and one base bid from JK Meurer Corporation at \$54,500. Mr. Doss reviewed the original plan at Riverside Park and a new alternate plan. We did receive funds approval through the Land and Water Conservation ODNr for \$118,000. This consisted of a short track and a long track. When we bid this out, we wanted to get well within the \$118,000. We bid out with a couple of alternatives. Mr. Doss and Mr. Shaw reviewed the parcel and base bid totals for each alternative and information regarding future potential for the area. Once we build on the park it must remain a park. If we leave any parcel that the path does not touch, is will remain open for any future phases that the city would like to develop. The committee felt that this will leave greenspace and options for the future use of the land. \$74,500 plus 10% contingencies for a total of \$74,500 plus 10% contingencies. **The Committee Agreed to Make A Motion Recommending That the Law Director Draft an Ordinance for The City Manager to Enter into An Agreement with JK Meurer Corporation for The Riverside Park Walking Path in The Amount Of \$81,950.00 which Includes 10% in Contingencies Ms. Evans asked about the new path. Mr. Doss explained about the new path plan – Seconded by Mr. Mitchell All yes** There being no other business, Mr. Mitchell made a motion to adjourn. Seconded by Mr. Redman The meeting was adjourned at 5:09 pm. Respectfully Submitted, Jackie Bain

Administrative Services Committee

Meeting Minutes September 14, 2020Ms. Russell called the meeting to order at 4:30 p.m.
Present: Sandy Russell and Kim Chamberland. Lisa Evans was absent from the meeting
Staff: City Manager Michael Doss (via telephone), Finance Director Pat Wirthlin, Administrative Assistant Jackie Bain **Visitor:** one visitor **Proceedings:** *Approve the proceedings from the August 27, 2020 Administrative Services Committee Minutes * The approval will be tabled and moved to the next meeting for approval Real Estate Purchase Agreement between the City of Milford and Park National Bank* Finance Director, Pat Wirthlin explained that the city has a fully executed contract to purchase Park National Bank. The committee reviewed the information to approve and advance as an Ordinance to purchase and to finance. Mr. Doss (via speaker phone) spoke before the committee regarding how we need to advance the real estate purchase agreement, which was signed by Park National Bank this morning and is now ready for council’s consideration at tomorrow night’s meeting. The price is approximately \$45,000 less than Park’s appraisal and approximately \$135,000 less than city’s appraisal. **The Committee Agreed to Make a recommendation for the Law Director to draft an Ordinance authorizing the City Manager to enter into a real estate purchase agreement with Park National Bank for the purpose of purchasing and acquiring real property in the amount of \$540,000 Seconded by Ms. Russell All yes** Issuance and sale of Non-Tax Revenue Bond Anticipation Notes for the purpose of paying the cost of acquiring certain real property located near the intersection of Garfield Avenue and US 50/Main Street Mr. Doss spoke to the committee about the Note Ordinance and the 2020 Model Non tax Revenue Ordinance – this would authorize notes in the maximum principal amount of \$600,000 for the purpose of paying the costs of acquiring certain real property located at the intersection of Garfield Avenue and US Route 50 all in support of economic development, job creation within the city. This cost includes the purchase the property in the amount of \$540,000 and includes miscellaneous services related to issuance of notes. Note Ordinance: Authorizes notes in the maximum principal amount of \$600,000 for the purpose of paying the costs of acquiring certain real property located near the intersection of Garfield Avenue and U.S. Route 50, all in support of economic development and job creation within the City. Cost includes the purchase of property in the amount of \$540,000 and includes miscellaneous services related to the issuance of notes. Note Ordinance also provides that:

- The Notes will bear interest at a rate or rates not to exceed 6.00% per year (computed on the basis of a 360-day year consisting of twelve 30-day months).
- The Notes are to be dated the date of issuance and shall mature not more than one year following the date of issuance, provided that Pat Wirthlin (as Director of Finance) is authorized to establish the specific maturity date in the Certificate of Award.
- Pat Wirthlin (as Director of Finance) will determine the actual principal amount of the Notes to be sold (not exceeding the maximum permitted amount).
- The Notes may be issued in book-entry form if Pat Wirthlin (as Director of Finance) determines that issuance in that form will facilitate the sale and delivery of the Notes.

Ms. Wirthlin discussed that the beauty of this is that we can use this ourselves or turn it over similar to how we did the Service Station and parking lot which today is Harvest Market and Municipal Parking lot. If we turn it over it gives the city the authority to choose who we want to take the property. If we do decide to turn this over the structure of the notes that we are taking out, called a Bond Anticipation Note. The term is

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one year. We do not pay any interest until one year is up. If we have not turned over the property within that year, then we will turn over the BAN/bond anticipation note and do it another year. Mr. Doss stated that council can determine, once we are in receivership of the property, how to retain the property. We will come up with an RFP, have discussions and ask council for approval. This ordinance is permitted in Section 12.03 of the City Charter, the Model Nontax Revenue Note Ordinance is adopted and incorporated by reference in the Note Ordinance. *The Committee Agreed to Make a recommendation for the Law Director to draft an Note Ordinance and a 2020 Model Nontax Revenue Ordinance for the purpose of paying costs of acquiring certain real property located near the intersection of Garfield Avenue and US 50 all in support of economic development and job creation within the City and recommends passage as an emergency. Seconded by Ms. Russell All yes* There being no further business, the meeting adjourned at 4:50 p.m. with a motion from Ms. Chamberland Seconded by Ms. Russell Respectfully submitted, Jackie Bain Administrative Assistant

City Manager’s Report

Mr. Doss provided a brief presentation before his report regarding an outdoor dining area concept for the purpose to provide a take- out, dine out experience in downtown Old Milford area. The presentation was followed by council comments. The information was well received followed by questions regarding staffing and location for the site. City Manger’s Report: MEMORANDUM TO: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk FROM: City Manager DATE: May 19, 2020RE: Manager’s Report City Operations Update City Hall lobby will open to the public on June 1st. Utility Office will have special morning hours for seniors and immune compromised individuals. One individual will be permitted in the lobby at all times. Outside of lobby will be a seating area. Utility payments, building and zoning permit payments will still be accepted utilizing the drop box located in the hallway of City Hall, by mail, by credit/debit care online or over the phone. Touchless credit card processing capabilities will also be available for residents/customers. Residents, Developers and Contractors are still encouraged to call City Hall to set up and appointments for any building permit questions or design submittals Parks, Shelters and Benches are open and accessible to the public. Playground equipment and restrooms remain closed until the Governor’s order is lifted.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. Memorial Day Ceremony – No parade this year. Wreath laying ceremonies will take place at the following locations/times: 9:30 am: @ Memorial Park10:00 am: @ Greenlawn Cemetery10:30am: @. St. Andrew Cemetery The public is encouraged to attend and bring their own flag. Social distancing and spacing will be required during the ceremonies. STANDING COMMITTEE MEETINGS May 27th Public Services Committee meeting REMINDERS May 20 – Neighborhood Meeting Discussion RE: Little Miami Event Center at 6:00 pm May 25 – Memorial Day Holiday (City Offices Closed) June 10 – Planning Commission Meeting at 6:00 pm June 16 – City Council Meeting at 7:00 pm (Summer Meeting Schedule)

Police Department Report

Chief Mills reported to council
This report summarizes the various activities and functions of the Milford Police Department during the month of August. **TRAINING** • All sworn personnel are assigned a four-hour Civil Rights course to be completed by September • All supervisors have been assigned a one-hour FMLA course to be completed by September • The command staff has been assigned a one-hour Discipline and Termination course to be completed by September • Officer Yeary attended monthly SRT training • Officer Dennis attended H.C.P.A. Dive Team training **NOTABLE OCCURRENCES** • Theft – 805 U.S. 50 – Suspects identified and summons issued for stealing tires. • Theft – 201 Chamber Dr. – Suspect identified and warrants were issued for stealing a vacuum cleaner. • Theft – 301 Old Bank Rd. – Surveying equipment stolen from work vehicle. • Criminal Simulation – 733 Lila Ave – Counterfeit currency passed at the business. • Theft from a Motor Vehicle – 375 River’s Edge Dr. – Several items removed from a vehicle in the parking lot. • Theft – 201 Chamber Dr. – Several items pushed out of the business with a cart. • Burglary – 27 Cemetery Rd. – Theft of a firearm from the residence. • Inducing Panic – 964 Forest Ave. – Suspicious package delivered to the residence prompted a response from the Hamilton County Bomb Squad. Further investigation of the package was found to be a prank. Investigation on the person who sent the package is still ongoing. • Investigations continued completing interviews on the death investigation at Homewood Suites in July. **ADMINISTRATIVE** • The 2020 computer replacement project is still ongoing. • Updates completed for all agency MDCs • Our annual online assessment was scheduled for August but was moved to the first week of September. • Chief Mills attended the Public Services Committee meeting on August 13th. • Chief Mills met with Personnel Commission on August 26th. • Chief Mills attended the Administrative Services Committee meeting on August 27th. • A command staff meeting was held on August 28th. **COMMUNITY RELATIONS** • MMART in August worked two shifts. Certain parameters have been in place to keep everyone safe. • Bicycle/Segway Patrol Hours: 32 • Friends of Oakwood is planning an event in September **OUTSIDE MEETINGS AND ASSOCIATIONS** • Chief Mills participated in a vehicle pursuit symposium with the Hamilton County Chiefs of Police. • Chief Mills participated in a webinar with National Testing Network.

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Fire and Ems Report

August 2020 Fire Chiefs’ Report *September 15, 2020*

Emergency Activity YTD	Fire Details	EMS Details	Patient Transports
Total Details			
1288	293	995	602

Activity Report MCFD continues annual, preventative maintenance work on fire hydrants throughout the city and will finish on or before September 17. Firefighters will be performing this between 7:00 AM and 4:00 PM weekdays. Temporary water discoloration is possible. The public may call the water department at 513-831-6819 with questions. Milford Community Firefighters’ Club has begun a fundraising campaign to purchase body armor for the fire department. In 2019, the organization raised over \$ 5,000 for new EMS equipment, mostly by selling food and drinks at local festivals. This year’s effort targets the need to better protect fire department members responding to potentially violent domestic situations and civil unrest. In September the club teamed-up with Historic Milford Association for its Second Saturday event in Old Milford and many businesses donated a portion of their sales that day. Thank you to all of the businesses and patrons for their support! A BIG thank you goes to all of the friends of MCFD and fire department members who participate in the club’s activities. Nine firefighters completed the first of two, 3-day rope rescue operations courses planned by MCFD; an additional group will attend a second course in October. All career and several part- time members will have new knowledge that, along with the new rope rescue equipment, improves MCFD’s capability to respond to rescue situations where terrain presents a challenge. Twenty firefighters from Milford, Stonelick Township, Central Joint Fire-EMS District, Miami Township, Goshen Township, and Wayne Township are completing the Blue Card local hazard zone command training and certification program at Loveland-Symmes Fire Department command training center. This important training was funded entirely through grants by Connect Clermont and the Clermont County Fire Chiefs’ Alliance. When completed on September 16 all career members of MCFD will be certified as Type 4/5 incident commanders within the National Incident Management System (NIMS) and Clermont County’s Hazard Zone Management Plan. Citizen's Police Academy students from Milford, Loveland, and Miami Township were GREAT participants in the UC Air Care and automobile extrication portion of last week’s academy meeting. Thank you firefighters from Milford Community Fire Department and Miami Township Fire/EMS, UC Air Care, and host Sora's Towing, Inc. for your top-notch, community-outreach effort in support of the CPA! Engine and Medic 71 crews were excited to be part of the End of Summer Celebration with the Friends of Oakwood as well as a meet-and-greet after the inaugural Sunday service at the new, Freedom House Church on September 13. Official, MCFD breast cancer awareness month uniform shirts are available. Stop at the fire station to order by September 24, 2020. They are \$ 20 each and ALL proceeds go to Susan G. Komen Breast Cancer Foundation. We have short and long sleeve shirts available. Cash or check only. There was a large turnout for the September 11 memorial service to honor those who perished in the horrific, 2001 attack on our nation. Thank you to participants including Milford High School student Nicholas Hoelmer for performing the National Anthem; City of Milford Mayor Vilardo, City Manager Doss, & Police Chief Mills; Milford and Miami Township Police combined honor guard members; Goshen Township Fire & EMS Assistant Chief Ed Meyers; Milford Community Fire Department Captain Miller and Chaplain Brian Wikoff; Miami Township Poet Lauriet Lonna D. Kingsbury; and all of the first responders representing the memory of our New York City peers who died in the line-of-duty. Several MCFD members also attended the Loveland 9/11 service later that day. UC Air Care transported an elderly female seriously injured in an automobile accident that occurred in Old Milford the evening of September 8, 2020. The second driver went to Bethesda North Hospital via Medic 22 for treatment. Thank you Madeira & Indian Hill Joint Fire District, Anderson Township Fire & Rescue, and University of Cincinnati Medical Center for assistance. Engine and Ladder 71 responded to a fire alarm at Milford Walmart on September 1, 2020 triggered by a ruptured sprinkler head damaged by a contractor. Firefighters assisted store workers with water removal. Minor damage occurred but there were no injuries. Milford firefighters recently performed flow testing on fire hose and nozzles for training and to reset some long-standing guidelines used by our fire truck drivers. Thank you Cinemark and Milford Water Department for your assistance. Milford police officers and firefighters were on-hand at Pattison Elementary to help welcome students on their first day of school!

Council Comments

City of Milford Halloween/Trick or Treat is on Saturday, October 31st from 6-8pm

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New Business:

Ordinances and Resolutions

- 2020-623

A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor Ms. Evans made a motion to adopt Seconded by Ms. Chamberland All yes
- 2020-46

An Ordinance Authorizing the Purchase of Real Property from Park National Bank 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
- 2020-47

An Ordinance Authorizing an Agreement with JK Meuer for the Construction of The Riverside Park Walking Path 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
- 2020-48

An Ordinance Rezoning 6.4 Acres, More or Less, of Real Property from R-2 Single Family Residential District to R-4 Multi-Family Residential District with Planned Development Overlay 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
- 2020-49

An Ordinance Approving a Planned Development Overlay for 0.53 Acres, More or Less, of Real Property Located at 5 Water Street 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
- 2020-50

An Ordinance Providing for the Issuance and Sale of Notes in the Maximum Principal Amount of \$600,000, in Anticipation of the Issuance of Bonds, for The Purpose of Paying the Costs of Acquiring Certain Real Property Located Near The Intersection of Garfield Avenue and U.S. Route 50, All in Support of Economic Development and Job Creation Within the City, and Declaring and Emergency. 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
- 2020-51

An Ordinance Authorizing Warner Roofing to Replace the Garage Roof at Jonas Memorial Park 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
- 2020-52

An Ordinance Authorizing an Agreement with Smith Farms for Wastewater Sludge Hauling 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
- 2020-53

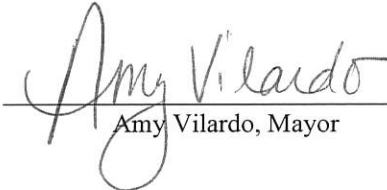
An Ordinance Authorizing Application to and an Agreement with The Ohio Public Works Commission for The Wallace Avenue Water Tower Supply Line Replacement Project, The Tyler Avenue Drainage Improvements Project, and the Laurel Avenue and Cleveland Avenue Drainage Project Ms. Evans made a motion to suspend 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 8:08 pm. with a motion from Ms. Chamberland. Seconded by Ms. Russell All voted yes.



Jackie Bain, C.P.T.



Amy Vilardo, Mayor