

RECORD OF PROCEEDINGS

Minutes of Regular Meeting

Meeting

www.pipettibone.com FORM NO. 10148

Held September 15, 2015 20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on September 15, 2015. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence. She indicated that it would be appropriate to consider that September is Childhood Cancer Month.

Roll Call: Present: Mayor Howland, Mr. Brady, Ms. Brewer, Ms. Evans, Ms. Hinnners, Mr. Pittman

Public Hearing: Mayor Howland turned the meeting over to Acting City Manager Pam Holbrook to begin the Public Hearing. Ms. Holbrook stated that the purpose of the Public Hearing is to allow the public and other interested parties to discuss and listen to information about a fifth JEDD between the City and Union Township. This JEDD involves one parcel of land totaling approximately 79 acres at the corner of Clough Pike and Bach Buxton Road. The parcel will eventually house the West Clermont Educational Complex.

In keeping with the terms of the first four JEDDs, it will be a 30 year length JEDD with options for two, twenty-year renewals. The City's 1% income tax would be levied on any employees within the JEDD 5 area. The City will be made whole on our cost of collecting the income tax through R.I.T.A., costing approximately 1 or 2%. The net will then be split 15% to the City and 85% of the net to Union Township.

Union Township, in keeping with JEDD legislation of Ohio, can utilize the proceeds for economic and job creation in that area.

At the end of the presentation Ms. Holbrook asked if there were any questions from those of the public present. There were no questions. She then asked Council if they had any questions regarding the JEDD 5 and they did not. The Public Hearing was closed at that time.

The vacancy on Council was the next subject opened for discussion. The candidates were invited to come forward to tell a little about themselves and their experience.

Former Mayor and Council Member Lou Bishop came forward at this time. Mr. Bishop indicated that he would be very happy to work with Council once again on a temporary basis.

Ms. Hinnners stated that Mr. Bishop, having been on Council for many years previously, had experience with budgeting and budget meetings.

Mr. Bishop stated that he had a lot of experience in budgeting and would put his heart into serving the people of Milford.

Ms. Brewer asked that with Mr. Bishop being retired, would he be available to attend committee meetings.

Mr. Bishop stated that he would.

Mr. Grenier was then invited to come forth to tell Council a little about himself. Mr. Grenier began by stating that he is a business owner in Milford. He said he is running for one of the available Council seats in November. He stated that he is dedicated to watching the City of Milford grow responsibly and he is very interested in the council seat vacated by Mr. Lykins.

Mr. Minniear explained that traditionally they will have as many as three ballots to come to a decision as to who should fill the vacancy. And that, if after the third ballot, Council is tied the Mayor will make the decision as to who will fill the vacancy. Mr. Minniear distributed ballots to members of Council and then collected them after they had been marked. He read the tally aloud. Mr. Bishop was elected unanimously.

Mayor Howland thanked Mr. Grenier for his desire to serve the residents of Milford and wished him luck in the upcoming election. She stated it is rewarding to see young people take an interest in city government.

Mr. Minniear then came forward to administer the Oath of Office to Mr. Bishop. Ms. Howland then invited Mr. Bishop to take the vacant seat on the dais. Ms. Evans was then called forth to be administered the Oath of Office for her position as Vice Mayor.

Mr. Doug Plunkett, Management Partners, was invited to come forth to make a report on the current City Manager search. Mr. Plunkett stated that he has provided City Council with a draft of the Community Profile.

Mr. Pittman asked Mr. Plunkett if there was perhaps a feeling of uncertainty among the candidates for City Manager that he had personal knowledge of.

Mr. Plunkett explained that those in management like certainty. He stated that if a candidate is willing to pack up his family and move to Milford for this position, they want some guarantees when it comes to a new City Council. He suggested that Council needs to come to a decision regarding how best to reassure candidates.

Mr. Brady asked if it is possible to freeze the process until Council has at least been set and then start again and if that would involve additional fees on the part of Management Partners if they prolonged the process.

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Mr. Plunkett responded that the fees would remain the same.

Mr. Brady stated that to simply add the City Council candidates would make the process ungainly.

Ms. Howland stated that her concern is that they might lose the best candidate because of the uncertainty that exists at this time with the election and that it is still the intent of Council to get the best candidate for the position. Ms. Howland suggested that the timeline for procuring the City Manager candidates might be extended to include new City Council members elected in November.

Ms. Evans agreed indicating that it would be a good idea to include them in the decision making.

Ms. Brewer stated that it would be a good idea to wait for the new Council to be seated and at the very least invite the candidates to the budget meetings.

Mr. Plunkett stated that Management Partners would like to drive ahead with the process, but that might not be in the best interest of the City.

Mr. Pittman suggested that they stop the process now and begin again after the election.

Ms. Howland stated that there will be three new people on Council after the November election and they may have their own ideas as to what they are seeking in a City Manager. She suggested that after the budget meetings in November and the election, they 'circle back around' and pick up the City Manager search where it stopped and start again.

Mr. Plunkett indicated that Management Partners serves at the pleasure of City Council and will do whatever Council thinks is best for the City. He stated that he would like to interview the new council members once they are elected. He asked that Council telephone him with any changes they would like to see in the process or any questions they might have.

Proceedings: Ms. Hanners made a Motion to adopt the Proceedings from the September 1, 2015 regular City Council meeting; seconded by Ms. Evans. Mr. Bishop abstained. All others voted yes.

Correspondence: There was no correspondence.

Financial Statements: Mr. Pittman made a Motion to adopt the July, 2015 Financial Report; seconded by Mr. Brady. Mr. Bishop abstained. All others voted yes.

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

Standing Committee Reports:

Administrative Services: No report at this time.

Community Development: Ms. Hanners presented following report:
The meeting was called to order at 5:30 p.m.

Present: Laurie Howland, Lisa Evans and Charlene Hanners
Staff: Pam Holbrook, Interim City Manager; Susan Ellerhorst, Assistant to the City Manager
Visitors: Tony Amicon and Adam Lehman, CEC; Sam Pschesang; Bill Korte; Chief John Cooper;
Tim McMannis

Carriageway Park Trail

Ms. Ellerhorst noted that City staff, Bill Korte and Charlie Evans toured Carriageway Park for the purpose of evaluating whether a multi-use trail would be appropriate at this location. The proposed trail would be a ½ mile loop along the riverbank and in the park that could be enjoyed by hikers and mountain bikers. Mr. Korte stated that there would be minimal maintenance to the trail because a trail of this type tends to be left in a more natural state. Mr. Korte has volunteered to help the City create this trail. The committee members agreed that this will be a great addition to Carriageway Park, and would bring people to the area for a visit.

Carriageway Park Benches

Ms. Holbrook described the current status of the public benches in Carriageway Park. The plastic coating is cracked and the benches need to be replaced. Staff reviewed the quote from Service Supply Ltd. for the Committee in the amount of \$3,410 for 6 benches. The Committee agreed that the benches should be replaced.

Riverside Park Master Plan

The committee had a lengthy discussion about the proposals from Human Nature, Kleingers Group and MKSK Studios for the Riverside Park Master Plan. City Council appropriated \$10,000 in the 2015 budget to hire an architecture firm to create a master plan for Riverside Park. The master plan will identify appropriate park elements to enhance the park and appropriate locations for any proposed structures.

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The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to sign a contract with Kleingers Group for the Riverside Park Master Plan in the amount of \$9,950; seconded by Ms. Brewer. Mr. Bishop abstained, all others voted yes.

Mr. Pittman stated that the Parks and Recreation Committee would like to be part of the steering committee and work with Kleingers on the Master Plan through the Community Development Committee. Lisa asked that a couple of the new benches be placed by the memorial tree in the park. Voting continued from this point.

Mound Avenue Hillside/Riverbank Neighborhood Meeting

Tony Amicon and Adam Lehman with CEC presented their Retaining Wall Evaluation report. Mr. Amicon stated that overall the retaining wall was structurally sound and provided erosion protection. He reviewed conditions of the bank upstream and downstream of the wall. CEC recommendations include:

1. clear woody vegetation,
2. repair the crib wall panel,
3. remediate downstream erosion to protect gabion wall,
4. perform inspections of wall, riverbank, and hillside every 2 years,
5. consider adding riprap upstream

Mr. Pschesang stated that there are more modern methods to address these erosion issues such as vanes and weirs that should also be taken into account.

Mr. Amicon reviewed the hillslope monitoring program. Monitoring points were installed in the spring and the first reading in July showed no substantial movement in the hillslope. Ms. Holbrook stated that the City will need to review the data and identify future projects for this area.

The meeting was adjourned at 7:30PM.

Parks and Recreation: Mr. Pittman stated that the Parks and Recreation Commission has been discussing budget items to submit before the budget sessions begin.

Public Services: No report at this time.

Safety Services: A meeting is scheduled for Wednesday, September 16th at 4:30 p.m.

City Manager's Report: Ms. Holbrook presented the following report:

CITY MANAGER

Susan Ellerhorst's last day will be Friday, September 18th; she has taken the position as Village Administrator for the Village of Williamsburg. She has been a valuable asset to the City, and her presence will be greatly missed. We wish her well.

Staff will hold a special BZA meeting on Thursday, October 1st at 7 p.m. in City Council Chambers. The purpose of the meeting is to seek input from staff and BZA members about the Board of Zoning Appeal procedures, and discuss approaches to streamline the process. Anyone who has an interest in this topic is welcome to attend.

Roney's Restaurant finally opened on Chamber Drive to huge crowds. Staff members are very happily giving that information out to the many who call requesting updates.

SERVICE DEPARTMENT

Ed Hackmeister reports that his staff put 'no parking' signs up for the Longstone Street Festival. Toward the end of the week they also set out 'road closed' barricades, barrels, signage, and Rumpke boxes for the Festival. On Friday staff used the Vac Truck to sweep Main Street so that all was ready for the weekend festivities.

Ed states that his staff has started to paint edge lines on streets now that they have completed painting the light poles on Main Street. Of course, mowing, weed eating and general upkeep of all City parks and properties is ongoing.

WASTE WATER DEPARTMENT

Dave Walker reports that last week his department cleaned clarifier number 3 and the chlorine contact tank, worked on the pumps at Miami Woods and installed a new pump at the Service Department lift station.

The Ohio Operators Training Committee along with the OEPA used our plant Thursday for a training class regarding activated sludge training for operators from all around Ohio. They will present another class this coming Thursday the 17th and finish up on the following Thursday, September, 24th.

Dave reports that the alley project between Elm and Locust is half way completed. A total of 150 feet of pipe has been laid, 10 downspouts relocated to the new storm water line and 5 new storm water catch basins installed. Pinnacle Paving paved that half of the alley so it would be open and usable for the festival last weekend. They began working on the 2nd half of the alley yesterday and paving should be completed by Friday.

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WATER DEPARTMENT

Matt Newman reports that Phase 2 of the Water Main Replacement Project is well under way. To date Smith Corp. has installed 822' of 12" water main.

Matt and I attended the OPWC Project Review. Matt submitted several water projects; however, we did not score high enough to make the initial cut. Matt did a great job on the applications, but the scoring has changed this year and we fell short by a few points. The next step is for these projects to go for review at the district level.

Matt reports that last week his staff also completed 5 work orders and 4 utility locates including getting the hydrant at Oakcrest and SR 28 back in service.

OTHER

The City-wide yard sale is scheduled to take place Friday, October 2nd – Sunday, October 4th in conjunction with the Greater US 50 Coast-to-Coast Yard Sale. I am requesting that City Council waive yard sale permit fees for this weekend. For more information about the Greater US 50 Yard Sale residents can go to their website at: <http://www.route50.com/yardsale.html> To waive the yard sale fees for the City-Wide Yard Sale weekend was accomplished with a unanimous voice vote.

The ad for the Assistant to the City Manager appeared in the Enquirer on Sunday and it is posted on the website. To apply for this position, please send a letter of interest and your application to Sharon Waldmann, City of Milford, 745 Center Street, Milford, Ohio 45150. Applications are due by Sept. 25th.

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: 4:30 p.m. Wednesday, September 16, 2015

REMINDERS:

BZA: 7:00 p.m. Thursday, September 24, 2015. This meeting has been cancelled due to a lack of agenda items.

Special BZA meeting: 7:00 Thursday, October 1, 2015

City Yard Sale: Friday, October 2nd – Sunday, October 4th

Parks & Rec: 5:30p.m. Monday, October 12, 2015

Planning: 6:30 p.m. Wednesday, October 14, 2015

At the end of the City Manager's report Ms. Brewer asked which Water Department projects had not been accepted by the OPWC Board. Ms. Holbrook responded the projects that did not make the initial cut were the Wallace Avenue Water Main Replacement Project and the Sand Filter Air Scour Upgrade.

Police Department Report: Police Chief Jamey Mills delivered the following report: Chief Mills thanked those who had responded favorably to his post regarding an OVI arrest that had taken place today. The driver had been attempting to maneuver through the construction project while intoxicated and was stopped before he could harm someone else or himself.

Chief Mills reported that this weekend will bring two of his favorite events – the 'fill the cruiser' food collection on behalf of St. Vincent DePaul and the South Milford Parade. Ms. Evans and Ms. Hinners thanked Chief Mills for the 'fill the cruiser' event indicating that St. Vincent DePaul really needs their assistance in providing food for local families.

Fire Department Report: Fire Chief John Cooper delivered the following report: He congratulated Mr. Bishop on his return to Council and stated it was good to have him back.

Chief Cooper stated that the Fire Department will soon begin flushing hydrants. He said that if residents experience brown water, they should simply let it run until it clears. If the brown water persists, please contact the Fire Department at 831-7777. He said the Fire Department has been involved in recent events and thanked those who attended the '911 Observation'.

Chief Cooper stated that the first fund raiser of the season would be an event at Chappy's sponsored by 'Coop's Front Porch'. Monies earned will go to the Firefighters' Club to fund charitable events including 'Santa Sunday'.

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

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Council Comments: Mr. Pittman thanked those who participated in the Longstone Festival stating that it was very successful with a good crowd, great food and a very smooth set-up and take down.

Mr. Bishop thanked Council for their vote of confidence. He thanked Mr. Grenier for applying for the position and stated that the City needs young people in these positions and that the City is a worthwhile place to work for.

New Business:

15-594 A Resolution accepting the amounts and rates as determined by the Clermont County Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor: The motion to adopt the Resolution came from Ms. Brewer; seconded by Mr. Pittman. Mr. Bishop abstained. All other Council members voted yes.

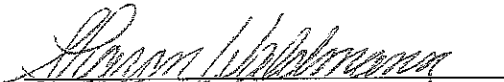
15-1186 An Ordinance approving the Union Township-City of Milford Joint Economic Development District V Contract; Ms. Brewer made a motion to suspend the rules and read by title only; seconded by Mr. Pittman. Mr. Bishop abstained. All other Council members votes yes. Ms. Hinners made a motion to adopt the Ordinance; seconded by Mr. Pittman. Mr. Bishop abstained. All other Council members voted yes.

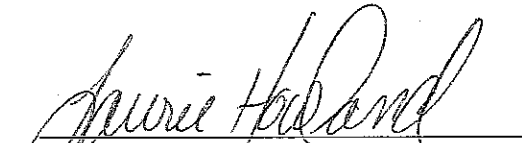
15-1187 An Ordinance authorizing an agreement with Kleingers Group for the Riverside Park Master Plan; Ms. Brewer made a motion to suspend the rules and read by title only; seconded by Mr. Pittman. Mr. Bishop abstained. All other Council members voted yes. Mr. Pittman made a motion to adopt the Ordinance; seconded by Mr. Brady. Mr. Bishop abstained. All other Council members 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 7:53 p.m. with a motion from Mr. Pittman; seconded by Mr. Brady. All voted yes.


Sharon Waldmann, C.P.T.


Laurie Howland, Mayor