

Monroe Council Agenda
Regular Meeting of Council
July 8, 2014 – 6:30 pm
233 South Main Street, Monroe, Ohio

Pledge of Allegiance

Vice Mayor Rubin opened the meeting at 6:30 pm with the Pledge of Allegiance.

Swearing in of Recently Appointed Council Member, Dan Clark

Mr. Callahan swore in Dan Clark as Council Member.

Roll Call

The following members of Council were present: Steve Black, Dan Clark, Anna Hale, 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
 Director of Public Works Daniel J. Arthur
 Assistant to the City Manager/Clerk of Council Angela S. Wasson

Visitors: Chie Yoshimura, Susan Wise, Kelly Meyer-Clark, and Erin Clark.

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

Public Hearing: Creation of a Joint Economic Development District by and between the City of Monroe and the Township of Turtlecreek.

Vice Mayor Rubin stated that the proposed joint economic development agreement will be presented by the City Manager. Following this presentation, anyone wishing to speak will be given an opportunity to speak. Council has the opportunity to question any speaker after they have completed their presentation.

Having been sworn, Mr. Brock presented the petitions filed by the property owner and the business owner with the City of Monroe and Turtlecreek Township. In addition, he referred to the agreements that Council has been provided and noted that proper publication of this public hearing was completed.

Mrs. Hale moved to close the public hearing; seconded by Mrs. Stillman. Voice vote. Motion carried.

Mr. Black moved to accept the documents; seconded by Mrs. Stillman. Voice vote. Motion carried.

Public Hearing: 2015 Tax Budget

Vice Mayor Rubin stated that the 2015 Tax Budget will be presented by the Director of Finance. Following this presentation, anyone wishing to speak will be given an opportunity to speak. Council has the opportunity to question any speaker after they have completed their presentation.

Having been sworn, Mrs. Waggaman explained that the annual tax budget is required by the Ohio Revised Code unless waived by the County Auditor. It helps the County Budget Commission determine if we need the levy money that we have been allocated to receive. The Budget Commission is responsible for certifying our revenues and they create our certificate of resources. This tells us the parameters of what we are allowed to appropriate up to. There is a detail of the General Fund, the 1989 Police Levy Fund, the 1989 Fire Levy Fund, and the 2005 Fire Levy Fund. The remaining funds are summarized showing only the very last year.

Referring to the 2011 amount and 2015 estimated in parks and recreation, Mrs. Hale asked about the reduction. Mrs. Waggaman explained that the major reduction is salaries because we charge that out for the actual work performed. It is dependent on what happens throughout the year.

The Tax Budget is a starting point in the budget preparation and it is used to look at the revenue and justifies that we need that revenue. We include full staffing and capital projects.

The assumptions reflect our biggest revenue source, which is income tax. This shows a 5% increase in revenue and the expenses show what is already approved for expenses. For 2015, the estimated increase is 3%.

Mr. Black requested clarification in Mrs. Waggaman's reference to full staffing levels. She advised that it is for what has been approved and not the 100% contained in the wage ordinance.

Mrs. Waggaman stated that the 2014 revenues are expected to go down because we are not expecting to receive any estate tax.

In response to Mr. Black's inquiry, Mrs. Waggaman informed him that the intergovernmental revenue is from the JEDD. It would not include anything for the interchange area.

The expenses are broken up into general government, public works, public safety, debt, and capital. Public safety is the largest expense category. There are not a lot of capital projects, so all that is included is the 2014 and 2015 resurfacing. Expenses are also increasing over time, so you can see we are using up the General Fund balance. This is the trend and we are keeping Council informed and our basic operating expenses are exceeding our revenues going forward.

The document reflecting all of the other funds reflect one year.

Mrs. Hale moved to close the public hearing; seconded by Mrs. Stillman. Voice vote. Motion carried.

Mrs. Hale moved to accept the documents; seconded by Mrs. Stillman. Voice vote. Motion carried.

Approval of the Minutes

Mr. Black moved to approve the Council Minutes of June 23 and June 24, 2014 and Finance Committee Minutes of June 24, 2014; seconded by Mr. Clark. Voice vote. Motion carried.

Visitors

None.

Committee Reports

None.

Old Business

Ordinance No. 2014-17. An Ordinance amending the Personnel Policy Manual to comply with current law, provide clarification for classified and unclassified employees and necessary updates to assist all personnel to improve the service provided to the public. (Second Reading)

Mr. Brock explained that there are a couple of items in the policy that we have received differing opinions from Frost Brown Todd.

Mrs. Hale moved to table Ordinance No. 2014-17; seconded by Mrs. Stillman. Voice vote. Motion carried.

New Business

Ordinance No. 2014-18. An Ordinance levying assessments for sidewalks, curbs, gutters, and driveway aprons.

Mr. Brock reported that this will levy the assessments for the remaining work performed on Bendel and Lebanon.

Mrs. Hale moved to consider this the first reading of Ordinance No. 2014-18 and have it read by title only; seconded by Mr. Clark. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2014-18 by title only.

Mrs. Hale moved to approve the first reading of Ordinance No. 2014-18; seconded by Mr. Black. Roll call vote: five ayes. Motion carried.

Emergency Ordinance No. 2014-19. An Ordinance amending Section 1414.01 of the Codified Ordinances to adopt the 2015 International Property Maintenance Code and declaring an emergency.

Mr. Brock advised that this is the update of the Property Maintenance Code and we have not received the redlined version of the changes. Those are expected on July 15th.

Mr. Black asked what the current revision is in our ordinance and if we are replacing that version in its entirety. Mr. Brock believed it to be the 2009 edition and the entire document will be replaced.

Mr. Callahan stated that generally with property maintenance codes or building codes are general codes that are adopted when they release a new one.

Mr. Brock noted that the redlined version will be provided to Council prior to the next meeting.

Mrs. Hale moved to consider this the first reading of Emergency Ordinance No. 2014-19 and have it read by title only; seconded by Mr. Black. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2014-19 by title only.

Mrs. Hale moved to approve the first reading of Emergency Ordinance No. 2014-19; seconded by Mr. Black. Roll call vote: five ayes. Motion carried.

Resolution No. 36-2014. A Resolution authorizing the City Manager to enter into a Joint Economic Development District Agreement by and between the City of Monroe and the Township of Turtlecreek.

Mr. Brock reported that this will create the JEDD.

Mr. Black asked if these documents will be made available online for the public and Mr. Brock advised they would be.

Mrs. Hale moved to consider this the first reading of Resolution No. 36-2014 and have it read by title only; seconded by Mrs. Stillman. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 36-2014 by title only.

Mrs. Hale moved to approve the first reading of Resolution No. 36-2014; seconded by Mrs. Stillman. Roll call vote: five ayes. Motion carried.

Resolution No. 37-2014 A Resolution authorizing the City Manager to accept the proposal submitted by the Perfection Group for the implementation of certain energy efficient projects.

Mr. Brock directed Council to the document contained in their packet listing projects that staff is recommending be included in the proposal.

Mrs. Rubin requested that some of the pay back years be looked at. She also asked how the web stats are an advantage. Mr. Brock replied that they provide better control over all of the buildings and environmental conditions.

Mr. Black asked Mrs. Waggaman if these expenditures were included in the Tax Budget. She advised that some of them have, but most no because we haven't actually decided to implement them yet.

Mrs. Hale moved to consider this the first reading of Resolution No. 37-2014 and have it read by title only; seconded by Mr. Black. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 37-2014 by title only.

Mrs. Hale moved to approve the first reading of Resolution No. 37-2014; seconded by Mr. Clark. Roll call vote: five ayes. Motion carried.

Emergency Resolution No. 38-2014. A Resolution approving a Then-and-Now Certificate in the amount of \$11,123.83 to Frost Brown Todd and declaring an emergency.

Mr. Brock stated this is for legal services in relation to the personnel policy manual, negotiations, and potential discipline of an employee.

Mrs. Hale moved to suspend the rule requiring the reading of Emergency Resolution No. 38-2014 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. 38-2014 by title only.

Mrs. Hale moved to adopt Emergency Resolution No. 38-2014; seconded by Mr. Clark. Roll call vote: five ayes. Motion carried.

Mr. Black asked what fund this will come out of. Mr. Brock advised that it will come out of HR.

Emergency Resolution No. 39-2014. A Resolution approving Then-and-Now Certificate in the amount of \$25,660.00 to the Butler County Educational Service Center and declaring an emergency.

Mr. Brock reported this is the first payment under the new contract.

Mrs. Hale moved to suspend the rule requiring the reading of Emergency Resolution No. 39-2014 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Clark. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 39-2014 by title only.

Mrs. Hale moved to adopt Emergency Resolution No. 39-2014; seconded by Mrs. Stillman. Roll call vote: five ayes. Motion carried.

Emergency Resolution No. 40-2014. A Resolution supplementing Emergency Resolution No. 04-2014 approving blanket purchase orders as recommended by the Director of Finance and the City Manager and declaring an emergency.

Mr. Brock stated that this is for the rest of the contract for the BCESC.

Mrs. Hale moved to suspend the rule requiring the reading of Emergency Resolution No. 40-2014 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. 40-2014 by title only.

Mrs. Hale moved to adopt Emergency Resolution No. 40-2014; seconded by Mr. Clark. Roll call vote: five ayes. Motion carried.

Emergency Resolution No. 41-2014. A Resolution accepting a FM Global Fire Prevention Grant for the purchase of fire pre-planning software and a laptop and declaring an emergency.

Mr. Brock advised that this grant was written by Firefighter Jesse Campbell for pre-planning software and a laptop to run it on.

Mrs. Hale moved to suspend the rule requiring the reading of Emergency Resolution No. 41-2014 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. 41-2014 by title only.

Mrs. Hale moved to adopt Emergency Resolution No. 41-2014; seconded by Mr. Black. Roll call vote: five ayes. Motion carried.

Emergency Resolution No. 42-2014. A Resolution expressing appreciation for the many years of service and accomplishments Gregory C. Homer has given to the City of Monroe as Chief of Police and declaring an emergency.

Mr. Brock stated that this expresses Council's appreciation to Gregory Homer for his service and he has brought the department a long way.

Mr. Black requested that Section 2 of the Resolution be read in its entirety.

Mrs. Hale moved to consider this the first reading of Emergency Resolution No. 42-2014; seconded by Mrs. Stillman. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 42-2014 by title and Section 2 of the Resolution.

Mrs. Hale moved to approve the first reading of Emergency Resolution No. 42-2014; seconded by Mrs. Stillman. Roll call vote: five ayes. Motion carried.

Emergency Resolution No. 43-2014. A Resolution adopting the Tax Budget for the City of Monroe, Ohio for the 2015 fiscal year and declaring an emergency.

Mrs. Waggaman noted that this is required to be adopted by July 15, 2014.

Mrs. Hale moved to suspend the rule requiring the reading of Emergency Resolution No. 43-2014 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Clark. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 43-2014 by title only.

Mrs. Hale moved to adopt Emergency Resolution No. 43-2014; seconded by Mr. Black. Roll call vote: five ayes. Motion carried.

Mrs. Hale moved to amend the agenda to consider Emergency Resolution No. 44-2014; seconded by Mrs. Stillman. Voice vote. Motion carried.

Emergency Resolution No. 44-2014. A Resolution authorizing the City Manager to advertise and receive bids for the exterior repairs to the Urban Center and declaring an emergency.

Mr. Brock reported that this is for the repairs to the roof and exterior of the City Building and our intent is to begin advertising week from Friday.

Mr. Black would like to move toward Council holding work sessions. Mr. Brock will provide Council with the bid documents and drawings prior to bringing back to Council.

Mrs. Hale moved to suspend the rule requiring the reading of Emergency Resolution No. 44-2014 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Clark. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 44-2014 by title only.

Mrs. Hale moved to adopt Emergency Resolution No. 44-2014; seconded by Mr. Black. Roll call vote: five ayes. Motion carried.

Consideration of Motion authorizing the expenditure of \$48,095.95 to Tyler Technologies for annual Munis support, disaster recover service, and GUI License support for the Department of Finance.

Mr. Black asked if the human resource management module is used as well as all of the others. Mrs. Waggaman advised they are all used with the exception of the citizen self service module that will be implemented in approximately three months.

Mrs. Hale moved to authorize the expenditure of \$48,095.95 to Tyler Technologies for annual Munis support, disaster recovery service, and GUI License support for the Department of Finance; seconded by Mrs. Stillman. Voice vote. Motion carried.

Consideration of Motion to not request a hearing for the transfer of the D5 liquor permit from Wil Vic LLC to Veos Media Group LLC.

Mr. Brock noted that there are new owners of Froggy Blues and this reflects the transfer of the liquor permit.

Mrs. Hale moved to not request a hearing for the transfer of the D5 liquor permit from Wil Vic LLC to Veos Media Group LLC; seconded by Mrs. Stillman. Voice vote. Motion carried.

Administrative Reports

Mrs. Stillman thanked all of the staff for their work on the Fourth of July.

Mrs. Rubin noted it took approximately an hour to get out of the parking lot and perhaps we could think of something to keep people there a little longer so everyone is not rushing out at once.

Adjournment

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

Council adjourned at 7:37 pm.

Respectfully submitted,

Angela S. Wasson, CMC
Clerk of Council