

RECORD OF ORDINANCES

Regular Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 30043

Ordinance No. July 11, 2017 Passed, 20

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on July 11, 2017. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence for the 15 Marines and 1 Navy Corpsman that were lost over the Mississippi Delta.

Roll Call: Present: Mayor Howland, Vice Mayor Brewer, Ms. Russell, Mr. Albrecht, Mr. Haskins, Ms. Evans. Ms. Evans made a motion to excuse Mr. Brady who was on vacation. Seconded by Ms. Russell All voted yes

Introduction and Presentation: Bradley Payne Advisors: For the Public Works Facility Financing – Andrew J. Brossart explained the process to get the capital for the funding of the PWF project. We selected to solicit local banks since they are more aggressive since 2012 and willing to go longer with a fixed rate mature fee related to municipal debt. We decided to go with the bank placement route. A 15-year option per the city’s request with Huntington Bank. These are fixed rate bonds. There is the option to pre-pay in the future. But the rate cannot change on the bonds. The process tonight is to authorize the bonds and then have the closing then the monies delivered to the city for the project. Ms. Howland thanked Mr. Brossart and city staff for their hard work in getting this done.

Proceedings: Ms. Brewer made a motion to adopt the Proceedings from June 6, 2017; seconded by Ms. Russell. Ms. Evans abstained. All others voted yes. Ms. Evans made a motion to adopt the Proceedings from July 5, 2017; seconded by Ms. Brewer. Ms. Howland and Mr. Albrecht abstained. All others voted yes.

Correspondence: None at this time

Financial Statements: None at this time

Public Comments: None at this time

Standing Committee Reports:

City of Milford Public Services Committee Minutes 7/6/2017Called to Order: 8:00 a.m. by Amy Brewer Present: Amy Brewer, Ed Brady Staff: Michael Doss, City Manager; Nate Clayton, Public Works Director; Matt Newman, Asst. Public Works Director; Lori Pegg, Community Services Manager; Tina Kern, Interim Finance Director; Ed Hackmeister, Service Dept. Supervisor; Lisa Evans, Council Member The committee agreed to approve the absence of Fred Albrecht.

2018 OPWC Project Submission Mr. Clayton provided information on three projects that the Public Works Department intends to seek Ohio Public Works Commission funds for in 2018. These three projects were recommended in the Capital Improvement Plan earlier this year. Laurel stormwater improvements: This project will help with the flooding in south Milford when heavy rain falls. The project will include the addition of storm sewers from Mill down Laurel and outfall at the end of Gatch or Laurel and tie in dry wells. Stabilization on Glendale Milford on the other side of Shawnee. Fix before the paving program in 2019. On the turn, right past Shawnee the road is beginning to slip. Price Road near Miami Woods stabilization at the bank of the river. Road is starting to slip there as well. This is just informational, no action required as of today’s meeting. **High Street and Bay Road Sanitary Sewer Project Bids** We received four bids for the project: Smith Corp-\$434,000Rack & Ballauer-\$428,215 Ford Development-\$418,400 Stauffer Site Services-\$366,300 MSP recommends Stauffer Site Services bid in the amount of \$366,300. We have not worked with them in the past, but they have several references from municipalities that came back good. **The committee agreed to make a motion to draft an ordinance An Ordinance Authorizing the City Manager to enter into a contract with Stauffer Site Services in the amount of \$366,300 for the High Street and Bay Road Sanitary Sewer Project.** Ms. Evans seconded the motion. All voted yes. **Main Street Resurfacing Project (Downtown Milford Corridor Phase I)** Public Works only received one bid, from Adleta in the amount of \$853,354.10. The engineer’s original estimate was \$647,763. The bid came in at 21% over that estimate. Stabilization and storm sewers on SR 28 near Valleybrook apartments were in the bid, but not part of the original estimate. Went back to Kleingers and they came in with a little bit higher estimate. Mr. Clayton talked to all three of the other plan holders, to try and understand why the bid came in so high and why they didn’t bid it. The project is concrete heavy and they are not concrete contractors so they would not be able to GC. Another reason for the higher cost is that the contract requires that the work be done from 9am-3pm and two lanes of traffic be maintained. This was discussed and it was agreed on that westbound traffic would be maintained and eastbound traffic will detour Lila Ave to Kirgan. Concrete contractors are very busy right now also contributing to the high bid. Curbing and conduit came in extremely high because it would have to be subbed out. The addition of conduit for future decorative lighting was very expensive because they would have to subcontract that part of the project. Public Works is going to postpone what doesn’t have to be done now and have that run by an electric contractor in the future. The contract called for all of the driveways in that stretch to be replaced so conduit could be added, so we will only be replacing some of the driveways in this phase of the project. The modifications to the project would reduce the expenses to \$687,339. It is expected that at the signing of the contract modifications would be executed which would reduce the overall expense of the project by approximately \$166,000. This modification would be in the form of a reduced change order between the City and Adleta. The ordinance will reflect the original bid amount and any consideration of a reduced change order will be executed after the signing of the contract. The committee asked if it would make

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sense to postpone the project until concrete is cheaper and contractors aren't so busy. Mr. Clayton noted that the curbing is going to be expensive regardless because it is so spread out; it is not just one big straight curb. He also noted that SR 28 is in poor shape and needs to be repaved as soon as possible, and before school starts. Mr. Clayton noted that we are executing a change order because the project has changed so much we would have to rebid. We discussed breaking it up and rebid, but it will put it out another 90 days. Kleingers agreed that issuing the change order and lowering the price will be an acceptable action. Ms. Brewer wanted to elaborate that the committee did discuss the uneasiness with agreeing with a contract that was \$850,000.00 and hoping that there was going to be a change order executed at the signing of the contract. The committee was assured by Assistant Public Works Director Matt Newman that we have done this before. Ms. Brewer took his word for it. This can be done and there should be no reason why they wouldn't sign that change order at the time of signing the contract. **The committee agreed to make a motion to draft an ordinance authorizing the City Manager to enter into a contract with Adleta Construction in the amount of \$853,354.10 for the Main Street Resurfacing Project.** Ms. Evans seconded the motion. Mr. Haskins asked to have the change order process explained to him again. Ms. Brewer said that the contract will read the full amount. But there will be a change order prepared at the time the contract is executed. They will be asked to sign the change order on site prior to signing the contract. Mr. Doss agreed. WE have negotiated some changes within the scope of the original project. Some of the projects we are going to take and do in house. And other items will be done in another phase. We can get that change order enacted and the costs will be reduced to the amount of \$\$687,339 which prevents us from having to wait another 90 days. All voted yes. Public Works Facility Financing Ms. Kern has been working with bond council and our financial advisor to secure financing for the public works facility. They went on the private placement bid market and solicited bid from banks. The total cost of the project will be \$2,245,000 and five banks submitted proposals for a 15-year term. Huntington Bank: 2.5%Park National: 2.95% PNC: 12-year term for 2.95%Capital one: 2.95%LCNB: 3.7%The annual payment to Huntington will be \$184,000 per year and will be split between the general fund, stormwater fund, water and waste water funds. We are looking at 15-year term because we don't want to go out 20 years to burden those funds. Based on this bond council and the financial advisor recommend going with Huntington bank at 2.5% for 15 years. **The committee agreed to make a motion to draft an ordinance providing for the issuance and sale of bonds in the maximum principal amount of \$2,245,000 for the purpose of paying the cost of constructing a municipal public work facility, together will all necessary appurtenances thereto, and declaring an emergency.** Ms. Howland seconded the motion. All voted yes City Hall Flooring Quotes Mr. Hackmeister presented three quotes for the replacement of flooring at City Hall. The carpet will be similar to what is in Council Chambers and the hard surface will be consistent with what is in the hallways. Carpetland: \$37,486United: \$38,519Andys: \$46,600Carpetland was the lowest quote and Vice Mayor Brewer commented on how nice it is that we have such a reputable store right here in our hometown. **The committee agreed to make a motion to draft an ordinance authorizing the City Manager to enter into a contract with Carpetland in the amount of \$37,486 for new flooring in City Hall.** Ms. Howland seconded the motion. All voted yes Sealcoating for City Properties Mr. Hackmeister presented three quotes for the sealcoating of city properties. The properties to be seal coated are: SEM Villa Park tennis courts, City Hall, Carriage Way Park, Riverside Basketball Court, Riverside Concession Stand Area, Bike Trail Parking, Clertoma Park, Police Annex and the Main Street Parking Lot. Tarmac: \$19,852Pavemax: \$20,965Pinnacle: \$31,865**The Committee agreed to make a motion to draft an ordinance authorizing the City Manager to enter into a contract with Tarmac in the amount of \$19,852 for sealcoating City properties.** Ms. Evans seconded the motion. All voted yes Relining of Stone Culvert at Shawnee Run Road Mr. Clayton advised that it would be wise to address this culvert now as it is an extension of the culvert that failed last year and caused the sinkhole at the bike trail. Since we already have the road closed it would make sense to do the project now. This is preventative based on the issues that have happened down there in the past few years. As Indian hill does new stormwater projects the additional flow will cause more erosion of the pipe, so we need to get ahead of that. He received quotes from two companies. National Gunitite: \$35,575Dwyer: \$42,250Mr. Clayton recommend National Gunitite to perform the work, the lifespan of this project is up to 100 years. It is basically putting in a pipe within a pipe. **The Committee agreed to make a motion to draft an ordinance authorizing the City Manager to enter into a contract with National Gunitite in the amount of \$35,575 for the relining of a culvert at Shawnee Run Road.** Ms. Evans seconded the motion. All voted yes Ms. Brewer made a motion to move into Executive Session at the conclusion of tonight's agenda pursuant to section 3.051 of the Milford City Charter for the sole purpose to consider the compensation of city employees. Ms. Howland seconded the motion. All voted yes. Mr. Clayton also reported that we will be receiving emergency funds from OPWC for the repair of the sink hole that has SR 126 closed. There being no further business Vice Mayor Brewer adjourned the meeting at 8:45am.

City Manager's Report:

TO: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk FROM: City Manager DATE: July 11, 2017RE: Manager's Report
CITY MANAGER Economic Development Update – Last month, City staff conducted a preliminary site plan meeting with a potential developer interested in a site located just off the Milford Parkway. The development would be substantial to the area and could provide the potential to serve as an economic development driver for future business expansion located on the Milford Parkway. In addition, revised site plans were recently reviewed by the City regarding a potential three-unit development on Chamber Drive. More information and announcements will be presented to Council as this opportunity is advanced through

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the City. **Finance Director Applicant Update** – The City received twenty-nine resumes for the Finance Director position. Preliminary review is complete and the first round of phone interviews will be conducted Thursday and Friday. After the first round of phone interviews has been conducted a recommendation of candidates will be presented to Council and a second round of interviews will be arranged with Council.

Tree Rebate Program Update – The City has approved four new applications for the newly established tree rebate program. The total of approved tree recipients is now five. Any individual resident interested in applying for the program can visit the website for an application or stop by City Hall during regular business hours.

Amazing Charity Race Events – The organizers of the Amazing Charity Race announced that they will be conducting their Halloween Event in downtown Milford this fall. In addition, the Amazing Charity Race will be returning to Milford next spring for their annual charity race.

Sparks in the Park – The City will be conducting a Post-Sparks in the Park Debriefing tomorrow. The event was a success and the City received several compliments from citizens and the local business community. Initially the City projected between 500-1000 people and MPD estimated the crowd at around 3,000. Special thank you to the City staff and our volunteers which worked so diligently to make Milford’s first event a success. Special recognition goes to our sponsors: Miller Valentine, The Howland Group, Pro Forma Albrecht and Company, Park National Bank, Scenic River Canoe Excursions, Sora’s Towing and Mayor Laurie Howland

PUBLIC WORKS Public Works Facility – Advertising for construction will commence this week and bid opening is scheduled for August 3, 2017.

Memorial Park – Perkins Carmack Contractors recently completed the Memorial Park project.

Service Division State Route 28/Main Street (Downtown Milford Corridor Phase I) – If the construction bid is approved by Council, Public Works anticipates construction beginning at the end of July and a completion date in the fall.

Mill and Water Street Intersection Improvements –The intersection improvements will be based on the traffic study completed by Kleingers earlier this year. Fifty percent of the design was delivered to Public Works for review on June 20. The City is looking to establish storm sewer and road improvements this year to coincide with the opening of the brewery, and doing the street light improvements at a later date.

Wastewater Division 2017 Sewer Lining project – Laurel to Gatch–Miller Pipeline is complete with the relining in south Milford. The completion of this project was three weeks ahead of schedule.

WWTP Lift Station Repair–Winelco is under contract to repair our lift station. They ordered materials and anticipate starting in August 2017.

Water Division 2017 Lime Lagoon Cleaning–Victory Industrial Cleaning is under contract to clean the ash lagoons. Public Works anticipates the cleaning to start in August 2017.

Stormwater Division High Street Storm Improvements- Public Works is working 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- A storm culvert failed at the ROW line between ODNr Little Miami bike trail and Glendale Milford Road (SR 126) causing a large sink hole along and under SR126 as a result of the large rain event June 23, 2017. The sinkhole was discovered June 24, 2017 at approximately 10:30am by a passerby on SR 126. Public Works responded immediately and found the large cavern 14-16’ deep and about 10’-12’ in diameter that went under SR 126 and 4’. Glendale Milford Road (SR 126) was then closed immediately until further evaluation of the condition of the remaining pipe and integrity of SR 126 could be evaluated and repaired. ODOT, Hamilton County, ODNr, and Indian Hill were all notified of the sinkhole and State route closure. Upon their investigations, it was determined that the repair was solely the responsibility of the City of Milford. Debris from the ravine upstream had washed down through the 5’ culvert as a result of the June 23, 2017 rain event clogging the end of the pipe. Through the couple of weeks, the City of Milford has spent over 200-man hours and \$8,100.00, evaluating pipe condition, clearing the outfall of the pipe and 12’ into the pipe from the outfall. We reached a partially failed section from about 14’- 18’ from the outfall which is unsafe for manual excavation of the pipe, so we cannot reach the sink hole failure about 55’ up from the outfall. We have been meeting with lining and pipe cleaning companies to see if lining is possible. The partial failure at 14-18’ from outfall is a safety concern for most of the Cleaning and lining companies as it could fail at any time. The 5’culvert pipe needs a full replacement. The City held an emergency Council meeting July 5, 2017 to pass an ordinance to hire Rack and Ballauer Excavating to perform the replacement on time and material basis using the state force account spreadsheet. Materials are ordered, but have a week lead time. Work is anticipated to start on or before July 17, 2017 and be complete on or before August 16, 2017. The closing of Glendale Milford Road (SR 126) from Shawnee Run to US 50 affects Symmes Township, Columbia Township, ODOT, Indian Hill, Terrace Park, and the City of Milford. Ms. Howland took a look at the sinkhole and it is a huge sinkhole and there are many trees on the hillside near the sinkhole. We are lucky that someone discovered it before it became a lot worse. Kudos to staff, and the Public Works Department for getting on it and trying to come up with the safest and best solution to what is a very dire situation out there.

STANDING COMMITTEE MEETINGS Public Services Committee Tuesday, July 18 at 8:00 a.m.

REMINDERS Milford New River Access Clean-up scheduled for July 16 at 9:00 a.m. (meeting at American Legion parking lot located at 450 Victor Stier Drive) Special Council meeting scheduled for Wednesday, July 19 at 6:00 p.m.

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Police department report:
MONTHLY REPORT TO CITY COUNCIL of June .*TRAINING*A ll members took the Oath of Honor on June 01.All officers received roll call training on the new leg restraints. All officers completed triennial training on the temporary detention room.
Officer Adam Yeary attended Field Force Operations training at the Center for Domestic Preparedness.
*NOTABLE CRIME OCCURRENCES*The former 3M at 910 Lila Ave was broken into twice during June. An attempted burglary was reported on Happy Hollow Lane on June 20.A burglary was reported at 948 Forest Ave on June 18A Silver Alert was issued on June 27 for a missing 90 year-old dementia patient. The man was safely recovered within hours of the report. A burglary was reported on Dot Street on June 29.*UPCOMING EVENTS*1. The quarterly meeting of Community United will be held on July 11. National Night Out will be held at Scene 75 parking lot location on August 1st, 6-9pm
ADMINISTRATIVE All members received their annual performance evaluations during the month of June. There were three uses of force during the month of June. All were investigated by a sergeant and reviewed by the assistant chief. None of the uses of force were in violation of Department policy. There was one complaint filed regarding the manner in which officers handled a custody dispute. The complaint was investigated with a finding of “proper conduct”.
COMMUNITY RELATIONS
The Junior Police Academy was held the week of June 5.The Milford Police Community Partnership met on June 6, and approved funding for Police Department trading cards. The Police Department participated in the Oakwood Apartments Movie Night on June 28. Approximately 40 to 45 residents attended the event. Chad Evans came to help out at the event. And a thank you to Evans Funeral home for their support. Their screen, their projector and their child that helped out and it would not have been possible without their support. We raised \$100 for the Milford Police Community Partnership at the Texas Road House Give Back on June 19.Officers Kenney and Bogan took on the Fire Department in a charity rib eating contest on June 24. The Police department won. Ms. Howland suggested that the next rib eating contest include City Council members as well as the Public Works Department. *OUTSIDE MEETINGS AND ASSOCIATIONS*I attended a meeting to establish an Overdose Quick Response Team that will personally visit and provide rehab referrals to anyone who overdoses. I attended an after action meeting to review the results on the multi-jurisdictional functional exercise that we participated in last month. I served as panelist in the Hamilton Township Police Department’s promotional process for sergeant. I met with a representative of Senior Services regarding our elder outreach services.*ATTACHMENTS*1. Photographs from the Junior Police Academy, Texas Road House Charity Rib Eating Contest and Oakwood Movie Night.

Fire and EMS Report:
MAY 2017 MONTHLY REPORT Milford Community Fire Department Count of Incidents by Incident Type per Zone Incident Status: Reviewed I Start Date: 05/01/2017 I End Date: 05/31/2017 was presented to City Council: Report is available upon request.
Community Development Report:
TMichael Doss, City Manager From: Pam Holbrook, Assistant City Manager; Bruce Molett, Code Enforcement Officer Date: July 7, 2017Re Community Development Report, May-June 2017
New Business: Angels House of Music (Relocation) 726 Lila Avenue Bill's Lamp Repair 131 Main Street Planning Commission May-June Comprehensive Plan Steering Committee and Planning Commission met in May and June. SITE 17-0320 Brix, Awning, 101 Main Street. Hunter Thomas, is requesting a Certificate of Appropriateness to replace an awning at 101 Main Street. The site is zoned B-2 Downtown Mixed Use and is in the Old Mill Overlay District. BZA May-June VAR 17-01 910 Lila Ave, Minimum Lot Width. The City received an application from George Papadopoulos, representing 910 Lila Avenue LLC, requesting a variance from Chapter 1161.07, L-I Light Industry District, Minimum Lot Width of the Milford Zoning Ordinance which specifies that "For each permitted use within this district, there shall be a minimum lot width of 50 feet at the public right-of-way." The applicant is proposing to subdivide parcel #210727.042P creating a new 2.02-acre lot with a 3.4-foot lot width at the Slagle Drive public right-of-way which does not meet the minimum zoning requirements. Council complimented and thanked Pam Holbrook and Bruce Molett for this very nice report.
Additional information available upon request

Public Comments: Nate Clayton wanted to thank all those that came out and helped out at the Sparks In The Park event on July 3rd. We had a great turnout!

Council Comments:
Ms. Howland wanted to thank you to all for Sparks In The Park event. It was a great event! Ms. Howland wanted to also tip her hat and salute Suzy DeYoung, a very wonderful resident and founder of La Soupe, went to Washington D.C., recently to receive the Jacqueline Kennedy Onassis Award for Outstanding Public Service Benefiting Local Communities, given by the Jefferson Awards Foundation. Ms. DeYoung takes the leftover produce from various restaurants and grocery stores and creates the most amazing soups with the effort to feed those that need to be fed and cannot get a good meal. Her soups are available for purchase in Newtown Ms. Evans wanted to thank Ms. Lori Pegg for her Sparks in the Park and Movie night efforts. Ms. Evans also wanted to mention Jay from the Service Department/Masonic Lodge, Charles Evans from Parks and Rec for their help. Next movie night will be August 12th, Moana.
New Business: Appointment to Lauren Cooper Ms. Evans made a motion. Ms. Brewer seconded the motion. Appointment to Miles Miller Ms. Evans made a motion to appoint to the Parks and Recreation commission. Ms. Brewer seconded the motion. All voted yes

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Ordinances and Resolutions

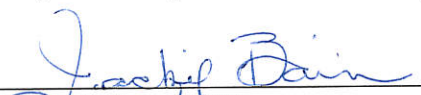
- 17-1285** An Ordinance Providing For The Issuance And Sale Of Bonds In The Maximum Principal Amount Of \$2,245,000 For The Purpose Of Paying The Costs Of Constructing A Municipal Public Works Facility, Together With All Necessary Appurtenances Thereto, And Declaring An Emergency Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Ms. Evans. All voted yes. Ms Brewer made a motion to adopt. Ms. Russell seconded the motion. All voted yes.
- 17-1286** An Ordinance Authorizing An Agreement With Stauffer Site Services For the High Street And Bay Road Sanitary Sewer Project 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. Seconded by Ms. Russell All voted yes
- 17-1287** An Ordinance Authorizing An Agreement With Adleta Construction For The Main Street Resurfacing Project Ms. Brewer made a motion to suspend the rules and read by title only Seconded by Ms.Russell All voted yes Ms. Evans made a motion to adopt Seconded by Ms. Russell All voted yes
- 17-1288** An Ordinance Authorizing An Agreement With Carpetland For City Hall Flooring Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Ms. Russell All voted yes Ms. Evans made a motion to adopt. Ms. Brewer seconded the motion All voted yes
- 17-1289** An Ordinance Authorizing An Agreement With Tarmac Paving And Sealing For The Sealing Of Municipal Properties Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Ms. Russell. All voted yes Ms.Evans made a motion to adopt Seconded by Ms. Russell all voted yes
- 17-1290** An Ordinance Authorizing An Agreement With National Gunitite For The Shawnee Run Road Culvert Relining Ms. Brewer made a motion to suspend the rules and read by title only. Seconded by Ms. Russell All voted yes Ms.Evans Made a motion to adopt Ms. Brewer seconded the motion All voted yes

Old Business: Before going into Executive Session Ms. Howland wanted to mention the Thirsty For History event. July 29th from 3-6pm at Promont House Please go to www.Milfordhistory.net for more information

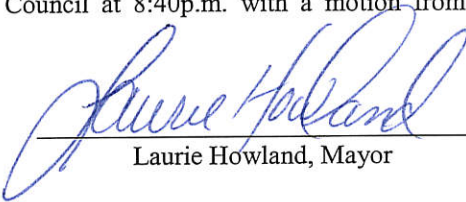
Adjourn:

There being no further business to come before the City Council; the meeting was adjourned to enter into Executive Session at 8:20p.m. with a motion from Ms. Brewer; seconded by Mr. Evans. All voted yes.

The Executive Session was adjourned into regular City Council at 8:40p.m. with a motion from Ms. Howland, seconded by Ms. Evans. All voted yes.



Jackie Bain, C.P.T.



Laurie Howland, Mayor