

PUBLIC NOTICE

PUBLIC SERVICES COMMITTEE MEETING

Chair: Kim Chamberland

Committee Members: Kyle Mitchell and Sandy Russell

Thursday, October 12, 2023 at 4:30 pm

City Council Chambers

745 Center Street, Milford, Ohio 45150

AGENDA

Call to Order

Proceedings: Approval of September 18, 2023, Public Services Committee Minutes

Agenda Items:

- Discussion: Discussion: Resolution Accepting the Amounts and Rates Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying to the County Auditor
- Discussion: Quote from JDC to Repair a Vac Truck
- Discussion: Neptune Invoice for Water Department Exceeding \$7,500
- Discussion: Bids for Purchase of Emergency Generator Equipment for the Water Department
- And all additional matters that may properly come before the Committee.

Adjourn

PUBLIC SERVICES COMMITTEE

MEETING MINUTES

SEPTEMBER 18, 2023

Ms. Chamberland called the meeting to order at 4:30 p.m.

PRESENT: Kim Chamberland, Kyle Mitchell, Sandy Russell

STAFF: City Manager-Michael Doss (via telephone), Service Dept. Supervisor-Ed Hackmeister, Water Dept. Supervisor Joe Casteel, and Admin. Assoc.-Taryn Egner

VISITOR(S): Ralph Vilardo Jr.

MINUTES: Approval of April 26, 2023, Public Services Committee Minutes – Motion made by Kim Chamberland, seconded by Kyle Mitchell, Sandy Russell abstains.

DISCUSSION - SNOWPLOW QUOTE:

Service Department Supervisor/Ed Hackmeister reviewed two estimates to install a snowplow on a city fleet truck (Ford F-250). Estimates were received from KE Rose Company in the amount of \$8,295.00 and Knapheide Truck Equipment in the amount of \$8,805.00. (Mr. Hackmeister noted a typo on the KE Rose estimate referencing F-550; should be F-250 truck). He discusses the necessity for the addition of the snowplow. Finance Director, Pat Wirthlin confirmed the necessity for the expense which was not included in the 2023 budget.

THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO ENTER INTO A CONTRACT WITH KE ROSE COMPANY IN THE AMOUNT OF \$8,295.00 FOR THE PROVISION AND INSTALLATION OF SNOWPLOW

DISCUSSION - LINE STRIPING QUOTE:

Service Department Supervisor/Ed Hackmeister reviewed an estimate from A&A Safety in the amount of \$24,570.00 for ODOT specified painting of traffic edge lines, lane lines and center lines at various locations within the city. Discussion regarding public works crew's ability to properly paint the lines or the possibility to postpone the work until it can be budgeted for in 2024. Mr. Hackmeister sites safety concerns in high traffic areas may necessitate repairs before the winter months, despite not being included in the 2023 budget.

THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO ENTER INTO A CONTRACT WITH A&A SAFETY COMPANY IN THE AMOUNT OF \$24,570.00 FOR THE PAINTING OF TRAFFIC EDGE LINES, LANE LINES AND CENTER LINES.

DISCUSSION - CITY HALL EXTERIOR REPAIRS:

City Manager - Michael Doss reviewed a three-part bid received from Trisco Construction Services for the exterior repairs to City Hall as follows:

- Base Bid Total: \$187,833.00 (Exterior Repairs)
- Alternative #1: \$ 27,796.00 (Façade Blending – entire building)
- Alternative #2: \$ 2,989.00 (Façade Blending – repairs only)

Mr. Doss reminded the Committee that this is the 3rd time this project has been out for bid and the only bid received to date. He notes that references from Trisco Construction Services LLC are all favorable. Funds in the amount of \$200,000 were appropriated for this expenditure in the 2023 budget. Mr. Doss stated that the exterior building issues have been a problem for well over 3 ½ years and dating back to well over a decade. This needs to be addressed sooner than later. To remain within budget, Mr. Doss recommends accepting the Base Bid and Alternate Bid # 2 for a total of \$190,822.00.

Mr. Ralph Vilardo Jr. addressed the Committee and noted that this repair item has been budgeted for the previous 3+ years with no expenditure towards exterior improvements to date. He suggests that the entire improvement be approved at this time in lieu of partial approval to remain under budget. He expressed his opinion that the city municipal building appears neglected.

The committee had further discussion regarding the City Hall Exterior repairs.

THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO ENTER INTO A CONTRACT WITH TRISCO CONSTRUCTION SERVICES, LLC FOR BASE BID TOTAL: \$187,833.00; ALTERNATIVE #1: \$27,796.00; AND ALTERNATIVE #2: \$ 2,989.00; FOR A TOTAL AMOUNT OF \$218,618.00 FOR THE EXTERIOR REPAIRS TO THE CITY HALL MUNICIPAL BUILDING.

DISCUSSION - WELL #2 CLEANING BIDS:

Water Department Supervisor-Joe Casteel presented two estimates for Well #2 rehabilitation to the Committee. Boone Water Systems, Inc. itemized estimate for \$14,947.50. He noted a typo on Boone's estimate referencing Well #3 should in fact be Well #2. Mr. Casteel recommends proceeding with Boone Water Systems, Inc.

THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO ENTER INTO A CONTRACT WITH BOONE WATER SYSTEMS, INC. IN THE AMOUNT OF \$14,947.50 FOR WELL #2 REHABILITATION.

There being no further business, the meeting adjourned at 4:58 p.m. with a motion from Ms. Chamberland, seconded by Ms. Russell, all yes.

Respectfully submitted, Taryn Egner, Administrative Assistant

"These minutes have been approved and adopted by Ms. Chamberland, Mr. Mitchell and Ms. Russell on September 19, 2023."

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

Rev. Code, Secs. 5705.34, 5705.35

In accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2024; and

WHEREAS, The Budget Commission of Clermont County, Ohio, has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without and what part within, the ten-mill tax limitation; therefore, be it

NOW THEREFORE BE IT RESOLVED by the Council of the Municipality of Milford, Ohio,

Section I.

That the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

That there be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten-mill limitation as follows:

SCHEDULE A				
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES				
Fund	Amount Approved by	Amount to be	County Auditor's Estimate	
	Budget Commission	Derived from	of Tax Rate to be Levied	
	Inside 10 Mill Limitation	Outside 10 Mill Limitation	Inside 10 Mill Limit	Outside 10 Mill Limit
	Column I	Column II	Column III	Column IV
General Fund	587,587		3.00	
Fire/EMS Levy Fund		2,921,537		17.00
Park Levy Bond Fund		586,157		3.00
Total	587,587	3,507,694	3.00	20.00

SCHEDULE B			
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES			
Fund		Maximum Rate	County Auditor's Estimate
		Authorized to be Levied	of Yield of Levy (Carry to Schedule A, Column II)
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	10.50	1,752,794
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	2.00	333,865
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	4.50	834,878
Parks and Recreation Levy authorized by voters on 11/2/2021 not to exceed 5 years	Park Levy Bond Fund	3.00	586,157

Section II. Under and in accordance with Section 12.07 of the Milford City Charter, this Resolution shall become effective immediately upon its passage by City Council.

ADOPTED: October 17, 2023

ATTESTED: _____
Jackie Bain, Clerk

Mayor Lisa Evans

LAW DIRECTOR'S CERTIFICATION

I hereby certify that I have prepared the foregoing Resolution in accordance with Sec. 12.02 of the Milford City Charter.

Bryan E. Pacheco, Law Director
Reg. No. 0068189

CLERK'S CERTIFICATION

I Jackie Bain, Clerk of Council of the City of Milford, Ohio, do hereby certify that the foregoing Resolution was published by posting the complete text of said Ordinance at five (5) of the most public places in said Municipality as determined by Council as follows: at River Hills Bank, 301 Main Street, Milford, Ohio; at Peoples Bank, 735 Lila Avenue, Milford, Ohio; at Milford Community Fire Department, 687 B US 50, 'Milford, Ohio; at the Milford Post Office, 100 Castleberry Court, Milford, Ohio; and at the site of the Municipal Building, 745 Center St, Milford, Ohio each for a period of fourteen (14) days commencing on the 19th day of October, 2023.

Jackie Bain, Clerk of Council



Amounts & Rates

Public Services Committee

October 2022



CITY OF MILFORD

745 Center Street, Suite 200, Milford, OH 45150
Phone: 513-831-4192
Fax: 513-248-5096
www.milfordohio.org



To: Chair Kim Chamberland / Members Kyle Mitchell & Sandy Russell
Public Services Committee

From: Pat Wirthlin, Finance Director

Date: October 9, 2023

Subject: Amounts and Rates – Tax Levies 2024

Annual Approval

Please find attached the annual *Resolution Accepting Amounts and Rates* for year 2024. The County requires this approval each year to “accept” the property tax rates for the coming year.

New Park Levy Rate Change

The established property tax rates of 3 mills for the General Fund, 17 mills for the FIRE/EMS levy, and 3 mills for the Park Improvement levy (Five-Points) are still in place.

Clermont County estimates that the millage will collect \$587,587 for the General Fund, \$2,921,537 for the Fire / EMS levy, and \$586,175 for the Park levy. All estimates are slightly higher than the previous year.

Staff Suggestion for Committee Recommendation

Recommendation to authorize the Law Director to prepare a Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor for year 2024 as indicated on Attached Schedules A & B showing rates of 3 mills for General Fund, 17 mills for Fire / EMS Levy Fund, and 3 Mills for the Parks & Recreation Levy Fund and amounts of \$587,587, \$2,921,537, and \$586,175 respectively.

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S
ESTIMATED TAX RATES

Fund	Amount Approved by	Amount to be	County Auditor's Estimate	
	Budget Commission	Derived from	of Tax Rate to be Levied	
	Inside 10 Mill Limitation Column I	Outside 10 Mill Limitation Column II	Inside 10 Mill Limit Column III	Outside 10 Mill Limit Column IV
General Fund	587,507		3.00	
Fire/EMS Levy Fund		2,921,537		17.00
Park Levy Bond Fund		586,157		3.00
Total	587,507	3,507,694	3.00	20.00

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

Fund		Maximum Rate	County Auditor's Estimate
		Authorized to be Levied	of Yield of Levy (Carry to Schedule A, Column II)
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	10.50	1,752,794
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	2.00	333,865
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	4.50	834,878
Parks and Recreation Levy authorized by voters on 11/2/2021 not to exceed 5 years	Park Levy Bond Fund	3.00	586,157



Wastewater 50% 6,440.85
Water 25% 3,220.43
Service 25% 3,220.43

10/4/2023
14:48

JOB CARD (ESTIMATE)

No: 6

Invoice To:

MILFORD, CITY OF
745 CENTER ST
SUITE 200
MILFORD OH 45150

INFORMATION

Job Code:	61350	Branch:	1400
Service Date:	9/26/2023	Warehouse:	1400
Exp. Complete Date:	9/26/2023	Site Code:	_MAIN
Type:	EXTERNAL	Cust. Code / Name:	MILF0001
Mechanic:	UNALLOCATED MECHANIC BR 1400	Customer Eq. No.:	
Make / Model :	ZZ/AQUATECH	Serial Number:	20121010
Equipment No.:	MILF#20121010	Meter Read(Hrs):	0.00
Equipment Desc:	AQUATECH	Meter Read(Kms):	0.00
Reason:	SERVICE RETAIL WORK TO BE BILLED TO CUSTOMER	Job Desc:	CUSTOMER LIST - SEE NOTES

NOTES

Note:
INLET HEAD RUSTED OUT
CHASSIS AND MODULE SERVICE
REAR DOOR GASKET LEAKS
WATER TANK DRAIN LEAKS
REPLACE RODDER HOSE
NEW DEBRIS HOSE
REPLACE DISCHARGE HOSE AND WATER FILL HOSE
ADD 2 5FT TUBES
HEADLIGHTS FLICKER
REAR DOOR SAFETY PROP WONT RAISE

DETAILS

Part No.	Description	Date	Qty	Unit Sell	Discount	Line Sell
LABOR						
LUST	GENERAL LABOR	9/28/2023	3.50	\$175.00	0.00%	\$612.50
LUST	GENERAL LABOR	9/29/2023	2.50	\$175.00	0.00%	\$437.50

THIS QUOTE IS VALID FOR 30 DAYS AND IS SUBJECT TO STOCK AVAILABILITY WHEN YOUR ORDER IS RECEIVED

QUOTE DOES NOT INCLUDE TAX

PLEASE SEE OUR TERMS AND CONDITIONS ON OUR WEBSITE TEAMJDC.COM



CINCINNATI
377 CAVETT AVE
Cincinnati OH 45215

JOB CARD (ESTIMATE)

No: 61350

Date: 10/4/2023
Time: 14:48

DETAILS

Part No.	Description	Date	Qty	Unit Sell	Discount	Line Sell
LUST	GENERAL LABOR	10/2/2023	3.00	\$175.00	0.00%	\$525.00
LUST	GENERAL LABOR	10/2/2023	1.50	\$175.00	0.00%	\$262.50
LUST	KURT LUST	10/4/2023	12.00	\$175.00	0.00%	\$2,100.00
Total LABOR:						\$3,937.50
OUTPART						
OUTSIDE PART	WATER HOSE	10/4/2023	1.00	\$300.00	0.00%	\$300.00
Total OUTPART:						\$300.00
PART						
H1-SPOR-M M16X600-PL ASTIC	1 IN X 600 FT 2500 PSI HOSE	10/4/2023	1.00	\$2,013.75	0.00%	\$2,013.75
KA-160BL6	6" LAY FLAT HOSE	10/4/2023	25.00	\$4.36	0.00%	\$109.00
KA-180AR8	8 IN ABRASION RES HO	10/4/2023	20.00	\$43.07	0.00%	\$861.40
ZF-1759	HYD. FILTER	10/3/2023	1.00	\$62.80	0.00%	\$62.80
ZF-1878042C 93	KT FLTR,KI	10/3/2023	1.00	\$143.17	0.00%	\$143.17
ZF-2523522C 91	FILTER, ASSY OIL KIT	10/3/2023	1.00	\$41.90	0.00%	\$41.90
ZF-3532799C 1	AIR FILTER	10/3/2023	1.00	\$191.67	0.00%	\$191.67
ZZ-12100336 4	REAR DOOR GASKET	10/4/2023	1.00	\$785.17	0.00%	\$785.17
ZZ-15W40	DIESEL MOTOR OIL(QT)	10/4/2023	30.00	\$5.58	0.00%	\$167.40
ZZ-30000117 4	ADAPTER, BOOM HOSE RINGLOCK	10/4/2023	1.00	\$619.69	0.00%	\$619.69
ZZ-A190630	O RING AQ STYLE 4"	10/4/2023	1.00	\$4.50	0.00%	\$4.50
ZZ-A383963	TUBE EXT 8X5	10/4/2023	2.00	\$1,039.17	0.00%	\$2,078.34
ZZ-A383970	TUBE, INTAKE 8X6	10/4/2023	1.00	\$1,155.67	0.00%	\$1,155.67
ZZ-AW46	HYD. OIL PER GAL	10/4/2023	2.00	\$19.02	0.00%	\$38.04
ZZ-ISO220	GEAR OIL (QUART)	10/4/2023	15.00	\$24.78	0.00%	\$371.70
Total PART:						\$8,644.20

Name: _____

Total For Job 61350: \$12,881.70

Signature: _____

Date: _____

THIS QUOTE IS VALID FOR 30 DAYS AND IS SUBJECT TO STOCK AVAILABILITY WHEN YOUR ORDER IS RECEIVED

QUOTE DOES NOT INCLUDE TAX

PLEASE SEE OUR TERMS AND CONDITIONS ON OUR WEBSITE TEAMJDC.COM





Quote

NECO
11082 Southland Rd
Cincinnati, OH 45240

Date: 9/18/23

Customer: City of Milford
Shipping Address: 745 Center St; Suite 200
Milford, OH 45150
Billing Address: 745 Center St; Suite 200
Milford, OH 45150
Contact: Joe Casteel
Phone: (513) 831-6819

Special Instructions:

ITEM	QTY	DESCRIPTION, including complete meter specification	UNIT PRICE	TOTAL
1	20	5/8"X3/4" ProCoder Pit	\$ 175.00	\$ 3,500.00
2	20	R900 Wall Endpoint 2' of Wire	\$ 125.00	\$ 2,500.00
3	20	R900 Pit Meter Interface Unit 6' of wire	\$ 149.00	\$ 2,980.00
4	40	Splice Tube Waterproof for pigtail connections	\$ 2.58	\$ 103.20
Total			\$	9,083.20

If you have questions, please feel free to contact me at 937-515-0060 or nscott@necowater.com -- Nathan Scott

Items currently in stock are not guaranteed to be in stock at the time the order is placed.
Delivery lead times can change without notice from the factory.

Please note: Our company is authorized to sell into the states of Ohio and Kentucky only. If the materials are to be used in another location, please allow us to refer you to the proper distributor. Thank you.

