

**Monroe Council Minutes
Regular Meeting of Council
January 28, 2020 – 6:30 p.m.
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Mayor Frentzel opened the regular meeting of Council at 6:30 p.m. with the Pledge of Allegiance.

Roll Call

Council members present: Tom Callahan, Jason Frentzel, Keith Funk, Anna Hale, Todd Hickman, and Christina McElfresh.

Mr. Funk moved to excuse Mr. Routson; seconded by Mrs. Hale. Voice vote. Motion carried.

Approval of the Minutes

Mr. Funk moved to approve the Council Minutes of January 14, 2020 and the Finance Committee Minutes of January 14, 2020; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Visitors

Law Director K. Philip Callahan performed a ceremonial swearing in of Greg Hopkins, Monique Lockett, and Greg Gattermeyer as Patrol Officers.

Committee Reports

Mayor Frentzel reported that the Public Involvement Committee met and discussed the Fourth of July fireworks. He reminded Council that last year it was decided that the City would take over the fireworks portion of the annual festivities. This year, the Fourth of July falls on a Saturday and we want to reserve the company for this year in the amount of \$10,000. Mayor Frentzel noted that the deposit is due in February.

Mayor Frentzel moved to authorize \$10,000 for the Fourth of July fireworks to Rozzi's Famous Fireworks; seconded by Mr. Funk. Voice vote. Motion carried.

Old Business

Resolution No. 06-2020. A Resolution approving blanket purchase orders as recommended by the Director of Finance and the City Manager. (Second Reading)

Mr. Funk moved to consider this the second reading of Resolution No. 06-2020 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 06-2020 by title only.

Mr. Funk moved to adopt Resolution No. 06-2020; seconded by Mrs. McElfresh. Roll call vote: six ayes. Motion carried.

Resolution No. 07-2020. A Resolution directing the Director of Finance to request an advancement of taxes assessed and collected on behalf of the City of Monroe from the Auditors of Butler and Warren Counties. (Second Reading)

Mr. Brock explained that this allows the City to collect the taxes when they are received and not twice per year.

Mr. Funk moved to consider this the second reading of Resolution No. 07-2020 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 07-2020 by title only.

Mr. Funk moved to adopt Resolution No. 07-2020; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

Resolution No. 08-2020. A Resolution expressing Council's intent for the sale of personal property not needed for public use or is obsolete or unfit for the use for which it was acquired by Internet auction. (Second Reading)

Mr. Hickman referred to a picture on the Internet of a utility truck that had tinted windows and asked if the truck was ordered with tinted windows and if it met the legal requirements.

Mr. Brock will look into this.

Mr. Funk moved to consider this the second reading of Resolution No. 08-2020 and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 08-2020 by title only.

Mr. Funk moved to adopt Resolution No. 08-2020; seconded by Mr. Callahan. Roll call vote: six ayes. Motion carried.

Resolution No. 09-2020. A Resolution authorizing and directing the City Manager or designee to apply for any and all grant funds; provided that acceptance of any grant funds, including matching funds, must be specifically approved by Council. (Second Reading)

Mr. Callahan asked what the grant funds were for and Mr. Brock explained that this allows staff to apply for any grant funds as they become available due to the short window that is typical for applying.

Mr. Funk moved to consider this the second reading of Resolution No. 09-2020 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 09-2020 by title only.

Mr. Funk moved to adopt Resolution No. 09-2020; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

New Business

Emergency Resolution No. 10-2020. A Resolution approving a Then-and-Now Certificate in the amount of \$22,859.08 to Enterprise FM Trust and declaring an emergency.

Mr. Brock reported that this is the first payment for the leasing of vehicles and the first invoice came in prior to the approval of the blanket purchase orders.

Mr. Funk moved to suspend the rule requiring the reading requiring the reading of Emergency Resolution No. 10-2020 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 10-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 10-2020; seconded by Mr. Callahan. Roll call vote: six ayes. Motion carried.

Resolution No. 11-2020. A Resolution accepting the lowest and/or best bid submitted for the State Route 4 Fire House Sanitary Sewer Lateral Project and authorizing the City Manager to enter into an agreement by and between Stauffer Site Services LLC for said project.

Mr. Brock explained that this is for the removal of the septic system and replaces it with an actual sewer line in the amount of \$124,242.00.

Mr. Hickman asked if it was the closest route and if all the homes on that side were on septic systems. Mr. Brock advised that the closest route is across the street and just the maintenance alone would have cost more money. He added that the homes to the north are on septic systems and the sanitary sewer is in the Tall Oaks Subdivision.

Mr. Funk moved to consider this the first reading of Resolution No. 11-2020 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 11-2020 by title only.

Mr. Funk moved to approve the first reading of Resolution No. 11-2020; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

Resolution No. 12-2020. A Resolution accepting the lowest and/or best bid submitted for the Baker Park Improvements Project and authorizing the City Manager to enter into an agreement by and between the City of Monroe and O'Heil Site Solutions for said project.

Mr. Brock stated that this is for the dog park in the amount of \$493,000.

Mr. Hickman asked if would be cheaper to have the parking at the front rather than using the drive that goes to the back of the property. Mr. Brock replied that it is in the flood plain and it allows for future uses in the back of the park such as, nature trails and park shelters.

Mrs. Hale asked if this is mostly for earthwork and Mr. Brock advised it is for pavement, shaded areas, and fencing around the dog park.

Mr. Callahan felt it was a lot of money for a dog park. Mr. Brock will provide Council with additional information as well as the Park Master Plan that was approved by Council.

Mr. Funk understood that it was a first reading and would like to see how those funds could benefit other parks. Mr. Funk recalled the conversations about being able to make the recommended improvements to Baker Park; however, with the high bids coming in for Monroe Bicentennial Commons Park it has set the plans for it back.

In response to Mayor Frentzel's inquiry, Mrs. Hale advised that the Park Board has not had any recent discussion about Baker Park.

Mr. Funk moved to consider this the first reading of Resolution No. 12-2020 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 12-2020 by title only.

Mr. Funk moved to approve the first reading of Resolution No. 12-2020; seconded by Mrs. McElfresh. Roll call vote: five ayes; one nay (Hickman). Motion carried.

Resolution No. 13-2020. A Resolution accepting the lowest and/or best bid submitted for the Monroe Bicentennial Commons Project, Phase 1, and authorizing the City Manager to enter into an agreement by and between the City of Monroe and Majors Enterprises Inc. for said project.

Mr. Brock stated that this for the utility work at Monroe Bicentennial Commons Park in the amount of \$514,800 and includes the base bid and both alternates. The first alternate is moving the transformers and the second is a contingency item in the event the encasing for the sanitary sewer under the railroad is collapsing.

Mr. Funk moved to consider this the first reading of Resolution No. 13-2020 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 13-2020 by title only.

Mr. Funk moved to approve the first reading of Resolution No. 13-2020; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

Mayor Frentzel asked if Monroe Bicentennial Commons is still targeted to be open this year and Mr. Brock advised that it will not be until next year.

Ordinance No. 2020-01. An Ordinance, amending and supplementing Ordinance No. 2019-41, otherwise known as the temporary appropriations ordinance, to meet current expenses and other expenditures of the City of Monroe, during fiscal year ending December 31, 2020.

Mr. Brock stated that the appropriations need to be increased to cover various projects approved by Council.

Mr. Funk moved to suspend the rule requiring the reading of Ordinance No. 2020-01 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2020-01 by title only.

Mr. Funk moved to adopt Ordinance No. 2020-01; seconded by Mrs. McElfresh. Roll call vote: six ayes. Motion carried.

Ordinance No. 2020-02. An Ordinance authorizing the trade-in of certain personal property no longer needed for municipal purposes.

Mr. Brock advised this is a planned trade-in for two vehicles as part of our lease program.

Mr. Funk moved to consider this the first reading of Ordinance No. 2020-02; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2020-02 by title only.

Mr. Funk moved to approve the first reading Ordinance No. 2020-02; seconded by Mrs. McElfresh. Roll call vote: six ayes. Motion carried.

Ordinance No. 2020-03. An Ordinance amending Exhibit “1” of Ordinance No. 2019-42 to establish additional fixed and transitional positions, pay grades, and pay ranges for all non union employees.

Mr. Brock reported that, based on the compensation study, this amends the pay ranges, allows for overlapping and transitional training in the event an employee leaves, moves employees under the minimum rate up to the new minimum rate, keeps the employees over the maximum rate at the rate they are at, creates new positions, changes the title of Assistant Manager to Assistant City Manager, and changing the two specific Public Works Superintendents to one title of Public Works Superintendent.

Mrs. McElfresh sought confirmation that Mr. Hickman had an opportunity to review the information provided by the City Manager.

Mr. Funk moved to consider this the first reading of Ordinance No. 2020-03 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2020-03 by title only.

Mr. Funk moved to approve the first reading of Ordinance No. 2020-03; seconded by Mrs. Hale. Roll call vote: five ayes; one nay (Hickman). Motion carried.

Consideration of Motion accepting the October and November 2019 Finance Reports as submitted.

Mr. Funk moved to accept the October and November 2019 Finance Reports as submitted; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Administrative Reports

Mr. Funk moved to adjourn into executive session to consider the sale or disposition of real property; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.

Council adjourned into executive session at 7:14 p.m.

Mr. Funk moved to reconvene into regular session; seconded by Mrs. Hale. Voice vote. Motion carried.

Council reconvened into regular session at 7:36 p.m.

Mr. Funk moved to appoint Casey Walters to the Board of Zoning Appeals; seconded by Mrs. Hale. Voice vote. Motion carried.

Mr. Funk moved to appoint Dan Phillips and Mark Swartz to the Audit Committee; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Mr. Hickman asked Law Director Callahan for an opinion as to whether or not it is legal for a Council member to have a business signature on their City email.

Adjournment

Mr. Funk moved to adjourn; seconded by Mrs. Hale. Voice vote. Motion carried.

The regular meeting of Council adjourned at 7:40 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council