

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Regular Meeting

Held _____ 20 _____

March 1, 2022

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on March 1, 2022.

Mayor Evans then 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, Benjamin Redman, Kim Chamberland, City Manager Michael Doss and Law Director Mike Minniear. The public was able to view via Facebook live and via ICRC TV broadcast.

Public Hearing:

Public Hearing to Review the Following Request: Assistant City Manager, Pam Holbrook presented the following information: Site 21-11 Garfield & High Subdivision and Planned Development Overlay Planning Commission and City Council will hold a public hearing to review a request submitted by Mark Pottebaum, RedKnot Homes. The applicant is requesting approval to subdivide three parcels into a thirteen-unit subdivision with a Planned Development Overlay. The parcel id's are 2100731A016P, 210731A054P, and 2100731A055P; parcels are zoned R-3 Single Family Residential District. The applicant proposes to construct a total of 13 single family homes on 2.5166 acres. The parcel address is 405 Garfield Avenue. The project was reviewed on the following date: March 1, 2022City Council Meeting, Public Hearing, 7 PM Applicant: Mark Pottebaum – Founder and CEO – Redknot Homes- 2841 Woodburn Avenue spoke about this project. Company Profile, past projects, and Old Milford Inn development was reviewed. Pottebaum Point in Dayton KY was reviewed. Handman Avenue lots were reviewed as well as development in Oakley – Brotherton. The Milford site plan topography was discussed. Mr. Redman asked about cutting into the hill at the site. Mr. Pottebaum said there will be some grading work done. He will not be cutting 30 feet into the hill. It will work with the hill and not into it. Mr. Doss asked about home minimum lot width, how many and how comparable are the lot sizes to Milford South Neighborhood and the Clertoma Village Neighborhood. Architecture design was also discussed which will be more traditional. Ms. Cooper asked about HOA and who will run this. All of the conditions proposed in the Staff report were all agreed upon.

Cole Caruthers – High Street, Milford Ohio

Submitted a letter to the City prior to the meeting. His biggest concern was the density of 13 homes, the slope and the degree of water detention of water required. Commercial development downtown traffic will increase. Unwise to launch into this and the density is what we need to be most careful about and to consider to compromise to reduce the number of lots from 13 to 8 or 9.

Mark Schoeny - Wallace, Milford Ohio

Concerned with the density of this development. Questioned the elevation of some of the homes and the effect to him looking out from his residence. 13 houses are much. To turn two into one lot would improve the spacing.

Darryl Donovan – Wooster Pike, Milford Ohio

Agreed with the concerns regarding the density of the property. Parking was discussed.

Brenda Jacoby – SR 28 Milford Ohio

Ms. Jacoby questioned the style of home that each home buyer will choose from. Also, to have those houses that cost that money to be in that area and read out loud a note that a South Milford resident had sent to her.
And to hopefully consider not just the tax dollars from this but also the people who have lived here for years.

Cole Caruthers – High Street, Milford Ohio

Spoke of the traffic and asked what size house will fit on a lot.

Tim Rogers – Mound Avenue Milford Ohio

Commented on the statement from the builder about the water study for Storm removal. Mentioned issues that are from the higher parts of Garfield on down which is evident with the flooding on Laurel and Gatch. Ms. Holbrook explained the process from the applicant which will be reviewed by the City Engineer. Mr. Rogers asked if they have done a comprehensive study on the system primarily on Garfield or just around the new development. Mr. Tim Casto/Kleingers Group discussed how the applicant's engineer prepares a study for this specific development. They will review the applicant's study specific to this development. Mr. Doss spoke of the storm water runoff that would be accounted for in this is something the city is focused on, specifically for this development and how it would impact our existing system.

Darryl Donovan – Milford Ohio

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Asked about a traffic study with the construction within the radius of downtown Milford. And the impact of all that is being built within that square mile.

Applicant: Mark Pottebaum
Addressed the density concerns. It is currently zoned for could fit 13 family homes, which is what he is proposing. Or, 9 duplexes/18 units. He reviewed revisions that he has made. He cannot remove another lot. Plan B – he will cut the hill and build duplexes. He reviewed the site plan topography on the smartboard. His engineer is who handles the storm water calculations for the sites which the city will reviewed by the city’s third-party engineer. Parking will be improved and went over the information. Style under Planned Development was addressed. Price, size and height of the homes was discussed that they will be per zoning code.

Ms. Russell made a motion to close the meeting. Seconded by Ms. Chamberland All yes

BZA Appointments:
Law Director Minniear swore in the following as BZA members: Brooke Shanks, Kodi Sargent and David Monroe.

Proceedings: Approve the City Council Regular Meeting Proceedings from February 15, 2022 Ms. Russell made a motion to approve. Seconded by Ms. Chamberland All Yes

Financial Statements: Adopt the January 2022 Finance Report Ms. Russell made a motion to approve. Seconded by Ms. Chamberland All Yes

Public Comments: none at this time

Standing Committee Report:

Administrative Services Committee
Meeting Minutes February 23, 2022 Ms. Evans called the meeting to order at 5:00 p.m. Present: Lisa Evans, Kim Chamberland, Sandy Russell Staff: City Manager, Michael Doss, Finance Director, Pat Wirthlin, Police Chief, Jamey Mills & Executive Assistant, Jackie Bain Visitors: none at this time Appointment of Committee Chairperson Ms. Evans made a motion to appoint Ms. Russell as the Chairperson to the committee. Seconded by Ms. Chamberland All yes Proceedings: The minutes from the December 01, 2021 Administrative Services Committee Meeting were approved. DISCUSSION: PURCHASE BODY CAMERAS FOR POLICE DEPARTMENT Chief Mills presented information regarding purchasing 22 wearable Body Cameras from Watch Guard Video at the price of \$44,365.00. There is an exemption to a bid requirement based upon that this is a sole proprietor because it is an enhancement of current dashcams and also, the department just received word that they will be receiving, just under, \$12,900 from the State Attorney General’s Office, from a grant that they applied for. The net cost for this purchase will be a little bit over \$31,000, which is under the bid requirement. Chief Mills also pointed out that the Hamilton County Police Chief’s Association just surveyed which departments had dashcam, which had body cams and who the vendor was. Two thirds of the departments responded that they have body cams from the Watch Guard brand which was reassuring as well. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR PREPARE AN ORDINANCE TO PURCHASE BODY CAMERAS FOR THE CITY OF MILFORD POLICE DEPARTMENT FROM WATCHGAURD VIDEO IN THE AMOUNT OF \$44,365.00 Seconded by Ms. Chamberland All yes DISCUSSION: REBATE OF PROPERTY TAX TO P3K2P LLC (DBA TRU HOTEL)DISCUSSION: REBATE OF PROPERTY TAX TO BEAUTY RIDGE LLC (LITTLE MIAMI BREWING COMPANY)Mr. Doss presented information based off of prior agreements that the city entered into with PCK2P LLC (2020) and Beauty Ridge LLC (2017). The agreements reference property tax rebates as part of the Economic Development incentive for just the Milford portion of the tax that is paid. The amounts for both of the properties exceeds \$7,500. The committee reviewed treasurer tickets from the Clermont County Treasurer’s office. This is for the first half semiannual of the property tax that would be rebated back to Tru Hotel would be \$29,075.21. This is pursuant to the ordinance and the agreement 2020-45. This is for the first half semiannual of the property tax that would be rebated back to Little Miami Brewing Company would be \$9,009.31. This is pursuant to the ordinance and the agreement 17-1313. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO P3K2P LLC (DBA TRU HOTEL) IN THE TOTAL AMOUNT OF \$29,075.21 PURSUANT TO ORDINANCE AND AGREEMENT OUTLINED IN 2020-45 Seconded by Ms. Chamberland All yes THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO BEAUTY RIDGE LLC (LITTLE MIAMI BREWING COMPANY) IN THE TOTAL AMOUNT OF \$9,009.31 PURSUANT TO ORDINANCE AND AGREEMENT OUTLINED IN 17-1313 Seconded by Ms. Chamberland All yes DISCUSSION: EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PART OF THE VARIOUS COMPONENTS CODES OF THE CODIFIED ORDINANCES OF THE CITY OF MILFORD Clerk of Council, Jackie Bain, presented that once a year the

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City is required to pass an ordinance adopting the replacement pages to the Codified Ordinances approved during the prior twelve months and amendments to the Traffic and General Offense Codes that were adopted by the Ohio General Assembly. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT 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 Seconded by Ms. Chamberland All yes DISCUSSION: MILFORD ADVOCACY AND LOBBYING SERVICES City Manager, Michael Doss, discussed with the committee a proposal from Kegler Brown Hill + Ritter for lobbying services. The committee reviewed the agreement-specifically their proposed engagement structure + fees. The rate will be at \$290 dollars an hour. Capped at \$35,000 a year. And only used as needed. Mr. Doss felt that with all of the grant funds that are flowing through the Fed to the State, with the Recovery Act and the Infrastructure Bill and any item that may come of interest from the City’s standpoint, we may want an advocate in Columbus. This group is actually the lobbying group and advocacy firm for Clermont County. We were fortunate to utilize them through Clermont County Port Authority, with no cost to us, to assist us in lobbying and advocating for our Water Tower. They, as well as others, were instrumental in getting us the funding for that project. The committee discussed and concluded that we do need a voice in Columbus to lobby on behalf of the City of Milford. Finance Director, Pat Wirthlin commented that she has seen these lobbying firms in action and confirmed that it is money well spent. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH KEGLER BROWN HILL + RITTER FOR ADVOCACY AND LOBBYING SERVICES IN AN AMOUNT NOT TO EXCEED \$35,000 Seconded by Ms. Chamberland All yes There being no further business, the meeting adjourned at 5:23 pm with a motion from Ms. Chamberland, Seconded by Ms. Evans All yes Respectfully submitted, Jackie Bain, Executive Assistant

City Manager’s Report

MEMORANDUM TO: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk FROM: City Manager DATE: March 1, 2022 RE: Manager’s Report 25 Main Street Proposals – The City received four proposals for the property. Three are mixed-use and one is for the renovation of the existing bank building. Copies of the proposals will be provided to City Council for review. Recommend a future work session to interview the developers and interested businesses before selecting a preferred developer or negotiating with a specific business moving forward. Clermont County Park District Community Parks Grant Program – The City intends to submit a grant for either resurfacing of parking lots at Jim Terrell Park and Riverside Park or for shade sail canopies for existing park play equipment. The deadline for grant submittal is March 31 at the maximum request is \$20,000. STANDING COMMITTEE MEETINGS None at this time REMINDERS March 9 – Planning Commission Meeting at 6:00 pm March 15 – City Council Meeting at 7:00 pm

Police Department Report

Monthly Report- 2022 This report summarizes the various activities and functions of the Milford Police Department during the month of February. *TRAINING* • Officer Dennis attended dive / recovery training. • Officer Yeary attended Clermont Co. S.R.T. training. • Sergeants Belcher, Lane, and Kibby attended the annual PELC refresher. *NOTABLE OCCURRENCES* • We’re investigating three industrial construction trailer thefts, two occurring during the month of February. • A counterfeit bill was tendered at Texas Roadhouse. • A Wallace Grove resident reported the catalytic converter was stolen from their vehicle. • An officer on Squad 3 located and notified MCFD of a large dumpster fire at Cracker Barrel. *ADMINISTRATIVE* • The file review of our quadrennial CALEA inspection was completed with zero issues or corrections. The on-site will be completed virtually in March. • Sergeant Lane filed the mid-year DARE grant report with AG’s office. *COMMUNITY RELATIONS* • MMART completed two shifts. • Officers on Squad 3 assisted a mentally ill woman and verified a caregiver was going assist her after discovering her husband was hospitalized. • Dayshift officers are conducting daily visits at Pattison Elementary. *OUTSIDE MEETINGS AND ASSOCIATIONS* • Chief Mills attended the monthly Clermont Chiefs of Police meeting. • Chief Mills developed and proctored a written detective exam for the Hamilton Township Police Department.

Fire and Ems Report - none at this time

Council Comments - none at this time

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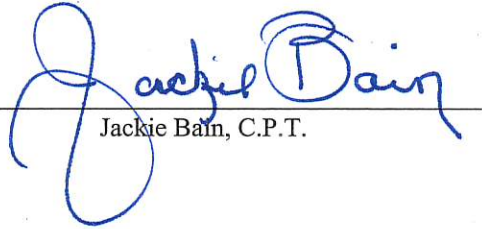
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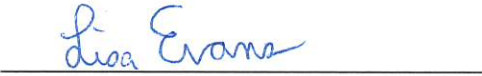
New Business:
Ordinances and Resolutions

- 22-130 AN ORDINANCE TO PURCHASE BODY CAMERAS FOR THE CITY OF MILFORD POLICE DEPARTMENT FROM WATCHGAURD VIDEO IN THE AMOUNT OF \$44,365.00 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
- 22-131 AN ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO P3K2P LLC (DBA TRU HOTEL) IN THE TOTAL AMOUNT OF \$29,075.21 PURSUANT TO ORDINANCE AND AGREEMENT OUTLINED IN 2020-45 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
- 22-132 AN ORDINANCE AUTHORIZING THE REBATE OF PROPERTY TAX TO BEAUTY RIDGE LLC (LITTLE MIAMI BREWING COMPANY) IN THE TOTAL AMOUNT OF \$9,009.31 PURSUANT TO ORDINANCE AND AGREEMENT OUTLINED IN 17-1313 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
- 22-133 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 Ms. Chamberland All Yes Ms. Russell Made A Motion to Adopt Seconded by Ms. Chamberland All Yes
- 22-134 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH KEGLER BROWN HILL + RITTER FOR ADVOCACY AND LOBBYING SERVICES IN AN AMOUNT NOT TO EXCEED \$35,000 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: None at this time

Adjourn: There being no further business to come before the City Council; Ms. Evans adjourned the meeting at 8:38 pm with a motion from Ms. Chamberland Seconded by Ms. Cooper All yes


Jackie Bain, C.P.T.


Lisa Evans, Mayor