

**Monroe Council Minutes**  
**Regular Meeting of Council**  
**May 27, 2014 – 6:30 pm**  
**233 South Main Street, Monroe, Ohio**

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*Pledge of Allegiance*

Mayor Routson 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, Robert Routson, 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  
  Director of Public Works Daniel J. Arthur  
  Director of Development Kevin Chesar  
  Assistant to the City Manager/Clerk of Council Angela S. Wasson

Visitors:           Chie Yoshimura, Susan Wise, and Jane Majors.

*Approval of the Minutes*

Mr. Kelley moved to approve the Minutes of May 13, 2014; seconded by Mrs. Stillman. Voice vote. Motion carried.

*Visitors*

Tony Apro, Dave Blevins, Rob Vollrath, and Michelle Higgins presented information on their request for proposal on Energy Savings Performance Contracting.

Mr. Vollrath referred to a feasibility study for the City of Monroe. Working with staff, the City identified \$5 million in needed improvements for 1) City Administration Building Roof Replacement, 2) Mason Avenue Water Main Repair, 3) Mason Road Water Main Repair, 4) Carson Road Roadway and Storm Project, and 5) Britton Road Roadway, Water, and Storm Project.

Jeremy Baldwin with Enterprise Fleet Management advised they work with long-term cost saving solutions.

Ryan Winkles stated the typical government will run their fleet 15 to 20 years prior to working with a company like Enterprise. They do that because they drive relatively low miles. What they don't realize is that governments have the ability to buy the vehicles at a lower cost through

state bid unlike the general public. If you sell the vehicle after approximately five years you can get almost what you paid for it. With an open ended lease, you can finance the vehicle and still receive equity after you sell the vehicle and save money. You are able to replace the vehicles quickly and with nicer vehicles. Our program on a ten-year plan should save the City \$270,000 while keeping a five year fleet. This is for the non-emergency response vehicles and includes annual maintenance. This is anything from Sedans to light-duty pickup trucks. We are also looking at snow plow trucks. As we are a conservative company we will make sure that you are continually on an equitable program.

Mr. Kelley asked how this process works with the State bid process.

Mr. Winkles explained that you are getting fleet management with us rather than going to a dealer. We will do everything we can to get the vehicles as cheap as we can and get the most money as we can when we sell the vehicles.

Brittany Geringer explained that one of the biggest expenses is fuel as they continue to rise. The Right Express Fuel Program has the largest point of purchase and accepted at about 99% of gas stations. The card allows you to get gas like a credit card. We follow the odometer readings of the vehicles as well as the purchase of the fuel the drivers are using so we can always depreciate the value accurately. It is secure as it uses a driver's PIN and it helps with reporting and not getting premium fuel where it is not needed. This also helps to stay on top of maintenance based on the odometer readings. Because you do purchase bulk fuel and the tanks need upgraded, this program allows you not to have to upgrade your tanks and is a \$70,000 savings.

Dave Blevins spoke about additional energy conservation measures. At the Administration Building will be lighting retrofits and upgrade exterior lights to LED lights. We want to upgrade to web thermostats allowing for remote timing and temperatures. This will alert any type of failures to be addressed quickly. We will use more energy efficient and environmentally friendly refrigerant. Improving water conservation will entail changing the flush valves and restrictors on the faucets and, in some situations, replace the actual china. The roof replacement is in the process and it can be bundled in this project.

The Public Works Building will have a lot of the same improvements. We want to look at the conversion to some of the high mileage vehicles by adding a propane fuel source.

The library will receive some lighting upgrades and upgrade the water heater to a heat pump.

The Main Street Fire Station will have the three rear apparatus doors replaced and roof flashing repairs, as is needed in other buildings. Some of the windows will need to be replaced.

The State Route 4 Fire Station will need a larger window replacement with insulated panels.

The Water Plant is 14 years old will need lighting upgrades and replacement of one split system.

Rob Vollrath explained that our proposal allows you to finance all of the improvements with a guaranteed savings. We develop a long term partnership to help continue to maintain it. Over the

next ten years you will spend over \$10 million in necessary upgrade costs. With our program you will only be spending \$3,299,875.

Dave Blevins advised that they will use real time software. There is an ongoing asset condition report.

### ***Committee Reports***

None.

### ***Old Business***

None.

### ***New Business***

**Emergency Resolution No. 26-2014.** A Resolution accepting a Local Government Innovation Council Grant for the evaluation of cost saving measures for the Department of Fire and declaring an emergency.

Mr. Brock stated that this is a grant in the amount of \$84,000 from the State for sharing of services. This will hire a consultant to look at all of the departments and look at moving everyone forward for more collaborative efforts.

Mr. Black asked what the matching fund requirement is. Mr. Brock replied that there is only in-kind matching requirements.

Mr. Kelley moved to suspend the rule requiring the reading of Emergency Resolution No. 26-2014 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. 26-2014 by title only.

Mr. Kelley moved to adopt Emergency Resolution No. 26-2014; seconded by Mr. Black. Roll call vote: seven ayes. Motion carried.

**Emergency Resolution No. 27-2014.** A Resolution authorizing the City Manager to advertise and receive bids for the 2014 Resurfacing Program and declaring an emergency.

Mr. Brock stated this is for the 2014 Resurfacing Program.

Mr. Kelley moved to suspend the rule requiring the reading of Emergency Resolution No. 27-2014 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Black. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 27-2014 by title only.

Mr. Kelley moved to adopt Emergency Resolution No. 27-2014; seconded by Mrs. Rubin. Roll call vote: seven ayes. Motion carried.

**Emergency Resolution No. 28-2014.** A Resolution authorizing the City Manager to advertise and receive bids for the Mason Avenue Reconstruction Project and declaring an emergency.

Mr. Brock advised this will allow for bids to be received on the Mason Avenue Reconstruction Project.

Mr. Kelley moved to suspend the rule requiring the reading of Emergency Resolution No. 28-2014 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. 28-2014 by title only.

Mr. Kelley moved to adopt Emergency Resolution No. 28-2014; seconded by Mr. Hickman. Roll call vote: seven ayes. Motion carried.

**Emergency Resolution No. 29-2014.** A Resolution authorizing the City Manager to accept the proposal for professional engineering services submitted by LJB Inc. for design services for the Union Road Retaining Wall, and declaring an emergency.

Mr. Brock reported that the Union Road Retaining Wall is deteriorating quickly.

Mr. Kelley moved to suspend the rule requiring the reading of Emergency Resolution No. 29-2014 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 Resolution No. 29-2014.

Mr. Kelley moved to adopt Emergency Resolution No. 29-2014; seconded by Mr. Black. Roll call vote: seven ayes. Motion carried.

**Resolution No. 30-2014.** A Resolution authorizing the City Manager to advertise and receive requests for qualifications to provide engineering and architectural services for a Park and Recreation Master Plan.

Mr. Brock reported this is something the Park Board has requested for several years and this will provide us with better definition of the use of the parks in the City.

Mr. Kelley asked if the scope of this also include bike paths, walking paths, and other things or will it just be the parks that we have currently. Mr. Brock advised it will look at connectivity for bike/walking paths and current and future park use.

Mr. Kelley moved to consider this the first reading of Resolution No. 30-2014 and have it read by title only; seconded by Mr. Black. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 30-2014.

Mr. Kelley moved to approve the first reading of Resolution No. 30-2014; seconded by Mrs. Hale. Roll call vote: seven ayes. Motion carried.

Mr. Kelley moved to amend the agenda to consider Emergency Resolution No. 31-2014; seconded by Mr. Black. Voice Vote. Motion carried.

**Emergency Resolution No. 31-2014.** A Resolution expressing appreciation to Bob Kelley for the many years of dedication and service given to the community of the City of Monroe, Ohio and declaring an emergency.

Mr. Kelley moved to suspend the rule requiring the reading of Emergency Resolution No. 31-2014 on two separate days and authorize its adoption on the first reading; seconded by Mr. Black. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 31-2014 in its entirety.

Mr. Black moved to adopt Emergency Resolution No. 31-2014; seconded by Mrs. Rubin. Roll call vote: six ayes; one abstention (Kelley). Motion carried.

**Emergency Ordinance No. 2014-14.** An Ordinance authorizing the sale of certain personal property no longer needed for municipal purposes and declaring an emergency.

Mr. Brock explained that this will allow for the sale of two Victoria Crown cruisers and on Tahoe by the Police Department. This is part of our typical replacement program to rotate these vehicles.

Mr. Hickman asked what year the Tahoe was and Mr. Brock advised it was a 2009.

Mr. Kelley moved to suspend the rule requiring the reading of Emergency Ordinance No. 2014-14 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 Ordinance No. 2014-14 by title only.

Mr. Kelley moved to adopt Emergency Ordinance No. 2014-14; seconded by Mrs. Stillman. Roll call vote: six ayes; one nay (Black). Motion carried.

**Consideration of Motion** consenting to the representation of Dinsmore & Shohl LLP through the Warren County Prosecutor's office of Turtlecreek Township and Peck, Shaffer & Williams' continued representation of the City of Monroe with respect to the Joint Economic Development District to be created by Monroe and Turtlecreek Township, Warren County, Ohio, and any other

conflicts arising as a result of the merger of Dinsmore & Shohl LLP and Peck, Shaffer & Williams.

Mr. Brock reported that this waives any conflict in the JEDD discussions with Turtlecreek Township and Warren County.

Mr. Callahan advised that this is standard. Dinsmore & Shohl purchased Peck, Shaffer & Williams. Peck, Shaffer & Williams is our bond counsel. Because Dinsmore & Shohl had conflicts when they purchase was made there will be conflicts that arise. This recognizes that and it will be monitored.

Mr. Kelley moved to consent to the representation of Dinsmore & Shohl LLP through the Warren County Prosecutor's office of Turtlecreek Township and Peck, Shaffer & Williams' continued representation of the City of Monroe with respect to the Joint Economic Development district to be created by Monroe and Turtlecreek Township, Warren County, Ohio, and any other conflicts arising as a result of the merger of Dinsmore & Shohl LLP and Peck, Shaffer & Williams; seconded by Mrs. Rubin. Voice vote. Motion carried.

**Consideration of Motion** authorizing the expenditure of \$30,765.00 for the purchase of a 2014 Sedan for the Department of Police.

Chief Homer explained that this year they propose to purchase on new Sedan and two SUVs. The SUVs purchased last year worked well and the Sedans are all-wheel drives. The prices include the striping and lights.

Mayor Routson pointed out that the second motion is for Tahoe's and thought the Equinox would be cheaper. Chief Homer pointed out that it really isn't a Tahoe it is for smaller SUVs.

Mr. Black asked why we are not getting three Sedans. Chief Homer replied that the Sedans are smaller and some of the officers like the smaller calls. These are police pursuit rated.

Mr. Black, Mayor Routson, Mr. Kelley, and Mr. Hickman requested additional information showing a comparison between vehicles.

**Consideration of Motion** authorizing the expenditure of \$66,227.00 for the purchase of two 2015 Tahoe's for the Department of Police.

No action was taken for the purchase of police cruisers.

**Consideration of Motion** accepting the January 2014 Finance Reports as submitted.

Mr. Kelley moved accept the January 2014 Finance Reports as submitted; seconded by Mrs. Rubin. Voice vote. Motion carried.

### ***Administrative Reports***

Mayor Routson expressed his appreciation to Mr. Kelley for all he has done since being on City Council and for being the backbone on Planning Commission.

Mr. Hickman acknowledged that Mr. Kelley has done a lot for the City and appreciates what he has done.

Mr. Black felt that Mr. Kelley will be extremely missed.

Mrs. Hale appreciates Mr. Kelley greatly and speaks from his heart, is very compassionate, and loves Monroe.

Mrs. Stillman noted that she and Mr. Kelley have not always agreed, but recognized that they have always been able to work together. She also recognized the passion that he had for the City.

Mrs. Rubin felt that Mr. Kelley will be missed and has always been there whenever the City needed something.

Mr. Kelley thanked everyone and expressed his appreciation. He recommended that Council accept the leasing proposal for Mr. Arthur and was of the opinion that Jennifer Patterson is doing a good job for the City.

Mrs. Stillman moved to appoint Mrs. Rubin as Vice Mayor effective June 1, 2014; seconded by Mrs. Hale. Roll call vote: seven ayes. Motion carried.

### ***Adjournment***

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

Council adjourned at 8:08 pm.

Respectfully submitted,

Angela S. Wasson, CMC  
Clerk of Council