

COUNCIL WORKSHOP MEETING

July 23, 2019

Mayor Miller called the meeting to order.

Present were: Mayor Miller; *Councilmembers:* Jason Land, Sarah Copp, Scott Hurst, Scott Fogle, Don Dohrman, and Karen Grudich. *Also present:* Ben Herron and Clerk Cantrell. *Absent:* None.

ORDINANCE CM-19-12

Ordinance CM-19-12 was introduced by Council and read by Manager Kline, AN ORDINANCE TO AMEND THE “OFFICIAL ZONING MAP OF WEST MILTON” AS ADOPTED BY CHAPTER 150.006 OF THE WEST MILTON CODE OF ORDINANCES. The public hearing for *Ordinance CM-19-12* will be held on Tuesday, August 13, 2019, at 7:30 p.m., at the Municipal Building, in Council Chambers.

STILLWATER/MARKET INTERSECTION UPDATE

Service Director Herron stated the paving started with the re-profiling of the Stillwater/Market Streets intersection. He gave information as to the work that had been completed, the work remaining to be completed, and the cost to do the project. Mr. Herron also gave information as to additional work that needs to be done to complete the project. He stated there is a problem with the grade on Maple Street. Mr. Herron stated Maple Street was redone in 2001. He stated they may need an additional twenty-five thousand (\$25,000.00) dollars to complete this project.

WWTP UPDATE

Mr. Herron stated the Wastewater Treatment Plant (WWTP) has two clarifiers. He stated one is the original one put in and one was put in in 1991; and he does not think the tank has been drained. Mr. Herron stated it is dangerous to drain, clean, and refurbish a clarifier. He gave information as to the process that has to be done to get the clarifier back to good working condition, as well as the cost to do this project.

ACCESSORY BUILDINGS

Manager Kline stated he will remain consistent with what has been done in the past in regards to accessory buildings. Scott Fogle stated he thinks the main section “C” of the Accessory Buildings Ordinance could have five (5) different people read it and you would get five (5) different opinions as to what it says. He stated he thinks this section

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needs to be made clearer. Mayor Miller stated he likes how West Milton's Ordinance regarding Accessory Buildings is written; so that it does not tie things up too much. Scott Hurst stated he likes how Englewood's Ordinance regarding Accessory Buildings is written. He stated it has a lot of detail and is concise. Mr. Hurst stated he likes things to be cut and dried. Don Dohrman stated he thinks Accessory Buildings should be scaled to the size of the property. Scott Fogle stated the Glasier building is not what you would expect to see in a village. He stated that building is 20'+ and is too high. Mr. Fogle stated he thinks Section "C" of the Accessory Buildings Ordinance is confusing. He stated he also likes Englewood's Ordinance regarding Accessory Buildings. It was the consensus of Council to have Manager Kline get with Law Director Brosh to work to clear up Section "C" of the Accessory Buildings Ordinance. It is the consensus of Council to not have an accessory building taller than the house.

TRAILER/RV ORDINANCE

Manager Kline gave each Councilmember a copy of the Codified Ordinance – Zoning Code - Section 150.290 Recreational Vehicles and Utility Trailers for their review. Scott Fogle stated he feels an enclosed structure looks better; but you have the length of the mobile home. Section 150.290(B)(7) states: All recreational vehicles and utility trailers that are longer than 30 feet, higher than 12 feet or have more than six wheels are strictly prohibited from being stored on residential property within the village. After discussion, it was the consensus of Council to leave Section 150.290(B)(7) as is.

FARM ANIMALS

Mayor Miller stated a resident near where he lives has a chicken that runs freely in the neighborhood. Manager Kline gave each Councilmember a copy of the Codified Ordinance – Chapter 90: Animals for their review. Section 90.01(B) states: The keeping of livestock, consisting of but not limited to sheep, horses, mules, chickens, cattle, and other such farm animals is a danger to the health and safety of the citizens of the Municipality, the animals may not be kept or housed within the Municipal limits without a permit granted by the Director of Service. Manager Kline read a letter that he will be sending to this resident stating the chicken has to be kept in the backyard and they have to have a permit. He stated Roosters are not allowed.

ORGANIZATIONAL STRUCTURE/JOB CLASSIFICATION REVIEW

Manager Kline stated he and Ben Herron have been looking to revise the Organizational Structure/Job Classification. He stated he had some changes he would like to make. Mr. Kline stated he will present these changes to Council at the August 27, 2019, Council Workshop Meeting. He stated classification of salaries need to be readjusted.

HEALTH INSURANCE

Manager Kline stated just to renew the current Health Insurance there would be a 22.8% increase, with no change to the coverage. He stated this is not sustainable. Manager Kline stated the goal is to try to limit any increase in spending by either offering different plans which may include higher deductibles or a lesser contribution to the Health Savings Account (HSA). He stated he and Jill Grise are looking for other options.

ROCK THE HILL

Manager Kline stated he and Ben Herron will be meeting with the sound guy regarding the Rock the Hill Concert that is being held on Saturday, August 17, 2019. He stated Council will need to approve having a Beer and Wine Garden at the concert. Manager Kline stated the proceeds go to the Fourth of July fireworks display. He gave information as to who the different sponsors are for the concert.

COUNCIL LEGISLATION/ACTION NEXT MEETING

Manager Kline stated the following legislation would be on the Agenda for the August 13, 2019, Council Meeting:

Zoning Map – Second Reading

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

COMMENTS FROM COUNCIL

Scott Fogle asked if the changing of the street lighting would be starting in the fall. Bob Stahlman from Miami Valley Lighting stated it will be done in October 2019 and should be completed within one (1) month.

Sarah Copp asked about the speed bumps at the West Milton Cascades. Manager Kline stated the Municipality does not own that property.

Manager Kline stated the West Milton Inn Gift Gallery (*formerly the Frame Mill Gallery*) will be hosting a special VIP evening to introduce Council to their new store. The event will be Wednesday, July 31, 2019, from 4:00 p.m. to 7:00 p.m. He stated on Thursday, August 1, 2019, at 10:00 a.m. Mayor Miller will be cutting the ribbon.

Scott Hurst stated he met with a guy that was asking about getting sidewalks in some areas of the Municipality. He also asked about the ADA requirements for Market and

Locust regarding truncated domes. Mr. Hurst gave Ben Herron the picture to look at. Mr. Herron stated he will research the ADA question.

Scott Fogle stated he sent Manager Kline a video regarding parking on Lowry Drive. He stated it becomes one (1) lane and is dangerous.

Scott Hurst stated sometimes it is hard to see people at the crosswalk in the downtown area because the cars are parked too close to the crosswalk. Manager Kline will check into this; but stated they purposely made sure the vehicles were to park a long way back from the crosswalk. He stated some individuals do not pay attention and park too close anyway.

ADJOURNMENT

Scott Fogle made a motion, seconded by Scott Hurst to adjourn the meeting. After a voice vote, the motion passed unanimously. *Abstain:* None. *Absent:* None. The meeting adjourned at 9:06 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Anthony Miller
Mayor

SPECIAL COUNCIL WORKSHOP MEETING

August 6, 2019

Vice Mayor Hurst called the meeting to order.

Present were: Vice Mayor Hurst; *Councilmembers:* Jason Land, and Karen Grudich. *Also present:* Manager Kline and Clerk Cantrell. *Absent:* Sarah Copp, Scott Fogle, Don Dohrman, and Mayor Miller.

HEALTH INSURANCE

Manager Kline stated he recommends staying with Anthem for the Health Insurance for the Municipal employees. Jill Grise gave each Councilmember present a report titled Health Insurance Comparison for their review. She stated the Health Insurance would run from September 1, 2019, to August 31, 2020. Mrs. Grise stated the renewal option is the same as what the employees have now. She stated these rates get submitted to the State and the State thinks they are good plans. Manager Kline stated it is becoming not sustainable and the Municipality will need to draw back on these benefits in the near future. He stated he likes to give the employees options to choose from. Vice Mayor Hurst asked how much the employees have to pay for their Health Insurance. Manager Kline stated the employees do not pay anything for their insurance at this time; but they are paid less than most Municipal employees. He stated he recommends only raising the cost of the Health Insurance by 13.5% and allow the employees a choice of which option they want to go with. Manager Kline gave information as to what actions may need to be taken to keep the Health Insurance cost sustainable in the future. Karen Grudich asked if there is an employee meeting held before the insurance goes into effect to help the employees decide which plan they want to take. Manager Kline stated he and Jill Grise meet with the employees. A lengthy discussion took place regarding keeping the Health Insurance increase to 13.5%. In order to keep the increase at 13.5% the **Renewal Option** would be the same as the employees have currently with the exception of the Municipality contributing only two thousand one hundred (\$2,100.00) dollars to help offset the deductible amount instead of three thousand five hundred (\$3,500.00) dollars as contributed last year. **Option 1** would have a deductible of eight thousand four hundred (\$8,400.00) dollars; but the Municipality would contribute three thousand three hundred sixty (\$3,360.00) to help offset the deductible amount. **Option 2** would have a deductible of ten thousand (\$10,000.00) dollars; but the Municipality would contribute five thousand (\$5,000.00) dollars to help offset the deductible amount. There would be some additional changes also for Options 1 and 2. It was the consensus of the Councilmembers present to give the employees the choice to choose between the Renewal Option, Option 1, and Option 2 for their Health Insurance.

Manager Kline stated he would have the Resolution to approve the Health Insurance ready for the Tuesday, August 13, 2019, Council Meeting.

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

ADJOURNMENT

Jason Land made a motion, seconded by Karen Grudich to adjourn the meeting. After a voice vote, the motion passed unanimously. *Abstain:* None. *Absent:* Copp, Fogle, Dohrman, and Mayor Miller. The meeting adjourned at 8:09 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Scott Hurst
Vice Mayor

COUNCIL MEETING

August 13, 2019

Mayor Miller led Council and the public in the Pledge of Allegiance.

The invocation was given by Jean Hoover.

Mayor Miller called the meeting to order.

Present were: Mayor Miller; *Councilmembers:* Jason Land, Sarah Copp, Scott Hurst, Scott Fogle, Don Dohrman, and Karen Grudich. *Also present were:* Manager Kline, Law Director Brosh, and Clerk Cantrell. *Absent:* None.

MOTION TO EXCUSE ABSENT COUNCILMEMBERS

Scott Hurst made a motion, seconded by Jason Land to excuse Sarah Copp, Scott Fogle, Don Dohrman, and Mayor Miller from the August 6, 2019, Special Council Workshop Meeting. After a roll call vote, the motion passed with Land, Copp, Hurst, Grudich, and Mayor Miller voting *yes*. *Abstain:* Fogle and Dohrman. *Absent:* None.

MINUTES

Don Dohrman made a motion, seconded by Sarah Copp to adopt the July 9, 2019, Council Meeting and the July 23, 2019, Council Workshop Meeting Minutes. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* None. *Minutes adopted.*

Scott Fogle made a motion, seconded by Jason Land to adopt the June 11, 2019, Council Meeting and the June 25, 2019, Council Workshop Meeting Minutes. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* None. *Minutes adopted.*

CORRESPONDENCE TO COUNCIL

There was no correspondence at this time.

COMMENTS FROM CITIZENS

Rick Marker of Stone Meadows Blvd. stated he built his home in 2004 and was not given a 3' various for his property. He stated another resident in this subdivision is 5' off the required setbacks. Mr. Marker stated the covenants for this subdivision

needs to be followed. Mayor Miller stated that up until a year or two ago it was complaint based due to not enough staff to cover everything. Manager Kline stated he could assure Mr. Marker that the builder who will be building the new home in the Stone Meadows subdivision has been given the proper information for the setbacks. Mr. Marker stated he thought the Municipality should look into purchasing the property for a water tower for future growth. He stated when there is a fire in that area they suck their water hydrants dry. Mayor Miller stated the Municipality is looking at the infrastructure of West Milton and has had a consultant come in and do a study to let us know what we need. Mr. Marker stated in the past he had a camper in his driveway and a previous Councilmember stopped and talked to him about it; but now there are many campers parked in the village. Mr. Marker stated he thinks this should be monitored. Mayor Miller thanked Mr. Marker for doing the right thing by abiding by West Milton's Ordinances. He stated the Municipality plans on watching the zoning on the property where the new home will be built and make sure all the rules are followed. Manager Kline stated the Municipality cannot enforce the covenants for this subdivision. He stated it has to be done by the Homeowners Association; but there was never one formed. Mr. Marker asked Council to please follow the Zoning Ordinances.

ORDINANCES AND RESOLUTIONS

At 7:50 p.m. Mayor Miller called a Public Hearing regarding an amendment to the "Official Zoning Map of West Milton.

Manager Kline stated the West Milton Planning Board received a petition to modify the zoning district boundary of a parcel of real estate described as Inlot No. 1701 (*approximately 1.048 acres*) from B-3 Neighborhood Business District to R-1C, Single Family Residential. He stated the West Milton Planning Board recommends the change in zoning. Manager Kline stated the Municipal staff recommends Council approve the requested change in zoning. He displayed a map to show the location of the property being requested to change the zoning. Manager Kline stated notification has been sent to all individuals living within 300' feet of the property as required by code. He stated this lot can only be accessed via Stone Meadows Blvd. and would make sense for this particular lot to be considered residential. Manger Kline stated the lot to its immediate south is zoned R1 and has a single family home on it.

Mr. Marker of the Stone Meadows Blvd. stated as long as the setbacks are as they are supposed to be he is okay with it.

Ordinance CM-19-12

Ordinance CM-19-12 was read by title only by Law Director Brosh, AN ORDINANCE TO AMEND THE “OFFICIAL ZONING MAP OF WEST MILTON” AS ADOPTED BY CHAPTER 150.006 OF THE WEST MILTON CODE OF ORDINANCES. Don Dohrman made a motion, seconded by Jason Land to adopt *Ordinance CM-19-12*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Ordinance CM-19-12 adopted.*

The public hearing closed at 7:55 p.m.

Resolution CM-19-13

Resolution CM-19-13 was introduced by Council and read by Law Director Brosh, A RESOLUTION TO CERTIFY DELINQUENT WATER, SEWER, AND REFUSE ACCOUNTS, AND COSTS ASSOCIATED WITH REMOVAL OF GRASS, WEEDS, LITTER, AND TREES TO THE MIAMI COUNTY AUDITOR FOR COLLECTION. Scott Hurst made a motion, seconded by Don Dohrman to adopt *Resolution CM-19-13*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Resolution CM-19-13 adopted.*

Manager Kline stated this is the annual Resolution to certify delinquent water, sewer, refuse accounts, and costs to remove grass, weeds, litter, and trees to the Miami County Auditor for collection. He explained the process of doing this. The County Auditor will place a lien on the property tax duplicate for each of these properties if costs are not paid in full by September 5, 2019.

Resolution CM-19-14

Resolution CM-19-14 was introduced by Council and read by Law Director Brosh, RESOLUTION TO AUTHORIZE THE MUNICIPAL MANAGER TO CONTRACT WITH ANTHEM FOR EMPLOYEE HEALTH INSURANCE. Sarah Copp made a motion, seconded by Scott Hurst to adopt *Resolution CM-19-14*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Resolution CM-19-14 adopted.*

Manager Kline thanked Council on behalf of the employees for approving insurance for the employees. He explained how the contract works and the options available to the employees. Manager Kline stated the contract to Anthem is for one (1) year. The insurance is for full-time employees.

MUNICIPAL MANAGER

a) Rock the Hill Concert –

Manager Kline stated there will be a Rock the Hill Concert on Saturday, August 16, 2019, starting at 5:00 p.m. He reminded citizens to bring a blanket or lawn chairs. Manager Kline stated there will be three (3) bands: the Shelby Love Brothers, the Rock Island Plow Company, and Higgins and Madewell. He stated the public library will be hosting a Kids Zone in the new playground area of the Municipal Park. Manager Kline stated there will be food trucks: Clark's Pizza, Buckeye Burgers, Kona-Ice, and beer and wine from Old Mason Winery and AR Winery. He stated there will also be drawings for eight (8) gift baskets. Manager Kline stated the Fourth of July Committee will be offering beer and wine near the Rotary shelter and proceeds from the sale of beer and wine will be given to the Fourth of July Fireworks fund. He stated there may be ice cream. Manager Kline stated Gabby Enright from Chanel 7 will be introducing the first song from the Shelby Love Brothers at 5:00 p.m. and the headliner, Higgins and Madewell, will be finishing up a little after 9:00 p.m. He gave information as to how you can obtain tickets for the drawings for the gift baskets. Manager Kline also gave information as to sponsors for the free concert and thanked them for contributing.

Scott Hurst made a motion, seconded by Scott Fogle to allow the Beer and Wine Garden in the downtown park during the Rock the Hill concert. After a voice vote the motion passed unanimously. *Abstain*: None. *Absent*: None.

b) Council Workshop Meeting –

A Council Workshop Meeting will be held on Tuesday, August 27, 2019, at 7:30 p.m. in Council Chambers of the West Milton Municipal Building.

COMMENTS FROM COUNCIL

Karen Grudich stated that due to farmers having a bad year for produce the Farmers' Market is being closed for this year.

Mayor Miller gave information as to a public hearing that is being held by DP&L regarding a locally proposed facility. He stated the hearing will be Tuesday, September 17, 2019, at Hobart Arena in the Bravo Room. Mayor Miller stated DP&L is looking for local input. He stated there will also be a meeting in Columbus at a later date.

Sarah Copp asked if discussion regarding enforcing West Milton's Ordinances could be placed on the August 27, 2019, Council Workshop Meeting Agenda. She stated she would like for Council to visit how they can enforce more issues.

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

ADJOURNMENT

Scott Fogle made a motion, seconded by Scott Hurst to adjourn the meeting. After a voice vote, the motion passed unanimously. *Abstain*: None. *Absent*: None. The meeting adjourned at 8:17 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Anthony Miller
Mayor

COUNCIL WORKSHOP MEETING

August 27, 2019

Mayor Miller called the meeting to order.

Present were: Mayor Miller; *Councilmembers:* Jason Land, Sarah Copp, Scott Hurst, Scott Fogle, Don Dohrman, and Karen Grudich (*came into the meeting at 7:50 p.m.*). *Also present:* Ben Herron and Clerk Cantrell. *Absent:* None.

SENIOR CITIZENS CENTER TAX LEVY

Carol of the Milton Union Senior Center and Community Club stated the building for the Center was built in 1989. She stated they operate off of donations and rental income; but they need to put a .25 mill, five-year property tax on the ballot for November 2019. Carol gave information as to repairs that have been completed, repairs that need to be completed, and grants they have been awarded to help with the operation of the Center. She stated if the levy does not pass they will probably have to close the center in approximately a year. Carol stated they would like to host a Meet and Greet for the up-and-coming election in November 2019. It was decided to hold the Meet and Greet on Tuesday, October 29, 2019, at 6:30 p.m. at the Center located at 435 Hamilton Street. Scott Fogle suggested they attend the Homecoming Parade on October 11, 2019, and hand out flyers. It was also suggested they attend the Halloween Celebration held downtown on October 31, 2019, and the 2019 Fall Fling Cruise-In to hand out flyers. Carol stated they would be also doing one mailing in October to the citizens of West Milton asking them to vote for the levy. It was the consensus of Council to hold the September 24, 2019, Council Workshop Meeting at the Center at 7:30 p.m. Manager Kline will prepare a Resolution in support of the Milton Union Senior Center and Community Club levy. Carol gave each Councilmember a copy of the flyer they will be passing out to citizens in West Milton.

STILLWATER/WASTEWATER TREATMENT PLANT (WWTP)

Service Director Herron stated they are ready for the pavers to start work on Stillwater Street. He stated they will mill the street, adjust castings, and then they can pave. Mr. Herron stated they will have the quotes to clean the digester at the WWTP by Thursday, August 29, 2019. He explained the process to clean the digester. Mr. Herron stated he wants to setup the cleaning of the digester early next week.

Karen Grudich came into the meeting at this time.

Manager Kline stated it is hard and very dangerous to clean the clarifier. He stated there are only two plants in the United States with this situation. West Milton and a facility in Iowa.

LUDLOW FALLS SEWER

Manager Kline stated he has received the permit to install the Ludlow Falls Sewer line extension. He stated Council needs to do a Resolution so he can apply for the CDBG Program Grant. Manager Kline gave each Councilmember a copy of a sample Resolution authorizing him to apply and the Rural Community Assistance Partnership (RCAP) to prepare and submit an electronic application for CDBG Residential Public Infrastructure Program funding to the Ohio Department of Development for the Ludlow Falls Sanitary Sewer Project for their review.

CENSUS

Manager Kline stated it has been requested Council pass a Resolution asking citizens of West Milton to fill out the Census forms when they come in the mail in 2020. He stated he wants to attend a few more meetings to obtain information and then do the Resolution later in 2019. Manager Kline gave each Councilmember a copy of a sample Resolution for the 2020 Census Partnership for their review.

TOWN APPEARANCE/EXTERIOR MAINTENANCE

Sarah Copp stated she hears complaints about the appearance of West Milton and exterior maintenance that needs to be done from various residents in town. Manager Kline asked that Councilmembers give him exact addresses for problem homes. A lengthy discussion took place. It was determined that each Councilmember will take an area to watch in the community and report any problems to Manager Kline.

DEVELOPMENT UPDATE

Manager Kline stated the bonds for the Stillwater Crossings Development has been rated at a triple B. He explained the rating process and stated final paperwork is being drafted. Manager Kline stated Premier wants a guarantee that once the bonds are sold the project will actually go forward. Manager Kline gave each Councilmember a copy of a proposed Resolution approving and authorizing a Cooperative Agreement and a disbursing, payment, and collateral agreement and other related documents for their review. He explained the contents of the Resolution and stated it authorizes the TIF money to go into an account to pay bills.

EMERGENCY SHELTERS

Mayor Miller stated the West Milton Council of Churches has received a donation of twenty-two thousand (\$22,000.00) dollars for emergency relief. He stated they are trying to obtain lists to see who needs assistance from the May 27, 2019, tornado. Mayor Miller stated at the meeting it was discussed what buildings could be used as emergency shelters in case there should be tornados hit this area in the future. Manager Kline stated Chief Busse has an Emergency Plan and will be sharing it with the Fire Department, etc. A lengthy discussion took place as to whether there are any buildings that could be used for emergency shelter should assistance be needed. Don Dohrman suggested Weather Alert Radio Boxes be purchased and given to individuals that do not have a lot of technology in their home. It was also discussed that emergency shelters have to meet certain requirements.

OUTSTANDING PROPERTY TAX BILLS - FORECLOSURES

Manager Kline gave information regarding properties that owe a lot of money to the Municipality and no one is paying the monies to the Municipality. He suggested these properties should be approved for foreclosure. Manager Kline gave information regarding why this is necessary. He stated he would get a list of the properties that need to be put into foreclosure for Council to review.

ORGANIZATIONAL STRUCTURE

Manager Kline gave each Councilmember a copy of a proposed Resolution to revise the Organizational Structure with job classifications by title, staff levels, and assigned pay grades with ranges and a Classification/Compensation Schedule for their review. He pointed out the various job classifications and the reason for needing to make changes. Manager Kline stated the increases in each pay grade were figured by increasing them by 3% for the next four (4) years. He stated several employees have topped out in their pay grade and would not receive any pay increases if the Classification/Compensation Schedule is not changed.

ROCK THE HILL

Manager Kline stated the Rock the Hill Concert was a great success. He stated all three bands that performed stated they would like to come back next year. Manager Kline gave an update as to how much money was made. He stated Brent Burns from Florida is interested in coming and performing at next year's concert. Sarah Copp suggested there be more food trucks. Manager Kline stated the Police Department estimated there were approximately seven hundred (700) people in attendance. He stated the Milton-Union Public Library wants to do more things next year.

FORMER POLICE CHIEF MOTE

Manager Kline stated former Police Chief Mote is not doing very well. He stated Tracy Hendricks asked Chief Busse if something special could be done to honor former Police Chief Mote. Manager Kline will work on getting a Resolution put together.

COUNCIL LEGISLATION/ACTION NEXT MEETING

Manager Kline stated the following legislation would be on the Agenda for the September 10, 2019, Council Meeting:

RCAP – Ludlow Falls Sewer
Organizational Structure Ordinance
Stillwater Crossings Development Resolution
Milton Union Senior Center and Community Club Levy Support Resolution

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

COMMENTS FROM COUNCIL

Manager Kline gave each Councilmember a copy of the flyer for the 2019 Fall Fling Cruise-In for their review. The Cruise-In will be held Saturday, September 21, 2019, from 4:00 p.m. to 8:00 p.m. This event is sponsored by the West Milton Rotary.

Manager Kline stated Rick Warner stated Alene Oliver will be turning 100 in October and has asked a Resolution be passed honoring her. He will work on getting this Resolution prepared.

Sarah Copp stated the lady across the street from her store is a visionary and wants to help West Milton. Mrs. Copp stated they would like to start a non-profit to spruce up West Milton. She stated they want to meet with Mayor Miller and Manager Kline to discuss what can be done.

Mayor Miller stated on September 21, 2019, there will be a grief Counselor in West Milton to help individuals deal with issues from the May 27, 2019, tornado. He stated they will have a tent at the car show.

ADJOURNMENT

Scott Fogle made a motion, seconded by Scott Hurst to adjourn the meeting. After a voice vote, the motion passed unanimously. *Abstain*: None. *Absent*: None. The meeting adjourned at 9:27 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Anthony Miller
Mayor

COUNCIL MEETING

September 10, 2019

Mayor Miller led Council and the public in the Pledge of Allegiance.

The invocation was given by Rev. Chris Horn of the West Milton Baptist Church.

Mayor Miller called the meeting to order.

Present were: Mayor Miller; *Councilmembers:* Jason Land, Scott Hurst, Scott Fogle, Don Dohrman, and Karen Grudich. *Also present were:* Manager Kline, Law Director Brosh, Service Director Herron and Clerk Cantrell. *Absent:* Sarah Copp.

MOTION TO EXCUSE ABSENT COUNCILMEMBERS

Scott Hurst made a motion, seconded by Scott Fogle to excuse Sarah Copp from the September 10, 2019, Council Meeting. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* Copp.

MINUTES

Jason Land made a motion, seconded by Don Dohrman to adopt the August 13, 2019, Council Meeting and the August 27, 2019, Council Workshop Meeting Minutes. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* Copp. *Minutes adopted.*

CORRESPONDENCE TO COUNCIL

Manager Kline stated DP&L sent a letter stating there will be a public meeting regarding the West Milton-Eldean Transmission Line Project on Tuesday, September 17, 2019, at Hobart Arena starting at 6:00 p.m. He explained where the line starts and where it ends.

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

ORDINANCES AND RESOLUTIONS

Resolution CM-19-15

Resolution CM-19-15 was introduced by Council and read by Law Director Brosh, A RESOLUTION AUTHORIZING THE MUNICIPAL MANAGER TO APPLY, AND THE RURAL COMMUNITY ASSISTANCE PARTNERSHIP (RCAP) TO PREPARE & SUBMIT THE ELECTRONIC APPLICATION, FOR CDBG RESIDENTIAL PUBLIC INFRASTRUCTURE PROGRAM FUNDING TO THE OHIO DEPARTMENT OF DEVELOPMENT FOR THE LUDLOW FALLS SANITARY SEWER PROJECT. Scott Fogle made a motion, seconded by Scott Hurst to adopt *Resolution CM-19-15*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: Copp. Resolution CM-19-15 adopted.*

Manager Kline stated the US Army Core of Engineers awarded a grant for one million (\$1,000,000.00) dollars for the Ludlow Falls Sanitary Sewer Project about a year ago. He stated the permit to install the sanitary sewer project has been granted. Manager Kline stated this is one of two applications that will help West Milton and Ludlow Falls to get grants for the sanitary sewer project. He stated the Municipality of West Milton will be constructing and managing the project. Manager Kline stated Ludlow Falls will be holding a public meeting on Monday, September 16, 2019, starting at 7:00 p.m. at the Ludlow Falls Fire Station to explain the process for the Sanitary Sewer Project to the citizens in their community.

Resolution CM-19-16

Resolution CM-19-16 was introduced by Council and read by Law Director Brosh, RESOLUTION TO AMEND RESOLUTION CM-18-02 A REVISED ORGANIZATIONAL STRUCTURE WITH JOB CLASSIFICATIONS BY TITLE, STAFF LEVELS, AND ASSIGNED PAY GRADS WITH RANGES. Scott Hurst made a motion, seconded by Jason Land to adopt *Resolution CM-19-16*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: Copp. Resolution CM-19-16 adopted.*

Manager Kline stated there were only two (2) changes to the whole document. He stated Ben Herron has a really good staff. Manager Kline stated this Resolution was done to add a Foreman position and an Inspector position. He stated the Inspector will be in charge of the infrastructure for the Stillwater Crossing Development. Manager Kline stated the person that will be the Foreman is already doing a lot of leadership items and will have a little more responsibilities.

Resolution CM-19-17

Resolution CM-19-17 was introduced by Council and read by Law Director Brosh, A RESOLUTION APPROVING AND AUTHORIZING A COOPERATIVE AGREEMENT AND A DISBURSING, PAYMENT, AND COLLATERAL

AGREEMENT AND OTHER RELATED DOCUMENTS. Jason Land made a motion, seconded by Scott Fogle to adopt *Resolution CM-19-17*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: Copp. Resolution CM-19-17 adopted.*

Manager Kline stated this is a Resolution authorizing the TIF funds that will be created from the Stillwater Crossings Development to be placed into a Bond Fund account to ensure payments are made back to the bond holders. He explained the process. Manager Kline stated is would only be authoring the TIF funds to go into the Bond Fund to be dispersed. He stated the Municipality is not on the hook on this or for anything.

Resolution CM-19-18

Resolution CM-19-18 was introduced by Council and read by Law Director Brosh, RESOLUTION IN SUPPORT OF THE MILTON-UNION SENIOR CITIZENS CENTER TAX LEVY. Don Dohrman made a motion, seconded by Scott Hurst to adopt *Resolution CM-19-18*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: Copp. Resolution CM-19-18 adopted.*

Mayor Miller stated he is very proud to have this Resolution put forth in front of Council. He stated he supports it 100%. Mayor Miller stated the Senior Citizens Center contributes a fantastic service to the community and that he hopes it passes so they can continue to be in the community. Jason Land stated he seconds what Mayor Miller said. Scott Hurst stated it is basically the cost of a value meal a year to continue services for the community and he thinks the Senior Citizens Center is great.

MUNICIPAL MANAGER

a) Council Workshop Meeting –

A Council Workshop Meeting will be held on Tuesday, September 24, 2019, at 7:30 p.m. at the Senior Citizens Center located at 435 Hamilton Street, West Milton.

b) Rates of Tax –

Scott Hurst made a motion, seconded by Scott Fogle to accept the rates of tax as determined by the Miami County Budget Commission for 2019. After a voice vote, the motion passed unanimously. *Abstain: None. Absent: Copp.*

Manager Kline stated the Municipality receives 3.4 mils each year.

- c) Stillwater/Rockleigh/Meadowbrook/Maple/Walnut –
Service Director Herron gave an update on the roadwork being done on Stillwater, Rockleigh, Meadowbrook, Maple, and Walnut Streets in West Milton. He stated he hopes to have the work completed by Thursday afternoon. Mr. Herron stated they are working to make the intersection much safer.
- d) Hydrant Flushing –
Manager Kline stated the hydrant flushing will start the first full week of October 7-11, 2019. He stated the schedule for the flushing will be on the water bill, Facebook, and the electronic sign at the Municipal Building.
- e) Citizens Police Academy –
Vice Mayor Hurst stated he and ten (10) residents began the journey of learning about the Police Department. He stated Lt. Wright and Chief Busse are teaching the classes. Mr. Hurst stated it is casual and fun. Manager Kline stated they hope to do this on an annual basis.
- f) Cruise-In –
Manager Kline stated the Cruise-In formally known as Fall Fling will be held on Saturday, September 21, 2019, starting at 4:00 p.m. downtown. He stated there will be old cars and other things at this event. Manager Kline stated this is the eleventh year for the Cruise-In. He stated last year there were between three (3) and four (4) hundred vehicles at the Cruise-In.

COMMENTS FROM COUNCIL

Vice Mayor Hurst thanked Buckeye Burger for being in West Milton.

Mayor Miller wished his wife happy 9th anniversary.

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

ADJOURNMENT

Scott Hurst made a motion, seconded by Jason Land to adjourn the meeting. After a voice vote, the motion passed unanimously. *Abstain*: None. *Absent*: Copp. The meeting adjourned at 8:16 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Anthony Miller
Mayor

COUNCIL WORKSHOP MEETING

September 24, 2019

Mayor Miller called the meeting to order.

Present were: Mayor Miller; *Councilmembers:* Jason Land, Sarah Copp, Scott Hurst, Scott Fogle, Don Dohrman, and Karen Grudich. *Also present:* Manager Kline and Clerk Cantrell. *Absent:* None.

Mayor Miller thanked Carol of the Milton Union Senior Center and Community Club for hosting the September 24, 2019, Council Workshop Meeting at the Center. He stated Council supports their levy that will be on the November 2019 election ballot.

Manager Kline thanked the gentleman from the newspaper for attending the meeting.

STILLWATER/WASTEWATER TREATMENT PLANT (WWTP)

Manager Kline stated they are getting in the final cost for the Stillwater Street paving. He stated there are a few driveway approaches that need to be fixed. Manager Kline stated that in the past paving was done but did not profile anything. He stated the Municipal crew found three catch basins that had been paved over. Manager Kline stated the job will cost approximately twenty thousand (\$20,000.00) dollars over budget and the Resolution will need to be amended. He stated he would have the amended Resolution ready for the October 8, 2019, Council Meeting.

Manager Kline stated the final inspection for the clarifier at the WWTP will be done Thursday, September 26, 2019. He stated he hopes that it is all good and they can start using the clarified.

LUDLOW FALLS SEWER

Manager Kline stated the meeting with the citizens of Ludlow Falls regarding the sewer line project went well. He stated there was no opposition. Manager Kline stated citizens had questions regarding their septic tanks and tying citizens into the new sewer line. He stated the loan for this project is a low interest loan for thirty (30) years. Manager Kline stated a half dozen or so easements need to be obtained along the West Milton side for this project. He gave information as to how the sewer line will run. Manager Kline stated this project will probably go out for bid in January 2020. He stated after that they could apply for the next grant for the project. Manager Kline

stated he anticipates construction for the sewer line project will begin in 2020 and the project may also be totally completed in 2020.

CENSUS

Manager Kline stated the Census kickoff meeting was held last week by Miami County. He stated they are insisting West Milton do a Census Resolution declaring April 1, 2020, as Census Day at the October 8, 2019, Council Meeting. Manager Kline stated he would have the Resolution ready for the October meeting.

COUNTY LAND BANK UPDATE

Manager Kline stated he met with the County Commissioners today regarding the County Land Program. He stated this program is set up to acquire properties that have been abandoned. Manager Kline stated representatives from Piqua, Tipp City, Troy, Covington, and West Milton attended the meeting. He stated the communities are going to pass Resolutions supporting this program. Manager Kline explained how the program would work. He stated there is no more land for Habitat for Humanity to build on; so they may be able to use the properties for future homes.

STILLWATER CROSSINGS DEVELOPMENT UPDATE

Manager Kline stated things are going to start to happen with the Stillwater Crossings Development in about three (3) or four (4) weeks. He stated it will be about two (2) weeks for the bond company to do due diligence. Manager Kline stated bond rates have gone down, which is good for the project. He stated he would give Council information so they will know how to answer questions.

BUDGET COMMITTEE

Manager Kline stated there will be a Budget Committee meeting on Tuesday, October 1, 2019, at 6:00 p.m. at the Municipal Building. Scott Hurst, Jason Land, and Mayor Miller will be serving on the Budget Committee.

WMUT MEETING

Manager Kline stated the WMUT Meeting would be held on Thursday, September 26, 2019, at 6:00 p.m. at the Union Township Building. He gave each Councilmember a copy of the Agenda for their review.

COUNCIL LEGISLATION/ACTION NEXT MEETING

Manager Kline stated the following legislation would be on the Agenda for the October 8, 2019, Council Meeting:

Stillwater Street Paving/Wagoner Paving Resolution
Census Resolution
County Land Bank Resolution (*maybe*)
Support for Library Levy Resolution

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

COMMENTS FROM COUNCIL

Scott Fogle stated when the *Troy Daily News* reported on items to be on the November 2019 ballot it showed a .7 mil Milton-Union School Renewal Levy. He stated that the levy is not for the school. Manager Kline stated a lady left money to the Milton-Union Public Library. He stated the levy is actually for the Library not the School. Manager Kline stated because the Library has to do with education the levy has to be put on the ballot by the School for the Library. He will have a Resolution in support of the Library prepared for the October 8, 2019, Council Meeting.

Scott Fogle wanted to know if Council would be working on the Accessory Building Ordinance in the future. Council plans to work on revamping this Ordinance at a future Council Workshop Meeting.

Scott Fogle asked Manager Kline to look about doing no parking on Hasket Street. Manager Kline stated he will look into this and report back.

Scott Fogle asked Manager Kline about Darrell Cress requesting to have zoning changed for some property he owns near Izzy's. Manager Kline stated this request will be going to the Planning Board for review.

Scott Fogle asked Manager Kline about properties within West Milton that are problem properties. Manager Kline gave an update on these properties.

Scott Fogle asked about the buildings for the businesses in downtown West Milton. Sarah Copp stated there is a program called Small Nations Strong that is working to help buildings to be revitalized. She stated she and the lady across the street from her store are working to start a non-profit to spruce up West Milton. Mrs. Copp explained how the program works.

Scott Fogle asked about a new dentist coming to West Milton. Manager Kline stated the dentist may be open by December 2019.

Scott Fogle asked about the transmission line for the Eldean Substation Project. Manager Kline stated they have monthly meetings and he will send Council information as he has it.

Bob Stahlman from DPL stated they would be starting to change out the street lights in October and think they will be able to change all of the lights during October.

Carol of the Milton Union Senior Center and Community Club asked about the traffic flow on Hamilton Street. She stated sometimes it is horrible to travel on Hamilton Street. Manager Kline explained the reasoning for not changing parking on Hamilton is to slow people down.

Scott Hurst stated the Citizens' Police Academy gave him information on what is called *LastPass* to help protect your passwords.

Carol of the Milton Union Senior Center and Community Club gave each Councilmember a copy of information regarding a Meet and Greet Open House they will be having on Tuesday, October 29, 2019, at 7:00 p.m. for their review. The flyer asks citizens to come and meet the candidates running for offices in West Milton and the Union Township and to learn about the two (2) proposed Tax Levy's on the ballot for November 2019. One levy is for the Milton-Union Library and the other is for the Milton Union Senior Center and Community Club.

ADJOURNMENT

Scott Fogle made a motion, seconded by Jason Land to adjourn the meeting. After a voice vote, the motion passed unanimously. *Abstain*: None. *Absent*: None. The meeting adjourned at 8:55 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Anthony Miller
Mayor

COUNCIL MEETING

October 8, 2019

Mayor Miller led Council and the public in the Pledge of Allegiance.

The invocation was given by Rev. Chris Horn of the West Milton Baptist Church.

Mayor Miller called the meeting to order.

Present were: Mayor Miller; *Councilmembers:* Jason Land, Sarah Copp, Scott Hurst, Scott Fogle, Don Dohrman, and Karen Grudich. *Also present were:* Manager Kline, Law Director Brosh, and Clerk Cantrell. *Absent:* None.

MOTION TO EXCUSE ABSENT COUNCILMEMBERS

There were no Councilmembers absent from this meeting.

MINUTES

Sarah Copp made a motion, seconded by Scott Hurst to adopt the August 6, 2019, Special Council Workshop Meeting, the September 10, 2019, Council Meeting, and the September 24, 2019, Council Workshop Meeting Minutes. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* None. *Minutes adopted.*

CORRESPONDENCE TO COUNCIL

There was no correspondence to Council at this time.

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

ORDINANCES AND RESOLUTIONS

Resolution CM-19-19

Resolution CM-19-19 was introduced by Council and read by Law Director Brosh, A RESOLUTION TO SUPPORT THE 2020 CENSUS PARTNERSHIP. Scott Fogle made a motion, seconded by Don Dohrman to adopt *Resolution CM-19-19*. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* None. *Resolution CM-19-19 adopted.*

Manager Kline stated the census is broken down by county. He stated Miami County has a Census Committee and he is on that committee. Manager Kline stated they asked Council to do a Resolution in support of the 2020 Census. He explained why the census is important. Manager Kline stated the committee has information that will be passed out at Milton-Union School and the Milton-Union Public Library, etc. He stated Census Day is set for April 1, 2020. Manager Kline stated you can complete the census information on line.

Resolution CM-19-20

Resolution CM-19-20 was introduced by Council and read by Law Director Brosh, A RESOLUTION AMENDING CM-19-03, A CONTRACT FOR THE 2019 RESURFACING PROGRAM. Jason Land made a motion, seconded by Don Dohrman to adopt *Resolution CM-19-20*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Resolution CM-19-20 adopted.*

Manager Kline explained the reason for needing to add additional material and what was involved in completing the Resurfacing Program. He stated three catch basins were found that had been paved over.

Resolution CM-19-21

Resolution CM-19-21 was introduced by Council and read by Law Director Brosh, RESOLUTION IN SUPPORT OF THE MILTON-UNION LIBRARY TAX LEVY. Jason Land made a motion, seconded by Don Dohrman to adopt *Resolution CM-19-21*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Resolution CM-19-21 adopted.*

Mayor Miller stated the Milton-Union Library is a fantastic resource for the community. He stated he thinks this levy is worthwhile and asked citizens to support it. Sarah Copp stated the employees of the library strive to do events for the kids on a monthly basis. Don Dohrman stated the library would only be a building without all the books. He stated the employees have a passion for what they do and the library is a very valuable resource.

MUNICIPAL MANAGER

a) Hydrant Flushing –

Manager Kline stated the hydrant flushing will begin the first full week of October – October 7-11, 2019.

b) Halloween –

Manager Kline stated on Thursday, October 31, 2019, Rotary is doing a party for the children downtown from 4:00 p.m. to 6:00 p.m. He stated the Milton-Union Public Library will be having a Harry Potter based haunted room. Manager Kline stated Trick-or-Treat will be held in West Milton on Thursday, October 31, 2019, from 6:00 p.m. to 8:00 p.m. He stated for the children to look for the Fire and Police Departments for goodies.

c) Council Workshop Meeting –

A Council Workshop Meeting will be held on Tuesday, October 22, 2019, at 7:30 p.m. at the Milton-Union Public Library in the Community Room located at 560 S. Main Street, West Milton.

COMMENTS FROM COUNCIL

Scott Fogle asked Manager Kline to give an update on the Stillwater Crossing Development. Manager Kline stated it is in the final stages now of getting ready to start work on the project. He stated they had a preconstruction meeting with Milcon Construction LLC this morning. Manager Kline stated it will take two (2) or three (3) months to clear the land.

Scott Fogle asked Bob Stahlman from Miami Valley Lighting to give an update on the new street lights for West Milton. Mr. Stahlman stated the Municipality entered into a new agreement with Miami Valley Lighting to change out the old lights to LED lights. He stated there are between three hundred and fifty (350) to four hundred (400) lights to be changed out. Mr. Stahlman stated the light change out should be completed by the end of October 2019.

Mayor Miller stated there will be a Meet and Greet on Tuesday, October 29, 2019, at 7:00 p.m. at the Senior Citizens Center and Community Club at 435 Hamilton Street. He stated this is to allow citizens to meet the candidates running for office.

Mayor Miller wished his son, William, a happy 5th birthday. He stated to his son, “You are making me proud.”

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

ADJOURNMENT

Scott Hurst made a motion, seconded by Jason Land to adjourn the meeting. After a voice vote, the motion passed unanimously. *Abstain*: None. *Absent*: None. The meeting adjourned at 7:56 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Anthony Miller
Mayor

COUNCIL WORKSHOP MEETING

October 22, 2019

Mayor Miller called the meeting to order.

Present were: Mayor Miller; *Councilmembers:* Jason Land, Sarah Copp, Scott Hurst, Scott Fogle, Don Dohrman, and Karen Grudich. *Also present:* Manager Kline, Ben Herron, Jill Grise, and Clerk Cantrell. *Absent:* None.

Manager Kline thanked Wendy of the Milton Union Public Library for hosting the October 22, 2019, Council Workshop Meeting at the Library. He stated Council supports their levy that will be on the November 2019 election ballot.

SLUDGE HAULING CONTRACT

Ben Herron stated Mike's Sanitation does the sludge hauling. He stated once the clarifier was repaired for the Waste Water Treatment Plant there was a lot of sludge and had to be pumped out. Manager Kline stated he is not comfortable with doing the sludge hauling under the standard contract. He stated it costs \$0.14 a gallon to haul and the cost to get rid of the sludge pumped once the clarifier was repaired cost seventy-five thousand eight hundred thirty-two dollars and fifty cents (\$75,832.50). Manager Kline stated they are getting ready to come out for the inspection. Mr. Herron stated the skim arm needs to be replaced. He stated a company out of Tipp City will be fixing the tork and doing the arm. Manager Kline stated he was not anticipating this much of an expense. He stated the cost will come out of the Sewer Capital Fund.

Scott Fogle asked if the Municipality is good with OEPA. Mr. Herron stated the sludge had been hauled (dewatering) and the OPEA was going to mandate this. Phosphorus was next but some cities have been fighting that. He stated he thinks it will be at least five years out before EPA could get to a plant our size.

RE-APPROPRIATIONS 2019

Jill Grise gave each Councilmember a copy of the proposed Amendments to the 2019 Budget for their review. She gave information for the following funds:

General Fund
Street Levy
Water Capital
Sewer Capital

Water Debt
Fire Capital
Water
Sewer

2020 BUDGET

Jill Grise gave each Councilmember a copy of the Variance Between the 2019 and 2020 Budget, Amendments to the 2020 Budget Draft, and a Second Draft of the 2020 Budget for their review. She and Manager Kline gave information regarding the variances between the 2019 and 2020 Budget funds. Manager Kline asked each Councilmember to let him know if they have any questions on the 2020 Budget.

Manager Kline stated 2.8 million of the 2020 Budget is for the Ludlow Falls Sewer Project. He stated most of that project will be done in 2020. Manager Kline stated the Municipality has received grants of one million (\$1,000,000), five hundred thousand (\$500,000), and sixty thousand (\$60,000) dollars. He stated on November 14, 2019, the OEPA will be awarding a Loan Forgiveness Program and he believes they will award the Municipality one million (\$1,000,000) dollars for the Ludlow Falls Sewer Project.

Manager Kline stated the Water Booster Station Project for the Stillwater Crossings Development is in the 2020 Budget.

BEGGAR'S NIGHT

Manager Kline stated on Thursday, October 31, 2019, Rotary is doing a party for the children downtown from 4:00 p.m. to 6:00 p.m. He stated the Milton-Union Public Library will be having a Harry Potter based haunted room. Manager Kline stated Trick-or-Treat will be held in West Milton on Thursday, October 31, 2019, from 6:00 p.m. to 8:00 p.m. He stated for the children to look for the Fire and Police Departments for goodies.

MILTON-UNION LIBRARY

Wendy Heisy of the Milton-Union Public Library gave information regarding the JoAnn Osborne Program. She stated Katie Miller is the Director of the Library. She stated they have a Children's Room and gave information regarding all of their programs and the many things the Library has to offer. Ms. Heisy stated they do a lot of outreach and goodwill programs. She gave information regarding renovations that are starting to be done at the Library. Ms. Heisy stated JoAnn Osborne gave her entire estate to the library to go for renovations. Ms. Osborne was a teacher in Vandalia for thirty (30) years. Ms. Heisy gave information regarding how much money they receive

for operating expenses and explained the need for the levy that will be on the November 2019 election ballot.

Mayor Miller stated the employees of the Milton-Union Public Library has always gone up and beyond for the community. He stated Council wants them to know they support the levy. Don Dohrman stated he and his family have used the library all their lives and feels it truly is an asset to the community. Mayor Miller thanked them for allowing Council to have their Workshop Meeting there. Manager Kline stated every time the Municipality has an event Wendy is there. He stated she does a great job.

COUNCIL LEGISLATION/ACTION NEXT MEETING

Manager Kline stated the following legislation would be on the Agenda for the November 12, 2019, Council Meeting:

- Sludge Resolution
- Re-Appropriation 2019 Resolution
- Budget 2020 Resolution
- Zoning – Public Hearing

FUTURE DISCUSSION ITEMS

Manager Kline stated there will be a Hometown Hero Banners Retirement Ceremony held by the Hoffman United Methodist Church in November. He stated one hundred eighty-two (182) poles are all the Municipality has to put Hometown Hero Banners on. Manager Kline stated twenty-five (25) citizens have signed up for new banners. Ben Herron stated the banners have a UV coating and it starts to be destroyed after two and one-half (2 ½) years. Mr. Herron stated the life of a banner is approximately five (5) years. A lengthy discussion took place as how to handle all the future requests for Hometown Hero Banners. Council will discuss this item of business at a future Council Workshop Meeting. Wendy of the Milton-Union Public Library suggested having a book at the Municipal Building or at the Library that contains pictures of the Hometown Heroes so that anyone could come in and look at the pictures of the Hometown Heroes. Sarah Copp suggested having a collage of the banners that are retired each year. Scott Fogle stated he has been asked to speak at the Hometown Hero Banners Retirement Ceremony on November 9, 2019, at 2:00 p.m. at the Hoffman United Methodist Church.

Manager Kline stated the Tap Fees will need to be increased. He stated he will bring this item of business back at a future Council Workshop Meeting.

Manager Kline stated he does not like the trend of the Health Care Insurance going up. He stated a lot of homework will need to be done to hold the cost and stabilize the

Health Care Insurance. He stated he will bring this item of business back at a future Council Workshop Meeting.

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

COMMENTS FROM COUNCIL

Mayor Miller asked Bob Stahlman if the Lighting Program has been finished. Mr. Stahlman stated the program is about sixty (60) percent completed and should be finished by the end of October 2019.

Scott Fogle asked Manager Kline if it could be mentioned to the business owners at the next Rotary Meeting to upgrade their parking lots.

Scott Fogle asked Manager Kline if there had been any feedback regarding the Disaster Preparedness Meeting that was recently held. Manager Kline stated the meeting was mainly about how the Council of Churches should spend the money that was raised to help individuals hurt by the May 2019 tornado.

Sarah Copp stated the non-profit program Project Revival is being established to help businesses. She stated the first thing they would like to accomplish is having a Muriel painted on one of the buildings that is located on Hamilton and Miami Streets.

Scott Fogle asked about an annexation agreement with Stillwater Ridge. Manager Kline stated unless the Stillwater Crossings Developer does a Phase II there is nothing to annex.

Scott Fogle asked Manager Kline about the rules for an Accessory Building Draft. Manager Kline stated he will develop one for Council's review.

Scott Fogle asked Manager Kline to give Council information regarding the TIFF. He stated it would help Councilmembers answer questions from citizens regarding the Stillwater Crossings Project.

Scott Fogle asked Manager Kline to check into parking on Hasket Road.

Scott Fogle asked Manager Kline if he had an update regarding obtaining water from the City of Troy in the future. Manager Kline stated he did not have anything right now. He stated he has not had time to do anything towards that item of business.

Scott Fogle asked if donations were still being accepted by the Union Township for Tornado victims. Manager Kline stated they are no longer accepting donations.

Mayor Miller thanked the Councilmembers, the 2020 Budget Committee, and the Municipal Department Heads for their work on the 2020 Budget.

Mayor Miller thanked the staff from the Milton-Union Public Library for hosting the Council Workshop Meeting.

Manager Kline gave each Councilmember an invitation to the Citizens Police Academy graduation on November 4, 2019.

ADJOURNMENT

Scott Fogle made a motion, seconded by Scott Hurst to adjourn the meeting. After a voice vote, the motion passed unanimously. *Abstain:* None. *Absent:* None. The meeting adjourned at 9:16 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Anthony Miller
Mayor

COUNCIL WORKSHOP MEETING

November 26, 2019

Mayor Miller called the meeting to order.

Present were: Mayor Miller; *Councilmembers:* Jason Land, Sarah Copp, Scott Hurst (came into the meeting at 8:03 p.m.), Scott Fogle, Don Dohrman, and Karen Grudich. *Also present:* Manager Kline, Ben Herron, Clerk Cantrell, and Councilmembers Elect Rev. Chris Horn and Greg Tracy. *Absent:* None.

GENERAL UPDATES

Ben Herron stated the Wastewater Plant water pump station quit priming. He stated one of the pumps is now back working; but the other one is not working. Mr. Herron stated it will cost approximately one thousand eight hundred (\$1,800.00) for the two pumps. He stated the south clarifier lost power and will need to be repaired. Mr. Herron stated he does not expect the cost to repair the clarifier to be horrendous. He stated he thinks the Municipal crew may be able to fix it.

Ben Herron stated the Hometown Banners have been taken down and replaced with the Christmas decorations.

Ben Herron stated the Municipal crew is working on getting all the leaves picked up in the Municipality.

ACCESSORY BUILDING

Manager Kline gave each Councilmember a copy of information regarding Thoughts/Recommendations for Accessory Buildings to Change the Language to What We Thought he worked up for their review. He stated garages and other buildings besides the main building is considered to be Accessory Buildings. Manager Kline stated anyone wanting to do something different than what is in the Ordinance would have to request a variance; and then it would go to the Planning Board for review and recommendation to Council. Councilmember Elect Tracy asked what is considered as the rear yard. Manager Kline stated from the back of the house to the back of the lot.

Scott Hurst came into the meeting at this time.

After a lengthy discussion it was suggested to place the following language into the Ordinance for Accessory Buildings for better clarification.

An Accessory Building shall occupy no more than twenty-five percent (25%) of the rear yard and shall not exceed the square footage of the first floor living area as defined by the Miami County Auditor's Office. The Accessory Building shall not exceed the height of the main building.

RV ORDINANCE CLARIFICATION

A lengthy discussion took place regarding RVs being parking within the Municipality. Manager Kline asked Council to think about whether they want to make changes to the Ordinance regarding RVs. Scott Fogle asked Manager Kline to ask Law Director Brosh for an interpretation regarding the RV Ordinance. Manager Kline will bring this back to a future Council Workshop Meeting for more discussion.

CURFEW

Manager Kline gave each Councilmember a handout of *Chapter 97: Curfew* from the West Milton Code of Ordinances for their review. A lengthy discussion took place. Scott Fogle suggested making the Curfew permanent. Councilmember Elect Rev. Horn recommended doing a declaration per the Ordinance and then work to change the Ordinance at a later date. Manager Kline stated he will speak with Law Director Brosh and Chief Busse and workup some language for Council's review.

TAP FEE/METER FEE RECOMMENDATION

Manager Kline gave each Councilmember a copy of a sheet containing suggested Tap Fees for the Municipality. He stated this is what the City of Troy charges and West Milton gets its water from the City of Troy. Manager Kline explained why the Tap Fee increase is necessary. He stated a pump station will need to be put in for the Stillwater Crossing Development. Manager Kline stated the pump station will be located in the Municipal Park, but will be hidden by some trees in that area. He stated the Municipality will have thirty (30) years to pay back the loan to build the pump station. Manager Kline stated on December 3, 2019, the Municipality would be reimbursed money that was spent for the Stillwater Crossing Development. He stated in the future the Municipality may be doing annexation proceedings for the Golf Course property. Manager Kline stated clearing has started for the Stillwater Crossing Development.

COUNCIL LEGISLATION/ACTION NEXT MEETING

Manager Kline stated the following legislation would be on the Agenda for the December 10, 2019, Council Meeting:

Re-Appropriation 2019 Ordinance
Budget 2020 Ordinance

Fire Capital Improvement Fund Ordinance
Zoning Amendment Ordinance – Public Hearing
Tap Fee/Meter Fee Ordinance
Accessory Building Ordinance

CHRISTMAS PARADE/TREE LIGHTING

Sarah Copp stated Kasey Wheelock of Kasey's Outdoor Services, LLC is working on getting a Christmas Parade together to be held before the Christmas Tree Lighting. The Christmas Parade will start at 5:30 p.m. on Saturday, December 14, 2019, followed by the Christmas Tree Lighting. She stated Mr. Wheelock stated he will provide cookies and cocoa to individuals attending the parade and tree lighting. Mrs. Copp stated anyone interested in being in the parade should meet at the Municipal Building parking lot at 5:00 p.m. on the 14th.

CANCELLATION OF DECEMBER WORKSHOP

Manager Kline stated due to the December Council Workshop Meeting falling on December 24, 2019, he would suggest cancelling the workshop for December 2019. It was the consensus of the Councilmembers to cancel the December Council Workshop Meeting.

COUNCIL ORGANIZATION MEETING

Manager Kline stated due to the recent election of the Vice Mayor and Councilmembers the first Council Meeting for January will have to be held on Tuesday, January 7, 2020. He gave each Councilmember a copy of a sheet showing the process of the Organization Meeting to be held by Council on Tuesday, January 7, 2020, for their review. Manager Kline explained the process to be done for that meeting.

COMMENTS FROM CITIZENS

Alice Martin of 27 Donna Jane Court thanked the Mayor, Vice Mayor, all Councilmembers, and the Municipal employees for their service.

COMMENTS FROM COUNCIL

Scott Fogle stated he worked with Manager Kline and Service Director Herron regarding obtaining pricing to refurbish parking lots in the downtown area of West Milton. He stated he talked to Wertz's about their lot; and stated they stated it is on their radar to do in the future. Mr. Fogle stated he spoke to Dr. Poling and others regarding them refurbishing their parking lots.

Manager Kline stated he and Ben Herron did some research regarding the parking on Hasket Road. He stated it is not realistic to change the parking. Manager Kline stated there was a meeting a few years ago where it was discussed about making this road a one-way area. He stated the area in question is in the township and not the Municipality.

ADJOURNMENT

Scott Fogle made a motion, seconded by Jason Land to adjourn the meeting. After a voice vote, the motion passed unanimously. *Abstain*: None. *Absent*: None. The meeting adjourned at 9:10 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Anthony Miller
Mayor

COUNCIL MEETING

December 10, 2019

Mayor Miller led Council and the public in the Pledge of Allegiance.

The invocation was given by Rev. Steve Peters of the Gracehaven Church.

Mayor Miller called the meeting to order.

Present were: Mayor Miller; *Councilmembers:* Jason Land, Sarah Copp, Scott Hurst, Scott Fogle, Don Dohrman, and Karen Grudich. *Also present were:* Manager Kline, Law Director Brosh, Councilmember Elect Rev. Chris Horn, Councilmember Elect Greg Tracy, and Clerk Cantrell. *Absent:* None.

MOTION TO EXCUSE ABSENT COUNCILMEMBERS

There were no absent Councilmembers at this time.

MINUTES

Scott Fogle made a motion, seconded by Sarah Copp to adopt the November 12, 2019, Council Meeting and the November 26, 2019, Council Workshop Meeting Minutes. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* None. *Minutes adopted.*

CORRESPONDENCE TO COUNCIL

Manager Kline stated Council received a Christmas card from the Milton-Union Public Library.

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

ORDINANCES AND RESOLUTIONS

Ordinance CM-19-23

Ordinance CM-19-23 was read by title only by Law Director Brosh, AN ORDINANCE TO AMEND THE 2019 APPROPRIATIONS. Jason Land made a motion, seconded by Scott Hurst to adopt *Ordinance CM-19-23*. After a roll call

vote, the motion passed unanimously. *Abstain: None. Absent: None. Ordinance CM-19-23 was adopted.*

Manager Kline stated the 2019 Appropriations have been gone over with a fine toothcomb. He stated there were some expenses that had to be added.

Ordinance CM-19-24

Ordinance CM-19-24 was read by title only by Law Director Brosh, AN ORDINANCE TO APPROPRIATE FUNDS NECESSARY FOR THE VARIOUS DEPARTMENTS AND OFFICES OF THE MUNICIPALITY OF WEST MILTON, OHIO, FOR THE YEAR 2020.

Scott Hurst made a motion, seconded by Jason Land to make an adjustment of \$75,000 to expenditures of the 2020 Budget to be reflected in the Sewer Capital Improvement Fund so the Total Expenditures of this Appropriation shall be \$8,786,489.34. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Ordinance CM-19-24 was amended.*

Scott Hurst made a motion, seconded by Scott Fogle to adopt *Ordinance CM-19-24* as amended. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Ordinance CM-19-24 was adopted.*

Manager Kline gave information as to why the 2020 Budget is higher than the Budget for 2019. He stated the difference is due mainly to needing to do the water pump station for the Stillwater Crossings Development in 2020 at a cost of over ½ million dollars and the Ludlow Falls Project for 2020 at a cost of 2.8 to 2.9 million dollars. Manager Kline also gave information as to repairs needing to be completed this year. He stated the Wastewater Treatment Plant may need to be rewired, and all the wiring is underground and exposed to water and other items. Manager Kline recommended transferring \$75,000.00 to the Sewer Capital Improvement Fund.

Ordinance CM-19-25

Ordinance CM-19-25 was read by title only by Law Director Brosh, AN ORDINANCE RENAMING THE FIRE TRUCK CAPITAL IMPROVEMENT FUND TO THE FIRE CAPITAL IMPROVEMENT FUND. Don Dohrman made a motion, seconded by Sarah Copp to adopt *Ordinance CM-19-25*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Ordinance CM-19-25 was adopted.*

Manager Kline stated anytime a new fund is created an Ordinance needs to be done. He explained the reason for renaming the fund.

Mayor Miller opened a public hearing at 7:45 p.m. He asked if anyone was opposed to the proposed zoning. Manager Kline showed a map of where the property being rezoned is located. He stated it is near Izzy's Drive-Thru. No one opposed the zoning change. Darrell Cress stated the property belongs to him and his wife. Mr. Cress stated they want to sell the property as residential. He stated there has not been any interest in this property for commercial development.

Mayor Miller closed the public hearing at 7:48 p.m.

Scott Hurst stated there will be three (3) sides open to traffic. He stated he does not think it is a good idea for residential development. Don Dohrman stated this lot is a half-acre and is double the size of most lots in West Milton. Scott Fogle asked if the entrance to the house has to be off Stone Meadows Blvd. Manager Kline stated they will be required to enter from the Stone Meadows Blvd. side. He stated the front yard will be facing Stone Meadows Blvd.

Ordinance CM-19-26

Ordinance CM-19-26 was read by title only by Law Director Brosh, AN ORDINANCE TO AMEND THE "OFFICIAL ZONING MAP OF WEST MILTON" AS ADOPTED BY CHAPTER 150.006 OF THE WEST MILTON CODE OF ORDINANCES. Jason Land made a motion, seconded by Sarah Copp to adopt *Ordinance CM-19-26*. After a roll call vote, the motion passed with Land, Copp, Fogle, Dohrman, Grudich, and Mayor Miller voting *yes* and Hurst voting *no*. *Abstain: None. Absent: None. Ordinance CM-19-26 was adopted.*

Ordinance CM-19-27

Ordinance CM-19-27 was introduced by Council and read by Law Director Brosh, AN ORDINANCE AMENDING SECTION 52.142(B) "SERVICE CONNECTION FEES AND SPECIAL LINE ASSESSMENTS" OF THE WEST MILTON CODE OF ORDINANCES. The public hearing for *Ordinance CM-19-27* will be held Tuesday, January 7, 2020, at 7:30 p.m. in Council Chambers of the Municipal Building.

Manager Kline stated it has been more than ten (10) years since the taps fees have been raised. He stated West Milton gets its water from the City of Troy. Manager Kline stated there will be debt that needs to be paid for the new pump station over the next thirty (30) years. He stated the tap fees will pay for the pump station. Manager Kline stated the funds will be designated to go into the Water Capital Improvement Fund.

Ordinance CM-19-28

Ordinance CM-19-28 was introduced by Council and read by Law Director Brosh, AN ORDINANCE AMENDING SECTION 150.274 "ACCESSORY BUILDINGS"

OF THE WEST MILTON CODE OF ORDINANCES. The public hearing for *Ordinance CM-19-28* will be held Tuesday, January 7, 2020, at 7:30 p.m. in Council Chambers of the Municipal Building.

Manager Kline stated this has been an issue Council has discussed off and on in 2019. He stated Council is trying to simplify the language. Mayor Miller stated he thinks Council did a good job making the language clearer. Scott Fogle stated this has been being discussed since June 2019. He stated there was a couple who built an accessory building that some citizens did not think it was correct. Mr. Fogle stated Council asked for a recommendation to fix the language to be clearer. Scott Hurst stated he likes that the language is now held to the County Auditor's records. Don Dohrman stated there will be times there are exceptions to the rules and those individuals can work with the Board of Adjustments to see if the exception can be approved.

MUNICIPAL MANAGER

a) Tree Lighting/Parade –

Sarah Copp stated there will be a Tree Lighting service in downtown West Milton December 14, 2019, starting at 5:30 p.m. She stated anyone wanting to participate in the parade needs to be at the Municipal Building by 5:00 p.m. Mrs. Copp stated Kasey's Outdoor Services is decorating his vehicles. After the parade the Tree Lighting Ceremony will take place. She stated there will be hot chocolate, cookies, the Young Spirits will be caroling, and pictures of Santa. Mrs. Copp stated if additional information is needed they can call her or Manager Kline.

b) Departing Councilmembers –

Manager Kline stated this will be the last meeting for the outgoing Councilmembers for 2019. He thanked Scott Fogle, Don Dohrman, and Karen Grudich for their service. Manager Kline also thanked all the Councilmembers for their service. He stated Scott Fogle has agreed to serve on the Board of Adjustments.

c) New Councilmembers Installation –

Manager Kline stated the new Councilmembers will be sworn in at the January 7, 2020, Council Meeting at 7:30 p.m. Councilmember Elect Rev. Chris Horn and Councilmember Elect Greg Tracy will be sworn in as new Councilmembers. Manager Kline stated there will be a reception afterwards.

d) Merry Christmas and Happy New Year –

Manager Kline wished everyone a Merry Christmas and a Happy New Year.

e) Council Workshop Meeting -

Don Dohrman made a motion seconded by Scott Fogle to cancel the December 24, 2019, Council Workshop Meeting. After a voice vote, the motion passed unanimously. *Abstain*: None. *Absent*: None.

COMMENTS FROM COUNCIL

Mayor Miller expressed his opinion on how well he feels Council works together. He stated there is a lot of work done behind the scene. He thanked the outgoing Councilmembers for their contribution through the years and had complimentary things to say about each one of them. Mayor Miller welcomed the two (2) new Councilmembers Elect.

Scott Fogle asked Manager Kline to give an update on the Stillwater Crossings Development. Manager Kline stated first off it is weather driven. He stated the contract with the developer is to have the building lots ready to start building by September 2020. Manager Kline explained what all has to be done to the retention basin first. He stated there is a lot of rock. Manager Kline stated the infrastructure is a six million (\$6,000,000.00) dollar project not counting all the rest of the development. He stated this project is not going to bankruptcy the Municipality. Manager Kline stated the Municipality has been paid back for the original amount of money that was required for the development. He stated the Municipality will not be spending a dime on this development project.

Scott Fogle stated he has had an awesome run on Council. He stated running for Council is one of the best decisions he ever made. Mr. Fogle stated he learned a lot. He thanked the public for voting for him.

Don Dohrman stated as small as West Milton is everyone is intertwined. He stated the Municipality has good employees. Mr. Dohrman stated it has been a pleasure serving on Council.

Karen Grudich stated she has really enjoyed the five (5) years she has served and stated to Council to keep up the good work. She also thanked the citizens who voted for her.

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

ADJOURNMENT

Scott Fogle made a motion, seconded by Don Dohrman to adjourn the meeting. After a voice vote, the motion passed unanimously. *Abstain*: None. *Absent*: None. The meeting adjourned at 8:27 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Anthony Miller
Mayor