

RECORD OF PROCEEDINGS

Minutes of Regular Meeting

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held January 17, 2017 20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on January 17, 2017. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence. Chief Mills asked that we keep Sgt. Raymond Butler and his family in our prayers. Sergeant Raymond Butler who served the Milford Police department from 1978 to 2007 passed away on Sunday, January 8th.

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

Introduction and Presentation:

Chief Mills presented the 2016 Milford Police department awards to 7 recipients who serve in a variety of capacities. But the one thing that they all have in common is that they are all ambassadors and is proud to serve with them.

Paul Lane and Mark Kibby: They are receiving the Police Executive College Insignia Pin. Also referred to as PELC. They have completed the 3 month long Police Executive College and earned their PELC insignia. It is an intensive, academically challenging course that teaches the fundamental leadership principles that make up the culture at the Milford Police Department. PELC consists of 105 class hours over 3 weeks, 20 required readings, 13 journal entries, 5 research papers, 20 topics, 3 teen projects and 3 speeches. The next 3 awards are the Chief's Commendation Awards: issued for outstanding performance that demonstrates the core values of integrity, professionalism, cooperation and commitment. The 1st award to be given out is for Lori Pegg. Lori is a graduate of the 2015 CPA where her leadership and work ethic landed her the prestigious role of Class President. During her graduation speech she challenged her fellow graduates to become the marketing arm of the city of Milford and she led by example. In 2016 she assisted with National Night Out, The Citizens Police Academy, Halloween Safety, Social Media and much more. She is an asset to the department. Chief Mills presented Ms. Pegg the award along with the MPD Challenge coin. The next award goes to Officer Danielle Wilson. Officer Wilson exemplifies the core value of cooperation through her willingness to take on extra duty assignments. In 2016 she was instrumental in her outreach programs and administrative assignments. In the Junior Police academy she assisted in the planning for the academy and then participated each day. Her interaction with the students was noted by several officers especially in the physical portions of the week. Officer Wilson was also heavily involved with the planning of the Citizens Police Academy. She attended meetings with other agencies and arranged instructors and volunteers each week. Even when she was on maternity leave she remained involved by emailing Sergeant Mahan to see if there was anything that she could do to help with. Officer Wilson continued to exceed her Supervisor's expectations with her assistance on National Night Out. Her attention to detail and her ability to work with other officers and agencies made the 2016 National Night Out a success and the biggest that it has been since it started in 2012. On top of all of the community outreach assignments, Officer Wilson also reorganized our uniform inventory, established a contact with our uniform supplier to expedite receiving our orders managed a large order of our utility uniforms implemented a forms binders in each marked cruiser and helped transport several vehicles to and from various vendors never complaining and always with a smile on her face. Officer Wilson's team first attitude and approachability are appreciated by her coworkers and supervisors. The next Chief's Commendation Award goes to Administrative Sergeant Sean Mahan. Sean serves as the Administrative Sargent where he handles a variety of projects, supervises the detectives and police clerks and serves as the acting Chief of Police in Chief Mills absence. In 2016 he exemplified the value of commitment. Early last year Governor Kasich had a Law Enforcement Collaborative. Sgt. Mahan immediately embraced the program and led us through the process and distinction of becoming one of the first agencies in Ohio to be certified. The collaborative was so impressed with his work ethic that they retained his services as an assessor. Also during 2016, Sergeant Mahan led the selection process for two new police officers. He selected members to be on the interview panel and conducted training to insure consistency and job relatedness. IN addition he also conducted extensive background investigations on the top 5 candidates and maintained contact with all of the applicants. As Investigative Supervisor, Sean Mahan identified a pattern of burglaries that matched the MO of William Morehouse, a suspect that he arrested and convicted 13 years ago for a rash of break ins. When Sgt. Mahan discovered Morehouse had recently been paroled, and was living in Milford, he went to work assembling a multi-jurisdictional task force. After months of work the task force presented 48 offenses to the Grand Jury, closing out 8 open cases in Milford alone. Chief Mills also presented the top 2 awards: The MPD Silver Bullet Award- presented to Officer Kevin Heller (over a year ago a silver bullet was given to Chief Mills from Joe Kirk/Kirk Jewelers. Joe explained that the bullet was one of only three that he had ever given out and it was a symbol of his respect and appreciation. Joe also explained that he hoped that the Chief would pass along the bullet to an Officer that he deemed worthy who would in turn pass it on to another worthy recipient). The silver bullet is commonly known as a specific fail safe solution to a problem from the notion that a bullet made of silver is necessary to kill a werewolf. The MPD bullet may be awarded to any member of the Police Department who demonstrates exemplary problem solving. The recipient of the award is incumbent with the responsibility of identifying the next recipient. Administrative Sgt. Sean Mahan received the 1st MPD Silver Bullet Award and selected Officer Heller as the next recipient. This was based upon his problem solving in 2016. Officer Heller was relied upon for several tasks including vehicle maintenance, Firearms and Taser Training, the Citizens Police Academy and as a participant on the interview panel for new hires. He kept the fleet of vehicles operating. He was the Driving and Taser instructor in the CPA. The participants complemented on how informative and enjoyable Officer Heller made both courses. Officer Heller was also appointed part of the Selection Committee for new hires for a variety of reasons. Most notably, he was able to bring in an opposing viewpoint in a respectful and productive manner. He provides input and ideas on how all the

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candidates interviewed over the two day process. Officer Heller’s high level of commitment to the department and to the community that we serve is the reason why he became Sean’s fail safe solution to several problems during 2016 and it is why Sgt. Mahan is passing the MPD Silver Bullet on to him. The Larry J. Oaks Memorial Award – presented to Detective Steve Rodgers. Larry Oaks served in law enforcement for 49 years and died an active member of the police department. He was a mentor to many. Officer Oak’s reputation as a fair Police Officer and vast knowledge of policing. His approachable personality exemplified community policing long before that term was coined. The award may be given out annually to a member who exemplifies all the core values of the department as evidence by their character, work ethic, and reputation. Detective Steve Rodgers served over 30 years with the Miami Township Police department and has started with our agency in 2011 as a part time detective. During his five years of service to the community he has done so much more than just part time investigations. He has been the primary point of contact for Project Lifesaver – which helps provide additional safety to qualifying members of the community. He has assisted in Police Academies and assisted with road patrols over the years. Detective Rodgers is always adjusting his schedule to make sure he attends as many calls as possible. In 2016 he attended nearly 40 roll calls and maintained a case closer rate of nearly 55% which is exceptional. Detective Rodgers’ approach to investigations show a high level of dedication to the community that he serves. He continues to show that he is an asset to the Police department and he consistently exemplifies our core values.

Mayor Howland requested that a group picture be taken.

Proceedings: Ms. Evans made a motion to adopt the Proceedings from January 3, 2017; seconded by Mr. Bonnell. Mr. Brady abstained. All others voted yes.

Correspondence: none

Financial Statements: Ms. Brewer mad a motion to receive the Financial Statements. Ms. Evans seconded the motion. A Brewer Ms. Evans seconded

Public Comments: no public comments

Standing Committee Reports:

City Manager’s Report:

MEMORANDUM TO: City Council CC: Mike Minniear, Law Director, Jackie Bain
Administrative Assistant/Clerk FROM: City Manager DATE: January 17, 2017 RE: Manager’s Report

CITY MANAGER

Capital Improvements Plan The city is in the process of developing a sustainable long term capital improvements plan. This plan will incorporate all sectors of the city including the following: infrastructure, utility and public safety. This plan will be utilized in project planning as well as future financing and budgetary purposes.

Comprehensive Plan The city is in the early stages of developing a comprehensive plan. The last comprehensive plan for the city was adopted in 1994. The comprehensive plan will include focus on the following areas: land use, transportation and community development. The comprehensive plan process will take approximately eight months and will include input from our citizens, community stakeholders, planning commission and city council. **Welcome Sign Damage** On Sunday evening the Welcome sign at State Route 50 and State Route 126 was destroyed by a vehicle. The city is in the process of assessing the damage and receiving estimates.

Public Works-High Street Sewer Project – High St will be closed between Sycamore St and Main Street. The closure will begin at 9:00 a.m. tomorrow and will continue until Friday at 4:00 p.m. The sewer division will be working to replace a 6” sanitary sewer line which will alleviate some sewer flow issues at a property located at the corner of High Street and Main Street.

2017 Public Works Major Projects Update-State Route 28/Main Street – This project will encompass paving from the Five Points intersection to Castleberry Court. The street improvements will also include curb and gutter, manhole replacement, greenspace areas and installation of new conduit for future decorative street lights. The project is the first phase of the downtown Milford corridor project which will bridge downtown Milford, the Milford/Main property with both SR 28/Main Street and SR 50/Lila Avenue. The downtown Milford corridor will be phased in over a five year period. Upon completion of the corridor, it will provide a uniform look for the aforementioned areas and include other aesthetic enhancements like brick paved crosswalks, tree addition and replacement, greenspace, curb and gutter replacement and new decorative street lighting. The downtown Milford corridor project will help build continuity between the downtown business district and the uptown business district located beyond the Five Points intersection. The project is expected to begin in May and be completed by mid-summer

High Street Sanitary Sewer Main – The scope of this project includes installing a new 12” sanitary sewer main. This project will improve the sanitary sewer flow and eliminate any future possibility of overflows. Project is expected to begin in the early summer and be completed by August.

Sanitary Sewer Siphon Line – The scope of this project will eliminate an existing 3” siphon line and direct sanitary sewer flow to a new 15” sanitary sewer line which will replace an aging 3”, 8”, 10” siphon

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line system. The new sanitary sewer line will eliminate the potential of any future discharging. Project is expected to begin in the early summer and be completed by August.

*Both aforementioned sanitary sewer projects received funding from the Ohio Public Works Commission **Stormwater Improvement (Laurel Avenue)** - The installation of a new storm sewer trunk line that will collect existing local storm water run-off into two existing dry wells and then channel to a natural outlet point at the end of Laurel Avenue. This project will start at the intersection of Mill and Garfield and end at Oak Street.

Public Works Facility – This project will provide a new facility for the City of Milford Public Works Department. The proposed facility will replace the existing service department garage which is an advance state of disrepair. The new facility will house all service department equipment, provide a training room for staff and much needed office space for our personnel. If funding and the project receive final approval, the facility is anticipated to break ground in the summer and be operational by the end of the calendar year.

STANDING COMMITTEE MEETINGS

Administrative Services Committee: January, 25 at 5:00 p.m.

Public Services Committee: January 26 at 8:00 a.m.

Safety Services Committee: January 26 at 8:15 a.m. or immediately following the Public Services Committee meeting.

REMINDERS: Flower/Landscape Sub-Committee meeting January 23 at 6:30 p.m. at City Hall in the Hodges Room Special Work Session of City Council January 24 at 7:00 p.m. at City Hall discussion Milford/Main property. Ms. Brewer asked Mr. Doss about the State Route 28/Main Street project. Regarding the greenspace areas mentioned. And are the projects going to be done this year? And which greenspace areas will be improved? Mr. Doss stated that there are greenspace areas that are in existence that will remain. One of the locations is next to the street on Kroger’s side. There is a lot of concrete in that area around that sidewalk. The greenspace is the area between the sidewalk and the curb area. There are no plans for landscape islands. Just enhancements of greenspace area. Some of the areas that have about 10 feet of sidewalk will be eliminated to about 5 to 6 feet and then put a greenspace strip in to dress up the area. Council will see numbers and projections after the next Public Services meeting.

Police department report:–2016 Awards Presentation

Fire and EMS Report: Chief Baird reported the following:

It is very nice to see the Police department being recognized this evening. The department is busy closing out 2016 and getting 2017 started. They have hired a – Jason Jewett - is the former Deputy Fire Chief from Wayne Township Fire Department in Northeastern Clermont County – Newtonsville area. Jason brings over 20 years of fire fighter experience. He is partially responsible for the creation and operation of the Wayne Township Fire Academy. He started Monday and is on Orientation thru February. He will start on shift with the March schedule. We begin the process to promote from within from the fulltime staff. Our ultimate goal is to have a Captain, a Lieutenant or Crew chief, and a FT Firefighter on every shift in addition to the part time and volunteer staff that they worked with. It is much more traditional to the look of the organization than what we have in the past. Captain Nickell, Thiele and Miller are all in Fire Officer One Class this week in Sycamore Township to get their fire officer training/certifications. Fire Board new members due to retirements: Robert Kisro – Treasurer, Michael Doss is coming on the Board as a voting member and Donald Nicolaus. The department approved the budget. Working on areas inside the firehouse and other items that are under capital improvements for next year. Chief Frye/Terrace Park thanked the department for assisting them on an EMS run.

Public Comments: None at this time

Council Comments: Mr. Brady retracted his vote on the proceedings from January 3, 2017. He was absent from that meeting. Vote changed to abstained.

New Business:


Ordinances and Resolutions

None at this time

Old Business:

Adjourn: There being no further business to come before the City Council; Mayor Howland adjourned the meeting at 7:40 p.m. with a motion from Ms. Evans; Seconded by Mr. Bonnell. All voted yes.


Jackie Bain, C.P.T.


Laurie Howland, Mayor