

RECORD OF PROCEEDINGS

HeldDecember 6, 202220

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

Mayor Evans called the meeting to order with the Pledge of Allegiance and a Moment of Silence for those challenged by mental illnesses

Roll Call

Present: Mayor Lisa Evans, Vice Mayor Sandy Russell, Kyle Mitchell, Janet Cooper, Benjamin Redman Kim Chamberland, Kristopher Parrish. Also present was City Manager Michael Doss and Law Director Bryan E. Pacheco.

Proceedings

Approve the Council Meeting minutes from November 15,2022 Ms. Russell made a motion to approve Seconded by Mr. Parrish All others yes

Financial Statements Receive October Finance Report Ms. Russell made a motion to Receive Seconded by Ms. Cooper All yes

Correspondence: Ohio Division of Liquor Control – SAS Hospitality LLC DBA Staybridge Suites 401 Chamber Drive Milford Ohio 45150 Ms. Russell made a motion to not have a hearing Seconded by Ms. Chamberland All yes

Public Comments None at this time

Standing Committee Report

Administrative Services Committee Report

Administrative Services Committee Meeting Minutes December 5, 2022 Ms. Russell called the meeting to order at 4:30 p.m. Present: Sandy Russell, Lisa Evans, and Kim Chamberland Staff: City Manager Michael Doss, Finance Director Pat Wirthlin and Executive Assistant Jackie Bain Visitors: Tim Casto/Kleingers Proceedings: October 17, 2022, Administrative Services Committee meeting Minutes were approved by Ms. Chamberland, Ms. Evans & Ms. Russell DISCUSSION: AN ORDINANCE AMENDING APPROPRIATION ORDINANCES 2021-113, 22-129, 22-158 AND 22-170Finance Director Pat Wirthlin reviewed a list of proposed amendments to the City's 2022 budgeted appropriations and transfers. The total increases amount to \$213,266.69. The changes have minimal effect on the budget due to the nature of reimbursements, grant funding and placeholders. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AMENDING APPROPRIATION ORDINANCES 2021-113, 22-129, 22-158 AND 22-170 BY INCREASING THE INDIVIDUAL ITEMS AS LISTED ON ATTACHED CHART TOTALING \$213,266.69 Seconded by Ms. Chamberland All yes DISCUSSION: AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF MILFORD DURING THE FISCAL YEAR ENDING DECEMBER 31, 2023 Finance Director Pat Wirthlin reviewed an attached 2023 final budgeted appropriations totaling \$26,861,816. This budget will be up for Council approval at the December 6th City Council meeting. The budget is the final product of the Council Work Session. Also reviewed was attached chart outlining changes to the original 2023 Budget Book appropriations in the net amount of \$64,000. We incorporated these changes in the final appropriations Ordinance up for approval. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF MILFORD DURING THE FISCAL YEAR ENDING DECEMBER 31, 2023, IN THE AMOUNT OF \$26,861,816 AS PER THE ATTACHED CHART Seconded by Ms. Chamberland All yes DISCUSSION: PAYMENT OF JEDD VI REFUNDED TAXES TO OHIO DEPARTMENT OF TAXATION Pat Wirthlin discussed an alternative to paying taxes through RITA (Regional Income Tax Agency), business taxpayers who file net profits returns in more than one municipality can opt to file one central return through the Ohio Business Gateway. Unfortunately, when a taxpayer is due a refund, the State will not deduct from future earnings as RITA does. Rather, the State requests that the City quickly issue a check to make up for the shortfall. This is an unusual occurrence. This is a JEDD issue. THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING PAYMENT OF JEDD VI REFUNDED TAXES TO OHIO DEPARTMENT OF TAXATION IN THE AMOUNT OF \$11,623.28 Seconded by Ms. Chamberland All yes DISCUSSION: A PROPOSED ORDINANCE TO ENTER INTO AN AGREEMENT WITH FORD DEVELOPMENT CORPORATION IN AN AMOUNT NOT TO EXCEED \$84,786.05 FOR EMERGENCY REPAIRS TO GARFIELD AVENUE CAUSED BY WORK PERFORMED BY A PRIVATE PARTY Mr. Doss discussed the situation on Garfield Avenue. He discussed how the contractor thru the developer had run into some issues and created quite a problem for the city as it relates to our infrastructure. The City instructed them to cease work. Mr. Tim Casto/Kleingers also discussed and gave an overview of where we were and where we are right now and where we are going. He went to the site on Tuesday and Wednesday to get a contractor in to secure and stabilize our water lines. And repair our sewer lines. Tim Casto was quick to get Ford Development Corporation in the next day to perform work for stabilizing and repairing. They will spend this week and next

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held 20

week getting things finished and in a couple of weeks they will finish up what they need to get done. It was decided to close down Garfield Avenue until the end of December. The contractor has been contacted regarding getting back our expenses for this work. Council was notified. Public Announcements were made to City Website and City Facebook page. Chief Mills placed the information on Nixle. Police and Fire were notified for safety and the schools were also notified so that they could make arrangements from a logistical standpoint. The signs for closure and detours were assessed and some of the signs throughout this process were moved and we added some detour signs which has hopefully made traversing around better. Mr. Tim Casto reviewed and explained information with the committee regarding the conditions of the site. *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING AN AGREEMENT WITH FORD DEVELOPMENT CORPORATION IN AN AMOUNT NOT TO EXCEED \$84,786.05 FOR EMERGENCY REPAIRS TO GARFIELD AVENUE CAUSED BY WORK PERFORMED BY A PRIVATE PARTY* Seconded by Ms. Chamberland All yes DISCUSSION: E-TECH \$78,160 ESTIMATE FOR FY2023City Manager Michael Doss discussed and reviewed a quote for estimated IT Services for 2023 submitted by E-Technologies. The total for all services was \$78,160 (this does come in under budget). Mr. Doss and Ms. Wirthlin wanted the committee to be aware and understand how much we are paying for all services. The committee agreed to keep this IT expense for 2023 and that for the future we should bid this out. DISCUSSION: FIVE POINTS CONSTRUCTION BIDS City Manager Michael Doss discussed the Bid Opening that was held last Thursday at 2pm in the Harry Hodges Conference room at City Hall. Bids received and tabulated from PRUS Construction, Alpha, DER and Graybach. DER was the lowest bid of the four at \$3,728,890. The lowest bid was more than the previously budgeted and projected amount for the park project. Taking into account each detailed cost of the project from the bidder. The City has determined that DER would still remain the lowest most qualified bid in comparison to the other three bidders for the project. The City does recommend entering into an agreement with DER Construction and then proceeding to negotiate the scope of changes for the project for budgetary purposes. The committee would like to have a Council Work Session on December 20th to discuss potential changes for Phase I to bring the project amount closer to the project’s original and projected budget amount. *THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH DER CONSTRUCTION FOR THE CONSTRUCTION OF FIVE POINTS LANDING PARK* Seconded by Ms. Chamberland All yes There being no further business, the meeting adjourned at 5:42 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: December 6, 2022RE: Manager’s Report Appalachian Community Grant Program – The City submitted a draft overview for a parking garage facility to Clermont County for Ohio’s Appalachian Community Grant Program. If awarded, the first phase will provide funding for technical assistance for the City to examine and evaluate parking demands in downtown Milford and the Milford Trailhead. Jim Terrell Park Canoe/Kayak Launch – Kleingers continues to design the launch for Jim Terrell Park. Once designed, the City will have to seek permitting and authorization from several federal agencies because of the proximity to the Little Miami River. The City anticipates that the project will go out for bid in March 2023.Development Updates – Dollar General is moving into the former Walgreens property located at 932 Lila Avenue. PG&A has purchased the former Pivotek property located at 910 Lila Avenue. Interest continues for a potential multi-family development located at Rivers Edge between Target and Cinemark. The City received preliminary concept plans for a potential quick-service restaurant on Chamber Drive near the roundabout. STANDING COMMITTEE MEETINGS None at this time REMINDERS December 14 – Planning Commission Meeting at 6:00 pm December 15 – BZA Meeting at 6:00 pm December 20 – Council Work Session at 6:00 pm December 20 - Council Meeting at 7:00 pm

Police Department

Monthly Report - November 2022 This report summarizes the various activities and functions of the Milford Police Department during the month of November. *TRAINING* • Officers Dennis and Bogan completed BAC recertification at Lebanon PD. • Officer Dennis successfully completed the LEADS recertification test. • All officers have successfully completed the twenty-four hours of OPOTC mandated training for 2022. • Officer Chastain attended two weeks of Police Photography training in Columbus. • Officer Mell attended Crime Prevention Training hosted by the Miami Township Police Department. • Sergeant West attended a Resilience Leadership Training hosted by the Miami Township Police Department. *NOTABLE OCCURRENCES* • Squad 1 responded to a domestic disturbance on Mohawk Trail where the male half left the apartment prior to arrival. The male was found to have a nationwide warrant and caution indicators. The suspect was subsequently located and arrested by Squad 3. • Squad 1 located a missing adult subject entered by Wyoming PD. • Squad 2 responded to the Woodforest National Bank where a suspect attempted to withdraw \$8,000 using a fake ID of a Woodforest customer that lives in Alabama. The transaction was declined and the suspect left prior to officers arriving but forgot to take his phone. Officer Chastain secured the suspect’s phone as evidence. While investigating, the bank received a call from the Evandale branch stating the suspect was there attempting to withdraw money from the victim’s account. Evandale was dispatched and arrested the suspect on multiple charges. A search warrant was issued on the suspect’s phone and the case is still under investigation. • Squad 3 investigated a sexual assault that allegedly occurred at a hotel. The victim was transported to B-north but refused the SANE

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held 20

examination. • Squad 4 responded to the area of SR 28 and I275 for suicidal male attempting to run into traffic. Officers were able to de-escalate and transported to male to Clermont Mercy Hospital.

• Squad 4 responded to a disturbance at Walmart involving an off-duty police officer from another jurisdiction discharging a Taser. • Squad 4 responded to Walmart where a male wearing a mask attempted to gain entry after hours at the rear door. The male was denied entry but later entered a side door. Officer located the male and arrested him for Trespassing. *ADMINISTRATIVE* • The body worn camera project was deployed • O.V.I. saturated patrol hours: 12 scheduled. • Background investigation began for part-time administrative officer • Tyler Fannin began his assignment in investigations • Both probationary patrol officers received their quarterly evaluation • Sergeants staff meeting consisted of an eight-hour in-service training on the new Matrix RMS. *COMMUNITY RELATIONS* • Chief Mills and Christine Celsor attended a meeting with an East Milford resident regarding a zoning complaint. • No Shave November raised \$455.00 for the American Cancer Society. • Chief Mills and Squad Three attended the American Legion/Milford Masonic Lodge Chili Fundraiser. • Chief Mills attended the annual Tree lighting. • Our CPA graduation was held on November 16th. • Operation Holiday Patrol began on November 25th. • Officer Bogan worked with Pattison Elementary to identify children for Shop with a Hero. • Squad Four worked with Clermont Development Disabilities to ensure a guest who was placed at the Tru Hotel was getting assistance and housing established. • Squad Four found an employee of a fast-food restaurant sleeping in her car and discovered she was homeless. Officers connected her with shelter and other resources. • The Miami Woods HOA provided lunch on November 15th. • The Department received two letters of appreciation and a letter from the Superintendent of the Milford District Police in Ireland. o Vacation House Checks: 41 o Extra Patrols: 524 o COP-Watch Forms: 9 *OUTSIDE MEETINGS AND ASSOCIATIONS* • Chief Mills attended a meeting with administrators from Milford Schools and Miami Township Police to review and discuss safety plans. • Chief Mills attended both the Hamilton and Clermont Chiefs of Police Associations monthly meetings.

Fire and Ems Report

District Chief Miller reported: The department provided Fire truck rides at Hometown Holiday event. MCFD Board approved the department’s 2023 budget. Santa Sunday December 18th starts at 1pm

Council Comments

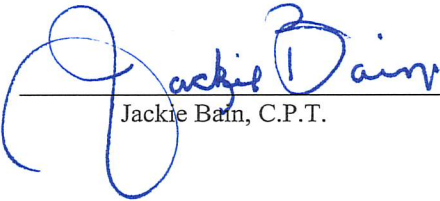
Kristopher Parrish commented that as we talk about all of the developments going on in the city, he would like to see sustainable, renewable energy, or anything green with eye to the future. He would like to see if council could start looking in that direction. As we look forward and look at all of these developments, we can look for incentives and to work to make us more sustainable for the future. Janet Cooper thanked Mr. Doss and Mr. Tim Casto for all of their work in avoiding a lot of problems and safety issues at the Garfield Avenue site. Mayor Evans gave a shout out to all of the City of Milford downtown businesses, Staff, and volunteers, from Live Change Church for making the Hometown Holidays event such a success.


New Business:

- 22-180 An Ordinance Amending Appropriation Ordinances 2021-113, 22-129, 22-158 And 22-170 By Increasing The Individual Items As Listed On Attached Chart Totaling \$213,266.69 Ms. Russell made a motion to Adopt Mr. Parrish Seconded the motion All others yes
- 22-181 An Ordinance Making Appropriations For The Current Expenses And Other Expenditures Of The City Of Milford During The Fiscal Year Ending December 31, 2023, In The Amount Of \$26,861,816 As Per The Attached Chart Ms. Russell made a motion to Adopt Mr. Parrish Seconded the motion All others yes
- 22-182 An Ordinance Authorizing Payment Of Jedd VI Refunded Taxes To Ohio Department Of Taxation In The Amount Of \$11,623.28 Ms. Russell made a motion to Suspend the Rules and Read by Title Only Ms. Chamberland Seconded the motion All others yes Ms. Russell made a motion to Adopt Mr. Parrish Seconded the motion All others yes
- 22-183 An Ordinance Authorizing An Agreement With Ford Development Corporation In An Amount Not To Exceed \$84,786.05 For Emergency Repairs To Garfield Avenue Caused By Work Performed By A Private Party Ms. Russell made a motion to Suspend the Rules and Read by Title Only Ms. Chamberland Seconded the motion All others yes Ms. Russell made a motion to Adopt Mr. Parrish Seconded the motion All others yes
- 22-184 An Ordinance Authorizing The City Manager To Enter Into An Agreement With DER Construction For The Construction Of Five Points Landing Park Ms. Russell made a motion to suspend the rules and read by title only Ms. Chamberland Seconded the motion All others yes Ms. Russell made a motion to Adopt Mr. Parrish Seconded the motion All others yes

Old Business

Adjourn: There being no further business to come before the City Council; Mayor Evans adjourned the meeting at 8:00pm with a motion from Ms. Chamberland Seconded by Mr. Parrish All yes


Jackie Bain, C.P.T.


Lisa Evans, Mayor