

RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

Meeting

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

Held November 15, 2022 20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on November 15, 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, Kyle Mitchell, Janet Cooper, Benjamin Redman Kim Chamberland, Kristopher Parrish. Also present was Law Director Bryan E. Pacheco.

Proceedings

Approve the Council Meeting minutes from November 1,2022 Ms. Russell made a motion to approve. Seconded by Ms. Chamberland All others yes

Financial Statements none at this time

Public Comments none at this time

Standing Committee Report

Public Services Committee Report

Public Services Committee Meeting Minutes November 9, 2022Ms. Chamberland called the meeting to order at 4:00 p.m. Present: Kim Chamberland, Kristopher Parrish, Kyle Mitchell Staff: City Manager, Michael Doss, Executive Assistant Jackie Bain Visitor: Rebecca Geiger Approval of Minutes: Ms. Chamberland and Mr. Mitchell read and approved the August 24,2022, Public Services Committee Minutes. Mr. Parrish abstained DISCUSSION: AUDIBLE CROSSWALK QUOTE Mr. Doss discussed with the committee information regarding a quote received from Capital Electric Line Builders Inc. for this project. The quote is for three Audible Push Button Installations. One at each of the following locations: 5 Points Intersection (\$17,986.28) Lila Avenue and Cemetery Road (\$10,485.75) and US Rt. 50 and Wooster Pike (\$6,840.48). Rebecca Geiger asked the committee when do they expect the installation to be started? Mr. Doss stated that he is hopeful that this will be done within thirty to forty-five days. Ms. Geiger expressed her appreciation for working so quickly on this project. It makes her walks and the city a lot safer. *THE COMMITTEE AGREED TO RECOMMEND THAT THE CITY MANAGER DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH CAPITAL ELECTRIC LINE BUILDERS, INC. IN THE AMOUNT OF \$35,312.51 FOR THE PURCHASE AND INSTALLATION OF AUDIBLE CROSSWALK DEVICES* Seconded by Mr. Mitchell All yes DISCUSSION: JIM TERRELL PARK CANOE/KAYAK LAUNCH ENGINEERING QUOTE Mr. Doss discussed a backstory with the committee on how the city received approximately \$190,000 as a direct appropriation from the State of Ohio. In their Capital Budget, we have a piece in the budget that appropriates \$190,000 for this project. We also received \$55,000 from Clermont County Community Development Block Grant. We leveraged the money that we received in the Capital Budget as our match for the Community Development Block Grant. Currently, we are \$50,000 short from having the entire project funded. That \$50,000 is in the budget for next year. We are still waiting to hear back regarding the Verizon Grant. If we do receive this grant, it should fund the entire project. Now that we are moving forward with two of the three funding mechanisms in place, we must get it designed/engineered. This will include surveying and processes that we will have to go through with the State ODNR and their Federal counterpart. The goal is to have this constructed and operational by Memorial Day weekend of next year. MSP Inc. originally did some of the conceptual for us. They are also working on our Five Points Landing Park project. Mr. Doss asked Kleingers if they could provide us a quote for engineering/design services for the canoe/kayak launch. They work intimately with Army Corp of Engineers and are very familiar with the process. They provided a quote for engineering/design services. Mr. Doss stated that the engineering services for this project were also included in the total project that he mentioned for funding. Discussion also included some of the design changes that will be made and how this will provide much needed additional public safety. *THE COMMITTEE AGREED TO RECOMMEND THAT THE CITY MANAGER DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH KLEINGERS GROUP IN THE AMOUNT OF \$32,250 FOR ENGINEERING AND DESIGN SERVICES FOR THE JIM TERRELL PARK CANOE/KAYAK LAUNCH* Seconded by Mr. Mitchell All yes DISCUSSION: 2023 CLERMONT COUNTY ROAD RESURFACING PROGRAM – CITY OF MILFORD Mr. Doss discussed the participation in the Clermont County Engineer’s Resurfacing Program. Many other townships and some villages tag along with the County’s Paving Plan. The point is to shrink the numbers with mobilization and with some of the bulk, remove some of the asphalt costs. In order to participate in the program, the committee/council must approve legislation for our participation through Clermont County Commission and Clermont County Engineer’s office. The committee reviewed the agreement information. Exhibit A was reviewed which identifies the streets that we would like to pave in 2023: Beech Street (from High to Maple), Cleveland Avenue (from Mill to 238 Cleveland), Edgcombe Road (from Main Street to the dead end) and Winnebago Drive (from Garfield Avenue to Powhatton Drive). The total cost plus contingency \$200,000. We do have the money in our budget for paving and resurfacing next year. These streets and avenues were identified in our pavement management study and were scored on priorities of conditions. Mr. Parrish asked if we do the rescoring every so often? Mr. Doss explained that it is an evolving study, and it is scored out ten to fifteen years.

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THE COMMITTEE AGREED TO RECOMMEND THAT THE CITY MANAGER DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH THE CLERMONT COUNTY COMMISSIONERS AND CLERMONT COUNTY ENGINEER IN THE AMOUNT OF \$200,000 FOR THE PURPOSE OF PARTICIPATING IN THE 2023 CLERMONT COUNTY ROAD RESURFACING PROGRAM Seconded by Mr. Mitchell All yes DISCUSSION: EMERGENCY GENERATOR GRANT PROGRAM Mr. Doss discussed that this grant is from the Ohio EPA. Water Department Supervisor Joe Casteel informed Mr. Doss that we could use a back-up generator at one of our pump stations on SR28. We are working with Brandstetter Carroll and apply for an emergency generator through this grant. The grant is up to \$50,000 with no match. It should cover the cost of the back-up generator. Mr. Parrish asked if we get \$50,000 what kind of annual maintenance costs are involved or is it negligible? Do we use 100% fossil fuels for powering? Do we have any clean energy that comes in to the city buildings that we could possibly store? Mr. Doss stated that at this time, we do not. THE COMMITTEE AGREED TO RECOMMEND THAT THE CITY MANAGER DRAFT AN ORDINANCE TO MAKE APPLICATION TO AND ENTER INTO AN AGREEMENT WITH THE OHIO ENVIRONMENTAL PROTECTION AGENCY UNDER THE EMERGENCY GENERATOR EQUIPMENT GRANT FOR THE PURPOSES OF AN EMERGENCY GENERATOR FOR THE WATER DEPARTMENT. THE CITY MANAGER IS FURTHER AUTHORIZED TO ENTER INTO AND SIGN ANY AND ALL DOCUMENTS AS NECESSARY AND APPROPRIATE FOR OBTAINING THIS FINANCIAL ASSISTANCE Seconded by Mr. Mitchell All yes Additional items discussed:1. Drinking Water Fountain at Veteran’s Park – is not working. Mr. Doss will look into this.2.Traffic Light at Locust – There is no change if there is no car on Locust turning onto Main Street. There is no signal to allow pedestrians to safely cross the street. Mr. Doss would also check on this as well. 3.Parking – how to get people to park in places that sit empty. Possibly make hybrid of the big blue parking signs that can be move around to indicate additional public parking in city lots. Google maps to also be contacted regarding public parking in the city. Or add QR codes on signs that can be scanned. Also, the QR code information could also include City Events like Frontier Days and Sparks in the Park. Parking lot parking enforcement will also be looked into. Bike Trail Parking lot lighting was also discussed. There being no further business, the meeting adjourned at 4:45 p.m. with a motion from Ms. Chamberland Seconded by Mr. Parrish All yes Respectfully submitted, Jackie Bain, Executive Assistant

City Manager’s Report

Mayor Evans read the following report: MEMORANDUM TO: City Council CC: Jackie Bain, Executive Assistant/Clerk FROM: City Manager DATE: November 15, 2022RE: Manager’s Report Appalachian Community Grant Program – The City intends to apply for a technical assistance grant to examine and evaluate a potential parking garage facility in downtown Milford. The deadline for the submittal of the application is Friday, December 9. Hometown Grant Application Update – The City was unsuccessful in our grant application for the Jim Terrell Canoe/Kayak launch. Only 25 projects are approved each quarter from communities all around the United States. The City intends to reapply this quarter ending in December. Wallace Avenue Waterline Project Update – Engineering for the supply and discharge waterlines is almost complete. The City expects the projects to go out for bid at the beginning of December. The projects are scheduled to be completed by next summer. STANDING COMMITTEE MEETINGS None at this time REMINDERS November 16 – Zoning Training at 6:00 pm. November 24 & 25 – Thanksgiving Holiday (City Offices Closed) November 25 – Holiday Tree Lighting (Memorial Park) at 7:00 pm. December 1 – Milford Community Improvement Corporation (CIC) at 3:30 pm. December 6 – Council Meeting at 7:00 pm.

Police Department

Chief Mills reported - This report summarizes the various activities and functions of the Milford Police Department during the month of October. *TRAINING* • All sworn members completed our annual Response to Resistance in-service training. • Officer Dennis attended the monthly HCPA Dive & Recovery Team training. *NOTABLE OCCURRENCES* • Several thefts from unlocked and locked vehicles were reported at Finley Ray Park. The vehicles that had their windows broken had visible valuables inside. Several pieces of property were found by Officer Mell and were returned. The case been assigned to Det. Rogers. • A reported overdose occurred on Chamber Drive. A subject was transported to the hospital and later cited for reasonable control. • Squad One responded to a serious injury auto accident on I275 North. Officers took control of the scene, coordinated with Union Township Police, Miami Township Police and Fire, and OSHP in shutting down the highway, collecting witness statements, and processing the scene before reopening. • Squad One responded to an auto accident where a 17-year-old male had a medical emergency, crossing over the double yellow line, driving through the basketball court on Lila Ave, before striking the Duke Utility Depot Station and going airborne before crashing into a home on Lila Ave. • Officer Fannin stopped a vehicle for a moving violation and subsequently arrested a passenger on felony warrants and seized a loaded firearm. • Four juveniles entered the old Milford South School. The juveniles were identified by Detective Wilson and fully cooperated with the investigation. The matter was mediated with the property owner and the children’s parents, with an agreement they would spend a day working at the property. • Three separate juvenile runaways were investigated and recovered during the month. *ADMINISTRATIVE* • The body worn camera project started with all the cruisers being scheduled for the docking stations • Sworn officers completed the annual physical fitness test. *COMMUNITY RELATIONS* • MMART completed two shifts. • C.P.A. continued through the month of October • Squad 3 attended the Tree Ridge Community Pig Roast • Officers were permitted to expose their tattoos during the month of

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October as part of a fundraiser to support a local woman fighting breast cancer. • Officer Bogan attended Trunk or Treat events at the Milford Shopping Center and Little Miami Brewery Event Center. • Officer Eshman participated in Reading with Stars at Pattison Elementary. • Officers and volunteers handed out candy and glow bracelets on Halloween night. o COP Watch Forms: 11 o Vacation House Checks: 22 o Directed Patrols: 254 *OUTSIDE MEETINGS AND ASSOCIATIONS* • Assistant Chief Mahan attended weekly Undivided meetings. • Chief Mills attended the Milford School Foundation Night of the Stars. • Chief Mills attended a wrap up meeting for the Wyler Driven Project. • Chief Mills attended a quarterly Crisis Intervention Team Board of Advisors meeting.

Fire and Ems Report

District Chief Miles Miller reported he attended the Chili Cookoff over the weekend. It was held by the Masonic Lodge and The American Legion. Reminders: No Open Burning allowed in the city. The department responded to a fire on Club Drive. Approximately 35 firefighters responded to the fire. Chief Miller thanked their mutual-aid units from Anderson, Madeira and Indian Hill, Terrace Park, Union Township and Miami Township. Santa Sunday December 18th – starts at 1pm. Also, fire truck rides Friday Saturday and Sunday for Hometown Holiday event in Downtown Milford.

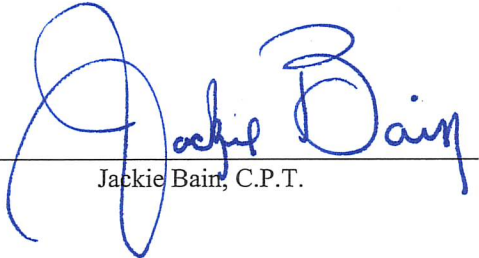
Council Comments Vice Mayor Russell commended the Fire Department on their prompt attention to the fire on Club Drive. Mayor Evans was contacted by a resident regarding a recent dog rescue. She wanted to thank the Fire Department on their rescue and repair of property afterwards.

New Business:

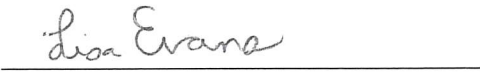
- 22-176 *AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH CAPITAL ELECTRIC LINE BUILDERS, INC. IN THE AMOUNT OF \$35,312.51 FOR THE PURCHASE AND INSTALLATION OF AUDIBLE CROSSWALK DEVICES Ms. Russell made a motion to suspend the rules and read by title only Seconded by Ms. Chamberland All yes Ms. Russell made a motion to adopt. Seconded by Ms. Chamberland All yes*
- 22-177 *AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH KLEINGERS GROUP IN THE AMOUNT OF \$32,250 FOR ENGINEERING AND DESIGN SERVICES FOR THE JIM TERRELL PARK CANOE/KAYAK LAUNCH Ms. Russell made a motion to suspend the rules and read by title only Seconded by Mr. Parrish All yes Ms. Russell made a motion to adopt. Seconded by Mr. Parrish All yes*
- 22-178 *AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH THE CLERMONT COUNTY COMMISSIONERS AND CLERMONT COUNTY ENGINEER IN THE AMOUNT OF \$200,000 FOR THE PURPOSE OF PARTICIPATING IN THE 2023 CLERMONT COUNTY ROAD RESURFACING PROGRAM Ms. Russell made a motion to suspend the rules and read by title only Seconded by Mr. Parrish All yes Ms. Russell made a motion to adopt. Seconded by Mr. Parrish All yes*
- 22-179 *AN ORDINANCE TO MAKE APPLICATION TO AND ENTER INTO AN AGREEMENT WITH THE OHIO ENVIRONMENTAL PROTECTION AGENCY UNDER THE EMERGENCY GENERATOR EQUIPMENT GRANT FOR THE PURPOSES OF AN EMERGENCY GENERATOR FOR THE WATER DEPARTMENT. THE CITY MANAGER IS FURTHER AUTHORIZED TO ENTER INTO AND SIGN ANY AND ALL DOCUMENTS AS NECESSARY AND APPROPRIATE FOR OBTAINING THIS FINANCIAL ASSISTANCE Ms. Russell made a motion to suspend the rules and read by title only Seconded by Mr. Parrish All yes Ms. Russell made a motion to adopt. Seconded by Mr. Parrish All yes*

Old Business

Adjourn: There being no further business to come before the City Council; Mayor Evans adjourned the meeting at 7:24pm with a motion from Mr. Redman Seconded by Ms. Cooper All yes



Jackie Baird, C.P.T.



Lisa Evans, Mayor