

**Public Services Committee
Meeting Minutes
November 9, 2022**

Ms. Chamberland called the meeting to order at 4:00 p.m.

Present: Kim Chamberland, Kristopher Parrish, Kyle Mitchell

Staff: City Manager, Michael Doss, Executive Assistant Jackie Bain

Visitor: Rebecca Geiger

Approval of Minutes: Ms. Chamberland and Mr. Mitchell read and approved the August 24, 2022, Public Services Committee Minutes. Mr. Parrish abstained

DISCUSSION: AUDIBLE CROSSWALK QUOTE

Mr. Doss discussed with the committee information regarding a quote received from Capital Electric Line Builders Inc. for this project. The quote is for three Audible Push Button Installations. One at each of the following locations: 5 Points Intersection (\$17,986.28) Lila Avenue and Cemetery Road (\$10,485.75) and US Rt. 50 and Wooster Pike (\$6,840.48).

Rebecca Geiger asked the committee when do they expect the installation to be started? Mr. Doss stated that he is hopeful that this will be done within thirty to forty-five days. Ms. Geiger expressed her appreciation for working so quickly on this project. It makes her walks and the city a lot safer.

THE COMMITTEE AGREED TO RECOMMEND THAT THE CITY MANAGER DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH CAPITAL ELECTRIC LINE BUILDERS, INC. IN THE AMOUNT OF \$35,312.51 FOR THE PURCHASE AND INSTALLATION OF AUDIBLE CROSSWALK DEVICES

DISCUSSION: JIM TERRELL PARK CANOE/KAYAK LAUNCH ENGINEERING QUOTE

Mr. Doss discussed a backstory with the committee on how the city received approximately \$190,000 as a direct appropriation from the State of Ohio. In their Capital Budget, we have a piece in the budget that appropriates \$190,000 for this project. We also received \$55,000 from Clermont County Community Development Block Grant. We leveraged the money that we received in the Capital Budget as our match for the Community Development Block Grant. Currently, we are \$50,000 short from having the entire project funded. That \$50,000 is in the budget for next year. We are still waiting to hear back regarding the Verizon Grant. If we do receive this grant, it should fund the entire project. Now that we are moving forward with two of the three funding mechanisms

in place, we must get it designed/engineered. This will include surveying and processes that we will have to go through with the State ODNR and their Federal counterpart. The goal is to have this constructed and operational by Memorial Day weekend of next year. MSP Inc. originally did some of the conceptual for us. They are also working on our Five Points Landing Park project. Mr. Doss asked Kleingers if they could provide us a quote for engineering/design services for the canoe/kayak launch. They work intimately with Army Corp of Engineers and are very familiar with the process. They provided a quote for engineering/design services. Mr. Doss stated that the engineering services for this project were also included in the total project that he mentioned for funding. Discussion also included some of the design changes that will be made and how this will provide much needed additional public safety.

THE COMMITTEE AGREED TO RECOMMEND THAT THE CITY MANAGER DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH KLEINGERS GROUP IN THE AMOUNT OF \$32,250 FOR ENGINEERING AND DESIGN SERVICES FOR THE JIM TERRELL PARK CANOE/KAYAK LAUNCH

DISCUSSION: 2023 CLERMONT COUNTY ROAD RESURFACING PROGRAM – CITY OF MILFORD

Mr. Doss discussed the participation in the Clermont County Engineer's Resurfacing Program. Many other townships and some villages tag along with the County's Paving Plan. The point is to shrink the numbers with mobilization and with some of the bulk, remove some of the asphalt costs. In order to participate in the program, the committee/council must approve legislation for our participation through Clermont County Commission and Clermont County Engineer's office. The committee reviewed the agreement information. Exhibit A was reviewed which identifies the streets that we would like to pave in 2023: Beech Street (from High to Maple), Cleveland Avenue (from Mill to 238 Cleveland), Edgecombe Road (from Main Street to the dead end) and Winnebago Drive (from Garfield Avenue to Powhatton Drive). The total cost plus contingency \$200,000. We do have the money in our budget for paving and resurfacing next year. These streets and avenues were identified in our pavement management study and were scored on priorities of conditions. Mr. Parrish asked if we do the rescoring every so often? Mr. Doss explained that it is an evolving study, and it is scored out ten to fifteen years.

THE COMMITTEE AGREED TO RECOMMEND THAT THE CITY MANAGER DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH THE CLERMONT COUNTY COMMISSIONERS AND CLERMONT COUNTY ENGINEER IN THE AMOUNT OF \$200,000 FOR THE PURPOSE OF PARTICIPATING IN THE 2023 CLERMONT COUNTY ROAD RESURFACING PROGRAM

DISCUSSION: EMERGENCY GENERATOR GRANT PROGRAM

Mr. Doss discussed that this grant is from the Ohio EPA. Water Department Supervisor Joe Casteel informed Mr. Doss that we could use a back-up generator at one of our pump stations on SR28. We are working with Brandstetter Carroll and apply for an emergency generator through this grant. The grant is up to \$50,000 with no match. It should cover the cost of the back-up generator. Mr. Parrish asked if we get \$50,000 what kind of annual maintenance costs are involved or is it negligible? Do we use 100% fossil fuels for powering? Do we have any clean energy that comes in to the city buildings that we could possibly store? Mr. Doss stated that at this time, we do not.

THE COMMITTEE AGREED TO RECOMMEND THAT THE CITY MANAGER DRAFT AN ORDINANCE TO MAKE APPLICATION TO AND ENTER INTO AN AGREEMENT WITH THE OHIO ENVIRONMENTAL PROTECTION AGENCY UNDER THE EMERGENCY GENERATOR EQUIPMENT GRANT FOR THE PURPOSES OF AN EMERGENCY GENERATOR FOR THE WATER DEPARTMENT. THE CITY MANAGER IS FURTHER AUTHORIZED TO ENTER INTO AND SIGN ANY AND ALL DOCUMENTS AS NECESSARY AND APPROPRIATE FOR OBTAINING THIS FINANCIAL ASSISTANCE

Additional items discussed:

1. Drinking Water Fountain at Veteran's Park – is not working. Mr. Doss will look into this.
2. Traffic Light at Locust – There is no change if there is no car on Locust turning onto Main Street. There is no signal to allow pedestrians to safely cross the street. Mr. Doss would also check on this as well.
3. Parking – how to get people to park in places that sit empty. Possibly make hybrid of the big blue parking signs that can be move around to indicate additional public parking in city lots. Google maps to also be contacted regarding public parking in the city. Or add QR codes on signs that can be scanned. Also, the QR code information could also include City Events like Frontier Days and Sparks in the Park. Parking lot parking enforcement will also be looked into. Bike Trail Parking lot lighting was also discussed.

There being no further business, the meeting adjourned at 4:45 p.m. with a motion from Ms. Chamberland Seconded by Mr. Parrish All yes

Respectfully submitted,
Jackie Bain, Executive Assistant

“These minutes have been approved and adopted by Mrs. Chamberland, Mr. Mitchell and Mr. Parrish on November 10, 2022”