

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on May 19, 2015. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence. Ms. Howland suggested that as this week leads into the Memorial Day holiday, it would be appropriate to consider our veterans and those who have made the ultimate sacrifice for our country.

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 May 5, 2015 regular City Council Meeting; seconded by Mr. Brady. Mr. Lykins abstained. All other council members voted yes.

Correspondence: There was no correspondence.

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

Public Comments: Karen Wikoff, Director of the Milford Miami Twp. Chamber of Commerce came to the podium at this time. Ms. Wikoff spoke about the upcoming Frontier Days parade and festival. She stated that the parade usually ended around 8:00 p.m. and would be followed by a spaghetti eating contest at base of the main bandstand sponsored by Padrino Restaurant. She outlined the various events and bands providing entertainment throughout the course of this annual event. Ms. Wikoff then thanked Buffalo Wild Wings for hosting the Chamber luncheon that had occurred that day.

Standing Committee Reports:

Administrative Services: There was no report at this time.

Community Development:

Charlene Hinners called the meeting to order on May 11th at 5:00 p.m.

Present: Laurie Howland, Lisa Evans
Staff: Jeff Wright, City Manager; Pam Holbrook, Assistant City Manager; Susan Ellerhorst, Assistant to City Manager
Visitors: Chief Cooper; Charlie Evans, Andy Evans, Alex Walter

Main Street Parking Project

Ms. Holbrook stated that the Main Street Parking lot is close to completion. The contractors are paving today, monitoring wells will be installed on Thursday and Friday of this week. Striping will be completed next week. W.E. Smith, the contractor, has submitted a change order which includes additional items needed to complete the parking lot project.

The change order includes the cost to provide a stamped surface and tinted color to the concrete, installation of under drains to manage the sub surface water coming underneath the wall, installation of a water line for a future restroom, and a deduction for export of fill material. These items were not included in the original bid documents; the good news is that the project total with the added change order is still less than the original engineer's estimate. The total change order amounts to \$28,990.

The Committee agreed to make a motion to draft an Ordinance authorizing a change order with W.E. Smith Construction for the Main Street Public Parking Project in the amount of \$28,990; seconded by Mr. Pittman. All voted yes.

Park Planning

The committee discussed the parks and recreation budget. Ms. Evans had questions regarding several items listed in the budget and would like to schedule another Community Development meeting to discuss various budget items.

At 5:30 PM the Community Development Committee reconvened in City Council Chambers to participate in the Parks and Recreation meeting.

Respectfully Submitted,
Pam Holbrook, Assistant City Manager

Parks and Recreation: There was no report at this time.

Public Services: There was no report at this time.

Safety Services: There was no report at this time.

Ms. Howland said a motion was needed to adjourn the regular City Council meeting into Executive Session for personnel related issues. Ms. Evans made a motion to adjourn into Executive Session at the conclusion of the regular Council meeting, seconded by Mr. Pittman. All voted yes.

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

CITY MANAGER

Duke Energy has once again issued a fraud alert. They indicated that their customers need to beware of callers asking to collect for electric bills over the telephone and also of fraudulent bill emails. Duke has stated that they do not collect for outstanding bills by either telephone or e-mail. If you have any questions or concerns Duke urges you to go to duke-energy.com or you can also call our Police Department at 248-5084 to report attempts to collect money or any suspicious e-mails you might have received.

We will have three bid openings this week: Lewis Avenue Storm Water Improvements; Water Treatment Plant Improvements – Air Stripper Media Replacement; and Milford Pipeline Reconstruction. The apparent low bidder and other pertinent information will go to the Public Services Committee meeting on May 27th. Upon their acceptance, the Ordinances regarding these projects will come before Council at the June 2nd meeting for approval.

The Main Street Public parking lot is now finished and will be opened to the public tomorrow. Ed and Pam have been working on appropriate signage and Kyle and Jay from the Service Department have put their pride into a fine job of finishing the landscaping. I am meeting at the deli building on Friday with the future owners.

The Milford geo-trail is set to launch on Sunday, June 14th from 2-4 p.m. at Riverside Park. The event will continue through summer, but on this particular Sunday geo-cachers will have an opportunity to complete the geo-trail and purchase the coin.

SERVICE DEPARTMENT

Ed Hackmeister, Service Department Supervisor, reports that his department is busy caring for City-owned properties and parks including mowing, upkeep of restrooms and planting plants in the planting wells at the 300 Main Street parking lot.

The last of the foundations have been poured at Greenlawn Cemetery. With Memorial Day fast approaching, the staff is busy putting the cemetery to rights in anticipation of increased patronage over that weekend. Ed states that he is always grateful for the support they receive from the American Legion in the form of American flags that are donated and placed on the graves of all veterans.

WASTE WATER DEPARTMENT

Dave Walker, Waste Water Treatment Plant Supervisor, reports that his staff completed a sewer inspection at 745 St. Rt. 50, marked sewer lines at Sem Terrace for storm line installation and inspected a sewer line at 17 Winnebago last week. Later in the week they worked with Bud at the corner of St. Rt. 28 and Milford Hills Dr. shooting sewer elevations for the house on that corner for a potential new business.

Dave reports that they also ran the yearly DMRQA testing.

Influent flow 3.1MG Effluent flow 3.6MG

WATER DEPARTMENT

Matt Newman, Water Department Supervisor, reports that his staff repaired a water main leak at 61 Crestview last Wednesday. Once they uncovered the leak they found two other stainless steel bands on the pipe indicating previous repairs. Due to the closeness of the old repairs they cut out the two old repairs and the new leak. They replaced 7' of pipe. The water was off from 11:30-12:30 and all residents and City staff members at the administration building were notified.

Additional activities for the water department for last week included flushing a 4" fire line at Schumacher Homes on Chamber Drive, completing 4 work orders and 7 utility locates and inspecting the fire line and domestic taps for 745 US Rt. 50.

Matt reports that they have completed the second half of monthly distribution samples.

OTHER

We have received information regarding the Memorial Day Parade on Monday, May 25th which is sponsored by the American Legion Post 450. The parade will assemble at the American Legion (450 Victor Stier Drive) and proceed to the Milford Memorial Park on Main Street at 9:30 a.m. for a brief ceremony. The parade will then continue on US State Route 50 to Greenlawn Cemetery arriving at approximately 10:00 a.m. Some members will then proceed to the St. Andrew Cemetery for another service.

STANDING COMMITTEE MEETINGS

Administrative Services Committee: Not scheduled at this time
Community Development Committee: 4:30 p.m. May 26, 2015
Public Services Committee: 4:30 p.m. May 27, 2015
Safety Services Committee: Not scheduled at this time

REMINDERS:

Frontier Days: Thursday, June 4th – Sunday, June 7th. The parade will take place Thursday evening beginning at 6:30 on Lila Avenue in the vicinity of the Olde Barber Shop and Kroger's. Lila Avenue from Mohawk Trail to Main Street will close at 5:30 p.m. and Main Street from the Five Points intersection

down to the festival grounds will close at 6:00 p.m. There will be marked detours to help you navigate around the city.

Parks & Rec: 5:30 p.m. Monday, June 8, 2015

Planning Commission: 6:00 p.m. Wednesday, June 10, 2015

Amazing Charity Race: The event will take place on Saturday, June 20th starting at the American Legion. There will be two challenge stations in downtown Milford.

BZA: 7:00p.m. Thursday, June 25, 2015

The Administrative Offices will be closed on May 25th in honor of Memorial Day.

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

Chief Mills spoke about the Amber Alert of the previous week. He thanked his staff and the Cincinnati Police Department for their diligence and attention to detail as they worked through this emergency. He stated that the child was back with her family in under four hours. Chief Mills then addressed another scam he has received notification of. This one is regarding the IRS. He stated that in this instance the people reporting the scam said the number coming up on their caller ID is that of the City Administration building. He stated that the IRS does not collect over the telephone and urged residents to report any suspicious telephone calls to the police immediately.

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

Chief Cooper stated that last weekend the Fire Department had conducted a 'boot drive' for MDA (Muscular Dystrophy Association). In the three hour time period, the fire department personnel collected \$3,312.00. He thanked the community for their support of this worthy cause.

Public Comments: There were no public comments at this time.

Council Comments: Mr. Pittman expressed his concern that with the August Council meeting being held on the 18th there is a 6 week gap between meetings after the July 7th meeting.

Mr. Wright responded that he did not anticipate having any legislation that would need to come before Council during that time. He indicated that should there be a project requiring an Ordinance Council could convene a special meeting to address the issue; however the leadership team will work toward having items appropriately placed to meet the summer schedule.

New Business:

15-1162 An Ordinance authorizing a change order to the contract with W.E. Smith Construction for the Main Street Public Parking Lot Project: Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Pittman. All voted yes. Ms. Hinnners made a motion to adopt the Ordinance, seconded by Mr. Pittman. All voted yes.

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

Adjourn:

There being no further business to come before the City Council; the meeting was adjourned into Executive Session to discuss personnel at 7:17 p.m. with a Motion from Mr. Pittman; seconded by Mr. Brady. All voted yes. Ms. Howland stated that at the conclusion of the Executive Session, Council would return to regular session only to dismiss.

Executive session adjourned into regular City Council at 8:25 p.m. with a motion from Ms. Hinnners, seconded by Mr. Brady. All voted yes.

There being no further business to come before the City Council; the meeting was adjourned at 8:27 p.m. with a Motion from Ms. Evans; seconded by Ms. Hinnners. All voted yes.

Sharon Waldmann, C.P.T.

Laurie Howland, Mayor