

RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

Meeting

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

Held April 19, 2022 20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on April 19, 2022.

Mayor Evans called the meeting to order with the Pledge of Allegiance and a Moment of silence and to please keep our First Responders in your prayers.

Roll Call:

Present: Mayor Evans, Vice Mayor Sandy Russell, Ted Haskins, Kyle Mitchell, Janet Cooper, Kim Chamberland. Ms. Chamberland made a motion to excuse Benjamin Redman, Seconded by Ms. Cooper. All yes Also present was City Manager, Michael Doss and Law Director Mike Minniear. The public was able to view via Facebook live and via ICRC TV broadcast.

Presentation: Police Department Annual Awards Ceremony presented by Chief Mills who had the honor and pleasure to introduce the 2021 MPD Awards. Each of the six recipients were nominated by their peers. And selected by the awards committee. Chief Mills presented a brief re-cap of 2021 via a video presentation. Congratulations to the following officers who received awards: Sergeant Mark Kibby - Medal of Meritorious Service; Officer Kristopher Mell - Medal of Meritorious Service; Officer Adam Yeary - Medal of Meritorious Service; Officer Julie Liming - Chiefs Commendation Medal; Detective Danielle Wilson - Chiefs Commendation Medal; Officer Terry Chastain - Silver Bullet Award. Detective Steve Rogers will be receiving the Exemplary Award at the Clermont County Law Enforcement Appreciation Banquet next month.

Proclamation Mayor Evans proclaimed Arbor Day in the City of Milford to be observed on April 29, 2022

Proceedings: Approve the Council meeting Work Session minutes from April 5, 2022 Ms. Chamberland made a motion to approve Seconded by Ms. Russell Ms. Evans abstained All others yes. Ms. Chamberland made a motion to Approve the Council Meeting Regular meeting minutes from April 5, 2022 Seconded by Ms. Russell Ms. Evans abstained All others yes

Financial Statements: None at this time

COUNCIL COMMITTEE AS A WHOLE

AGENDA

❖ 25 MAIN STREET PROPERTY

Recommending Developer/Developers to go before the CIC and for the CIC to vet them. Mr. Haskins made a motion to move Vision Realty Group into the next round. Seconded by Mr. Mitchell. All yes Ms. Cooper made a motion to move Kirk & Co. Jewelers into the next round. Seconded by Ms. Russell All yes. There was discussion regarding the process involving the Community Improvement Corporation (CIC) of Milford, Ohio who will vet the two recommendations, solicit additional developers/development interest, and report back to council their findings and recommendations for consideration.

Public Comments: None at this time

Standing Committee Report:

Administrative Services Committee

Administrative Services Committee Meeting Minutes April 18, 2022

Ms. Russell called the meeting to order at 4:00 p.m. Present: *Sandy Russell*, Lisa Evans, Kim Chamberland Staff: City Manager, Michael Doss, Assistant City Manager, Pam Holbrook, Law Director, Mike Minniear and Executive Assistant, Jackie Bain Visitors: Claire Oliver, Jill Haungs, Lynn Chaney, Laurie & Tim Howland, Mark & Damiene Nelson, Dino Pelle, Becky Linser, Jen Liles, Nick Buhr, Peggy Head and Skip Margraf Proceedings: The minutes from the March 9, 2022 Administrative Services Committee Meeting were approved. DISCUSSION: SHORT TERM RENTALS AND REGULATIONS Public Comments opened the discussion: Laurie Howland expressed her concerns with the committee. After more research she has found some disturbing statistics regarding Airbnb's and how it is becoming a huge issue across the country. Ms. Howland also discussed additional concerns regarding non-owner-occupied short-term rentals and had several suggestions on how we can address these issues. Several other residents who attended the meeting also voiced their opinions and information regarding owner and non-owner-occupied properties. There was discussion on how the current legislation needs to be used to regulate this issue. There was also discussion regarding how to use fines to enforce the rules and how the Airbnb's need to be run as a business and need to pay the taxes. Ms. Russell appreciated everyone coming to the meeting and their comments. And how everyone feels the same way. Law Director Mike Minniear stated that there is a difference between zoning and the codified ordinances. This information will be under the codified ordinances and there is no grandfathering in on the codified ordinances. He recommended that we do something soon and suggested that the Airbnb's in Residential area be Owner occupied, for no more than

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30 days (possibly less due to month to month lease issue), and he along with Pam Holbrook would flush out the definitions, enforcement, rules and regulations. And if we need to tweak this information down the road, then we do so at that time. A violation would get the person into Mayor’s Court. The fine structure should be set up at some point into incremental fines for each day of violations. Ms. Holbrook commented that the Landlord is supposed to contact the City Tax Department and to notify each time a person comes and goes. But it is very difficult to enforce. Ms. Evans stated that if a person is staying at a hotel, they are paying the tax. If they are staying in an AirBNB, the landlord must report the information. Ms. Chamberland suggested that all AirBNB owners should have a permit to operate. This way they are all registered to operate. Mr. Dino Pelle agreed that for those that operate an AirBNB to pay a fee to obtain a permit to operate. If you make it rigorous for people to operate an AirBNB then you would get a better class of Owner-Occupied homes hosting who are serious about what they are doing and are invested. *The Committee Agreed to Move Forward and That the Next Step Is to Have the Law Director Start Working on Legislation Regarding Short Term Rental, Non-Owner Occupied, To Not Be Allowed in The Residential Districts in The City of Milford. The Legislation to Then Be Presented to Council as A Committee of The Whole for Approval at The May 5th City Council Meeting.* CLERMONT COUNTY HEALTH DEPARTMENT 2023 HEALTH SERVICES CONTRACT Mr. Doss presented to the committee information regarding a contract with Clermont County General Health District. The contract is for \$29,342.29 to be paid to Clermont County General Health District for Public Health services to the City of Milford. That said contract shall become effective on January 1, 2023 and shall remain in full force and effect for one (1) year. *The Committee Agreed to Recommend That The Law Director Draft An Ordinance Authorizing The City Of Milford To Execute A Contract With The Clermont County General Health District For The Provisions Of Public Health Services For 2023 The Sum Of \$29,342.29 For (1) One Year Of Public Health Services, Said Sum To Be Paid Semi-Annually May And November 2023 Seconded by Ms. Chamberland All yes* CASTRUCCI INVOICE FOR POLICE CRUISER REPAIRS Mr. Doss informed the committee that the Milford Police Department 2016 Chevrolet Tahoe required maintenance repairs for a total of \$7,877.72. *The Committee Agreed to Recommend That the Law Director Draft an Ordinance Authorizing Payment to Mike Castrucci Chevrolet Sales for Maintenance Repairs to The City of Milford Police Chevrolet Tahoe In the Amount Of \$7,877.72 Seconded by Ms. Chamberland All yes* There being no further business, the meeting adjourned at 5:10 pm with a motion from Ms. Evans, Seconded by Ms. Chamberland All yes Respectfully submitted, Jackie Bain, Executive Assistant

City Manager’s Report

MEMORANDUMTO: City Council CC: Mike Minniear, Law Director Jackie Bain, Executive Assistant/Clerk FROM: City Manager DATE: April 19, 2022RE:Manager’s Report Duke Energy Gas Line Replacement Project – The gas line replacement project started on Monday and will continue until late October or early November of this year. Striping for additional parking at the 25 Main Street property will be complete before this weekend. The City anticipates that the 8-10 additional parking spaces will compensate for most weekday demands and Sunday business. The closed blocks will be opened in the evening to accommodate the parking demands for nights and weekend business. The City should consider placing temporary two (2) hour parking restrictions on the 25 Main Street lot to adequately provide for parking flow during peak hours of business operations. The City intends to update our parking map for downtown patrons and visitors during the spring and summer months. Wallace Water Tower Engineering/Design – The City is working with Brandstetter Carroll on finalizing the engineering/design scope of services for the Wallace Water Tower project. Five Points Landing Park - The City continues to work with bond counsel on the financing of the park project. City Council should expect legislation at the May 5th Council meeting to finalize the financing of the project which is anticipated to close at the end of May. The City is targeting the first week in September for a construction start date. Water Operator Vacancy – Reminder the city is currently accepting applications/resumes for the position of water operator. The job advertisement is available online by visiting the City’s website or social media. The deadline for applications/resumes is this Friday, April 22. STANDING COMMITTEE MEETINGS None at this time REMINDERS April 23 – Community Shred Day begins at 10:00 am. May 5 – City Council Meeting at 7:00 pm.

Police Department

Chief Mills reported the following - Monthly Report - March 2022
This report summarizes the various activities and functions of the Milford Police Department during the month of March. **TRAINING** • All sworn members successfully completed annual firearms qualification. • 2022 C.P.T. courses have been scheduled for Lethal Force, Deadly Force, and Domestic Violence • Three officers attended a course titled Understanding Mental Wellness. • Officer Dennis attended dive / recovery training. • Officer Yeary attended Clermont Co. S.R.T. training. • Sergeant West continued his coursework for STEP and attended Glock Armor training. **NOTABLE OCCURRENCES** • An officer on Squad 1 responded to Bethesda North to speak with the victim who stated she was raped by an acquaintance at 513 Main Street the night of St. Patrick’s Day. • Squad 1 Officers responded for a welfare check after resident failed to meet complainant for breakfast. Entry made through an unsecure window and elderly resident was found deceased in the bathroom. No foul play suspected, and standard death scene protocol was followed. • A senior citizen on Edgcombe Drive was defrauded \$8000.00 in the “grandparent” scam. • Charles Shoemaker was charged with Disorderly Conduct after calling in several bomb threats to the Hamilton County Communications Center. • Stationary patrols were conducted in the

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Oakwood Apartment’s parking lot following two separate shots-fired calls on March 25th. • Squad 3 recovered an unoccupied stolen vehicle at the American Legion. • The Investigative Unit is investigating three industrial construction trailer thefts that were reported since February. **ADMINISTRATIVE** • We successfully completed our seventh CALEA re-accreditation on-site since becoming accredited in 2000. • Officer Tanner William successfully completed his probationary period. • Sergeant West successfully completed his promotional probationary period. • Retired Officer Mark Mathews passed away in home in Florida on March 16th. A celebration of life ceremony will be held on May 21st at the Miami Township Civic Center. • Chief Mills presented Officer Tyler Fannin and Officer Tara Dennis with their 5 Year Service Certificates. • A selection process to establish an eligibility list for police officer will begin on April 1st. • One officer received a letter of counseling. • All lockout tools have been replaced with new ones. Monthly Report - March **2022 COMMUNITY RELATIONS** • Officers continue to conduct daily visits at Pattison Elementary. • Officer Liming gave a babysitting safety presentation to juveniles at Pattison. • Officer Liming reached out to Veteran’s Services to assist an elderly veteran with several court/traffic pending cases. The veteran was able to get his license valid with assistance. • Squad 2 assisted a Garfield Ave resident with an animal welfare concern. The animal was ultimately adopted by a neighbor. • Squad 2 provided a community outreach card to a family in distress. • Kingdom Warriors donated snacks to the Department as a gesture of appreciation. • Chief Mills attended the grand re-opening of DigiMax. • The owners of SCU Services were so impressed with how Officer Heller treated a devastated family that they felt compelled to make a \$500 donation to the Milford Police Community Partnership. • We’re accepting applications for our annual Junior Police Academy. • Chief Mills was a guest speaker at the Campbell County Career Center. • Chief Mills attended the American Legion Fish Fry Fundraiser **OUTSIDE MEETINGS AND ASSOCIATIONS** • Chief Mills attended the monthly Clermont County Chiefs meeting • Chief Mills attended the Clermont County Law Enforcement Awards Banquet Selection Committee meeting. • Chief Mills attended the swearing-in ceremony for Common Pleas Judge Kevin Miles. Chief Mills also reported that the department is actively recruiting Police Officers until the deadline of May 16th.

Fire and Ems Report

March 2022 Fire Chiefs’ Report

<u>Emergency Activity YTD</u>	<u>Fire Details</u>	<u>EMS Details</u>	<u>Patient Transports</u>
<u>Total Details</u>			
<u>Not available</u>	<u>Not available</u>	<u>Not available</u>	<u>Not available</u>
<u>Budget YTD</u>			
<u>March 31, 2022</u>	<u>YTD</u>	<u>Over/Under Budget</u>	<u>Checking Account Balance</u>
<u>Expenses</u>	<u>22.5%</u>	<u>-2.5%</u>	
<u>Revenue</u>	<u>23.7%</u>	<u>-1.3%</u>	<u>\$686,028.78</u>
			<i>*as of 3/25/2022</i>

Chief Baird congratulated the Police Officers who just received the awards this evening and thank all of the Officers for their service to the community. Dozens of firefighters from Goshen Township Fire & EMS, Hamilton Township Fire-Rescue, Loveland-Symmes Fire Department, Madeira & Indian Hill Joint Fire District, Miami Township Fire-EMS, Terrace Park Volunteer Emergency Services, and MCFD completed the first series of multi-agency, live fire trainings for 2022 at Loveland’s training tower mid-month. MCFD and it’s training partners sincerely thank Wolfer Farms and The Royal Group’s SPA Facility on Milford Parkway for providing straw and wood pallets needed for this month’s fire training. Also, thanks are extended to Goshen Township Fire and EMS for covering MCFD’s station one Saturday while our firefighters completed training with Terrace Park firefighters. MCFD Ladder 71 and Stonelick Twp Fire Dept Quint 40 displayed the American Flag along the processional route in honor of Wayne Township Fire & Rescue Firefighter Robert Mast who died recently. Annual physical examinations were completed by TriHealth Occupational Medicine. A series of EMS standby details at Mercy Health FC Cincinnati Training Complex were completed throughout the month for 2nd team soccer scrimmage matches. Advertisements were published in the The Clermont Sun and on MCFD social media requesting architectural service proposals in preparation for commencing the fire station addition and renovation project approved by voters as part of the fire and EMS tax levy in November 2019. Interested parties may visit www.milfordcommunityfd.org for more information. Firefighter Chad Evans entered the paramedic training course at Butler Tech Career Center this month, joining firefighters Aaron Young and Tessa Clifton as members all benefiting from a FEMA Assistance to Firefighters Grant secured by the department to cover course expenses. 2009 Ford E-450/Wheeled Coach ambulance purchased used for \$ 15,000 from the City of St. Bernard was placed into service as a mechanical reserve unit and for use at special EMS standby details at the Mercy Health FC Cincinnati training complex other city events. A 2022 Chevrolet Colorado replaced the 2008 Chevrolet HHR automobile being retired from service and sold. Purchase price of the pickup truck, including emergency equipment up-fitting and a cargo cap (on order), was \$ 42,000. Fire Marshal Nause and the other fire safety inspectors are its primary users. Congratulations to ten students who completed the Ohio Fire Safety Inspector certification class hosted by Brown-Clermont Career Center at MCFD and taught by Chief Baird. The group includes firefighters from Miami Township Fire and EMS and Union Township Fire Department as well as Milford firefighters April Travis, Ashley Patrick, Wesley Hartoin and Russell Walker. Dozens of firefighters from Goshen Township Fire & EMS, Hamilton Township Fire-Rescue, Loveland-Symmes Fire Department, Madeira & Indian Hill Joint Fire District, Miami Township Fire-EMS, Terrace Park Volunteer Emergency Services, and MCFD completed

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the first series of multi-agency, live fire trainings for 2022 at Loveland’s training tower mid-month. MCFD and it’s training partners sincerely thank Wolfer Farms and The Royal Group’s SPA Facility on Milford Parkway for providing straw and wood pallets needed for this month’s fire training. Also, thanks are extended to Goshen Township Fire and EMS for covering MCFD’s station one Saturday while our firefighters completed training with Terrace Park firefighters. MCFD Ladder 71 and Stonelick Twp Fire Dept Quint 40 displayed the American Flag along the processional route in honor of Wayne Township Fire & Rescue Firefighter Robert Mast who died recently. Annual physical examinations were completed by TriHealth Occupational Medicine. A series of EMS standby details at Mercy Health FC Cincinnati Training Complex were completed throughout the month for 2nd team soccer scrimmage matches. Advertisements were published in the The Clermont Sun and on MCFD social media requesting architectural service proposals in preparation for commencing the fire station addition and renovation project approved by voters as part of the fire and EMS tax levy in November 2019. Interested parties may visit www.milfordcommunityfd.org for more information. Firefighter Chad Evans entered the paramedic training course at Butler Tech Career Center this month, joining firefighters Aaron Young and Tessa Clifton as members all benefiting from a FEMA Assistance to Firefighters Grant secured by the department to cover course expenses.

Council Comments

Ms. Cooper thanked City Manager Michael Doss for his very valuable help providing council with information for the 25 Main property information. And for the Five Points Landing as well. Mr. Haskins also wanted to thank Mr. Doss for his information provided at last evening’s Administrative Services Committee meeting. Mr. Minniear also commented that the Administrative Services Committee meeting had very valuable input from the citizens and they were very vested in this decision. Ms. Chamberland wanted to remind everyone of the Shred Day Event but also that is will be the Spring Litter Clean Up Event on Saturday, April 23rd at 9:00am here at City Hall. Ms. Evans spoke about the Clermont County wide Local Government Funds meeting on Thursday that Finance Director and she will be attending, where they will convey the unhappiness with the new formula.

New Business:

Ordinances and Resolutions

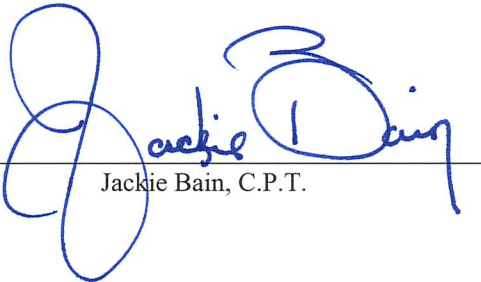
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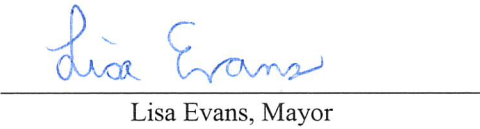
2022-140 An Ordinance Authorizing Payment to Mike Castrucci Chevrolet Ms. Russell made a motion to Suspend the Rules and Read by Title only. Seconded by Ms. Chamberland All yes Ms. Russell made a motion to adopt Seconded by Ms. Chamberland All yes

2022-141 An Ordinance Authorizing the City of Milford to Execute a Contract with The Clermont County Health District Advisory Council for The Provision of Public Health Services for 2023 Ms. Russell made a motion to Suspend the Rules and Read by Title only. Seconded by Ms. Chamberland All yes Ms. Russell made a motion to adopt Seconded by Ms. Chamberland All yes

Old Business:

Adjourn: There being no further business to come before the City Council; Ms. Russell adjourned the meeting at 7:50pm with a motion from Ms. Cooper Seconded by Mr. Mitchell All yes


Jackie Bain, C.P.T.


Lisa Evans, Mayor