

RECORD OF PROCEEDINGS

Held
September 06, 2022
20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on September 6, 2022.

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, Ted Haskins, Kyle Mitchell, Janet Cooper, Ben Redman. MR. Redman made a motion to excuse Kim Chamberland /vacation. Seconded by Ms. Russell All yes Also present was City Manager, Michael Doss. The public was able to view via Facebook live and via ICRC TV broadcast.

Proceedings

Approve the Council Meeting minutes from August 16,2022 Mr. Mitchell made a motion to approve. Seconded by Ms. Cooper Ms. Russell abstained All others yes

Financial Statements

Adopt July 2022 Finance Report Mr. Redman made a motion to approve Seconded by Ms. Russell All yes

Public Comments none at this time

Standing Committee Report:

Public Services Committee

Public Services Committee Meeting Minutes August 24, 2022Ms. Chamberland called the meeting to order at 4:00 p.m. Present: Kim Chamberland, Ted Haskins, Kyle Mitchell Staff: City Manager, Michael Doss, Finance Director, Pat Wirthlin, Service Department Supervisor, Ed Hackmeister and Executive Assistant Jackie Bain Visitor: David Hemminger Milford Ohio Approval of Minutes: The committee members read and approved the June 16, 2022, Public Services Committee Minutes TRENCH DRAIN FOR LAUREL AVENUE STORMWATER IMPROVEMENTS PROJECT Mr. Doss and Mr. Hackmeister discussed with the committee information regarding an install of a trench drain. The install was originally going to be placed on Mill Street along Garfield. After further review, they are proposing to place it in front of the townhouse/apartment complex at the top of Garfield. Mr. Hackmeister explained the flow of the catch basin and how Mr. Tim Casto from Kleingers Group recommended we contact Core & Main for supplies and trench drain for the project. Core & Main quoted \$ 14,513.97 for the project. Mr. Hackmeister believes that this trench drain will pick up the majority of the water coming down from the hillside and will tie into the two catch basins at that location. The Service Department along with the Waste Water Department, are to install this drain system. Ms. Wirthlin stated that \$75,000 was budgeted for this project. It has been difficult to find materials for this project. The material is not in stock and the lead time for the company to receive the parts is 8-12 weeks. Mr. Doss commented that this will make improvements to the storm issues on Laurel/Mill. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE PURCHASE A TRENCH DRAIN FOR LAUREL AVENUE STORM WATER IMPROVEMENT PROJECT FROM CORE & MAIN IN THE AMOUNT OF \$14,513.97 Seconded by Mr. Mitchell All Yes DISCUSSION: BROOKLYN AVENUE PAVING PROJECT – PARTNERSHIP WITH MIAMI TOWNSHIP Mr. Hackmeister discussed with the committee how we would like to get Brooklyn Avenue paved. Miami Township has reached out to us asking if we would like to partner with them to get this road paved. Our portion is \$50,766.90. However, the City of Milford area has some full depth repair, and he is recommending that we increase our portion to \$55,766.90 to cover any additional costs that may appear. We may get this project completed by this fall. Miami Township will be billed for the project, and they will invoice us for our portion to pay back to Miami Township. Mr. Doss wanted to add that we would like to get a Fall paving in. Clermont County engineers have made a solicitation to any villages or townships that would like to participate in the county paving project. We would provide them with a list of our roads that we would like to have done next year and they would submit it as part of their bid package. It is in our interest, with costs going up, to explore that route. We would need to submit a letter of interest to them by the beginning of next month. In early October we would supply them with our list of roads. We may need to come back to committee to get authorization to submit the list. Mr. David Hemminger – Milford Ohio Mr. Hemminger commented that he is a 51-year resident who also owns property frontage on Brooklyn Avenue and feels that the road is in dire need of paving and is happy to know that we are going to go ahead with a paving project. He also feels that it is impractical for many reasons to have sidewalks built on this road. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING MIAMI TOWNSHIP TO INVOICE US FOR OUR PORTION OF THE PAVING PROJECT ON BROOKLYN AVENUE IN THE AMOUNT OF \$55,766.90 Seconded by Mr. Mitchell All Yes DISCUSSION: WASTE COLLECTION AND RECYCLING CONTRACT – RUMPKE Mr. Doss explained that recently council approved the fifth and final year of the Rumpke contract. For disclosure purposed he wanted the committee to know that we have approximately 11 months remaining on our current contract. We are part of a consortium of villages and townships in the Greater Cincinnati area and a couple of areas in the Dayton area. This group bids out for waste collection and recycling services. We work with the Center for Local Government who oversees this bid process and

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works on our behalf. We were hoping to get, as a group, a more competitive bid. Contracts have been finalized and as part of the bids, Rumpke put in for a three-year contract. With Extension 1, Extension 2, structured very much like what we have had in our 2018 contract. They also put in for a Five-Year contract which is a lump sum. Mr. Doss reviewed with the committee the 3- and 5-year contract bid information. After going over comparisons, he asked the committee to consider entering into a 3-year contract with Rumpke. *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE CITY MANGER TO ENTER INTO A 3-YEAR CONTRACT AGREEMENT WITH RUMPKE FOR the 2023 - 2026 WASTE COLLECTION AND RECYCLING SERVICES* *Seconded by Mr. Mitchell All Yes* DISCUSSION: ENGINEERING SERVICES FOR WATER SUPPLY AND DISCHARGE LINE PROJECTS Mr. Doss discussed how the two projects have to be done for the replacement of the existing supply line and discharge line before the new water tower is constructed and goes into service. We hope to get started on these projects late this year. But definitely in 2023 so we can have the water tower installed in 2024. We did receive OPWC funds for both of these projects. Forty-nine percent of both of these projects is covered under the Ohio Public Works and the other 51%, we are using our ARPA Funds. The water supply line engineering service quote is \$51,500. The Wallace Water Tower discharge line service quote is \$45,000 Brandstetter Carroll is the engineering firm working on the Water Tower Project. Mr. Doss feels comfortable recommending that Brandstetter Carroll be the firm that works on this three-legged project since this will all tie together. *THE COMMITTEE RECOMMENDED THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH BRANDSTETTER CARROLL INC. IN THE AMOUNT OF \$51,500 FOR ENGINEERING SERVICES FOR THE WATER TOWER SUPPLY LINE AND FOR ENGINEERING SERVICES FOR THE WATER TOWER DISCHARGE LINE IN THE AMOUNT OF \$45,000* *Seconded by Mr. Mitchell All Yes* There being no further business, the meeting adjourned at 4:27 p.m. with a motion from Mr. Haskins *Seconded by Mr. Mitchell. All yes* Respectfully submitted, Jackie Bain, Executive Assistant

Administrative Services Committee

Administrative Services Committee Meeting Minutes August 31, 2022 Ms. Chamberland called the meeting to order at 5:00 p.m. Present: Lisa Evans, and Kim Chamberland Staff: City Manager Michael Doss, Finance Director Pat Wirthlin, Planning & Community Development Coordinator Christine Celsor, and Executive Assistant Jackie Bain Visitors: Tammy Will Proceedings: Minutes from the August 11, 2022, Administrative Services Committee Meeting were approved by DISCUSSION: TAX LEVY 2023 AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION Ms. Wirthlin discussed the annual *Resolution Accepting Amounts and Rates* for year 2023. The County requires this approval each year to "accept" the property tax rates for the coming year. The established property tax rates of 3.0 mills for the General Fund and 17 mills for the FIRE/EMS levy are still in place. New for 2023 is the Park Improvement levy at a rate of 3 mills. Clermont County estimates that the millage will collect \$565,981 for the General Fund and \$2,813,821 for the Fire / EMS levy. Both estimates are slightly higher than last year. The new Park levy millage estimate is \$562,663, which is on par with budget. *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT 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 FOR YEAR 2023 AS INDICATED ON ATTACHED SCHEDULES A & B SHOWING RATES OF 3 MILS FOR GENERAL FUND, 17 MILS FOR FIRE / EMS LEVY FUND, AND 3 MILS FOR THE PARKS & RECREATION LEVY FUND AND AMOUNTS OF \$565,981, \$2,813,821, AND \$562,663 RESPECTIVELY* *Seconded by Mr. Mitchell All yes* DISCUSSION: AMENDING APPROPRIATION ORDINANCES 2021-113, 2022-129, AND 2022-158 Ms. Wirthlin reviewed and discussed a list of proposed amendments to the City's 2022 budgeted appropriations and transfers. The total increases amount to \$423,548. The lion's share consists of a General Fund transfer to cover the cost of paying off the City's debt on 25 Main. *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AMENDING APPROPRIATION ORDINANCES 2021-113, 2022-129, AND 2022-158 BY INCREASING THE INDIVIDUAL ITEMS AS LISTED ON THE ATTACHED CHART TOTALING \$423,548.* *Seconded by Mr. Mitchell All yes* DISCUSSION: ZONING CODE UPDATE – REVISED LEGAL SERVICES Ms. Celsor stated that the City issued a request for proposals for a comprehensive update to its zoning and subdivision ordinances in January 2020. On March 9, 2020, the Administrative Services Committee heard presentations from three teams that submitted proposals. The Committee liked the expertise of the Manley Burke/McBride Dale Clarion team of Elizabeth Fields and Kathleen F. Ryan. The committee made the recommendation to sign a future contract with Manley Burke/McBride Dale Clarion upon the review and approval of the Law Director. The project was put on hold due to COVID. The team of Elizabeth Fields and Kathleen F. Ryan (now with Wood + Lamping) is still interested in the project. The proposed budget has increased from \$50,000 to \$58,000. The scope of work remains the same and includes: 1. Project initiation and scoping. 2. Zoning code/subdivision regulations diagnosis and outline. 3. Draft zoning code and subdivision regulations. 4. Public hearing and adoption. The proposed work includes procedural/general code revisions such as designing a user-friendly format, establishing efficient development review procedures, eliminating inconsistencies; substantive amendments such as use regulations, signage regulations, and natural resource protection standards; and legal issues to ensure the new zoning code and subdivision regulations conform to both state and federal law. The project is earmarked as a capital funds expenditure in the 2023 budget. Staff would like to begin work on this project in January 2023. The project is

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expected to be complete in 12-16 months. *Seconded by Mr. Mitchell All yes THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING A CONTRACT AGREEMENT WITH WOOD + LAMPING/MCBRIDE DALE CLARION (UPON THE REVIEW AND APPROVAL BY THE LAW DIRECTOR) FOR ZONING CODE UPDATE – REVISED LEGAL SERVICES TOTALING \$ 58,000* And all additional matters that may properly come before the Committee...■Discussion regarding speed limit sign to possibly be placed on High Street Five Points Landing ■Fountain Donation ■Overgrown vegetation at the Trailhead/behind the digital sign and get quote for light to be placed near the parking lot area. ■Extend D.O.R.A to Covalt Station 222 Wooster Pike, Milford, OH 45150. There being no further business, the meeting adjourned at 5:29 pm with a motion from Ms. Evans Seconded by Ms. Chamberland All yes Respectfully submitted, Jackie Bain, Executive Assistant

City Manager’s Report

MEMORANDUM TO: City Council CC: Jackie Bain, Executive Assistant/Clerk FROM: City Manager DATE: September 6, 2022RE: Manager’s Report Ohio Public Works Commission Grant – The City has applied for an OPWC grant for a stormwater system for portions of South Milford. The grant review committee meeting will take place in late September. Jim Terrell Park Canoe/Kayak Launch –The City has applied for a private grant with Verizon for \$50,000. If all funding entities are approved, the canoe/kayak launch will be fully funded (\$295,000) without local tax dollars. The project is anticipated to be constructed in the early spring of 2023.Five Points Landing Park – The project is scheduled to go out for bid at the end of September. It is expected that the ground-breaking and construction activity will commence in late October. The City anticipates that the park project will be completed and fully operational by late summer 2023.Economic Development – Staybridge Suites on Chamber Drive is now open. The fifteen-million-dollar investment is the fourth hotel within the corporate limits of Milford. The light-industrial building at 910 Lila Avenue has been purchased by PG&A. PG&A is a light manufacturing business located on Section Road in Cincinnati. Harbor Freight Tools opened for business in late August. Cincinnati Distilling and Nation Kitchen plan to be open for business in the next thirty days. Cascade Southern, LLC medical marijuana dispensary is scheduled to begin construction on a new facility next week. STANDING COMMITTEE MEETINGS None at this time REMINDERS September 14 – Planning Commission at 6:00 pm. September 20 - City Council Meeting at 7:00 pm. Mr. Doss recognized Mr. Haskins contributions to the City of Milford and all of the accomplishments he was instrumental in. Thanked him and pointed out his quiet strength as one of his strong attributes.

Ms. Russell made a motion to go into Executive Session after New Business pursuant to section 3.051 of the Milford City Charter for the sole purpose to consider the appointment of a City Official. Seconded by Ms. Cooper All yes

Police Department

Chief Mills reported update on Citizens Police Academy-six cadets in this year’s academy and will run for eleven weeks. New Officers off to a great start. 911 Ceremony on Sunday at Station 71 (corner of 50 and 131) at 1pm. Driven Project – Supercar Therapy for children who are battling some heavy life challenges, most of whom live at hospitals. The event will be held Sunday September 25th. Parade to start at 9am/ Jeff Wyler Facility on the Milford Parkway. Returning around 11am. The event will happen rain or shine.

Fire and Ems Report none at this time

Council Comments

Mayor Evans thanked the City (especially Taryn) for supporting the Kiwanis Club with the Augtoberfest event this past Saturday.

New Business:

Ordinances and Resolutions

- 22-638 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. Russell made a motion to adopt Seconded by Ms. Cooper All yes
- 22-166 An Ordinance Authorizing the Purchase of a Trench Drain from Core & Main Ms. Russell made a motion to suspend the rules and read by title only Seconded by Ms. Cooper All yes Ms. Russell made a motion to adopt Seconded by Ms. Cooper All yes
- 22-167 An Ordinance Authorizing Miami Township to Invoice The City of Milford For a Portion of The Brooklyn Avenue Paving Project Ms. Russell made a motion to suspend the rules and read by title only Seconded by Ms. Cooper All yes Ms. Russell made a motion to adopt Seconded by Ms. Cooper All yes
- 22-168 An Ordinance Authorizing an Agreement w Rumpke Waste, Inc for Solid Waste Collection and Recycling Services Ms. Russell made a motion to suspend the rules and read by title only

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Seconded by Ms. Cooper All yes Ms. Russell made a motion to adopt Seconded by Ms. Cooper All yes

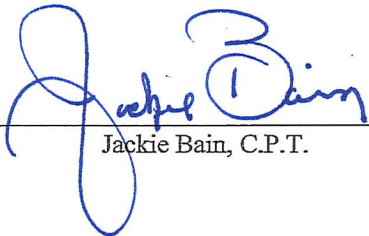
22-169 An Ordinance Authorizing an Agreement with Brandstetter Carroll, Inc. for Engineering Services for The Wallace Avenue Water Tower Ms. Russell made a motion to suspend the rules and read by title only Seconded by Ms. Cooper All yes Ms. Russell made a motion to adopt Seconded by Ms. Cooper All yes


22-170 An Ordinance Amending Appropriation Ordinances 2021-113,22-129, and 22-158 Ms. Russell made a motion to suspend the rules and read by title only Seconded by Ms. Cooper All yes Ms. Russell made a motion to adopt Seconded by Ms. Cooper All yes

22-171 An Ordinance Authorizing an Agreement with Wood+Lamping/McBride Dale Clarion for Zoning Code Update Ms. Russell made a motion to suspend the rules and read by title only Seconded by Ms. Cooper All yes Ms. Russell made a motion to adopt Seconded by Ms. Cooper All yes

Old Business: Mr. Haskins wanted to take this time to thank all of council, Chief Mills, Chief Baird, and City Staff for giving him the chance to sit in this seat. Also thank you to the voters for giving him this opportunity. Mr. Haskins also thanked his family for allowing him to have the time to participate with City Council. And to do this job and try to improve the City of Milford the best you can is a gift and knows that the person who sits in this seat next will do a great job. Milford is going in the right direction because of the wonderful staff and the people who are sitting on council. It has been an honor and a privileged

Adjourn: There being no further business to come before the City Council; the Regular meeting was adjourned to Executive Session at 7:35pm Council returned from Executive Session and adjourned from Regular Session at 8:12pm. Mr. Haskins made a motion to adjourn. Seconded by Ms. Russell All voted yes


Jackie Bain, C.P.T.


Lisa Evans, Mayor