

**Monroe Council Minutes
Regular Meeting of Council
January 26, 2021 – 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, Anna Hale, Todd Hickman, Christina McElfresh, and Robert Routson.

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

Approval of the Minutes

Mr. Routson moved to approve the Council Minutes of January 12, 2021 and Public Works Committee Minutes of January 14, 2021; seconded by Mrs. Hale. Voice vote. Motion carried.

Visitors

None.

Committee Reports

Mayor Frentzel reported that a Public Involvement Committee meeting was held to discuss the opening of the Monroe Community Room. Mr. Brock referred to draft policies that were provided. We had some feedback from some of the small groups that asked for their monthly meetings. We want to put together some rules and the Committee felt the policy was good. One of the key elements is the staff time it will take to clean those rooms in between uses, limiting the attendance to 10, and scheduling perhaps one meeting during the week and one meeting during the weekend. I would not suggest it being a policy that we adopt by ordinance, but rather by motion because as we come out of the pandemic we want to be able to be more flexible later this year and begin to let larger groups use the Community Room.

Mr. Hickman objects to opening it until the numbers come down in Butler County for COVID cases. Mrs. McElfresh advised that the Committee spoke about this and with the lower number of 10 you can have everyone six feet apart and socially distanced in the larger Community Room. We felt like that would be safer and no large groups.

Mr. Hickman asked who will enforce these rules. Mayor Frentzel stated it would be up to the groups to abide by the policy with the signing of the waiver when they sign up to use the room.

Mr. Hickman does not believe those rules will not be followed and objects opening up the room to the public.

Mayor Frentzel pointed out there are groups that are not able to use the Community Room and are having to find a different location to meet. Mrs. McElfresh recalled DAR was interested in meeting there just for board meetings and not for larger groups. It would be nice for them to have a local place to hold the board meetings. In response to Mr. Hickman's question, Mrs. McElfresh advised they have less than 10 board members. Mayor Frentzel understood his concerns and we focused more on the local organizations to have a place to meet that have less than 10. If it is being abused then we will revert back to not allow anyone.

Mr. Routson felt that we should open it up and these community groups are responsible enough and they can continue to get things done for our community. When you are sitting across from someone six or eight feet away you can communicate better than remote. I am in support of this policy.

Mrs. McElfresh feels bad that these groups have to go outside of Monroe and they are required to meet so many times per year and using Zoom is a challenge for some.

Mr. Routson moved to open up the Monroe Community Room with the new policy that also includes a waiver; seconded by Mr. Callahan. Roll call vote: five ayes; one nay (Hickman). Motion carried.

Mr. Callahan reported that the Public Works Committee discussed the purchase of some new equipment and we will be receiving a list of priorities and where the funds will come from for this new equipment.

Old Business

Resolution No. 02-2021. A Resolution authorizing the City Manager to enter into a Memorandum of Understanding by and between the City of Monroe and other participating political subdivisions in Warren County for the purpose of establishing and maintaining the existence of a task force to provide tactical response in specialized situations requiring a law enforcement response. (Second Reading)

Mr. Routson moved to consider this the second reading of Resolution No. 02-2021 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 02-2021 by title only.

Mr. Routson moved to adopt Resolution No. 02-2021; seconded by Mr. Callahan. Roll call vote: six ayes. Motion carried.

Resolution No. 03-2021. A Resolution authorizing the Mayor to enter into an Employment Agreement by and between the City of Monroe and William J. Brock, I. (Second Reading)

Referencing a previous comment made by Mr. Brock that he could retire in May, Mr. Hickman asked if he plans on doing that. Mr. Brock replied that he does not plan on retiring this year.

Mr. Hickman pointed out that it has been almost a year and one-half since Mr. Brock had an evaluation and asked if there are plans for an evaluation anytime soon. Mayor Frentzel replied that he did have plans to have an evaluation put together for Mr. Brock this year.

Mr. Routson moved to consider this the second reading of Resolution No. 03-2021 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 03-2021 by title only.

Mr. Routson moved to adopt Resolution No. 03-2021; seconded by Mr. Callahan. Roll call vote: five ayes; one nay (Hickman). Motion carried.

Ordinance No. 2021-01. An Ordinance amending and supplementing Chapter 286 of the Codified Ordinances to increase and add certain fees for services. (Second Reading)

Mr. Brock stated this was amended to remove the credit card fee language and we will bring that back to the Finance Committee for review.

Mr. Routson moved to consider this the second reading of Ordinance No. 2021-01 and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-01 by title only.

Mr. Routson moved to adopt Ordinance No. 2021-01; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.

Ordinance No. 2021-02. An Ordinance amending Section 860.06 of Chapter 860 of the Codified Ordinances to remove the specific license fees. (Second Reading)

Mr. Brock noted that this will move the license fees into Chapter 286 of the Codified Ordinances.

Mr. Routson moved to consider this the second reading of Ordinance No. 2021-02 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-02 by title only.

Mr. Routson moved to adopt Ordinance No. 2021-02; seconded by Mr. Callahan. Roll call vote: six ayes. Motion carried.

Ordinance No. 2021-03. An Ordinance amending Exhibit “1” of Ordinance No. 2020-36 to establish the position and pay range of GIS Analyst. (Second Reading)

Mr. Hickman asked how many people have applied for this job, if they have been interviewed, and how long it has been posted. Mr. Brock replied that there have been 15 applicants, none of which have been interviewed, and it has been posted since December.

Mr. Routson moved to consider this the second reading of Ordinance No. 2021-03 and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-03 by title only.

Mr. Routson moved to adopt Ordinance No. 2021-03; seconded by Mrs. Hale. Roll call vote: four ayes; two nays (Hickman and McElfresh). Motion carried.

New Business

Resolution No. 04-2021. A Resolution adopting the Warren County Multi-Jurisdictional Hazard Mitigation 5 year plan.

Mr. Brock explained this resolution adopts the new Warren County mitigation plan. There is a hazard mitigation plan for each county. It allows us to work with those counties in the event of a disaster.

Mr. Routson moved to consider this the first reading of Resolution No. 04-2021 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 04-2021 by title only.

Mr. Routson moved to approve the first reading of Resolution No. 04-2021; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.

Resolution No. 05-2021. A Resolution of support for the Great Miami River Trail Feasibility Study.

Mr. Brock reported that this supports the Great Miami River Trail Feasibility Study that will be undertaken by a regional alliance of communities. Notice the Tri-State Trails and the interest is to connect the gaps in the Great Miami River Trail. There is a gap to the south of us and to the north of us. The intent of the study will show where those routes need to go and allow for these groups and communities to receive grant dollars to complete these stretches.

Mr. Chesar explained when we went for grant funding part of that were other regional groups to determine how much to build the study. Part of that study was where that trail could go. What Tri-State together is bringing other jurisdictions together to donate anywhere for \$1,000 to \$25,000. They are now asking us to support them and contribute \$6,000 to the study.

Mr. Hickman asked if Lemon Township is contributing and Mr. Chesar advised they are contributing \$1,000.

Mr. Routson moved to consider this the first reading of Resolution 05-2021 and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 05-2021 by title only.

Mr. Routson moved to approve the first reading of Resolution No. 05-2021; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

Ordinance No. 2021-04. An Ordinance amending and supplementing Chapter 284 to comply with the Charter and change the procedures of the Audit Committee are the same as other boards, commissions, and committees of the City.

Mr. Brock stated that when we went to fill the vacancies on the Audit Committee there were some conflicts with the Charter and Mr. Callahan suggested changes to bring that into compliance.

Mr. Routson moved to consider this the first reading of Ordinance No. 2021-04 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-04 by title only.

Mr. Routson moved to approve the first reading of Ordinance No. 2021-04; seconded by Mr. Callahan. Roll call vote: six ayes. Motion carried.

Consideration of Motion authorizing the expenditure of \$32,000.00 to Civica North America Inc. for the annual maintenance and service for the computer aided dispatch and records management software in the Police Department.

Mr. Brock explained this is the annual payment for the computer aided dispatch and records management software in the Police Department. Chief Buchanan advised that this is not an increase in the cost. He noted that since the agenda was put together the invoice has been received and a Then-and-Now approving this expenditure will be on the next agenda.

Mr. Routson moved to authorize the expenditure of \$32,000.00 to Civica North America, Inc. for the annual maintenance and service for the computer aided dispatch and records management software in the Police Department; seconded by Mr. Callahan. Voice vote. Motion carried.

Consideration of Motion authorizing the extension of the existing refuse and recycling contract for one year.

Mr. Brock advised this is the final year for the contract for refuse and recycling and we will be negotiating a new contract in June beginning in February of 2022.

Mr. Routson moved to authorize the extension of the existing refuse and recycling contracting for one year; seconded by Mr. Callahan. Voice vote. Motion carried.

Consideration of Motion appointing William J. Brock to the Butler County Emergency Management Agency Advisory Council.

Mr. Routson moved to appoint William J. Brock to the Butler County Emergency Management Agency Advisory Council; seconded by Mr. Callahan. Voice vote. Motion carried.

Administrative Report

Mrs. McElfresh moved to continue streaming live all of the public meetings; seconded by Mrs. Hale.

Discussion

Mr. Hickman suggested that the motion should contain where these meetings should be streamed.

Mrs. McElfresh moved to continue streaming live all of the public meetings on the City's Facebook page, YouTube, and the City's website; seconded by Mrs. Hale.

Discussion

Mayor Frentzel asked Law Director Callahan if it is okay that we are only live streaming on Facebook.

Law Director Callahan advised that from this point forward we stream live all of the public meetings using the mediums that was mentioned. He reminded Council that while we under this COVID emergency and this temporary public meeting legislation, any public meeting must be live streamed unless you are going to have the public meeting in person. What Council is saying is we want to continue to live stream any public meeting even after the COVID emergency and the temporary public meeting legislation terminates. Law Director Callahan clarified that if you have a technical glitch with one medium it doesn't prohibit you from holding a meeting.

Voice vote. Motion carried.

Mr. Hickman brought up the monument for the old water tower site and asked if we really needed it. Mr. Routson's opinion it is important to learn why that is our insignia. Sometimes I go to work in Hamilton I wonder why they have statues and it would be nice for the third grade class to take a field trip to show this is why we have the water tower and the steeple on our seal. We spend a lot of money on things I wonder about, but this is important to the community to remember what it used to be and why. Mrs. Hale agreed.

Mrs. McElfresh noted that the third graders have a history day and we talk about why there is a water tower and steeple. It would be nice to memorialize it.

Mr. Hickman asked Mrs. Wasson how long this has been discussed and she replied since 2017. He asked when this would be completed along with the land swap. These things keep coming up year after year and nothing is done about it.

Mayor Frentzel acknowledged this and that is why Mrs. Wasson sent Council an email about the monument a couple of weeks ago. One of the objections originally was the cost involved. The quotes we were getting were two or three times the cost we have recently obtained. We were also trying to finalize the historical marker at the same time. He suggested that the Public Involvement Committee could revisit that and present to Council or Council could just act on the information they have.

Mr. Hickman mentioned the Council Rules that Mrs. Wasson sent out and asked if everyone has looked at them. He would like to see those on the website and get all of these items completed.

Mayor Frentzel encouraged Council review Mrs. Wasson's suggested revisions to the Rules of Council and provide comments and other suggested changes. Mrs. McElfresh requested the Clerk of Council resend those out to everyone.

Mr. Routson announced the effective tax rates have been completed so the property tax bills will be going out next week. There were a couple of the City's levies that were reduced.

Adjournment

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

The regular meeting of Council adjourned at 7:38 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council