

## Public Services Committee Meeting Minutes

April 10, 2019

Called to Order: 8:00am by Vice-Mayor, Amy Brewer

Pledge of Allegiance

Roll Call: Present: Mayor, Fred Albrecht; Vice-Mayor, Amy Brewer; Council Member, Kim Chamberland

Staff: Michael Doss, City Manager; Nate Clayton, Public Works Director; Lori Pegg, Community Services Manager; Pat Wirthlin, Finance Director

Visitors: Hannah Lubbers, Clermont/Adams Solid Waste District

Approval of Proceedings: The committee unanimously approved the proceedings from the March 28, 2019 meeting.

### **Solid Waste plan by Clermont Adams Solid Waste District**

Hannah Lubbers the new Director of the Clermont/Adams Solid Waste District gave an overview of their existing program to reduce the amount of material going into landfills, and presented the plan they are proposing for the next 5 years. The District is required to revise the Plan every 5 years and have it ratified by townships and municipalities. The entire plan can be accessed at this link <https://oecq.net/2018-acswd-solid-waste-plan/>. There is a detailed explanation of the current programs, which include drop-off recycling, emergency debris management and community education, along with a detailed budget in the Plan. The District activities are currently funded with a \$3/ton generation fee on waste disposed at landfills. Currently expenses exceed income and reserve funds will be exhausted in several years. The Plan proposes increasing the generation fee to \$3.50/ton in 2020 which equates approximately to an additional 6¢/household/month. The Plan also proposes to increase the fee to \$4.00/ton in 2021 if expenses continue to rise and exceed income.

The Plan must be ratified by the townships and municipalities that represent 60% of the population of the District, in addition to the largest municipality, which is Milford, and the County Commissioners in each County. We have a 90 -day period to approve the Plan, otherwise Ohio EPA may develop a Plan for us. A sample ordinance is provided in the packet.

Ms. Lubbers also noted that if residents have hazardous chemicals to dispose of they can contact the Adams-Clermont Solid Waste district and they will provide a voucher for them to drop those items off at Environment Enterprises.

Mayor Albrecht made the motion, Ms. Brewer seconded the motion  
Mayor Albrecht: yes, Vice-Mayor Brewer: yes, Ms. Chamberland: yes

***The committee agreed to make a motion authorizing approval of a revised draft solid waste management plan, Dated 2018-2037 for the Adams-Clermont Solid Waste Management District.***

**Trailhead Foundation Repair**

O'leary Concrete is not able to complete the Foundation repair as originally anticipated. They are a small company and were awarded a large contract from the University of Cincinnati. The next lowest bidder is SP Drilling and Construction at \$27,100. We will receive \$20,000 reimbursement from a Clermont County Parks Grant.

Mayor Albrecht made the motion, Ms. Chamberland seconded the motion.  
Mayor Albrecht: yes, Vice-Mayor Brewer: yes, Ms. Chamberland: yes

**The Committee agreed to make a motion authorizing the Law Director to draft an ordinance rescinding the previous ordinance 19-1438 and authorize the city to enter into contract with SP Drilling for \$27,100.**

Mayor Albrecht made the motion, Ms. Chamberland seconded the motion  
Mayor Albrecht: yes, Vice-Mayor Brewer: yes, Ms. Chamberland: yes

**The Committee also agreed to make a motion authorizing the Law Director to prepare an ordinance authorizing 2019 appropriations amending ordinances 18-1413, 19-1422, 19-1434, and 19-1439 IN THE AMOUNT OF \$600 AS FOLLOWS:**

**\$600 TRAILHEAD FOUNDATION WALL IN PARKS & RECREATION FUND 204.**

**Gravel in the Right-of-Way**

Mr. Clayton brought up our current practice of supplying residents with gravel for parking areas between the Road and sidewalk (where space allows for safe parking). There is no policy or ordinance regarding this practice. His understanding is that we do this for public parking, but mostly it is used by the residents. There have been a few occasions where a resident wanted the gravel removed and replaced with sod, the service department removed the gravel and the resident added sod. The committee agreed that there are really no guidelines in place, but if it is public parking and there is gravel we should maintain it. The committee directed Mr. Clayton to create some guidelines and bring the plan back to committee for approval.

**Additional matters that may properly come before the committee**

**Waste Water Treatment WAS (Waste Activated Sludge Pumps)-**

A twelve-year old WAS pump has failed at the Waste Water Treatment Plant. We received a quote to repair the pump for \$6,410, but because of the wear and tear, the vendor cannot guarantee how long the rebuild will last. Mr. Walker received 5 vendor quotes to replace the pump ranging from \$5,632.00 to \$9,492.18. Beckman Environmental Services was the least expensive at \$5632.00 We are able to

install the pump in house. We would also like to buy an additional pump as a back-up since the other pumps are 12 years old. Replacement pumps were approved in the budget.

Mayor Albrecht made the motion, Ms. Chamberland seconded the motion  
Mayor Albrecht: yes, Vice-Mayor Brewer: yes, Ms. Chamberland: yes

***The Committee agreed to make a motion authorizing the Law Director to draft an ordinance authorizing the purchase of two Waste Activated Sludge Pumps from Beckman Environmental Services in the amount of \$11,264.***

There being no additional business, Ms. Brewer made a motion to adjourn at 8:45 and all agreed.

Respectfully Submitted,  
Lori Pegg

# **PUBLIC NOTICE**

## **PUBLIC SERVICES COMMITTEE MEETING**

*Chair: Amy Brewer*

*Committee Members: Fred Albrecht and Kim Chamberland*

**Wednesday, April 10, 2019 at 8:00 A.M.**

**City Council Chambers**

**745 Center Street, Milford, Ohio 45150**

### **AGENDA**

Call to Order

Pledge of Allegiance

Committee Roll Call

Proceedings: Approval of the March 28, 2019 Public Services Committee Minutes

Agenda Items:

- Solid Waste plan by Clermont Adams Solid Waste District
- Trailhead foundation repair
- Gravel for parking spots in ROW discussion
- And all additional matters that may properly come before the committee

Adjourn

## Public Services Committee Meeting Minutes

March 28, 2019

Called to Order: 8:00am by Vice-Mayor, Amy Brewer

Present: Mayor, Fred Albrecht; Vice-Mayor, Amy Brewer; Council Member, Kim Chamberland

Staff: Michael Doss, City Manager; Nate Clayton, Public Works Director; Lori Pegg, Community Services Manager; Sean Mahan, Assistant Police Chief

Visitors: Kevin Norton, Norton Advertising; Terri Ferguson, Cincinnati Bell; Katie Meyer, Cincinnati Bell

### **Norton Advertising Digital Sign**

Kevin Norton presented the committee with a contract for a digital sign to be located on the hillside at the Trailhead to replace the two existing Norton billboards. The digital portion will be 8ft tall, x16ft wide and will be encased in a nice stone design similar to the gateway sign at 126/50.

The contract calls for a rental agreement to commence on the 6<sup>th</sup> year and increasing every 5 years for 20 years. There would be no rent paid to the City for the sign for the first 5 years to allow Norton Advertising to recoup the initial costs for the sign which is approximately \$150,000. As part of the rental agreement the City will be provided 500, 8 second advertising spots on the digital display per day to advertise community events and news. If there are advances in technology or the sign is damaged, Norton will make necessary repairs.

Norton is a private, family business and is very conscientious of what is advertised on the sign. If an advertisement comes up that they deem questionable they will contact the City Manager for input. They agree not to advertise events or news from other communities on the City of Milford sign.

The committee asked that Mr. Doss and Norton Advertising continue to negotiate the rental payment terms of the sign and report back to them at a later date. The committee would like to have rent paid in years 1-5 with stepped up amounts after that.

### **Cincinnati Bell Smart City**

Katie Meyer presented information on the Smart City Initiative from Cincinnati Bell. The foundation of this program is a fiber network, with free wi-fi access to visitors in Milford. This first stage of this initiative would allow for access points to be added in 14-15 locations in downtown Milford. This wi-fi would be free to visitors who would login at our portal, similar to what a hotel or airport might offer.

The City would own all of the data generated by visitors to the downtown area, both those that login and those whose wifi is turned on as they walk through the area. Each phone has a specific mac address that is collected, so we would get accurate numbers as far as foot traffic downtown to use for economic development purposes. The information from those who login to the portal is even more robust and

offers progressive profiling, so every time the same person logs in it asks them a different question i.e. Zip code, age, gender and that information is collected.

Mr. Doss asked how they address businesses that may just use that wi-fi instead of getting their own service? Ms. Ferguson noted that the system will only extend into the door of the business, so if someone was on the wifi and walked in to a business their wifi would automatically connect to the one in the business and it would drop after they walked in the door.

Mr. Doss also asked about how this information collected is handled in a public records request. Ms. Meyer said they have been in contact with the attorney general regarding its treatment, but there is no precedent or litigation regarding the information. Consensus among the communities they are and have been working with is that it is personally identifying information and is exempt from public record.

Ms. Meyer has worked with communities to gather grant funding for the upfront costs and will work share those opportunities with Ms. Pegg who is applying for funding from Connect Clermont and the Appalachian Regional Commission. The committee agrees that it is an interesting concept, that there is no money allocated in the budget for this year but would discuss it with council at the council meeting, and would like to discuss with Council as a whole.

#### **GEST Cart Contract**

Ms. Pegg presented information after discussion at several Public Services meetings regarding parking in the downtown area. She presented an analysis of the cost of the City offering a golf cart service to residents and businesses throughout the City. Two options were presented, the City purchase of a golf cart and hiring of employees to run the service or contracting with an outside company.

For the City to provide this service on its own she anticipates the first year cost to be approximately \$36,000 for the cart, two part-time employees and other miscellaneous expenses. GEST Carts, which is a service that is already up and running in downtown Cincinnati and Newport, provided a contract price of \$45,350.00 yearly. The Committee agreed that this would be a valuable service to offer our residents and business owners, but it is not currently in the budget.

Ms. Pegg will contact business owners within the City to advertise on the cart so it would pay for itself and report back to the committee with progress.

#### **Water Tower Lease Agreement**

Mr. Doss presented the Third Amendment to the Water Tower Lease Agreement with Sprint for the tower located at 835 Wallace Avenue. This amendment increases the size of the area leased by Sprint to allow for installation of an emergency generator. The generator will be enclosed by fencing and will only be run in an emergency. For this additional space, Sprint will increase the monthly amount of the contract by \$200.00.

***The Committee agreed to make a motion authorizing the City Manager to approve a Third Amendment to the Water Tower Lease Agreement with Sprint for the water tower located at 835 Wallace Avenue.***

**Squire, Patton & Boggs Invoice for Legal Services**

Mr. Doss presented an invoice in the amount of \$4726.25 from Squire Patton and Boggs for legal services surrounding the public records litigation filed by Rachel Richardson against the City of Milford. The committee directed it to be paid.

***The Committee agreed to make a motion authorizing payment of an invoice from Squire Patton and Boggs for legal services in the amount of \$4726.25.***

**Mill Street Storm Outfall Lining Project**

Mr. Clayton discussed bid results from a bid opening yesterday regarding the bids for the relining of the project. The storm outfall that is in the back portion of the property at 5 Water Street could be repaired by relining or replacing. Because the bids came in higher than expected for the lining, replacement may be a cheaper solution. He will look through the bids and determine how to move forward with the project.

He also addressed a video posted on Facebook regarding storm water running down Garfield Avenue to Main Street. The current storm drain pipes are only 12" and cannot handle a downpour like we received. He is looking at options for that area to catch the rainfall up higher on Garfield which may also help with some of the stormwater issues on Laurel Ave.

**Speed Limit on SR126**

Mr. Clayton advised that he was contacted by Symmes Township and asked to provide a letter of support from the City for their plan to change the speed limit on SR126 from the City of Milford to Ibold Road to 35 MPH. Assistant Chief Mahan reported that he has seen several severe accidents in the area between Kugler Mill and the large curve near the Indian Hill Water Plant. The portion of SR 126 that is in the City limits already has a 35 MPH speed limit. The committee agreed that they would support that effort from our corporation limit to the end of the corporation limit of Camp Dennison.

**Crosswalks on Main Street**

Ms. Chamberland asked if signs could be added to the crosswalk near Tickled Sweet noting that it is State law that you stop for people in the crosswalk. Mr. Clayton will have the public works department take care of this request.

**Police Department Rebranding**

Assistant Chief Mahan presented a very early mockup of a new design for the police cruisers going forward. The current design has been on the cars for close to 20 years if not longer.

There being no new business the meeting was adjourned at 8:30am.

Respectfully Submitted,

Lori Pegg



ORDINANCE NO.

The City Council of Milford in Clermont County, met on the \_\_\_ Day of \_\_\_\_\_, 2019.

Mr(s). \_\_\_\_\_ moved for passage of the Resolution:

ORDINANCE AUTHORIZING APPROVAL OF REVISED DRAFT SOLID WASTE MANAGEMENT PLAN, DATED 2018-2037, FOR THE ADAMS-CLERMONT SOLID WASTE MANAGEMENT DISTRICT

WHEREAS, the Boards of County Commissioners of Adams County, Ohio, and Clermont County, Ohio, have established the Adams-Clermont Solid Waste Management District pursuant to the terms of Ohio Revised Code Section 3734.52; and

WHEREAS, the Director of the Adams-Clermont Solid Waste Management District having convened a Solid Waste Management Policy Committee to prepare a revision to the 2010 Solid Waste Management Plan for the Joint Solid Waste District,

WHEREAS, the Solid Waste Management Policy Committee of the Adams-Clermont Solid Waste District has approved the draft Revised Solid Waste Management Plan dated 2018-2037 for the Adams-Clermont Solid Waste Management District, and has requested the Milford City Council to approve or disapprove the draft Plan by Resolution; and

WHEREAS, the Milford City Council desires to approve the revised draft Solid Waste Management Plan.

NOW, THEREFORE, BE IT RESOLVED, by this Milford City Council, that the revised draft Solid Waste Management Plan for the Adams-Clermont Solid Waste Management District hereby be approved and the Clerk of this Milford City Council is hereby directed to deliver a certified copy of this Resolution Authorizing approval of the draft revised Solid Waste Management Plan to the Solid Waste Management Policy Committee of the Adams-Clermont Solid Waste Management District.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that this Milford City Council hereby find and determine that all formal actions relative to the passage of this resolution were taken in an open meeting of Milford City Council, and that all deliberations of the Milford City Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Mr(s). \_\_\_\_\_ Seconded the Motion and upon roll call, the vote resulted as follows:

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ATTEST: \_\_\_\_\_ Date:  
Clerk, Milford City Council

# Adams-Clermont Solid Waste District



4400 Haskell Lane  
Batavia, Ohio 45103

Voice: (513)732-7894

E-mail: [hlubbers@clermontcountyohio.gov](mailto:hlubbers@clermontcountyohio.gov)

Web: [www.oeq.net](http://www.oeq.net)

Fax: (513) 732-7310

March 8, 2019

Dear Mayors,

Enclosed is a USB flash drive with the revised Adams-Clermont Solid Waste District Plan. The District is required to revise the Plan every 5 years and get it ratified by townships and municipalities. Chapter II is an executive summary of the Plan presented in the format required by Ohio EPA. In addition, I have included a more succinct summary of the Plan below.

The Solid Waste District is required to develop programs to reduce material going to landfills. The following is a list of the programs we currently offer and expect to continue as well as some new programs:

**Existing Programs:**

- Drop-off Recycling (27 Clermont & 13 Adams)
- Litter Collection
- Adams Waste & Recycling (Trefz Rd.)
- Household Hazardous Waste Disposal
- Illegally-dumped Tire Assistance
- Electronic Scrap Recycling
- Emergency Debris Management
- Waste Audits for Business & Industry
- Designation of Facilities where Waste can be Disposed
- Education, School and Community
- Composting Assistance
- Landfill Capacity Assurance and Siting Strategy Required for New Waste Facilities

**New Programs:**

- In-school recycling assistance
- Multi-family housing recycling assistance
- Large-item collection site

There is a detailed explanation of these programs along with a detailed budget in the Plan. The District activities are currently funded with a \$3/ton generation fee on waste disposed at landfills. Currently expenses exceed income and reserve funds will be exhausted in several years. The Plan proposes increasing the generation fee to \$3.50/ton in 2020 which equates approximately to an additional 6¢/household/month. The Plan also proposes to increase the fee to \$4.00/ton in 2021 if expenses continue to rise and exceed income.

The Plan must be ratified by townships and municipalities representing 60% of the population of the District, in addition to the largest municipality and County Commissioners in each County. Enclosed and also on the USB flash drive is a sample resolution for your consideration. We have a 90 day period to approve the Plan, otherwise Ohio EPA may develop a Plan for us.

I would be happy to come and personally discuss the Plan in more detail. Feel free to contact me.

Sincerely,

Hannah Lubbers  
Director, ACSWD



## S.P. DRILLING & CONTRACTING

DRILLED SHAFTS, CAISSONS, PIERS, RETAINING WALLS, LANDSIDE REMEDIATION

(513) 383-6355

February 25, 2019

### PROPOSAL

City of Milford  
745 Center Street, Suite 200  
Milford, OH 45150

ATTN: Nathan Clayton

Job Site: City of Milford Bike Trail Stone Retaining Wall Repair  
Thank you for the opportunity to bid this project.

SP Drilling & Contracting proposes the following:

**Stone Retaining Wall:** Remove and replace 18" wide by 91 feet of concrete cap 4" to 6" thick on top of stone retaining wall. Furnish and install Redi-Rock Block (Cobble Stone finish) retaining wall approximately 25' long and 6' exposed height plus 1.5' embedment along the north side of existing wall to correct failure, pressure wash, chip loose mortar, re-tuck stone and haul off construction debris for the base price of **\$23,500.00**.

**Building Foundation above Stone Retaining Wall:** Pressure wash, chip loose mortar, re-tuck stone and haul off construction debris for the base price of **\$2,800.00**.

**Little Building Cinder Block Wall:** Pressure wash, chip loose mortar, re-tuck stone, Stuck-o finish and haul off construction debris for the base price of **800.00**.

Please add 2.5% to total project if a Bond is required.

This proposal is based on prevailing wages not being required.

#### Conditions

A Certificate of Insurance will be sent upon request.

Sam Pschesang \_\_\_\_\_ S.P. Drilling & Contracting.

## Nate Clayton

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**From:** kevin <kevin@olearyconcrete.com>  
**Sent:** Monday, April 1, 2019 10:20 AM  
**To:** Nate Clayton  
**Subject:** Concrete work

Hi Nate I cannot perform the work at the trail head  
Thanks Kevin O'Leary