

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on April 21, 2015. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence. She indicated that Law Director Michael Minniear has had a death in his family and would not be in attendance. She asked that those present keep him and his family in their thoughts during the moment of silence.

Roll Call: Present: Mayor Howland, Vice Mayor Lykins, Mr. Brady, Ms. Brewer, Ms. Evans, Ms. Hinners, Mr. Pittman.

Proceedings: Mr. Pittman made a motion to adopt the Proceedings of the April 7, 2015 regular City Council Meeting; seconded by Mr. Brady. All voted yes.

Correspondence: There was no correspondence.

Financial Statement: Mr. Pittman made a Motion to adopt the February, 2015 Financial Report; seconded by Ms. Evans. All voted yes.

Public Comments: Mike Baker, Rob Nicely Allstate Insurance Agency, indicated that Allstate Insurance has opened a new office in Milford. He described their services and asked residents to consider them for their insurance needs.

Jorje Gonzales came to the podium and indicated that he would like to lodge a complaint against City Manager, Jeff Wright. Mr. Gonzalez stated that his vehicle sustained damage to its rims due to the road work on Main Street last fall during a construction project. He said when he brought this information to the City Manager in March Mr. Wright insisted that he obtain a police report and estimate from a garage for the repair of his vehicle. He stated that Mr. Wright later denied his claim.

Ms. Howland indicated that it would be appropriate for Mr. Wright to respond to the complaint. Mr. Wright stated that three or four times a year the City receives complaints regarding damage allegedly sustained as a result of driving on City streets. Each time he requests the same information: a police report and an estimate from a certified mechanic. He explained that one of the reasons he requests a police report is that he needs to verify the specific location and specific date of the incident. If he finds through the evidence that the City is at fault or that a contractor working on behalf of the City is at fault, the City will reimburse the driver. What is unique about Mr. Gonzalez's claim is that it didn't happen on any specific time and date or location. Mr. Wright indicated that last fall the City did have a water main replacement project going on, but the City has not received any other claims for damage or complaints about the condition of the road at that time. He indicated that damage usually involves one tire, not three wheels. Mr. Wright stated that he had spoken with Finance Director Dan Burke, Police Chief Jamey Mills and Law Director Mike Minniear several times regarding this situation and the consensus of these conversations was that he should deny the claim.

When asked by Council what type of vehicle it is, Mr. Gonzalez stated that his car is a Volkswagen with high performance rims.

There was discussion among Council regarding the claim and the end result was that they felt Mr. Wright had vetted the claim both thoroughly and well through the correct channels, including Mr. Minniear, and Chief Mills and they supported Mr. Wright's decision.

Alexis Walter and Cal Huxell then distributed t-shirts and packets of park-related information to members of Council. Alexis stated that 'Save our Playground' has raised just under \$5,000 and that they have received pledges for additional amounts of money and plan to have activities toward that end.

Bob Huxell (1000 Forest) drew Council's attention to various sections of the previously distributed packets of information including reasons he feels parks are important to cities then stated that while the City has several neighborhood parks there is no City park.

Justin Bonnell (544 Lila) then stated that he wants the City to 'step up' and purchase and develop the Milford Main property. He listed several benefits to having a greenspace then challenged Council to keep discussion of real estate out of Executive Session and demanded that a member of Council make a motion ordering City Manager, Jeff Wright to precede with getting the accurate cost of purchasing and demolition of the building from the school district.

Mr. Lykins asked Mr. Bonnell what his organization's vision was and Mr. Bonnell responded that their primary vision is to have the City acquire and develop the property with the churches purchasing the rear acreage to support their parking needs.

Mr. Lykins asked if Justin knew the acreage of the property that is already greenspace and Mr. Bonnell replied that it is approximately 1.8 acres.

Mr. Lykins said that the greenspace is almost the same as it is now. He indicated that he believes the acreage of the current greenspace is 1.2 acres. Mr. Lykins then asked if the building that is there today will become a parking lot.

Mr. Bonnell replied that it doesn't have to be; that the acreage hasn't been set at this time. He stated that the initial plan is for a greenspace at the front of the property, possibly to where the front of the building stands and a parking lot for the rear of the property. He said he believes the churches will provide landscaping.

Mr. Lykins stated that no matter how you landscape it, a parking lot is still a parking lot.

Ms. Howland stated that both churches had pledged to her that they would keep the basketball courts. She indicated that the big thing now is to verify the costs and that the churches can't be expected to volunteer to put up money if they don't know the costs involved.

Ms. Hinnners stated that she has a long history of being involved with Parks & Recreation and has also attended meetings of the school board. She said that it is her belief that the only entity that can be involved in bringing the building down is the school board. She indicated that once the school board has remediated and brought the building down then Milford can start to think about what to do with it; not before.

Mr. Bonnell then stated that he believes Mr. Wright needs to be directed by Council to pursue the numbers and costs related to remediating the building and bringing it down then demanded that Mr. Wright be directed by Council to discuss this with the school district.

Ms. Hinnners stated that Mr. Wright has spoken to the school district several times regarding the building.

Mr. Bonnell then asked to speak directly to Mr. Wright and asked him if he needed to be directed by Council to pursue this.

Mr. Wright indicated that he can speak with the school district about any costs that they have identified to date. However, he needs to be directed by Council if they want him to actively pursue real estate matters.

Mr. Lykins stated that Mr. Wright can already contact Superintendent Farrell to discuss and collect data. However, for Mr. Wright to go into negotiations regarding the purchase of property takes a vote from Council.

There was discussion between Council members regarding what is officially required for Mr. Wright to address the costs issue with the school district.

Ms. Brewer made a motion to 'Direct Mr. Wright to enter into conversations with the school board to see what lies herein concerning the Milford Main building, not that he can negotiate, but that he can have conversation with the school board, Start Milford and the churches and see where the conversation goes'; seconded by Ms. Evans. No voting took place at this time on this motion. (Motion #1)

Mr. Pittman requested to have a discussion regarding the motion on the table. He indicated that Council has had discussions about the direction they should take while in Executive Sessions. He stated that under the Ohio Revised Code discussion regarding the purchase of real estate should only be held in Executive Session. He indicated that Council has already done that; that direction has already been given to the City Manager and that is what he is acting on now. Ms. Hinnners agreed.

Mr. Pittman made a motion to table the previous motion until such time as Mr. Minniear could be present to discuss the legalities of the motion as it relates to real estate; seconded by Mr. Lykins. No voting took place at this time on this motion. (Motion #2)

There was discussion among Council members as to whether a second motion can be introduced while the first motion remains open and had been seconded even if not yet voted upon. There was also much Council discussion regarding the legalities of any motion regarding real estate at this time and how it would relate to a later Executive Session.

Ms. Howland stated that there is a motion on the floor that has been seconded and needs to be voted on. She also said there is nothing she would say in Executive Session that she will not say in an open session regarding Jeff Wright pursuing demolition numbers and ascertaining whether or not the school district can get the 27% from the state. Ms. Hinnners agreed. Ms. Howland said that at this time Mr. Wright should go to the school and ask for the estimates for demolition of the building and then report back to Council just as he has with other property. She stated that until Council has firm numbers, they cannot move forward.

Mr. Brady indicated that giving Jeff direction was fine, but also not giving him direction was also fine and that he wished Mr. Minniear was present to clarify. He said there is no harm in getting the numbers. Mr. Brady reminded those present that a couple months ago there was discussion about whether or not the school district had taken enough time to advertise for the sale of the property. He indicated that it has been two months since Council voted against the zoning changes and CMC returned the property to them. They have had plenty of time. Mr. Brady said that in quoting various newspaper articles, Dr. Farrell has said there have been plenty of plans, but no one has come forward to purchase the property and no contractors have come up with a plan for development. He said he had no problem with Jeff taking a look and finding out what the numbers are. Mr. Brady continued on to say he certainly does not want the building to be sitting vacant years from now. He stated that he would like to see some sort of development that would

have an economic impact for Milford and draw people here. He stated that he is not interested in just another park.

Mr. Bonnell stated that they have heard demolition numbers from \$500, 000 to \$850,000.

Ms. Hinnners stated that had Mr. Bonnell stayed for the entire school board meeting he would have heard Mr. Johnson's detailed report regarding the various costs associated with the remediation and demolition of the Milford Main building. She indicated that perhaps people need to attend school board meetings and stay for the entire meeting.

Mr. Bonnell asked if the figures included the entire bid and Ms. Hinnners indicated 'yes' and added that the discussion at the school board meeting also included the steps the school board needed to take to get the 27% demolition assistance from the state.

Ms. Evans suggested that part of the discussion at the Administration Services meeting was that the group wanted Mr. Wright to go to the school board and pursue the same deal Miami Township got in their purchase of Seipelt Elementary.

Ms. Brewer called for a vote on the motion she had previously made which had been seconded by Ms. Evans. (Motion #1) The voting is as follows: Mr. Brady – yes, Ms. Brewer – yes, Ms. Evans – yes, Ms. Hinnners – no, Ms. Howland – yes, Mr. Lykins – no, Mr. Pittman – no.

Mr. Pittman made a motion to table any action on this motion until it can be discussed with the Law Director, seconded by Mr. Lykins. No voting took place at this time on this motion. (Motion #3)

Mr. Brady indicated that if the motion is tabled until they can discuss it with the Law Director, they could have their answer as soon as the next day.

Ms. Brewer then made a motion to amend the language of her previous motion (Motion #1) to include: 'contingent upon the approval of the Law Director'; seconded by Ms. Evans. All voted yes on this new motion. (Motion #4)

Ms. Howland asked Mr. Wright for clarification that when they made the decision to buy 308 Main Street, was it Council who sent him to talk about 308 Main Street and get the numbers or did he come to us and say "Here is an opportunity for economic growth and here is what it is going to cost." She said that she could not ever remember Council sending him out to get the cost. She stated that she doesn't see how this situation is any different.

Mr. Brady indicated that in Executive Session they discussed the opportunity and made a decision of what they were going to do at that time and what they were going to do later. He stated that he knew they discussed it in Executive Session based on the information presented by Jeff. He said we then decided on a course of action for him to follow.

Mr. Pittman agreed stating that Mr. Wright had followed the direction given to him in Executive Session perfectly. Mr. Lykins agreed.

Mr. Brady also agreed stating that Mr. Wright came to them with contractors and plans and he felt that if they had an Executive Session after this meeting that is the direction they would advise Mr. Wright to take.

Mr. Lykins asked Mr. Bonnell if there were time constrains. Mr. Lykins stated that Mr. Bonnell had alluded that action need to be taken right now and he wondered if there was something happening that had a time constraint component. Mr. Bonnell responded in the negative.

Mr. Brady stated that the school had publicized a date that they wanted plans and ideas presented to them; maybe March or April and that they would just let that play out. He indicated that based on his understanding of the situation, it has been weeks past that date and no plans or contractors have come forward. He went on to say that he feels that perhaps because of how things went down with that property and CMC they may have trouble attracting a developer.

Mr. Lykins asked if there weren't several contractors interested in the property when CMC was buying and stated that Council had been told there were three others.

Ms. Howland stated that she had told Council there were three other contractors interested in the property and that she had personally contacted them as an argument to Cohen. She stated that in the meantime those contractors have spoken with other contractors about possible development of the property.

Mr. Lykins asked Ms. Howland to share the names and contact information of the contractors she had spoken to so that he could have conversation with them as well.

Ms. Howland stated she could not unless she had their permission. She indicated that she had spoken to Mr. Smith and he stated that he had looked at the property but did not go to his investors about it because he didn't understand why the City didn't just put a park there.

Ms. Hinnners stated that the reason is because it isn't our piece of property.

Mr. Lykins stated no one else can talk to these people?

Ms. Howland suggested that Mr. Lykins call Chuck Kubicki and Dobbs Ackerman.

Mr. Lykins asked for the names and numbers of the other contractors.

Ms. Howland replied that she would get the information to Mr. Lykins then stated that maybe she didn't want to give him their names and numbers because they were her friends and not his.

Mr. Lykins stated he is not asking about her friends that he is just trying to do what was best for the City.

Ms. Howland stated that citizens are approaching her and asking if the City can't get at least get numbers so that the churches can then, based on that number, work with the City after the demo. 27% will be taken off the demo by the school board who is eligible for it. After the demo, what is the remaining number so that the churches and the City, with the support of the community, can ascertain whether they can afford the property after the demolition? She stated that based on her many conversations with citizens and the churches, she is just requesting the numbers. Ms. Howland stated that we have done requests for less number of people. She indicated that she has received many requests for this information on various components of electronic media. She said the churches want a final number after demolition to determine if it is doable and that is what she is also asking of the City.

Reverend Hess indicated that he felt part of the urgency with the Milford school system is that there could be a time constraint to determine if the school district could perhaps tie the demolition of the building on Main with that of Seipelt Elementary thus lowering the cost. Reverend Hess stated that he had gotten this information through a conversation with Dr. Farrell and Jeff Johnson. He then said the urgency is that if the window closes, it will not open again for 3-4 years.

There was discussion among Council members regarding that information.

Mr. Huxell stated that his group has had conversation with the school district and the churches. He said they have the backing of the churches and school and demanded that the City move forward seeking the numbers.

Mr. Pittman stated that Mr. Wright has also had those types of discussions.

There were no additional comments from the public at this time.

Standing Committee Reports:

Administrative Services:

Lisa Evans called the meeting to order at 4:30 p.m.

Other Committee Members Present: Geoff Pittman

Other Councilpersons present: Charlene Hinnners and Jeff Lykins

Staff: Jeff Wright, City Manager; Susan Ellerhorst; Director of Finance Dan Burke

Others present: Cole Carothers, Joe and Janet Cooper, Justin Bonnell, Anne Vuotto, Andy Evans, Charles Evans and Karen Wikoff

Annual contract with Clermont County General Health District

Mr. Wright stated that the Clermont County General Health District is proposing to provide all of the City's health department functions in 2016 for a contract amount less than what is being charged in 2015. The Committee agreed that contracting with the County for these functions is a savings because of their efficiencies and that the residents and business community receive good service from the contract.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to execute a contract in the amount of \$27,168.45 with the Clermont County General Health District Advisory Council for the provision of public health services for 2016; seconded by Mr. Pittman. All voted yes.

Reappointment of City representatives to OPWC Integrating Committee

Mr. Wright stated that the City gets to appoint two members and their alternates to the four-county district Integrating Committee for the Ohio Public Works Commission. He is recommending that the current appointees and their alternates, Councilman Geoff Pittman and City Manager Jeff Wright and their respective alternates Susan Ellerhorst and Pam Holbrook, be reappointed for an additional three year term.

The Committee agreed to recommend that Council, by motion and voice vote, reappoint Mr. Pittman and Mr. Wright to the OPWC Integrating Committee; seconded by Ms. Hinnners. All voted yes.

Contracted Building Department Services

Mr. Wright reminded the Committee that current City Engineer and Chief Building Official Bud White is retiring at the end of August. The City's current model of having a full-time employee provide both

functions is incredibly rare as Mr. White is one of the few people in Ohio to have the credentials of both a Professional Engineer and a Chief Building Official. Since the City does not have many opportunities for new construction, we cannot justify the expense of having a new City employee only perform the building department functions. The option of contracting with Clermont or Hamilton County for these services would not continue as high a level of customer service as residents would then have to travel to Batavia or Cincinnati to apply for permits. Also, the permit fees would solely be determined by county commissioners rather than Milford City Council and all of the fees collected with stay with a county. Mr. Wright is recommending that a company, National Inspection Corporation (NIC), be contracted with to serve as Milford's Building Department. NIC is the contracted building department for the cities of Blue Ash, Montgomery and Monroe. Under this model residents would still come to the Municipal Building to drop off plans and pick up permits and greater customization would be maintained. Also, Milford would set and collect the fees and pay NIC 90% of the fees collected. Milford currently uses a private company, IBI, located in Cincinnati for electrical plan review and inspections. NIC also provides those services, so by contracting with NIC residents and contractors will no longer have to deal with multiple entities in Milford.

The Committee agreed to make a motion to draft an Ordinance authorizing an agreement for Building Department services with National Inspection Corporation; seconded by Ms. Hinners. All voted yes.

Potential Parks Levy

Ms. Evans asked Mr. Wright to provide the answers to some of the frequently asked questions regarding a potential two mill, five year levy for park improvements.

Mr. Wright stated the following facts:

- 1) 2 Mills would generate approximately \$303,000 annually.
- 2) The annual cost to a property owner would be approximately \$70 for each \$100,000 of valuation.
- 3) The costs to the City to place the issue on the ballot would be \$4,167 if the issue was placed on the November, 2015 election and \$3,500-\$4,000 if placed on the March, 2016 primary ballot.
- 4) The deadline to place the issue on the November, 2015 ballot is August 5th. The deadline to place the issue on the March, 2016 ballot is December 9, 2015. Prior to the Clermont County Board of Elections accepting the ballot initiative City Council would need to pass two Resolutions prior to the deadlines.
- 5) City Council could craft the ballot language to be able to use levy money for the "purchase, maintenance and development of park space."

Mr. Cooper asked "Why does the City need a park levy?"

Mr. Pittman responded that for him, in addition to the money that would be required if the City pursued the desire of this group and purchased the vacant Milford Main property for a park, a levy would provide funding for more park improvements than we currently have. Mr. Cooper responded that the residents already pay a 1% income tax. Discussion ensued that the 1% income tax also needs to be used for most of the general services, including all of the funding for the Police Department. Mr. Lykins stated that the City has averaged \$128,000 each of the past five years on parks maintenance and improvements. He added that during discussions of the recently defeated Milford on Main rezoning proposal, he heard some residents state that they would be willing to contribute financially to the Milford Main property if it were converted into a City-owned public park. He felt that giving the residents an opportunity to vote on a levy issue for that purpose would determine how strong that public sentiment may be.

Mr. Bonnell stated that in previous budgets 5% of the income tax collection was budgeted for parks expenses. Mr. Lykins stated that practice was arbitrary and that now the City budgets the specific amount needed for annual maintenance and to supply funds for improvements specifically requested by the Parks and Recreation Commission.

Some of the residents asked if revenue could be gained by selling some of the existing park properties to developers, but the response was that the properties mentioned either are in floodways or have limited access.

Mr. Bonnell stated reasons why he felt it would be beneficial for the City to purchase the Milford Main property from the Milford School District if the District razed the building and the District's environmental abatement and demo costs then reimbursed partially by the State of Ohio and the majority by the City, with a scenario of the City recouping a portion of the expense by selling a portion of the property to the St. Andrews and United Methodist Churches. The balance of the property would then be maintained by the City as a park and gathering space. Mr. Lykins stated that he thinks a better scenario for the City would be to have the churches be the lead entities in case money from the churches would not come to fruition and the City would then have less potential financial risk. He stated that if a bank were asked to undertake the same risk, it would require an escrow payment or promissory note from the churches.

Mrs. Cooper and Mr. Bonnell each asked why two mills was proposed when only 1 mill would be enough to purchase Milford on Main property and pay for the current park maintenance expenses. Mr. Pittman and Mr. Lykins each replied that if the City were to purchase the Milford Main property for park space, then there should be additional funding made available to develop new amenities on the park property.

In response to questions regarding anticipated General Fund balance for possible use of purchasing the vacant Milford Main property for a future park or public square, Mr. Burke stated that he estimates that the cash carryover at the end of 2015 to be slightly under \$2 million dollars, which is approximately a 40% carryover of the \$5 million dollar annual General Fund budget.

Mr. Bonnell asked Mr. Wright if the City had enough money in General Fund reserves to purchase some of the Milford Main property. Mr. Wright replied that there is enough in reserves; it is a policy decision by City Council if it is a priority to spend into reserves and if it should be funded with or without a parks levy.

Mr. Carothers asked if Milford Main was purchased and the adjacent churches did not follow through on their financial pledge, could some of the property be sold for single-family home development. Mr. Wright replied that the property would first have to be rezoned to R-3 Single Family zoning.

Mr. Wright stated that Councilman Ed Brady regretted that he had to miss the meeting as he was out of the state for work, but Mr. Brady asked that it be noted that the head of the Clermont County Park District has recently stated that he expects Clermont County will place a county-wide parks levy on the ballot in the near future.

Mr. Bonnell suggested that if the subsidy for residents' garbage and recycling pickup were reduced, by increasing the current rate, then there would be sufficient, additional General Fund money available for the City to purchase and develop Milford Main as a park without needing to enact a parks levy. Mr. Wright stated that each household only pays \$1.25 per month but the City's contract with Rumpke costs \$13.80 each month so each household receives a subsidy from the City's General Fund of \$12.55 per month. The City has approximately 2,200 accounts on the Rumpke contract. It was discussed that residents residing in apartments do not receive the service and that most residents living in Townships that do not contract for community-wide trash service pay Rumpke approximately \$28 per month for service. If the garbage fees for Milford households were raised by an additional \$5.00 per month than the General Fund subsidy would decrease by approximately \$132,000 per year.

Mr. Andy Evans stated that he has a concern of a possible parks levy competing with other levies; that if Milford places a parks levy on the ballot it should include specific language that the money would be used to purchase Milford Main property; and that quality parks are a component of attracting new businesses.

Mr. Pittman stated that there would need to be great thought put into developing a strategy if Council voted to place the issue on a ballot.

Discussion ensued regarding the benefits of polling residents' opinions for possible support of a levy prior to placing the question on a ballot. Mr. Wright stated that Anderson Township and the City of Wyoming recently contracted with a public engagement and research specialist to poll their residents' opinions for support of potential parks levies in their communities. The advantage in doing so versus simply using social media is to have scientific random sampling of residents' opinions.

Ms. Evans stated that she feels strongly that additional discussion needs to occur at a future Committee meeting before the Committee can give a formal recommendation to Council for or against placing a levy on the ballot.

There being no further business, the meeting adjourned at 6:05 p.m.

Community Development: There was no report at this time.

Parks and Recreation: Mr. Pittman announced that a CDBG grant had been awarded to the City in the amount of \$70,000 to provide for improvements to Memorial Park.

Public Services: There was no report at this time.

Safety Services:

Called to Order: 4:30 p.m. by Jeff Lykins

Present: Amy Brewer and Laurie Howland

Staff: City Manager Jeff Wright, Fire Chief John Cooper, Police Chief Jamey Mills and Assistant Fire Chief Mark Baird

Discuss purchase of a replacement Police vehicle

Chief Mills reminded the Committee that Council included money in the 2015 Budget to replace one of the existing Police cruisers and he distributed information explaining the recommendation for the vehicle replacement. The factors that contribute to the life cycle of police vehicles are vehicle mileage, vehicle age, idle time and emergency equipment and wiring. Of all the factors, vehicle mileage is the most important. The industry standard is to replace vehicles at or near 80,000 miles. Using this mileage as a general guide allows us to replace one vehicle (at seven years of age) per year. Car 408 is a Dodge Charger with 87,585 and needs replaced.

Chief Mills explained that the Department is recommending the purchase of a Chevy Tahoe as Ford has discontinued the Crown Victoria and has not offered an acceptable sedan as an alternative for police cruisers; the gas mileage for Tahoes are comparable; and Tahoes have a much higher residual value for when the City ultimately auctions off the vehicles. Chief Mills also explained that Byers Chevrolet was the dealership that had the State of Ohio bid contract for 2015 and that new police vehicles always need to be retrofitted after market with the appropriate safety and communications equipment. To save some money the Department will be repurposing some equipment from an existing car to be placed on the new Tahoe.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into an agreement with Camp Safety for outfitting a new police vehicle with safety equipment in an amount not to exceed \$12,200.00; seconded by Ms. Brewer. All voted yes.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into an agreement with Byers Chevrolet for a new Chevy Tahoe in the amount of \$37,800.00; seconded by Ms. Brewer. All voted yes.

Lease of space at Milford Trailhead building

Mr. Wright distributed a proposed lease agreement whereby Riverwalk Flats, LLC would lease the middle of the three spaces of Milford's recently purchased Trailhead building. Riverwalk Flats would permit its residents to store their bikes within the space for use on the Little Miami Bike Trail. Riverwalk flats is proposing that the terms be the same as those of tenant Bishops Bicycles: \$300 per month May-August and \$100 per month September-April. Discussion among the Committee included that it is a difficult space to rent as the building does not have water or sewer utilities; but, while Bishops Bicycles only operates the satellite business in the Trailhead building four months per year, the Riverwalk tenants would store their bikes year round. The Committee recommends that Mr. Wright only enter into the agreement if the term is for \$300 per every month.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into a lease agreement with Riverwalk Flats, LLC for bicycle storage at the Milford Trailhead building at a rate of \$300.00 per month; seconded by Ms. Brewer. All voted yes.

Milford Community Fire Department manning levels discussion

Chief Cooper reminded the Committee that during recent development discussions there were evaluations and concerns of sufficient staffing levels for the MCFD. He stated that increasingly there are more frequent and longer periods of time when the fire truck cannot respond to a call because the required four personnel are not available due to personnel already being out of the station on the two ambulances for EMS runs. Chief Cooper and Assistant Chief Baird distributed data they compiled that included mitigating factors of the national trends of increased demands for Emergency Medical Service and declining numbers of volunteerism.

Chief Cooper stated that from April 1st to April 14th there were 16 times when the fire engine was short of staff and had to wait at the station until additional firefighters could arrive. Two reasons for the increased number of ambulance runs are that an aging population increases demands and there is an increasing reliance on EMS to handle healthcare-related issues, such as non-emergency transports to hospitals and uninjured patient lift assists, which were traditionally performed by family, friends and neighbors.

Chief Baird stated that need requires an increase from the current level of six employees per shift to eight employees per shift. Since fire departments are 24/7, 365 operations this would necessitate hiring six additional full-time and ten part-time employees.

Mr. Wright expressed that he hopes there can be upcoming proposals brought forward to phase in additional manning coverage without adding all the new positions at once. He also suggested further evaluation include the possibility of agreements with adjacent departments to possibly share specific, additional part-time employees and cumulatively provide them with full-time equivalent hours and shared expenses of benefits so that part-time employees are retained longer.

There being no further business, the meeting adjourned at 5:37 p.m.

City Manager's Report: City Manager Jeff Wright presented the following report:

CITY MANAGER

We learned last Thursday that the City's CDBG application was one of 8 selected by the County Commissioners among 21 applications. The \$70,000 grant will pay for the completion of the Memorial Park redevelopment. I appreciate Susan Ellerhorst and Pam Holbrook's successful work on the grant application.

Bud White, Ed Hackmeister and I met with engineers from Civil Solutions to redefine the scope of work that we need to design and complete for a storm water project on Price Road near the entrance to Miami Woods. We will bring a request to Council for a design contract with Civil Solutions and after completion of design documents we will bid and award the construction contract.

Susan and I met with Ed Hackmeister and members of the Services Department to assign tasks and plan the installation of the cremation columbarium we have ordered for Greenlawn Cemetery as another alternative for cremains and to increase revenue at the Cemetery.

Assistant City Manager Pam Holbrook spent time investigating the possibility of Milford establishing a Community Entertainment District; this district allows additional liquor licenses. Loveland has recently been in the news because they are trying to establish a district in their downtown area. Unfortunately, based on the liquor licensing rules and Milford's small population we will not be able to proceed with a community entertainment district.

Susan is reviewing and preparing an updated summary of the Parks and Recreation Master Plan.

Prus Construction began the Milford Parkway Sidewalk Project this week. Only one lane of traffic will be open throughout the duration of the project. You will notice that there are flaggers from the Police Department on the Parkway directing the flow of traffic; Prus Construction is paying off duty police officers to provide this service, so the cost is not being paid by the City.

A proposed Resolution has been added to tonight's agenda. This is a "housekeeping" item that is being requested by the Ohio Public Works Commission. The Resolution would clarify that I am authorized to sign agreements for the financial assistance. Last July 1st Council passed legislation authorizing me to apply for an OPWC grant and loan for this year's Phase 2 of the Main Street Waterline Replacement Project. The good news is that we will be approved for a 49% grant and a 51% loan at zero percent interest for the project. This is simply being requested as new personnel at OPWC are asking for things to be done a little differently.

ASSISTANT CITY MANAGER

The City is working with Civil & Environmental Consultants (CEC) to develop a monitoring program for the City owned hillslope located on the west side of Mound Avenue. CEC will be installing monitoring points in the rear portion of properties located at 125 (Finn), 133 (Hettich), and 145 (Mowery) Mound Avenue. The monitoring points will be surveyed on a periodic basis to establish a record of differential and the associated rate of movement. The Community Development Committee met on April 6th to discuss the project with the neighborhood; the property owners were in favor of having the monitoring points installed.

The Milford Planning Department will be using cerkl (circle) to inform and engage with neighbors, citizens, and business owners about all things related to planning, zoning, economic and community development happening in the City. Cerkl is a customizable newsletter feed, and there is no cost to join. If you would like to be included in these updates, you can subscribe by going to the following address: <http://cerkl.com/org/profile.php?id=1713#.VTZQbFJ0zb0>

SERVICE DEPARTMENT

Ed Hackmeister, Service Department Supervisor, reports that he and several of his staff were called out Sunday to open clogged catch basins during the heavy rains. They also assisted with cleanup of a rockslide that had occurred on Shawnee Run; again due to the heavy rainfall.

Last week staff put rock down to curtail an erosion problem at 437 Garfield Avenue on Wallace Avenue.

Brush was picked up on Wednesday. Ed wants to remind residents that this is now a weekly occurrence and they do not have to call to request this service. He asks that residents familiarize themselves with the criteria for brush pick up which is located on the City website.

Ed reports that the foundation for a columbarium was dug last week and a rebar cage was put together for concrete to be poured this week. Several evergreen trees were planted where the old fence was located behind the shopping center to create separation between the cemetery and the commercial area. These trees were not a new expense as they were repurposed from the landscape pots that were filled this winter throughout the City.

WASTE WATER DEPARTMENT

Dave Walker, Waste Water Department Supervisor reports that they have performed plant preventive maintenance this week by backwashing influent pumps #1 and #2, cleaning grease out of the Signal Hill wet well, as well as mowing and general upkeep around the plant.

Last week staff located the lateral at 969 May Street, dug down and cleaned the lateral in both directions before installing a 6" cleanout opening. They attempted to video the lateral at that address for the home owner but could not get the camera through due to root encroachment. Staff flash filled the hole to provide a temporary fix upon completion of the work and Pinnacle Paving provided complete restoration on Friday.

Staff members Zach and Brian assisted the water department with the vac-truck and small jet rodder on Tuesday.

WATER DEPARTMENT

Matt Newman, Water Department Supervisor, reports that his staff took the clarifier down on Tuesday to clean and inspect it in anticipation of an upcoming project. They were unable to soften the water early in

the week last week because of that action but were able to begin the softening process on Friday. Thanks to Dave and the wastewater guys for their help with the jet rodder.

Last week the Water Department staff completed 9 work orders and another 3 utility locates for residents.

Matt reports that the Service Department donated and planted several bushes around the booster station located at Oakcrest and Main Street to enable the building to blend into the neighborhood more effectively. These were bushes recycled from the pots on Main Street.

STANDING COMMITTEE MEETINGS

Administrative Services Committee: Not scheduled at this time
Community Development Committee: Not scheduled at this time
Public Services Committee: Not scheduled at this time
Safety Services Committee: Not scheduled at this time

REMINDERS:

BZA: There will not be a BZA meeting this month.

Arbor Day Celebration: Friday, April 24, 2015 at 2:00 p.m. at Pattison Elementary School.

Electronic Recycling: Saturday, April 25th between 9:00 – noon in the parking lot of the Administration Building at 745 Center Street. This is for the disposal of computers, printers, faxes, cell phones and other electronic devices.

Community Shredding: Saturday, May 2nd between 10:00 – noon in the parking lot of the Administration Building at 745 Center Street. Residents are asked to break down boxes used to hold documents to be processed before placing them in the City recycling dumpsters.

Parks and Recreation: Monday, May 11, 2015 at 5:30 p.m. in Council Chambers

Planning Commission: Wednesday, May 13, 2015 at 6:00 p.m. in Council Chambers

City-Wide Yard Sale: Friday, May 15 – Sunday, May 17, 2015. Yard sale fees have been waived for this event.

Police Department Report: Police Chief Jamey Mills presented the following report:

Chief Mills introduced Police Department coffee mugs which are printed with the back side of the department 'Challenge Coins'. The mugs are for sale through the Milford Miami Township Chamber of Commerce for \$8.00. All proceeds from the sale of the mugs will go toward the outreach programs: 'Shop with a Hero' and 'National Night Out'.

Chief Mills reported that they have received a shipment of 100 gun locks courtesy of Child Safe which they will make available to the public at no cost. He indicated that they include some common sense safety tips, and if the gun owner wants to bring their child with them, there is a certificate available to the child when they pledge to never play with firearms. The gun locks are available at the Police Department Monday through Friday during regular business hours.

Fire Department Report: Fire Chief John Cooper presented the following report:

Chief Cooper stated that the Fire Department monthly report for March has been submitted. He indicated that Council can call him with questions regarding the report.

Ms. Hinnars asked Chief Cooper if he or Assistant Chief Mark Baird were trying to fill some positions for the extra things we need at the Fire Department.

Chief Cooper indicated if he had to give a yes or no answer at this time the answer would be yes; that this is something which is always on their mind. He said they try to do it as efficiently as possible, as they have for the last several years. He stated that they were largely able to do that thanks to their volunteers. However, unfortunately this is a dying thing in most communities. Chief Cooper indicated that the last time they discussed personnel needs was in 2012. He stated that in the 1980's they ran with 4 persons, and have done so since then; but the regulations have changed since that time. Chief Cooper indicated that the numbers they are asking for are actually ½ of what the regulations say they should have. He urged the public to call the fire station and speak to him personally if they had any questions. He indicated that he is willing to meet with any person or group to discuss and explain what they are faced with.

Public Comments: Len Harding stated that he supports Mr. Pittman in his remarks about Executive Session. He said real estate matters should always be discussed exclusively in Executive Session. He stated that to discuss real estate in open session, especially if that discussion included money, could give a listener an unfair advantage over the City. Discussion concerning money that you are going to be purchasing property with or are in negotiations for should never be had in the public. Mr. Harding then stated that the development of the Milford Main property into a park is a huge commitment and he hopes that volunteers will come forward to clean the park so it wouldn't fall on the City staff. Mr. Harding stated that it is important to trust the City Manager because he knows what he is doing.

Council Comments: Ms. Evans thanked Jeff and the City staff for providing coverage for the port-o-lets at the bicycle trail. Mr. Wright said he appreciated her comments and would share them with City staff. He added that he also appreciates the suggestion from the Parks and Recreation Committee.

Ms. Hinnners announced that the National Day of Prayer on Thursday, May 7th at 9:00 a.m. will be celebrated at the Administration Building at the flag pole situated at the front of the building. She invited the clergy present to attend. She said she also wanted to draw attention to the Milford Library on Water Street across from the Masonic Temple and hoped the residents would take advantage of it.

Mr. Pittman said he wanted to comment on Chief Cooper's report. He stated that he has utmost respect for Chief Cooper and knows he runs a tight ship. He continued that they learned in February that staffing levels in the Fire Department could be an impediment to development. He said fortunately it didn't affect the outcome as there were enough reasons from Council members to turn down that project regardless, but nonetheless there is an impediment to further development because of the staffing situation. He indicated that he thought it would make sense to discuss this again at the first of the year because it is possible that there could be new council personnel. Mr. Pittman stated that he feels there should be a 'no holds barred-nothing left off the table' discussion regarding staffing making sure that the citizens are safe and we can move forward with development. He said he wanted to second what the Chief and City Manager said that we need a full range discussion of this subject.

Ms. Howland spoke of Milford artist Carl Sampson and some of the artwork he is famous for. She indicated he painted a beautiful rendition of Natalie Portman from Star Wars and that movie producer George Lucas is sponsoring an event for him. His work and more about the George Lucas event is available on Facebook.

New Business:

- 15-1152** An Ordinance authorizing the City of Milford to execute a contract with the Clermont County General Health District Advisory Council for the provision of health services for 2016; Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Pittman. All voted yes. Mr. Pittman made a motion to adopt the Ordinance; seconded by Mr. Lykins. All voted yes.
- 15-1153** An Ordinance authorizing an agreement for Building Department services with National Inspection Corp.; Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Pittman. All voted yes. Mr. Pittman made a motion to adopt the Ordinance seconded by Ms. Evans. All voted yes.
- 15-1154** An Ordinance authorizing the City Manager to enter into an agreement with Camp Safety for outfitting a new police vehicle with safety equipment in an amount not to exceed \$12,200.00; Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Pittman. All voted yes. Mr. Pittman made a motion to adopt the Ordinance, seconded by Ms. Evans. All voted yes.
- 15-1155** An Ordinance authorizing the City Manager to enter into an agreement with Byers Chevrolet for a new Chevy Tahoe in the amount of \$37,800.00; Ms. Hinnners made a motion to suspend the rules and read by title only; seconded by Mr. Pittman. All voted yes. Ms. Brewer made a motion to adopt the Ordinance, seconded by Mr. Pittman. All voted yes.
- 15-1156** An Ordinance authorizing the City Manager to enter into a lease agreement with Riverwalk Flats, LLC for bicycle storage at the Milford Trailhead building at a rate of \$300.00 per month; Mr. Pittman made a motion to suspend the rules and read by title only, seconded by Ms. Evans. All voted yes. Ms. Brewer made a motion to adopt the Ordinance, seconded by Ms. Evans. All voted yes.
- 15-592** A Resolution authorizing City Manager Jeff Wright to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts as required. Ms. Hinnners made a motion to adopt the Resolution, seconded by Mr. Pittman. All voted yes.

Old Business: There was no old business to be discussed.

Adjourn:

Ms. Howland asked Mr. Brady if he would like to have an Executive Session and he replied that he felt they had already accomplished all that they would have accomplished in Executive Session. Ms. Howland stated that they would wait until they had received clarification from Mr. Minniear regarding an Executive Session and that if one is necessary, it will be held after the next meeting.

There being no further business to come before the City Council; the meeting was adjourned at 8:35 p.m. with a Motion from Mr. Pittman; seconded by Mr. Lykins. All voted yes.

Sharon Waldmann, C.P.T.

Laurie Howland, Mayor