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Regular Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 30043

Ordinance No. September 5, 2017

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00pm on September 5, 2017. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence for the victims of hurricane Harvey as well as hurricane Irma that is as well headed towards the Florida coast.

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

Introduction and Presentation:

Proceedings: Approve the Proceedings from August 8, 2017 and August 22, 2017 Ms. Evans made a motion to approve the proceedings. Mr. Brady seconded the motion. All voted yes

Correspondence: none

Financial Statements: Receive the Financial Statements for May, June and July 2017. Ms. Evans made motion to receive the statements. Mr. Brady seconded the motion All voted yes

Public Comments: none

Standing Committee Reports

Community Development:

Community Development Committee Meeting Minutes August 22, 2017The meeting was called to order at 8:30am by Lisa Evans Present: Mayor Laurie Howland, Lisa Evans, Sandy Russell, Vanessa Hannah, Charles Evans Staff: Michael Doss, Jackie Bain Community Development Block Grant Three Year Renewal Mr. Doss presented the committee with several funding opportunities associated with participation in the HUD Urban County/CDBG program. Mr. Doss asked that the committee to renew the Community Development Block Grant and Participation as a HUD Urban County. The committee agreed to make a motion to draft an Ordinance Authorizing The Clermont County Community Development Block Grant Program Administrative Agreement With The Clermont County Board of County Commissioners. Ohio Department of Natural Resources Land and Water Conservation Fund Grant Project Agreement Riverside Park Walking Trail Mr. Doss presented information regarding Ohio Department of Natural Resources for the city to agree to accept funding and complete the project by November 30, 2019. The grant amount received is \$118,000.00. Mayor Howland stated that several council members had questions about Riverside Park. Mr. Evans asked what their questions were. Mayor Howland said that she would not answer the questions on behalf of others which is why it needs to go to full Council. Ms. Evans felt we should move forward with the grant projects. Mayor Howland made a motion to take the information to the next full Council meeting to discuss questions regarding the project since Council has yet to fully discuss the details of the plan. Ms. Russell seconded and agreed that if others have questions then we should take it to full Council. There be no other business, the meeting was adjourned at 8:39amRespectfully Submitted, Jackie Bain

Public Services:

City of Milford Public Services Committee Minutes8/30/2017Called 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; Nate Clayton, Public Works Director; Matt Newman, Asst. Public Works Director; Jamey Mills, Chief of Police; Sean Mahan, Asst. Chief of Police; Ed Hackmeister, Service Dept. Supervisor; Lori Pegg, Community Services Manager Visitors: Kim Chamberland, resident; Ron Roberts, Roberts Engineering; Rand Merrill, MSP Design; Oliver Roe, Dale Roe, DER Development; Mark Stahley, Pinnacle Paving; Doug Evans, Evans Landscaping; Charles Evans, Evans Funeral Home No Thaw Truck Traffic Issue The no-thru truck traffic ordinance in the City of Milford has been in effect since 1996. In the past month, a bridge on Roundbottom Rd failed, causing Mr. Doss at the suggestion of Assistant Chief Mahan to allow large trucks to use Chamber Drive as a through route to the highway. The Police Department would like to have more consistent signage in place since Roundbottom has been reopened and go back to the enforcement of no through trucks on Chamber Drive . The damage to the road on Chamber drive is evident as noted by the attached pictures provided by a report from Officer West. When Chamber Dr. was designed there was no connection to Roundbottom Rd. That connection came after the fact to allow residents of neighboring communities access to the Commerce Park. The roundabout was designed to ease the congestion in that area and has proved to be an excellent solution. Chamber Drive just can't withstand the trucks coming through that area. Officer West also reported on the lack of street signage throughout neighborhoods and made recommendations for signage placement. The original warning period of 30 days has been extended to 60 days by Assistant Chief Mahan to allow time for the trucks to get used to not coming in at Chamber Drive and continuing on to the highway. We are not creating a new ordinance, we are utilizing an ordinance that is 21 years old .Mr. Evans agreed with the fact that trucks do not need to be in residential neighborhoods. But the Chamber Drive issue is where he has question. He also agrees that safety is an important issue. He has talked to other businesses that are in the area and there is a lot of commerce that goes through there and truck drivers stop in the commerce park and eat etc. He doesn't understand how we can put a Walmart down there but not make the roads wide enough, or to withstand the traffic for the trucks to go through. He does agree that the roundabout has solved a big part of the problem with congestion. After 10-15 years the pavement is going to fail no matter what kind of traffic is down there. His drivers are just trying to get to 275 from Roundbottom Rd. safely and patronize some of those businesses. Not asking for any special treatment, if the drivers are breaking the rules and speeding then give them a ticket. He feels the Roundbottom Rd. route to St. Rt. 50

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is less safe than using Chamber Drive and it also adds 15-20 minutes on each load to go around. It puts hardship on the employees and they can't patronize the businesses on chamber. They are reasonable and keep up their trucks. They use gas, and pay taxes that go towards road maintenance. Their employees patronize our businesses, whether in a truck or in their personal car. The No Thru Trucks ordinance puts a big burden on them and they are willing to do whatever they can to be good neighbors. Mr. Stahley from Pinnacle paving stated that they started their business there 11 years ago because of easy access and so did many of the other businesses who also patronize the Commerce Park. Assistant Chief Mahan reinforced that fact that if you have business in Milford you are welcome to come that way. The issue is the trucks that are cutting through to get to the highway. If there are detours on Roundbottom Rd. then we will make concessions of course. You can bring your truck to Roney's or Walmart to patronize those businesses. The ordinance is for trucks not doing business within the city limits. Mayor Howland mentioned that Cleveland Ave. is also being used by many trucks as a pass through to Rt. 50 out of town. This is a major safety issue with children and school buses in the neighborhoods. Again, residents are fine with trucks doing business within the City. She agrees with the need for additional street signage in the neighborhoods. The Committee thanked the business owners for coming to the meeting and expressing their opinions and welcomed them again to conduct business in Milford. The ordinance is not prohibiting trucks from coming in and doing business in Milford, the issue is through trucks both from a maintenance and safety standpoint. Water Management Sediment Control Program (WMSC) The Ohio EPA has changed their requirements in regards to their Construction General Permit. Mr. Newman followed the blue print from Clermont County for updates to the City WMSC program for compliance with the new EPA requirements. A summary of changes is attached. Mr. Clayton noted that some of these changes are to better accommodate the storms that are more intense now than they were when these regulations were created. The committee agreed to make a motion to draft an ordinance to adopt the Water Management and Sediment Control Program regulations. Public Works Facility Design Input Mr. Merrill from MSP Design Services presented a few alternate designs to the Public Works Facility to make it more aesthetically pleasing based on the location in a residential neighborhood. He noted that now is the time to decide on what the final look will be. He presented several alternative designs for the committee to view. These alternative designs added more pitch to the roof, additional windows, sconces, a decorative garage door facing the road. Mr. Merrill tried to design it almost to look like a carriage house, since it is a large structure. The committee liked the color of the building and the decorative elements that were added to the outside of the building. The original pitch of the roof was 112, and the alternative design A-1 has a pitch of 312, which is raised about three feet from the original design. The contractor will check to see if this makes a big impact on the structure of the building, but they don't anticipate any problems. The committee agreed that this color looks nice and fits into a park setting. The contractor will show color and material samples as the process continues for them to choose from and create cost options for any of the added details. The committee also liked the lines in the windows that help break up the building and look more intimate. They were in agreement that if the details cost a little more it will be worth it because residents will have to drive past it for many years to come. The Committee recommends alternate design concept A-1 for the design of the public works facility. Milford Main Property Quotes At the August 22" City Council meeting, Council directed Mr. Doss to solicit quotes for the Milford Main property rubble removal and soil/grass installation. Quotes were coming in over 25k, so we will need to go through the bid process. One contractor submitted a written quote in the amount of \$26,400, to give an idea of the cost we are looking at. The committee agreed that this was a reasonable quote and asked the Public Works Department to put it out forbid. NEW BUSINESS <u>Village of Terrace Park Sewer</u> The Village of Terrace Park approached the city to provide sewer services for their entire village. They are also in discussions with the Metropolitan Sewer District. The Health Department is coming down on septic systems and are forcing residents to replace those systems when they do any kind of renovation work. Terrace Park is thinking about getting rid of the entire septic system The City would have to charge roughly \$30,000 per customer for the taps to connect them to our system. It would be a large project and require a lot of infrastructure work to connect them across the Little Miami River. MSD has the ability to absorb the cost in-house to do a feasibility study but the City of Milford does not. We definitely have the capacity for the additional 800 customers, but staff is asking if council want to spend the money for the study, which would be in the \$15,000 range, without a commitment from Terrace Park. There being no other business, the meeting was adjourned at 9:15.

City Manager's Report:

BEAR GRAPHICS 800-325-8094 FORM NO. 30043

MEMORANDUM TO: City Council CC: Mike Minniear, Law Director Jackie Bain, Administrative Assistant/Clerk FROM: City Manager DATE: September 5, 2017 RE: Manager's Report CITY MANAGER Finance Director Update - The City is proud to announce the hiring of Patricia Wirthlin as the next Finance Director. Mrs. Wirthlin is currently employed as the Finance Director of Silverton. She is scheduled to being employment with Milford on October 2. Ohio Public Works Commission Projects - The City submitted three projects for OPWC funding (Laurel Avenue Stormwater Improvements, Price Road Landslip Improvements, SR 126 Landslip Improvements). The OPWC Subcommittee will meet later this week to score the final projects to advance to the district. Tentatively all Milford projects score in the middle range. If total grant funding is not available the City might want to consider no interest loans. More information to come once final scores have been compiled by the district. Economic Development Update – Several opportunities for Milford Parkway and SR 28/Main Street. The City continues to work with developers and awaits several potential announcements in the next couple of months. Public Works Facility - The construction contract was executed August 30, with a Notice to Proceed set for September 5. Public Works held a preconstruction meeting with DER on August 30. The City executed an agreement with Geotechnologies for special inspections for construction of the public works facility. Garfield Park will be closed September 5-December 31, 2017 for playground and picnic shelter relocation. Milford Main Excavation, Grading and Seeding - The City is advertising for the Excavation of the top 6 "construction debris from the Milford Main demo site. The Contractor is to replace it with 6" of topsoil, seed and mulch. Scheduled a bid opening September 20.

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Fall Events - The City in partnership with ValleyView will host the second annual Fall Festival on October 7 from 2-5 p.m. Fall Festival will include petting zoo, havrides, live music, contests/activities for kids and light refreshments. The Fall Festival will be behind Pattison Elementary and ValleyView. In addition, the City will once again be promoting the "Scarecrows on Main" contest which will begin October 1-31st. Any business, school or non-profit interested in participating in the contest may contact City Hall and get an entry. PUBLIC WORKS Street Division Municipal Building Floor Replacement-Carpetland will be replacing the Lower Level and 1st floors of the municipal building and started installation September 5. State Route 28/Main Street Downtown Corridor Phase I -Adleta Construction is under Contract. Although we have a Notice to Proceed of August 14, the Contractor is unable to start prior to October 1. Existing other jobs as well as difficulty with finding a skilled labor force has delay the project. The contractor is working to get paving complete before mid-November, but might have to delay paving until May 2017. Notification letters to neighboring businesses went out last week with project updates. Mill and Water Street Intersection Improvements -Design is complete, Public Works is phasing the storm and road improvements this year to coincide with the opening of the brewery. Scheduled a bid opening for the project is September 27. The City will be installing new signals and poles next spring. 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. The plan on breaking ground is September 5 on High street. WWTP Lift Station Repair-Winelco is under contract to repair the sanitary sewer lift station. Contractor ordered materials and anticipates starting in November. Water Division 2017 Lime Lagoon Cleaning-Victory Industrial Cleaning is unable to fulfill their contract to clean the ash lagoons. Unfortunately, the City will have to rebid the project later in September. Stormwater Division High Street Storm Improvements- Public Works installed three additional catch basins to catch the storm water that flows off the hill and into Main Street during large rain events. Sidewalks have replaced and should have grading complete next week. **STANDING COMMITTEE** MEETINGS None scheduled at this time REMINDERS Sept 15-17 City-wide yard sale weekend Sept 15 FREE community shred at the Milford City Building Sept 23 Art Affaire Sept 30 Porsche Rallye Car Show

Police Department Report:

BEAR GRAPHICS 800-325-8094 FORM NO. 30043

This report summarizes the various activities and functions of the Milford Police Department during the month of August. TRAINING Officer Yeary attended two weeks of subject control instructor training at the Ohio Peace Officer Training Academy. Officer Kenney attended tourniquet instructor training at the Cincinnati Police Department. NOTABLE CRIME OCCURRENCES On August 14th, officers responded to an armed, suicidal female at McDonald's. The female fled on foot prior to the officers' arrival, however, she was taken into emergency custody after a canine team located her. On August 19th, officers responded for a report of shots fired between two vehicles on Mohawk Trail. Officers were unable to locate the vehicles involved however Detective Liming has identified one suspect and is still gathering evidence. Detective Liming has charged a second suspect in the break-ins at the former 3M building. Our prime suspect was recently killed during the commission of a similar offense in Dayton. We've experienced a 64% increase in drug overdose cases compared to this time last year. UPCOMING EVENTS1. Our annual Citizens Police Academy begins on Wednesday, September 6th. ADMINISTRATIVE Assistant Chief Mahan successfully completed his six-month probationary period. An IT system failure at the Loveland Safety Center resulted in us being without RMS for four days. The City of Loveland provided significant resources to restore the connection, and their city manager waived our annual maintenance fee of \$5,500. There were two citizen complaints this month. One was from a man who wasn't pleased with how we handled a staking complaint filed against him, and the other was from a woman who was cited for speeding on Garfield Ave. Both complaints were investigated with a finding of proper conduct. Officers Wilson and Chastain received letters of recognition. I met with Vanessa Hannah to review plans for upcoming events at the Valley View Foundation property. Assistant Chief Mahan and I attended the Public Services Committee meeting to speak about the "no thru truck" ordinance. I issued a special order regarding the Milford Miami Township Addiction Response Team. The Hamilton County Commissioners voted to temporarily reduce dispatching fees, which has led to a savings to the police budget. Our quarterly command staff meeting was held on August 31st. COMMUNITY RELATIONS1. National Night Out was held on August 1st at Scene 75. OUTSIDE MEETINGS AND ASSOCIATIONS1. I attended a meeting with representatives from Miami Township and the Clermont County Health District to discuss the quick action team that will follow up with residents who overdose on heroin. ATTACHMENTS An email from a Forest Ave resident, complimenting Officer Bovenzi (Eshman)A thank card to the officers assigned to Sqaud4. Letters of recognition to Officers Wilson and Chastain. Letter of recognition to Officer Wilson.

Fire and EMS Report:

Chief Baird said the department has had a couple of significant incidents. Sunday evening an injured person dispatch call on Miami Lakes Drive where a person was rescued from a very steep embankment. And it turned out to be a technical rescue with Miami Township's new technical rescue truck being used. It was approximately a 3-hour rescue. Minor injuries and all reports that she is doing okay. Compliments to Sergeant Kibby's crew. On Saturday, Tri Pac had a water pipe break. Asst. Chief Flanigan shut the water off and moving the water out of the building. Other than some ceiling tiles being damaged in their break room, it was minor damage. Today was Fire Prevention at Pattison Elementary School. Training season is starting up again and several of the people in the department are participating in classes. The Hamilton County Dispatch fees were lowered. Chief Baird also wanted to recognize one of their employees that

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recently retired: Debbie Land. She was full-time with the department. She was one of the original fulltime employees when Milford Community Fire Department took over in 1994. Debbie did a great job! She was an excellent care giver. She will be formerly acknowledged at the 2018 awards dinner.

Public Comments:

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Charles Evans asking City Council not to turn down the two grants that the city was recently rewarded for the upgrades of Riverside Park by the Ohio Department of Natural Resources and the Community Block Grant Program. The Grants were to help develop the walking path around the park and to help build a multi- purpose shelter. Mr. Evans read a quote by James Zehringer//Director of ODNR in a WCPO article to council. Mr. Evans said that he understands that there will be some matching funds needed from the city for design develop the and labor costs but we had that money but we had that money budgeted for some of those things in the 2017 budget. The former members of the Parks and Rec Committee, myself, City Staff, Kleingers, whom we paid a lot of money to help come up with a plan, have spent much time investigating and surveying citizens on what they would like to see at Riverside Park. It would be a slap in the face to dismiss all the hard work put in by all those people. Two of the most popular things citizens wanted to see at the location was a walking trail and a multi-purpose shelter. Many parks in our area include a walking trail and if this was not an important feature, they would not have them in those. According to an Ordinance, establishing the Parks and Rec Committee the duties include reviewing and recommending plans for park improvements, reviewing and recommending consultants, contractors, monitoring and implementing the Parks and Rec Master Plan and determine priorities for Park Capital Improvements within a budget established by council just to name a few of the duties. We did that as our duties in trying to get the Riverside Park Master Plan where it is today. The committee worked hard to find grants and asked council during budget sessions to request funds that could be used to move forward with the park plan. I think we were very frugal in what we asked for. Most of the walking trail and shelter will be paid for with grants and some money from the city. The walking trail was eventually going to connect with the Riverwalk apartments on Water Street. This was part of the initial plan when the city agreed to pay for the Riverwalk Park. It was hoped that the trail would connect with the bike trail in the city using the Riverwalk Park on the end by the bridge. Eventually going along Cash Street through Riverside Park, behind the American Legion Building, around the lighted baseball field and eventually connecting to Carriage Way Park. This would create a nice link to the Little Miami Scenic Bike Trail from the center of Milford. Studies have shown that parks aid in the quality of life in the community. It will help attract new residents and businesses to our city. It could also contribute to the economic development of the city by attracting new businesses and tourism. If we would host a concert in the park it could possibly bring people from the outside the community that would eat in our local restaurants or shop at our local stores prior to the concert. Even if they do not visit an establishment at that time they may come back in the future. Studies show that parks need to be updated to keep themselves attractive. Residents have also requested larger picnic shelters to be available. Residents must go elsewhere for a large family gathering. The planned shelter would hold 100 people or more. Riverside park has restrooms with running water, playground, a large greenspace that can be used for games, and a large parking spot. A new multipurpose shelter would make Riverside Park attractive to other groups that may want to rent the park for their events such as Charity Runs or Music Festivals. The former members of the Parks and Rec committee and staff have done a great job of being good stewards of the city's money when developing the plans for Riverside Park. If we did not get the grants we would never recommend that the City Council move ahead with the plans. We have a chance to do something with Riverside Park that has been talked about for at least a decade by City Council. Let us finish this phase of Riverside Park before moving on to other projects. AS a business owner, I understand that we must be conscious of money coming in and going out. But to keep people coming to your business you must spend money to keep facilities up to date and attractive. I was told by a local, credible official that we are fortunate to be able to qualify for some of these grants and if we turn down these grants it might make it harder for us to get grants in the future. A Community Development Block Grant is the same grant we used for Memorial Park. It is based on the area of where we are going to use the grant and it may not be used in another location. We must use it at Riverside Park. We have a chance to do what has been talked about at many city councils, to do something at Riverside Park. This can be the family room for the city. A gathering place for events. The park does not have to compete with the Milford/Main property for events. I fell if it is done right each design can be used for different uses and events. The Milford/Main property can lend itself for gatherings and events that may not be as nice at Riverside park and vice versa. For example, it may be harder to show a movie at Milford/Main due to the residual lights, where Riverside park would be darker. In closing, let us all work together in improving all the area parks. Thank you. Mr. Evans passed a brochure to all council members.

Hamilton County Commissioner Denise Driehaus presented council with information regarding with her 49 jurisdictions in 49 days. Introducing herself and what she has learned so far by way of the services they provide in partnerships with local communities. To help communities become more efficient and consolidate services or do economic development or planning. A Menu of Opportunity brochure was handed out to council members. Ms. Driehaus is the new chair of the Heroin Coalition. They will be distributing Narcan soon. If you ever run out of Narcan in the community, please let them know and they will make sure we have what we need. Also, a large community forum in the fall to bring people together to talk about the issue and update people on what they are doing. But also, dialogue. It is a very complex problem. Ms. Howland thanked Ms. Driehaus coming to council meeting and introducing herself to them. Ms. Howland asked if there is any hope with the heroin epidemic? Ms. Driehaus replied that it is qualified

hope. We are losing more people than ever to heroin. We are saving lives with the Narcan. The challenge is that once we save a life we must get that person into treatment. And many times, it takes more than one time to be in treatment for it to work. The volume of people overdosing is dramatic and its increasing. The focus is on prevention, treatment, interdiction and harm reduction. We are making progress but it is very limited. They are working on expanding the capacity of treatment. Ms. Brewer also thanked her for coming to the city council meeting. Council Comments: Ms. Howland reminded everyone about Second Saturday in Downtown Milford is this Saturday. Also, hats off to Mr. Doss and his staff to bringing back the Searecrows on Main. Promont House is now participating as well and have been inspired by the decorations downtown to now making it part of their program as well. Art Affaire and the Porsche Rallye will also be events this month. Ms. Evans asked what is going to happen to the shelter at Garfield apti. Mr. Doss said that they are going to relocate everything. Hems on the South side of the park will be moved to the North side. Ms. Evans asked if all the residents around the St. Vincent DeFaul store were sent letters about the new proposed addition? Mr. Doss said that they were. Ms. Evans then asked if the residents on Garfield were asked about the Public Works Facility? Why weren't they notified? Ms. Brever aswered that it was not a zoning issue and we were not Facility? Why weren't they notified? Ms. Brever aswered that it was not a zoning issue and we were not Facility? Why weren't they notified? Ms. Brever aswered that it was not a zoning issue and we were not Facility? Why weren't they notified? Ms. Brever aswered that it was not a zoning issue and we were not Facility? Why weren't they notified? Ms. Brever bear to a sonion to suspend they are a sonion to suspend they are a sonion to adopt. Mr. Brady said that thee are people on Garfield that have on idea. It in the Newsletter that goes are men	BEAR GRAPHICS 800-325-8094 FORM NO. 30043		
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Jackie Bain, C.P.T. Laurie Howland, Mayor	There being adjourned the	ne meeting at 7:50 p.m. with a motion to	보고
	Jackie Bain, C.P.T.		Wile Howland, Mayor