

RECORD OF PROCEEDINGS

Minutes of Regular Meeting

Meeting

www.pfpettibone.com FORM NO. 10148

Held March 16, 2016 20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on March 16, 2016. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

Roll Call: Present: Mayor Howland, Vice Mayor Brewer, Mr. Brady, Mr. Bonnell, Ms. Evans, Mr. Haskins and Ms. Russell.

Presentation: Stacy Mathis from the Partners for a Drug Free Milford/Miami Township with two students provided a presentation regarding programs to assist children and their parents in avoiding drugs/alcohol use. She mentioned two specific events geared for parents and students. Thursday, April 7th from 7-9:00 p.m. Milford High School will host 'Parents who Host Lose the Most'. An additional event will be held Monday, April 25 at 7:00 p.m. at the Miami Township Civic Center. Baseball Hall of Fame Star George Foster will be present.

Proceedings: Mr. Bonnell made a motion to adopt the Proceedings from March 1, 2016; seconded by Ms. Evans. All voted yes.

Correspondence: There was no correspondence.

Financial Statements: Ms. Brewer made a Motion to receive the January, 2016 Finance Report; seconded by Mr. Bonnell. All voted yes.

Public Comments: Charlie Evans came to the podium and announced that Frontier Days will have a new event. On Sunday, June 4th there will be a decorated bike parade that will start from Park Bank, proceed to Water Street and then on to the Frontier Days Festival at the Riverside Parks. Prizes will be awarded for the best decorated bike, best decorated rider, etc.

Jo Ann Weigel then came to the podium. She questioned the wisdom of purchasing the Milford Main property without a specific plan for use of it. She asked what the justification was for the purchase.

Ms. Howland stated that it is a complicated issue and sometimes the City purchases property with a definite idea of what it wants to do with it and will finalize plans later. She indicated that the parking lot in downtown Milford was an example of that. She indicated that she appreciated Ms. Weigel's view and opinion.

Mr. Brady stated that plans for the property will be presented at community meetings before being finalized. He stated that the City did not want to run the risk of losing the property to another buyer.

Ms. Evans stated that Council's desire is to have control of the property due to its very visible nature and then to develop it into something that would be best for the City at a later date.

Ms. Weigel stated that in her opinion it is money ill spent.

Ms. Howland thanked Ms. Weigel again for her comments and stated that this purchase gives the City control of the property and the opportunity to choose what will be developed there. She stated that Council will seek community input and already has a process in place to involve the community. She said Council and the community will work together to decide the best use of the property.

Mr. Minniear stated that although a closing has not been established, the City has a contractual legal obligation to purchase the property.

Ms. Weigel stated that the City should get out of the contract and that there are always ways to get out of a contract.

Mr. Minniear stated again that the City has a purchase contract in place and will not seek to 'get out of it'. He stated that the purchase of the Milford Main Property is a contract issue. He indicated that he deliberately draws up contracts with the idea that they will not be broken. Mr. Minniear stated that there is value in the City owning property and mentioned the purchase of the bicycle trail property as a previous good decision. He stated that there will be meetings with the public and businesses to help make the decision about the future of the property.

Marc Ziegenhardt came to the podium and congratulated Council for purchasing the Milford Main property indicating that it is the right decision. He stated that he has spoken with Gary Knepp regarding saving the flagpole and cornerstones to be displayed when the property is developed.

Mr. Ziegenhardt then suggested that the Parks and Recreation Committee have a booth at the Frontier Days festival where residents could sign up to volunteer to help maintain the City's parks.

Ms. Holbrook stated that Ms. Pegg keeps a list of volunteers.

Standing Committee Reports:

Administrative Services: Lisa Evans provided the following report:

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Lisa Evans called the meeting to order at 5:30 p.m.

Other Committee Members Present: Ted Haskins

Staff: Pam Holbrook, Acting City Manager;

Visitor: Karen Wikoff, MMTCC; Rachel Richardson, Brandon Kinmer, Kim Chamberland

Annual Clermont County Public Health District Contract

Ms. Holbrook stated that the Clermont County General Health District is proposing to provide all of the City's health department functions for 2017 for the contract amount of \$27,319.11. This is \$150.66 more than the 2016 contract amount. The Committee discussed the wide variety of services that the Health District performs and agreed that contracting with the County for these functions is a savings.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to execute a contract in the amount of \$27,319.11 with the Clermont County General Health District Advisory Council for the provision of public health services for 2017; seconded by Mr. Bonnell. All voted yes.

Milford Main Appropriation

Ms. Holbrook stated that the City will need to appropriate \$360,000 to the General Fund for the purchase of the Milford Main property. Ms. Richardson asked if the City was in a good financial position to spend this amount of money on the purchase of this property, because of several statements made in previous meetings by several council members. Mr. Burke stated that the City was in very good financial shape, and he felt comfortable with the purchase. Mr. Burke explained that an important budget benchmarking tool is the comparison between the budget and cash reserves. The City's 2016 General Fund budget is \$4,908,000 and we began the year with General Fund cash reserves of \$2,530,000 which represent more than 50% of the budget. A cash reserve balance of 20% is considered healthy and the City's General Fund cash reserves have been around 50% for several years. Mr. Burke pointed out that although a use has not been determined yet, it is possible that at some point, the City may realize some revenue from the property depending on the future use.

The Committee agreed to make a motion to draft an Ordinance authorizing the City Finance Director to amend Appropriation Ordinance No. 15-1200 by increasing the General Fund in the amount of \$360,000 for the purchase of the Milford Main property; seconded by Mr. Bonnell. All voted yes.

MSI Incentive Agreement

Ms. Holbrook stated that she and Mr. Burke had met with Dan Freshley, CEO of Motor Systems Inc., to discuss the Milford Incentive Program Agreement which was authorized by Council in 2014. The program allows for a rebate of a portion of the 1% earnings tax withholdings if the company achieves a minimum total payroll. As a part of this agreement, MSI agreed to maintain a minimum total payroll of at least \$2,700,000 and therefore would not qualify to receive a rebate. The company achieved a payroll of \$2,200,000; however, Mr. Freshley stated that the total payroll did not include employees that were not working in Milford. He stated that if all employees were counted, total payroll would amount to \$2,400,000. In the interest of business retention, the committee felt it was appropriate to have staff draft a new agreement to discuss with Mr. Freshley and then have the committee review.

Appointments to Committees and Commissions

Ms. Holbrook stated that Brian Dunlap has resigned from Personnel Commission and Melissa Dunlap has resigned from Parks and Recreation Commission due to moving out of the City. Geoff Pittman and Ana Singh, Laurel Avenue, have expressed interest in being appointed to the commission. Staff recommends that both be appointed to fill the two vacant seats on the Parks and Recreation Commission. Ms. Holbrook also noted that Oliver Roe's term on Planning Commission and Theresa Conover's term on the BZA expired at the end of February; however, both are interested in being reappointed to their respective commissions. Staff recommends that both individuals be reappointed.

There being no further business, the meeting adjourned at 6:10 p.m.

At the close of the report both Mr. Bonnell and Ms. Brewer said they had been approached by residents who are interested in serving on the Parks and Recreation Committee. It was agreed that these persons should submit their letter of interest to Pam Holbrook and the decision to appoint would be made at the next City Council meeting (April 5, 2016).

Ms. Evans made a motion to go into Executive Session at the conclusion of tonight's agenda pursuant to Section 3.051 of the Milford City Charter to consider the appointment and employment of a City employee. Ms. Brewer seconded the motion. All voted yes.

Community Development: There was no report at this time.

Parks and Recreation: Mr. Bonnell urged residents who wished to participate in the Eggstravaganza to please register their children so the committee would have enough treats for all. He also indicated that the

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costs for Riverside upgrades will soon be presented to the committee. At that point it would be presented to Community Development and then the public.

Public Services: There was no report at this time.

Safety Services: Mr. Haskins presented the following report:

Called to Order: 8:00 a.m. by Ted Haskins

Present: Amy Brewer and Laurie Howland

Staff: Pam Holbrook, Acting City Manager; Police Chief Jamey Mills; Administrative Sergeant Sean Mahan

Police Department Pregnancy Policy

Chief Mills stated that although the department is compliant with the Pregnancy Discrimination Act, he is proposing to add a Pregnancy Policy for his department so that the policy is in writing. Mike Minniear, Law Director, has reviewed the proposed policy and finds it acceptable. Chief Mills stated the policy was created using the International Association of Chiefs Model Policy.

The Committee agreed to make a motion to draft an Ordinance amending the City's Personnel Policy and Procedures Manual to add the Police Department Pregnancy Policy. Mr. Minniear indicated that he did not think it needs to be an Ordinance amending the Personnel Policy and Procedures Manual; instead he stated that it should go in the Police Department General Orders which is a departmental administrative action by the Chief that does not require council action.

Administrative Sergeant Compensation

Chief Mills stated that the Administrative Sergeant position is considered a special assignment. He is proposing that the City add a stipend to the position of \$1.00 per hour. When an officer is serving in the capacity of Administrative Sergeant, he/she would receive the stipend; this is the same process used for officers when serving in the capacity of Officer in Charge. Chief Mills recommends that the stipend be retroactive from January 5, 2016.

The Committee agreed to make a motion to add a \$1.00 stipend to the Police Departments Administrative Sergeant Position retroactive to January 5, 2016; seconded by Ms. Brewer. All voted yes.

Pay Rates for Police Sergeants

Chief Mills recommends a 2.5% increase in the hourly pay rate for Police Sergeants effective the first full pay period in July 2016. The recommendation would be consistent with the increase that full-time sworn officers in the department, per the FOP collective bargaining agreement, will receive this summer.

The new hourly rates of pay would be:

Step 1:	\$36.36
Step 2:	\$38.10
Step 3:	\$39.81

The Committee agreed to make a motion to draft an Ordinance establishing the pay rate for Police Sergeants effective the first full pay period in July 2016; Seconded by Ms. Brewer. All voted yes.

Chief Mills informed the committee that he is working with Chief Baird to submit a grant application that would help fund an emergency operations center (EOC) for the City. The cost for establishing an EOC would be approximately \$100,000.

There being no further business, the meeting adjourned at 9:00 a.m.

City Manager's Report: Interim City Manager Pam Holbrook presented the following report:

CITY MANAGER

Work on the Chamber Drive mini round-about began Monday. While traffic might be slower through the area, during the construction, it will not be shut down. The builder expects to be completely finished next week weather permitting. Directions for maneuvering through the mini round-about will be available by Friday on our website.

SERVICE DEPARTMENT

Ed Hackmeister reports that several of his staff members are involved in remodeling the house at the cemetery; the house will become a part of the cemetery office and will be used as a reception room suitable for receiving grieving families. Ed expects the work to be finished within the next two weeks.

The Service Department has finished painting the benches and the shelter for the port-o-lets at the Bike Trail. They later cleaned and picked up throughout the City parks in preparation for warmer weather and outdoor activities.

Later in the week the Service Department staff assisted Miami Township with a hydraulic oil spill on Wolfpen Pleasant Hill Rd. We used our street sweeper to clean up the sand that was used to absorb the oil.

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WASTE WATER DEPARTMENT

Dave Walker reports that his staff checked all lift stations and manually pumped down the Parkway lift station daily. Staff reset and back flushed the #2 pump and Mound St. lift station.

A backup was reported by ODOT on Route 50. The backup was found and the vac truck was used to jet the sewer main to clear the line. Sewer and storm catch basins were checked in Copper Blue's parking lot and at 605 Brooklyn Avenue.

WATER DEPARTMENT

Matt Newman reports that his staff removed all the insulation and heaters from the well houses last week. They also completed 7 work orders and 6 utility locates. The pre-construction meeting for the Filter Media Replacement Project was held with S&S Filter, LLC and key City personnel. Later in the week the water was turned back on for the season in the concession stands.

OTHER

Easter Eggstravaganza will be held March 19th 10-11:30a.m. at Riverside Park. This event is a free family event that will include stilt walkers, glitter tattoos, jugglers and refreshments. The best way to register is at www.milfordohio.org. The rain out date for this event will be Saturday, March 26th at the same place and time.

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: 7:00 p.m. Thursday, March 24, 2016
Parks & Rec: 5:30 p.m. Monday, April 11, 2016
Planning: 6:00 p.m. Wednesday, April 13, 2016

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

Chief Mills announced two events: 1) 'Drug Take Back' Saturday, April 30 between 10:00 – 2:00 at WalMart. 2) Jr. Police Academy will be held the week of June 6th through June 10th. This is a community effort including Miami Township and Loveland Police Departments. Interested youth (above the age of 12) should apply at their police departments.

Fire Department Report: Chief Mark Baird provided the following report:

Ohio Severe Weather Awareness Week is next week. Sirens will be tested at 9:50 a.m. on Wednesday, March 23rd.

Chief Baird reported that the City has experienced a 20% increase in EMS and fire runs this year. He stated that 60% of residents in Milford are 50 + in age and fully 1/3 of their runs are to the SEM complexes. He said that the City will need to decide very soon whether or not they will ask for a tax levy increase in the future.

Public Comments: Janet Cooper came to the podium at this time reminding Council that hundreds of signatures had been collected last year urging the City to purchase the Milford Main property. She then thanked Council for the action they had taken in purchasing the property.

Council Comments: Mr. Bonnell thanked the Service Department for putting gravel down at the parking area overlooking Riverside Park. He then stated that he wanted to clear up a misconception that the City has 'no plans' for the Milford Main property. He stated that the plan is to include businesses, and the community in meetings to ascertain what the best use of the property would be. Meetings would be held and the public input taken into account when decisions were made. Mr. Bonnell stated that to accuse the City of purchasing the property with no plans is unfair and unfounded. He said the residents of Milford had elected Council, had trusted them at that time and needed to trust them now that Council was acting in the best interests of the community.

Ms. Evans stated that the 'island' at the UDF on Chamber Drive looked great. She asked if this area would have banner poles installed and Ms. Holbrook stated that they would be. Ms. Evans asked if the 'sticks' would remain. Ms. Holbrook indicated that she would check and report back to council on the matter.

Ms. Howland stated that 'Gardenia' will hold an Open House March 17th through March 19th.

New Business:

16-1212 An Ordinance establishing the pay rate for Police Sergeants; Ms. Brewer made a motion to suspend the rules and read by title only; seconded by Ms. Evans. All voted yes. Ms. Evans made a motion to adopt the Ordinance, seconded by Ms. Brewer. All voted yes.

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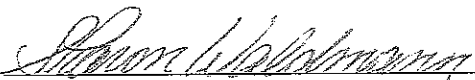
16-1213 An Ordinance authorizing the City of Milford to execute a contract with the Clermont County Health District Advisory Council for the provision of Public Health Services for 2017; Ms. Brewer made a motion to suspend the rules and read by title only; seconded by Ms. Evans. All voted yes. Ms. Evans made a motion to adopt the Ordinance; seconded by Mr. Bonnell. All voted yes.

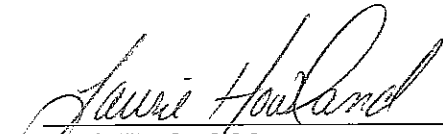
16-1214 An Ordinance amending Appropriation Ordinance 15-1200. Ms. Brewer made a motion to adopt the Ordinance; seconded by Ms. Evans. All voted yes.

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 at 7:55 p.m. with a motion from Mr. Bonnell; seconded by Ms. Evans. All voted yes. At 8:50 p.m. Ms. Brewer made a motion to adjourn from Executive Session, seconded by Ms. Russell. All voted yes. At 8:53 Ms. Evans made a motion seconded by Mr. Haskins to adjourn from regular City Council. All voted yes.


Sharon Waldmann, C.P.T.


Laurie Howland, Mayor