



**West Milton Council Workshop
July 22nd, 2025
6:30 p.m.**

1. Call to Order by Mayor, Scott Hurst
2. Roll Call
3. Resident Assessment Legislation
4. Elected officials' compensation
5. Future Service Department Complex Expansion project
6. Proposed Founder's Park Plan
7. Proposed Downtown Mid-Block Crossing
8. Stillwater Crossings South Street Light project update
9. Proposed Sidewalk program
10. Council Goals/Priorities
11. Old Business
12. New Business
13. Adjournment

RESOLUTION CM-25-52

A RESOLUTION TO CERTIFY DELINQUENT WATER, SEWER, AND REFUSE ACCOUNTS; AND COSTS ASSOCIATED WITH REMOVAL OF GRASS, WEEDS, AND LITTER; AND REPAIR, CONSTRUCTION OR REPLACEMENT OF SIDEWALK, CURB, AND GUTTER TO THE MIAMI COUNTY AUDITOR FOR COLLECTION

WHEREAS, Chapter 743.04 of the Ohio Revised Code and Sections 51.27, 52.134, and 53.31 of the West Milton Code of Ordinances provides that water, sewer, and refuse charges that are not paid when due and payable shall be certified to the Auditor of Miami County who shall place the charges on the tax duplicate as a tax lien or assessment against the parcel or lot for collection as other taxes; and

WHEREAS, Chapter 93.45 of the West Milton Code of Ordinances provides that costs incurred for the removal of weeds, litter, and grasses shall be certified to the Auditor of Miami County who shall place the charges on the tax duplicate as a tax lien or assessment against the parcel or lot for collection as other taxes; and

WHEREAS, Chapter 50.09 of the West Milton Code of Ordinances provides that costs incurred for the repair, construction, or reconstruction of any sidewalk, curb, gutter shall be certified to the Auditor of Miami County who shall place the charges on the tax duplicate as a tax lien or assessment against the parcel or lot for collection as other taxes; and

WHEREAS, the Municipality has been notified by the Miami County Auditor’s Office that this year’s deadline for the filing of such items certified for collection is September 8, 2025;

NOW THEREFORE, Be It Resolved by the Council of the Municipality of West Milton, Ohio that:

SECTION I: The water, sewer and refuse accounts, plus properties for which the Municipality has removed weeds, litter, grasses, and trees, and repaired, constructed, or reconstructed sidewalks, curbs, and gutters listed herewith as Appendix A, and incorporated herein by reference as if fully rewritten, shall be certified to the Miami County Auditor as tax liens in accordance with Sections 51.27, 52.134, 53.31, 93.45, and 50.09 of the West Milton Code of Ordinances.

SECTION II: The total charges against each lot and parcel shall be payable to the Director of Finance of the Municipality of West Milton, Ohio by September 4, 2025 and if not paid shall thereafter be certified to the Miami County Auditor in the full amount shown, including a five percent (5%) service charge levied by the Auditor’s office for covering the expense of the collection, for placement on the tax duplicate as a tax lien against said property and said charges shall be collected at the same time and manner as other taxes as provided by law.

SECTION III: This Resolution shall take effect and be in force from and after the earliest date allowed by law.

Passed this _____ day of August 2025.

Scott Hurst, Mayor

ATTEST:

Laura J. Wright
Clerk of Council

Lenee’ Brosh
Director of Law

RESOLUTION CM-25-49

**A RESOLUTION TO ADOPT A SIDEWALK COST SHARING PROGRAM
FOR THE MUNICIPALITY OF WEST MILTON, OHIO**

WHEREAS, the Council and the Municipal Manager for West Milton, Ohio have long recognized that well maintained sidewalks allow residents to walk to schools, businesses, community events and improve the appearance of neighborhoods and increase property values; and

WHEREAS, Chapter 50 of the Municipality Code of Ordinances imposes a duty on property owners to keep sidewalks free from nuisance and in a state of good repair; and

WHEREAS, the Council and the Municipal Manager would like to assist those property owners whose sidewalks have been damaged by the roots of trees, have been worn down over time by general wear and tear, as well as those property owners who currently do not have sidewalks and would like to install a sidewalk; and

WHEREAS, the Council wishes to adopt the Sidewalk Cost Sharing Program, attached hereto as Exhibit "A"; and

WHEREAS, the Council shall analyze the value of this program and set funding amounts annually thereafter.

NOW, THEREFORE, Be it Resolved by the Council of the Municipality of West Milton, Ohio that:

- SECTION I:**

The Council hereby adopts the Sidewalk Repair Reimbursement Program attached hereto as Exhibit "A" pursuant to the reasons set forth above.
- SECTION II:**

The Council hereby directs the Finance Director to place \$50,000 in a separate expense account for said program.
- SECTION III:**

This Resolution shall take effect and be in force from and after its passage.

Passed this _____ day of _____ 2025

Scott Hurst, Mayor

ATTEST:

Laura Wright
Clerk of Council

APPROVED AS TO FORM:

Leneé M. Brosh
Law Director

Attachment “A”

SIDEWALK COST SHARING PROGRAM (50%/50%).

The Village has established a sidewalk program to allow for cost sharing for construction and/or reconstruction of sidewalks. The cost sharing components of the sidewalk program are as follows:

- (a) Property owners requesting program participation shall sign up on or before the deadline established each year of the program. The deadline will be announced at a Village Council meeting and publicized on all the usual outlets including Social Media.
- (b) Each year, the Village shall request bids for work requested. If funds are not adequate to cover requests, the Village shall prioritize work based upon location and foot traffic.
- (c) Once bids are received, the property owner will be required to pay their share before the work is started. If payment is not received by the designated date, their request will be removed from that year's work schedule. This is a 50% sidewalk cost sharing program with the Village's share of the cost being the cost of concrete and labor to meet the Village's basic sidewalk standards.
- (d) All work must comply with the Village's current design standards and specifications. The Village has full authority to accept and/or reject any work requested by a property owner.
- (e) Only sidewalks on public right of way are eligible. The Village shall be responsible for corners and alleys. Driveway approaches are not eligible for the sidewalk cost sharing program.
- (f) Work that shall be performed by the Village's contractor includes removal and replacement of sidewalk, placement of fill dirt and rough grading around the new work. The property owner shall be responsible for finishing the construction area, including fine grading, seeding and watering. All adjoining walks shall be brought to grade to eliminate any possible safety hazard, even if the section is not eligible for the sidewalk cost sharing program. In the event the section is not eligible, the property owner shall bear full financial responsibility for that work. When possible, this determination shall be set forth prior to commencement of any work. The Village has full authority to accept or reject all work performed by the contractor.
- (g) The Village shall work with the property owner so it is very clear what work is to be done, including square footage, approximate elevation change, tapered sections, and tree root damage and/or tree removal. A work agreement between the Village and the property owner may be required to address access issues and any special problems related to each property.
- (h) The sidewalk cost sharing program will only be available to property owners when Village funds have been budgeted for such purposes. Funds shall be available on a first come, first serve basis. Preference may be given to the Safe Routes to School travel plan, if applicable. The property owner must sign a cost sharing agreement before being accepted into the program, and payment must be received prior to any work being performed.
- (i) Request for participation in the sidewalk cost sharing program does not relieve any property owner of liability due to owner's failure to maintain or repair the sidewalk or keep the sidewalk free from hazards.



Municipal Office Stamp

Time and date required.

Municipality of West Milton Sidewalk Program

1. Name: _____
2. Address: _____

3. Contact Phone: _____
4. E-mail Address: _____

5. Does the above address currently have sidewalks? ☐ Yes ☐ No
6. If the answer to question 3. is "YES", then do all the sidewalks meet all the standards required by the Village for safe, pedestrian access? ☐ Yes ☐ No
7. If the answer to question 4. Is "NO", please detail the deficiencies of the sidewalks at the above address. _____

8. Estimated linear feet to be installed and or replaced*? _____
9. Estimated cost of proposed project? _____

**If you need assistance completing Question 9, please contact the Village Staff.*

*** Corner lots requiring sidewalks on both street frontages may be eligible for funding above the 50% threshold.*

I acknowledge receipt of the rules and guidelines of the West Milton Sidewalk program and agree to adhere to all of them or the Village funding of 50% of the cost of the project may be withheld resulting in me paying 100% of the total cost of the project. I also agree that should I be found in violation of any of the rules of the program I agree to have the balance of the cost assessed to my property taxes. I agree that weather or other circumstances may delay the installation of the sidewalks in the timeframe initially expected. Any additional cost caused by any delay will be covered by the Village. I also agree that should changes in the original scope of work result in additional cost, the Village agrees to fund 50% or more based on the circumstances causing the increase.

Resident Signature: _____

Date: _____

Payment of 50% of the estimated cost received by Village**? ☐ Yes ☐ No Date Paid: _____