

**March Council Minutes**  
**Regular Meeting of Council**  
**March 25, 2014 – 6:30 pm**  
**233 South Main Street, Monroe, Ohio**

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***Pledge of Allegiance***

Vice Mayor Kelley opened the regular meeting of Council with the Pledge of Allegiance at 6:30 pm.

***Roll Call***

The following members of Council were present: Steve Black, Anna Hale, Todd Hickman, Bob Kelley, Suzi Rubin, and Lora Stillman.

Staff members present:

- City Manager/City Engineer William J. Brock
- Law Director K. Philip Callahan
- Director of Finance Kacey L. Waggaman
- Chief of Police Gregory C. Homer
- Fire Chief John P. Centers
- Director of Development Kevin Chesar
- Director of Public Works Daniel J. Arthur
- Assistant to the City Manager/Clerk of Council Angela S. Wasson

Visitors: Jim Barnes, Jesse Hull, and Nathan Buchanan.

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

***Approval of the Minutes***

Mr. Black moved to approve the March 11, 2014 Council Minutes; seconded by Mrs. Stillman. Voice vote. Motion carried.

***Visitors***

Fire Chief John Centers presented certificates to the following graduates of the 27 hour Community Emergency Response Team Course: Heather Coffman, Nathan Buchanan, Pam Follmer, Mike Follmer, Charles Witt, Jeff Lentz, Jesse Hull, Jamie Hearlson, and Karen Walz. Jeff Galloway, Director of the Butler County Emergency Management Agency, explained that there are several CERT teams throughout the County. We do a lot of emergency training to support the emergency operations.

Warren County Sheriff Larry Sims reported on the activities of his office in 2013. Responded to a little over 73,000 calls. Sex offender numbers continue to grow with 228 residing in the County, 81 working in the County, and 48 in the institutions. Over 9,000 CCW permits issued.

Began a crime scene investigation unit with skilled individuals for major crime scenes. Three K-9 units, one of which retired this year. We have already found a replacement using drug forfeiture money. Court security spends over 3,200 hours in the courtroom and spent over 5,600 hours moving inmates from one place to another. Served almost 3,000 arrest warrants and a little over 6,000 subpoenas. We provided D.A.R.E. to a little over 1,700 students and provided an unarmed self-defense training for women. Joined forces with Camp Joy using drug forfeiture money providing camp to 25 under privileged youth in the County. New School Resource Officer was added. Continue with the collective law enforcement active shooter response training with similar training for faculty and educators in the schools. We have a County-wide training for defensive driving beginning in May. Our jail has a capacity of 280. We were able to add additional bunks three years ago and by this July we will have saved 3.6 million dollars by not renting bed space. Our capacity average runs about 279, which a lot of days we are at or over capacity. There is serious conversations taking place with our County Commissioners to add an addition to the jail to resolve that situation. We hired 26 people in less than two years.

Mr. Black asked if the self-defense class was for Warren County residents only. Sheriff Sims advised that it is and Monroe is considered part of Warren County. Mr. Black asked about the defensive driving and Sheriff Sims informed him that is for law enforcement only. Mr. Black asked who trains the K-9 and Sheriff Sims replied that a Franklin Police Officer handles the training.

Jim Barnes thanked those members of Council that were present for the chili cook-off and announced that this Thursday is going to be the Business Expo at M.U.M. from 11:30 to 5.

### ***Committee Reports***

Mr. Kelley asked if there is any interest from Council to remove Committee Reports from the agenda as rarely do we have any reports. Having not received enough interest no action was taken to remove this from the agenda.

### ***Old Business***

**Ordinance No. 2014-07.** An Ordinance approving the final plat of Deer Walk.

Mr. Brock noted that this is the second reading for the final plat of Deer Walk.

Mr. Black moved to consider this the second reading of Ordinance No. 2014-07 and have it read by title only; seconded by Mrs. Rubin. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2014-07 by title only.

Mr. Black moved to adopt Ordinance No. 2014-07; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.

**Resolution No. 11-2014.** A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Lexipol LLC for the development of a policy manual for the Department of Fire.

Mr. Brock noted that this is the second reading for the Lexipol agreement.

Mr. Black moved to consider this the second reading of Resolution No. 11-2014 and have it read by title only; seconded by Mrs. Stillman. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 11-2014 by title only.

Mr. Black moved to adopt Resolution No. 11-2014; seconded by Mrs. Stillman. Roll call vote: six ayes. Motion carried.

### *New Business*

**Ordinance No. 2014-08.** An Ordinance, otherwise known as the Appropriations Ordinance, amending and supplementing Ordinance No. 2013-34, to meet current expenses and other expenditures of the City of Monroe, during fiscal year ending December 31, 2014.

Mr. Brock referred to a list of items that changed from the temporary appropriations with the addition of an upgrade to the voice mail system, donation for fireworks, and funds for a master plan for parks.

Mr. Kelley reminded Mr. Brock that earlier in this process he asked about a wish list along with a budget on different projects. One of the things specifically asked about was the extra entrance to the park. We also talked about putting some rough numbers together for different items in the departments that they would like to see if we could put in this year's budget. Mr. Kelley has not seen this and would like to. Mr. Brock advised that he included a list of items with the cost not included in this budget in a supplemental report. Mr. Kelley recalled that there were old numbers and Mr. Brock indicated he could provide current numbers. Mr. Kelley and Mr. Hickman did not recall seeing an updated list. Mr. Black recalled seeing that. Mr. Kelley felt that Mr. Brock's staff has projects they would like to see and some of those things we may be able to complete.

Mr. Black move to suspend the rule requiring the reading of Ordinance No. 2014-08 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. Rubin. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2014-08 by title only.

Mr. Black moved to adopt Ordinance No. 2014-08; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.

**Emergency Ordinance No. 2014-09.** An Ordinance adopting an Allocation Plan for the distribution of certain personal services and declaring an emergency.

Mr. Brock stated this plan allocates personal services across different funds. As a part of looking at the water fund, we determined that we need to move some of these costs across other enterprise funds.

Mr. Black moved to suspend the rule requiring the reading of Emergency Ordinance No. 2014-09 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2014-09 by title only.

Mr. Black moved to adopt Emergency Ordinance No. 2014-09; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.

**Emergency Ordinance No. 2014-10.** An Ordinance authorizing the sale and trade in of certain personal property no longer needed for municipal purposes and declaring an emergency.

Mr. Brock explained that the Director of Public Works is recommending that the following items be declared as surplus: Woods Batwing Cutter, John Deere 850 Tractor, Reach Arm Mowing Tractor, Tow Behind Street Sweeper, International Loadstar 1700 1976 Fire Truck, Army Duce and Trailer, 1986 GMC 7000 Series Dump Truck, 1991 GMC 3500 Dump Truck, 1992 GMC 2500 Truck with Utility Bed, and 2001 Dodge 2500 Pickup Truck.

Mr. Black asked if Chief Centers had any objection to the old fire truck earmarked as surplus and he did not.

Mr. Black moved to suspend the rule requiring the reading of Emergency Ordinance No. 2014-10 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. Stillman. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2014-10 by title only.

Mr. Black moved to adopt Emergency Ordinance No. 2014-10; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

**Ordinance No. 2014-11.** An Ordinance establishing the water rate, waiving the water tap-in fee, and authorizing payment to Butler County towards the commercial sewer service capacity charges for UGN, Inc.

Mr. Brock stated that this is the second reading for the incentive package that includes the reduction in water rates, one-half of the tap-in fee, and payment of a portion of the sewer rate to Butler County.

Mr. Black moved to consider this the first reading of Ordinance No. 2014-11 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2014-11 by title only.

Mr. Black moved to approve the first reading of Ordinance No. 2014-11; seconded by Mrs. Rubin. Roll call vote: six ayes. Motion carried.

**Emergency Resolution No. 13-2014.** A Resolution approving a Then-and-Now Certificate in the amount of \$3,825.00 to The Center for Local Government and declaring an emergency.

Mr. Black moved to suspend the rule requiring the reading of Emergency Resolution No. 13-2014 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 13-2014 by title only.

Mr. Black moved to adopt Emergency Resolution 13-2014; seconded by Mrs. Rubin. Roll call vote: six ayes. Motion carried.

**Emergency Resolution No. 14-2014.** A Resolution approving a Then-and-Now Certificate in the amount of \$3,780.00 to the Miami Valley Communications Council and declaring an emergency.

Mrs. Hale asked what the Miami Valley Communications Council does and Mr. Brock replied they provide services to local governments such as CodeRed.

Mr. Black moved to suspend the rule requiring the reading of Emergency Resolution No. 14-2014 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 14-2014 by title only.

Mr. Black moved to adopt Emergency Resolution No. 14-2014; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

**Emergency Resolution No. 15-2014.** A Resolution approving a Then-and-Now Certificate in the amount of \$10,027.00 to Frost Brown Todd LLC and declaring an emergency.

Mr. Brock noted this is for our labor counsel to negotiate the IAFF contract.

Mr. Black moved to suspend the rule requiring the reading of Emergency Resolution No. 15-2014 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 15-2014 by title only.

Mr. Black moved to adopt Emergency Resolution No. 15-2014; seconded by Mrs. Rubin. Roll call vote: six ayes. Motion carried.

**Emergency Resolution No. 16-2014.** A Resolution urging Ohio voters to support State Issue 1, renewal of the State Capital Improvements Program, on the May 6, 2014 ballot and declaring an emergency.

Mr. Brock asked Council to adopt this legislation as it supports the renewal of a funding source used most recently by the City for the Todhunter Road Project.

Mr. Black moved to suspend the rule requiring the reading of Emergency Resolution No. 16-2014 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. Rubin. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 16-2014 by title only.

Mr. Black moved to adopt Emergency Resolution No. 16-2014; seconded by Mrs. Rubin. Roll call vote: six ayes. Motion carried.

**Emergency Resolution No. 17-2014.** 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 and declaring an emergency.

Mr. Brock stated this is required annually when we want to sell items on internet auction such as GovDeals.com. These items include those declared surplus by Council and valued under \$1,000.

Mr. Black moved to suspend the rule requiring the reading of Emergency Resolution No. 17-2014 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. Rubin. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 17-2014 by title only.

Mr. Black moved to adopt Emergency Resolution No. 17-2014; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

**Emergency Resolution No. 18-2014.** A Resolution authorizing the City Manager to enter into an Athletic Facilities Utilization Agreement by and between the City of Monroe and the Monroe Baseball Association for Monroe Community Park and declaring an emergency.

Mr. Brock reported the use of Community Park by the Monroe Baseball Association received a favorable recommendation by the Park and Recreation Board and confirmed that it included the concession stand.

Mr. Black moved to suspend the rule requiring the reading of Emergency Resolution No. 18-2014 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 Resolution No. 18-2014 by title only.

Mr. Black moved to adopt Emergency Resolution No. 18-2014; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.

**Emergency Resolution No. 19-2014.** A Resolution authorizing the City Manager to accept the proposal from Northwest Consultants, Inc. for professional engineering services in connection with the improvements to Mason Avenue between South Main Street and South Sands Avenue and declaring an emergency.

Mr. Brock explained this is for the Mason Road Project that he hopes to complete this year.

Mrs. Stillman asked why there is a different consultant for the next piece of legislation. Mr. Arthur advised that this firm was able to provide a lower cost for the project by approximately \$7,500.

Mr. Black moved to suspend the rule requiring the reading of Emergency Resolution No. 19-2014 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.

Mr. Black moved to adopt Emergency Resolution No. 19-2014; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

**Resolution No. 20-2014.** A Resolution authorizing the City Manager to accept the proposal from Jones Warner Consultants, Inc. for professional engineering services in connection with the improvements to Carson Road from South Main Street to the corporation limit.

Mr. Brock hoped that the Carson Road Project will be constructed next year. Mr. Kelley asked if the estimate would be factored for next year and Mr. Arthur replied that a small contingency is included in the estimate.

Mr. Black moved to consider this the first reading of Resolution No. 20-2014 and have it read by title only; seconded by Mrs. Stillman. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 20-2014 by title only.

Mr. Black moved to approve the first reading of Resolution No. 20-2014; seconded by Mrs. Stillman; Roll call vote: five ayes; one nay (Hickman). Motion carried.

**Resolution No. 21-2014.** A Resolution accepting the recommendations of the Warren County Tax Incentive Review Council of March 10, 2014.

Mr. Black moved to consider this the first reading of Resolution No. 21-2014 and have it read by title only; seconded by Mrs. Stillman. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 21-2014 by title only.

Mr. Black moved to approve the first reading of Resolution No. 21-2014; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

**Consideration of Motion** authorizing the expenditure of \$14,791.77 to John Deere Company, Inc. for the purchase of a HX15 Flex-Wing Rotary Cutter for the Department of Public Works.

Mr. Kelley asked if this is a lease-purchase or lease-finance. Mr. Arthur stated it was a lease-purchase with the option to trade it in with the residual being \$8,000 or \$9,000.

Mr. Hickman asked how much it would be if we purchased it out right. Mr. Arthur replied it was a little over \$14,200. Mr. Hickman asked if we leased a lot of equipment. Mr. Arthur indicated that we do not. Mr. Black asked if there were any financial benefits. Mr. Arthur explained there was as it frees up approximately \$10,000 that could be used towards the trucks.

Mr. Black moved to authorize the expenditure of \$14,791.77 to John Deere Company, Inc. for the purchase of a HX15 Flex-Wing Rotary Cutter for the Department of Public Works; seconded by Mrs. Hale. Voice vote. Motion carried.

**Consideration of Motion** authorizing the expenditure of \$17,207.00 to upgrade the existing voice mail system.

Mr. Brock explained this will replace the voice mail system, due to the age of the system, without upgrading the entire phone system. Mr. Kelley asked what the life expectancy will be. Mr. Brock replied that we got about eight years out of our current system that became obsolete a couple of years ago. Mr. Kelley asked if he has looked at voice over IP and Mr. Brock advised we already have that. Mr. Kelley asked Mr. Brock to rate the system we have now and Mr. Brock felt it was in the middle; however, it would probably cost several hundred thousand dollars to replace the entire phone system.

Mr. Black moved to authorize the expenditure of \$17,207.00 to upgrade the existing voice mail system; seconded by Mr. Hickman. Voice vote. Motion carried.

Mr. Kelley announced that April 19<sup>th</sup> is the day the Lions Club will have the Easter Egg Hunt at the Park scheduled for Noon. Mr. Kelley will make sure someone is present at the next Park Board for a recommendation to hold this event.

### ***Administrative Reports***

Mr. Brock referred to the scoping document for the roof project and felt it was concise and will move forward with the design services unless there were any objections. Mr. Kelley stated that he sat in on the interviews for the design firms and this firm's first thought was not to tear it off and replace it. They preferred to find out the problem and fix it. Mr. Black felt the results we have been presented with so far are promising.

Mr. Kelley announced the Lions Club will be gathering at U S Bank this Saturday at 9 am to do a clean up on Main Street from State Route 63 to I-75. If anyone has any free time they are welcome to come out and assist.

Mr. Kelley reported that the Mayor had a coloring contest for the third and fourth grade students for the new water tower. Mr. Kelley thought Council could pick out a few of our favorites and hang several of them up at different places.

Mr. Brock pointed out that the contractor is looking for an answer within the next week or so that includes a base color and block style "Monroe."

Mrs. Rubin asked about a type of mural or something on the tank. Mr. Kelley advised that a wrap is weather resistant and could be used.

### ***Adjournment***

Mr. Hickman moved to adjourn; seconded by Mrs. Rubin. Voice vote. Motion carried.

The Council meeting adjourned at 7:55 pm.

Respectfully submitted,

Angela S. Wasson, CMC  
Clerk of Council