

**Monroe Council Minutes  
Regular Meeting of Council  
March 10, 2020 – 6:30 p.m.  
233 South Main Street, Monroe, Ohio**

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***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, and Christina McElfresh.

Staff members present: City Manager William J. Brock  
Law Director K. Philip Callahan  
Director of Development Kevin Chesar  
Director of Finance Karen Ervin  
Director of Public Works Gary Morton  
Assistant to the City Manager/Clerk of Council Angela S. Wasson

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

***Approval of the Minutes***

Mr. Funk moved to approve the Council Minutes of February 11 and February 25, 2020 and Finance Committee Minutes of February 11, 2020; seconded by Mrs. McElfresh. Voice vote. Motion carried.

***Visitors***

Wendy Klepcyk, Jamie Beringer, and J. Peyton Gravely gave a presentation on the 3 Little Halos Safety Town. This would have state of the art security, provide safety classes from 2 to 18 years old, and open all year round. Each building would be owned by a company or a group and have a safety curriculum. There will be real roads with real traffic signs. The organization would like to construct this in the Monroe Bicentennial Commons Park. Mr. Beringer hoped to get the vote of confidence from Council. The City would provide the location and the underground utilities. They are looking at approximately four acres.

Mrs. McElfresh asked if anyone has spoken with Monroe's Police Department. Ms. Klepcyk advised they did and the 3 Little Halos Safety Town would have a permanent classroom for them to use.

Mr. Beringer stated that a letter of intent from Council would assist them in procuring funds for this.

Council was not prepared to move forward with a letter of intent at this time.

Julie Joyce-Smith with the Butler County Auditor's Office provided an update on issues the Auditor's office is working on.

### *Fuel Quality Testing*

Ohio is one of three states that does not have fuel quality testing. When you see the Auditor's seal at the gas station they are only looking at the quantity and not the quality. On February 10<sup>th</sup> a House Bill was introduced to provide county auditors the authority to test for quality and octane.

### *Tax Bills*

February 25<sup>th</sup> was the deadline for the first half real estate and we are working on the first half settlement that will be forthcoming sooner than it has in the past.

### *Board of Revision*

If anyone wants to appeal the value of their home or business property the deadline is March 31<sup>st</sup>.

### *Property Damage*

The Auditor's office and each of the fire departments work together to identify properties that have suffered fire damage and may be eligible for a reduction in property values.

### *2020 Property Reappraisal*

The 2020 tax year is a re-evaluation year and we hope to have the information of the values in the fall.

### *Committee Reports*

None.

### *Old Business*

**Resolution No. 17-2020.** A Resolution accepting the lowest and/or best bid and authorizing the City Manager to enter into an agreement by and between the City of Monroe and Dailey's Lawn & Landscaping for mowing of various properties. (Second Reading)

Mr. Funk moved to consider this the second reading and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 17-2020 by title only.

Mr. Funk moved to adopt Resolution No. 17-2020; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

**Resolution No. 18-2020.** A Resolution accepting the lowest and/or best bid and authorizing the City Manager to enter into an agreement by and between the City of Monroe and J. W. Brennan Excavating for the Garver Road Water Main Replacement Project. (Second Reading)

Mr. Brock requested that this be adopted as an emergency.

Mr. Funk moved to consider this the second reading of Emergency Resolution No. 18-2020 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 18-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 18-2020; seconded by Mrs. Hale. Roll call vote: five ayes. Motion carried.

## *New Business*

**Emergency Resolution No. 20-2020.** A Resolution approving a Then-and-Now Certificate in the amount of \$3,172.00 to Phoenix Safety Outfitters and declaring an emergency.

Mr. Brock noted this is a normal purchase for the fire department; however, the company is not accepting the p-card for payment now.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 20-2020 on two separate days, authorize its adoption on the second reading, and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 20-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 20-2020; seconded by Mr. Callahan. Roll call vote: five ayes. Motion carried.

**Resolution No. 21-2020.** A Resolution accepting the lowest and/or best bid submitted for the Local Roadway Striping Project and authorizing the City Manager to enter into an agreement by and between the City of Monroe and Aeromark LLC for said project.

Mr. Brock explained that this is for the striping of South Main Street through downtown, Britton Lane, State Route 63 to Macready, Roden Park Drive, Greentree Road, and Heritage Green Drive south of State Route 63. Mr. Brock advised that he will have another bid for larger roads like State Route 63.

Mr. Funk moved to consider this the first reading of Resolution No. 21-2020 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 21-2020 by title only.

Mr. Funk moved to approve the first reading of Resolution No. 21-2020; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

**Resolution No. 22-2020.** A Resolution authorizing the City Manager to enter into a contract by and between the City of Monroe and other participating agencies located in Warren County to establish the Warren County Drug Task Force Council of Governments.

Mr. Brock reported that the only change in this agreement is to add Harveysburg.

Mr. Funk moved to consider this the first reading of Resolution No. 22-2020 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 22-2020 by title only.

Mr. Funk moved to approve the first reading of Resolution No. 22-2020; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

**Ordinance No. 2020-06.** An Ordinance, otherwise known as the permanent appropriations ordinance, to meet current expenses and other expenditure of the City of Monroe, during fiscal year ending December 31, 2020.

Mr. Brock referred Council to the summary related to the permanent appropriations for expenses for 2020.

Mr. Funk moved to suspend the rule requiring the reading of Ordinance No. 2020-06 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 Ordinance No. 2020-06 by title only.

Mr. Funk moved to adopt Ordinance No. 2020-06; seconded by Mrs. Hale. Roll call vote: five ayes. Motion carried.

**Emergency Ordinance No. 2020-07.** An Ordinance authorizing the City Manager to enter into a Facility Encroachment Agreement by and between the City of Monroe and CSX Transportation, Inc. for the installation and maintenance of one six-inch diameter sub-grade pipeline crossing, solely for the conveyance of potable water, and declaring an emergency.

Mr. Brock stated this will allow the City access to the water line located under the railroad tracks at Monroe Bicentennial Commons Park.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2020-07 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 Emergency Ordinance No. 2020-07 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2020-07; seconded by Mr. Callahan. Roll call vote: five ayes. Motion carried.

**Consideration of Motion** authorizing the expenditure of \$245,393.90 to Staples for the furnishing of the new police station.

Mr. Brock reported that this is under state bid project and budgeted was \$300,000. Mrs. McElfresh asked if any of the current furnishing would be used. Mr. Brock replied that the furniture will need to be assessed to see if it can be re-used; however, we wanted a consistent look throughout the new police station.

Mr. Funk moved to authorize the expenditure of \$245,393.90 to Staples for the furnishing of the new police station; seconded by Mrs. Hale. Voice vote. Motion carried.

## **Executive Session**

To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance and discuss the sale or disposition of real property.

Mr. Funk moved to adjourn into executive session to consider confidential information related to the marking plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance and discuss the sale or disposition of real property; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

Council adjourned into executive session at 7:26 p.m.

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

Council reconvened into regular session at 8:11 p.m.

### ***Administrative Reports***

Mr. Brock asked Council to consider dates in April or May to have a retreat.

### ***Adjournment***

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

The regular meeting of Council adjourned at 8:12 p.m.

Respectfully submitted,

Angela S. Wasson, MMC  
Clerk of Council