

RECORD OF ORDINANCES

Regular Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 30043

Ordinance No. August 8, 2017 Passed , 20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on August 8, 2017. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence for all our men and women who serve our country.

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

Introduction and Presentation: Gary Knepp is a local author and historian, as well as previous council member. He is researching Clermont's involvement in WWI, and has some Milford history he shared with City Council. Milford's participation in WWI-locally there were two men from Goshen, Dale Hardy and Henry Spooner who were members of the AEF and a man from Milford, Oren Conklin who was also a member of that group. John W. Pattison, the son of Governor Pattison, flew reconnaissance missions for the Polish. He was not able to get into the American Army due to medical conditions. Our soldiers were known as Dough Boys, Sammies, Yanks and Pershings Crusaders. Approximately 100 men served from Milford area. Mr. Knepp also mentioned two war memorials in Clermont County. One is in Felicity and the other in Moscow. Much more interesting information was presented and more information can be found at his website: garyknepp.com. Ms. Brewer presented, on behalf of Mr. Bill Knepp, to Mr. Gary Knepp, a flag that was used for the 9th Ohio Volunteer Cavalry from the Jamboree including a picture of Barry Gatch, who was from Milford. The flag will hang with honor in the Harry Hodges room at City Hall in Mr. Gary Knepp's honor.

Proceedings: Ms. Evans made a motion to adopt the Proceedings from July 11, 2017; seconded by Ms. Brewer. Mr. Brady abstained from the vote. All others voted yes. Ms. Evans made a motion to adopt the Proceedings from July 19, 2017; seconded by Mr. Albrecht. Mr. Brady abstained from the vote. All others voted yes.

Correspondence: Ohio Division of Liquor Control – Jessee's Auto Service LLC DBA Jessee's Shell. Ms. Brewer made a motion to not hold a hearing. Seconded by Ms. Evans. All voted to not hold a hearing.

Financial Statements: none

Public Comments: Mr. Mark Ziegenhardt mentioned the curbs around his house were painted yellow and they look good and hopes that we can continue to paint the curbing. And there should be a section around the fire hydrants to keep clear from cars parking near them. The fireworks display was very nice. The medical marijuana situation- his idea is to send a survey to the Doctor's within the city of Milford to ask them how they feel about it. Maybe make a better decision that way. It must have some medical benefits or it wouldn't be here. Regarding the New Public Works Facility – Mr. Ziegenhardt mentioned that 3M was going to sell two lots on their property. His opinion was that the location would be a much better location for the new Public Works Facility than Garfield. He also had an idea that he would like to information passed along to the Steering Committee – Milford/Main property to have a City building built on that property that would not have an upstairs and downstairs involved. Karen Wikoff from the Milford Miami Township Chamber of Commerce wanted to mention the Street Eats Food Truck event update. Over 12,000 people attended. 24 food trucks were there. Thank the city for their support.

Standing Committee Reports:

Administrative Services:

Administrative Services Committee August 3, 2017 Minutes Ed Brady called the meeting to order at 4:30pm Committee Members Present: Ed Brady, Ted Haskins, Lisa Evans, Staff: Michael Doss, City Manager; Tina Kern, Interim Finance Director; Lori Pegg, Community Services Manager

Software Solutions VIP Payroll Upgrade

Ms. Kern presented a proposal from Software solutions regarding an upgrade to the VIP system to included payroll. The use of Paycor for payroll was cumbersome for the city both for employees and for the finance department. Their system is not setup for government payroll and reporting. So, the Finance Department has gone back to the processing of payroll through our existing, DOS based EGov software that has been in use since 1998. The upgrade to the new VIP software suite for utility billing and financial management is already in process and but the payroll module upgrade of \$21,200 was not presented in the budget last year because of the transition to Paycor, which has not worked out.

The committee discussed waiting until we hire a new finance director to make the transition. Ms. Kern noted that it would be a good time to start the process so the new Finance Director can learn the software along with the rest of the finance department.

The committee also discussed that even though it is an expense that was not budgeted for, we will be saving money by not using Paycor and not to mention the additional savings in time and manpower. An end of year transfer will have to be made in the appropriations budget.

The committee agreed to make a motion to draft an ordinance authorizing the purchase of the VIP Payroll Suite Upgrade in the amount of \$21,200 from Software Solutions. Ms. Evans seconded the motion. All voted yes

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E-Technologies Group Dedicated Server for Software Solutions VIP Upgrade

Ms. Pegg presented a quote in the amount of \$19,348.38 for a dedicated server to house the new VIP software. When Council approved the VIP software upgrade, we were not aware that the software will need to be housed on a dedicated server. The cost of the server can be distributed among departments.

The committee agreed to make a motion to draft an ordinance authorizing the purchase of a dedicated server for the VIP Software from e-technologies in the amount of \$19,348.38. Ms. Evans seconded the motion. All voted yes

Rumpke Refuse and Recycling 2yr option/New Bid

Mr. Doss presented information on the trash/recycling contract. Our current contract has the option for a second-year extension in the amount of \$14.36 per month.

The committee agreed to make a motion to draft an ordinance approving the extension of the current Rumpke contract for the second year. Ms. Evans seconded the motion. All voted yes

The City is a member of SWORRE, which is a waste and recycling consortium through the Center for Local Government, which allows us to bid out services with other communities. Mr. Doss discussed the new contract would go into effect on August 1, 2018 for three years with an option for a 2-year extension. The 2018-2021 contract pricing for waste and recycling is at a rate of \$15.00 per residential unit per month. With the proposed second year extension rate and the new contract rates the City has the flexibility and discretion to not explore at any rate increases for up to 4 years. One of the communities in the consortium has recycling collection bi-weekly and their rates are a little lower and the committee discussed reduce our collection to bi-weekly, but there was committee concern that many residents do a lot of recycling and need it collected weekly. Rumpke was the only company that entered a bid. The residential rate for garbage and recycling will not be increasing, even though the contract amount the city will be paying will increase.

The committee agreed to make a motion to draft an ordinance authorizing the City Manager to enter into a new three- year contract with Rumpke for 2018-2021 waste and refuse collection. Ms. Evans seconded the motion. All voted yes

There being no other new business, the meeting was adjourned at 5:00pm

Public Services:

City of Milford Public Services Committee Minutes 8/8/2017 Called to Order: 8:00 a.m. by Amy Brewer Present: Vice Mayor, Amy Brewer; Mayor, Laurie Howland, Council Member, Fred Albrecht Staff: Michael Doss, City Manager; Matt Newman, Asst. Public Works Director; Lori Pegg, Community Services Manager

Public Works Facility Construction Bids

Mr. Doss presented the results of the bid opening for the Public Works Facility to be built on Garfield Avenue. The City received seven bids for construction of the facility with three alternatives. The two lowest bids were from local companies, Perkins Carmack Company in the amount of \$1,517,000 and DER Development in the amount of \$1,582,120. DER Development is a local company that supports the community and does quality work and has excellent references from all their clients. Mayor Howland mentioned that last week she received a call from the owners of the Little Miami Brewing Company and they were very complimentary of the work that DER was doing for them and that they were excellent to work with. Perkins Carmack has worked on a few projects in the past for the City. The latest was at Memorial Park, finishing up work that a previous contractor was unable to do. They also constructed the clear well at the water plant. There was about a six-week time delay due to issues encountered in the construction, but they do quality work and have constructed similar buildings for other communities. Committee members were more comfortable awarding the project to DER Development as they are familiar with their work and support that they give to the community. No committee members were familiar with the work of Perkins Carmack with the exception of the clear well construction. Vice Mayor Brewer asked if there was anything in the details of the bid that was important for them to see to make a decision. Mr. Doss commented that we provided them with the specs and they were all bid to those specifications. The committee agreed to make a motion to draft an ordinance authorizing the City Manager to enter into a contract with DER Development for the construction of the Public Works Facility in the amount of \$1,582,120. Mr. Brady seconded the motion. All voted yes The committee discussed the renderings of the building that were provided by the engineer. It was very important to everyone on the committee that the building be aesthetically pleasing since it is in a residential neighborhood. They would like to see a more inviting entry way with more landscaping or maybe a porch with pavers. Mr. Doss will solicit several alternative ideas to submit for their review at the next meeting. Mr. Albrecht also mentioned the garage door facing Garfield Avenue. The committee asked that Mr. Doss research the addition of a more decorative garage door and the addition of soft scaping to shield the building from the road. All members were in agreement that they would like to be involved in preconstruction meetings with the engineer and contractor to ensure the building looked unobtrusive as well as being functional. Public Works Inspection Services

Mr. Doss presented three bids for third party inspection services for the Public Works Facility. It is recommended that for a project of this size that we secure a third-party inspection service for material inspection and quality control. They will perform a variety of testing including crush testing on concrete and compression tests on steel. Mr. Newman received three proposals: Geotechnology, \$14,447 Alt & Witzig, \$15,400 Terracon, \$16,000The committee agreed that we need this inspection service and that is was a small price to pay for quality assurance on a project this size.

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The committee agreed to make a motion to draft an ordinance authorizing the City Manager to enter into a contract with Geotechnology for testing and inspection services for the Public Works Facility in the amount of \$14,447. Mr. Brady seconded the motion. All voted yes

Winter Salt Purchase

The City is included in the state bid for road salt. Due to a mild winter in 2016, the City salt barns are currently full and we are ready for winter. Mr. Hackmeister recommends purchasing 700 ton or road salt at the bid price of \$51.99/ton from Compass throughout this winter so we are prepared if conditions warrant the use of additional salt. **The committee agreed to make a motion to draft an ordinance authorizing the purchase of road salt from Compass in the amount of \$36,393.** Mr. Brady seconded the motion All voted yes There being no other business, the meeting was adjourned at 8:45am.

City Manager's Report:

MEMORANDUMTO: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk FROM: City Manager DATE: August 8, 2017RE: Manager's Report
CITY MANAGER Finance Director Applicant Update – Ohio Magazine Best Hometown Update - PUBLIC WORKS Street Division Municipal Building Floor Replacement- We will be replacing the Lower Level and 1st floors of the municipal building. Carpetland, located in Milford, to start in next couple weeks State Route 28/Main Street –Adleta Construction is under Contract. Public Works negotiated a change order to reduce the scope and added an eastbound detour to reduce cost. Notice to proceed is August 14. Letters to neighboring businesses along the construction SR28/Main Street corridor went out last week. Mill and Water Street Intersection Improvements –Design is nearly complete. Public Works is phasing the storm and road improvements this year to coincide with the opening of the new micro-brewery. Wastewater Division High Street Sanitary Sewer Main and Bay Road Sanitary Sewer Siphon Line – Stauffer Site Services is under Contract. Notice to proceed is August 21. WWTP Lift Station Repair–Winelco is under contract to repair the sanitary sewer lift station. Materials have been ordered and Public Works anticipates a start date in earl September. Water Division2017 Lime Lagoon Cleaning–Victory Industrial Cleaning is under contract to clean the ash lagoons. however, they are having trouble securing the Performance bond. The City may have to consider going with second bidder. Stormwater Division High Street Storm Improvements- Public Works continues to install three additional catch basins to catch the storm water that flows off the hill and into Main Street during large rain events. Sidewalks will be replaced upon completion of the catch basin installation.SR 126 Glendale Milford Road-Rack and Ballauer Excavating started construction on July 17, 2017 and is on schedule to complete on or before August 16, 2017.STANDING COMMITTEE MEETINGS None scheduled at this time REMINDERS Planning Commission meeting scheduled for Wednesday, August 9 at 6:00 p.m. Movie on the Miami: Moana showing on August 12th at dusk, Riverside Park Special Council meeting scheduled for Tuesday, August 22, at 6:00 p.m. to discuss Milford/Main and conduct Finance Director interviews. Sept 15-17 City-wide yard sale weekend Sept 15 FREE community shred at the Milford City Building. September 16 (Second Saturday): Music on Main from 6-8 pm, live music and craft beer. Mr. Brady had a question regarding the Special Council meeting on August 22nd. Will the meeting be broadcast? Mr. Doss replied that we can broadcast with Council's approval. Ms. Howland stated to broadcast the work session.

Police department report:

Assistant Chief Sean Mahan presented the report on behalf of Chief Mills who was attending his son's graduation from basic training with the Air Force. Assistant Chief Mahan wanted to thank all of those that came out to National Night Out. This year it was moved to Scene 75. It was estimated that about 6,000 people attended the event. Scene 75 will again be the location for next year's National Night Out. Thank you to all the vendors. Administrative – Chief Mills met with Chief Matson regarding a heroin response team. The department is applying for a grant that will hopefully be in place in November. It is a community outreach for involving CRC, Miami Township Police Department, Fire Department, Milford Police department and Fire department as well. Community relations – The Police department trading cards are in. If you see the officers out and about, please ask them for their trading card. Ms. Howland asked if City Council could get a set for each council member. The department is also recruiting for the Citizens Police Academy. The classes start the first Wednesday of September and lasts until November. The department is taking applications at this time if you are interested. It is a great opportunity to come out and meet the officers and see the types of training they go through.

Fire and EMS Report:

Chief Baird mentioned that the department has been busy. They are doing quite a few PR events this summer. AT least 2 or 3 a week. Street Eats, Friends of Oakwood, National Night Out, EMS at Clermont County Fair on Friday evening. Terrace Park Fire Department Training with the Milford Community Fire Department on a vacant house in Terrace Park. The department is very appreciative of the residents at Michigan Avenue for letting the department invade their dead-end street and spend some time with the department. Sora's Towing and Milford Towing for providing vehicles that they have been using for automobile extricating training. Also, Rumpke is starting to use trucks that have compressed natural gas on some of their trucks. It presents some unique hazards. The department had great training with Rumpke over a 3-day period. The particular truck that they had parked at the station for the training class was worth \$340,000.00. The amount of technology that goes into a vehicle like that is very eye opening. Rumpke

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provided the training for free and it was great training. Reminder: The department is planning the 9/11 Memorial Ceremony for Monday the 11th of September, at 9am at the Fire Station. Neighboring communities are invited as well. More information to follow regarding the ceremony. They are also working on an Alumni Get Together at the station. To meet for a few hours on one of the first Saturdays in October. And hopefully to be an annual event.

Public Comments: Marc Ziegenhardt mentioned that Mr. Terwillegar’s grandfather had built his house. And the book: The Bridge Too Far – mentions the Terwillegar family. Karen Wikoff mentioned that Angels House of Music will have a ribbon cutting ceremony Thursday at 8:30am. Mr. Brady asked if the beer sales at the Street Eats Event went to CASA. Ms. Wikoff said the beer sales went to the Chamber of Commerce and the sales of soda/water went to CASA.

Council Comments: Ms. Howland reminded that Second Saturday is this Saturday and the theme is Back to School. Also, the Ohio Magazine Best Hometown Award – a shout out to all the businesses that they visited that day with Lori Pegg and the two representatives from Ohio Magazine. It was picture perfect! Business owners and everyone that they visited hit the nail on the head by being who they are – members of the community and very excited of their business here. 20 Brix was very gracious and Villa Sanctuary had served their famous Mimosas. Congratulations to all in the city and thank you to all who helped put this together. Mr. Brady mentioned the budgeting process. He would like an opportunity for Council to be able to talk about anything that they may be interested in and plant the seeds, whether it is sidewalks, infrastructure, guardrails, etc. If we could make time especially before Mr. Albrecht heads out of town, to talk about that. Ms. Evans also commented that she would like to thank Danielle Wilson from the Police department, the Fire department and to Jay Rothenbach for their help at National Night Out. And the entire Chamber Committee involved with Street Eats. It was a wonderful event! Ms. Evans also mentioned that on the Public Works Facility, in the minutes it mentioned the esthetics and making sure the members of the committee see the plans and agree with it. Since the meetings are held at a time that she cannot attend, she would like all information to be presented to all of council and not just the committee approving the information. She would like to see the plans as well. Ms. Brewer stated that we would not be approving anything before coming to council. We are just asking to see them. And everything that we see comes through you. Ms. Evans said that she hasn’t seen, only once, pictures. Ms. Brewer mentioned that it is in Ms. Evans notes and that is all that the committee members saw. Ms. Evans stated that it shows that all of committee to see it should also include all of council to see it. Ms. Howland said that any drawings that come back from the architect will come back to the committee and it will be forwarded to all of council like these past notes were. If you see something that comes through a committee, we all get the agenda, we all get those notes prior to the committee. Even though you are not on the committee, Sunshine Laws, etc., etc., – you are allowed to email Mr. Doss or the Chair of that committee with any questions that you might want asked during that meeting. Or anything that you would like to make sure is covered. So, you don’t necessarily have to wait until the information comes to council. We have asked that the contractor be brought in on that information too. It is important that the person who is going to build it, ways in on the feasibility of what is doable and what is not doable. If you look back on your committee notes, we all have the full renderings and drawings. Ms. Brewer said that they would not agree to do any changes without all of council being involved. Ms. Howland said that the committee can always come back with recommendations but it is always open for discussion. But you all have the chance to review the information before the council meetings and discuss. Mr. Albrecht said that is the whole purpose of asking for more detail. It is hard to tell when you just look at a set of plans. Ms. Brewer said it was difficult for her to look at a set of numbers and just pick one. Ms. Howland mentioned that they like the options that they are given and thanked Ms. Evans for bringing that up. Mr. Albrecht questioned if we examined the Cloud option for the computer or was it even feasible? Mr. Brady said that the decision may be due to a security issue since it will involve payroll.

Ordinances and Resolutions

- 17-1296

An Ordinance Authorizing an Agreement Between the City of Milford, Ohio And the Fraternal Order of Police Ohio Labor Council, Inc. Representing the Milford Patrol Officers Mr. Minniear asked for a motion and second by council’s committee in the whole to authorize him to prepare and read the ordinance. Ms. Evans made a motion Seconded by Mr. Brady All voted yes Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt the Ordinance, seconded by Mr. Brady All voted yes.
- 17-1297

An Ordinance Authorizing the Purchase of a Dedicated Server for The VIP Software From E-Technologies Group Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Ms. Brady All voted yes. Ms. Evans made a motion to adopt the Ordinance, seconded by Mr. Brady All voted yes.
- 17-1298

An Ordinance Authorizing the Purchase of Road Salt from Compass Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt the Ordinance, seconded by Mr. Brady. All voted yes.

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- 17-1299

An Ordinance Authorizing an Agreement with DER Development for The Construction of The Public Works Facility Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Ms. Brady. All voted yes. Ms. Brewer made a motion to adopt the Ordinance, seconded by Mr. Brady. All voted yes.
- 17-1300

An Ordinance Authorizing an Agreement with Geotechnology For Testing and Inspection Services for The Public Works Facility Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Brady. All voted yes. Ms. Brewer made a motion to adopt the Ordinance, seconded by Mr. Brady. All voted yes.
- 17-1301

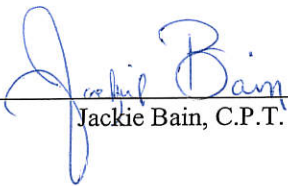
An Ordinance Authorizing an Extension Agreement with Rumpke For Waste Removal. Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt the Ordinance, seconded by Mr. Brady. All voted yes.
- 17-1302

An Ordinance Authorizing an Agreement with Rumpke Waste, Inc. for Solid Waste Collection and Recycling Services Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt the Ordinance, seconded by Mr. Brady. All voted yes.
- 17-1303

An Ordinance Authorizing the Purchase of Software from Software Solutions Ms. Brewer made a motion to suspend the rules and read by title only, seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt the Ordinance, seconded by Mr. Brady. All voted yes.
- Old Business:

Ms. Howland hoped to see everyone out at Movie Night this weekend and Second Saturday downtown. And to see everyone at the August 22nd meeting. Reminder: children are going back to school and to please be careful of the school buses and the children crossing the streets.
- Adjourn:

There being no further business to come before the City Council; Mayor Howland adjourned the meeting at 8:20 p.m. with a motion from Ms. Russell seconded by Mr. Brady. All voted yes.



Jackie Bain, C.P.T.



Laurie Howland, Mayor