

**Monroe Council Minutes
Regular Meeting of Council
April 14, 2020 – 6:30 p.m.**

**This meeting was held electronically (remotely) pursuant to Ohio Revised Code Section
121.221**

Pledge of Allegiance

Mayor Frentzel opened the regular meeting of Council at 6:33 p.m. with the Pledge of Allegiance.

Roll Call

Council members present: Tom Callahan, Jason Frentzel, Keith Funk, Todd Hickman, and Christina McElfresh.

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

Staff members present: City Manager William J. Brock
Law Director K. Philip Callahan
Assistant to the City Manager/Clerk of Council Angela S. Wasson

Emergency Ordinance No. 2020-13. An Ordinance rescinding Emergency Ordinance No. 2020-12 in its entirety and declaring an emergency.

Mr. Callahan advised that the ordinance that was drafted used the Attorney General's guidelines. Thereafter, the State legislature adopted different guidelines. Rescinding this legislation will allow the City to follow the State regulations.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2020-12 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2020-13 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2020-13; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

Approval of the Minutes

Mr. Funk moved to approve the Council Minutes of March 24, 2020; seconded by Mr. Callahan. Voice vote. Motion carried.

Visitors

The Clerk of Council read into the record the following question that was submitted to City Council by Jeff Hanson.

“Many of Monroe's residents are experiencing financial setbacks as a result of the recent Executive Orders for Ohio associated with the COVID-19 pandemic. What steps and/or adjustments to the City's 2020 Budget is the City Council taking in order to reduce operating costs and/or spending to match the reduced income of its residents, so that no additional undue burden is placed on Monroe's taxpayers in the future?”

Mr. Brock responded that focus has been on the policies and we immediately removed the travel and trainings. We are also looking at staffing. Tomorrow we begin the process of what it means to revise the 2020 Budget. I have asked the department heads to present within the next week or so two alternatives. One is to reduce their budget with a 10% cut and one with a 20% cut. This will reflect approximately \$2.8 million in the 10% cut and approximately \$5 million in the 20% cut. Those are deep cuts and this is just out of the General Fund. As we look at the different scenarios, there are some dramatic cuts that are going to be needed in operating and possible personnel as well. We plan to present something to Council within the next month.

Committee Reports

None.

Old Business

Emergency Ordinance No. 2020-09. An Ordinance approving a final plat for The Trails of Todhunter, Section One, Block A, and declaring an emergency. (Second Reading)

Mr. Brock stated that they have a final draft of the conservation easement, added additional lights at the entrance of the subdivision, and all other Planning Commission requirements have been met with the exception of the cluster mailboxes. The United States Postal Service denied the request for a waiver of these types of mailboxes.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2020-09 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 Ordinance No. 2020-09 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2020-09; seconded by Mr. Hickman. Roll call vote: five ayes. Motion carried.

Emergency Ordinance No. 2020-10. An Ordinance approving a final plat for The Trails of Todhunter, Section One, Block B, and declaring an emergency. (Second Reading)

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2020-10 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 Ordinance No. 2020-10 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2020-10; seconded by Mr. Hickman. Roll call vote: five ayes. Motion carried.

New Business

Emergency Resolution No. 24-2020. A Resolution approving a Then-and-Now Certificate in the amount of \$4,665.00 to Industrial Appraisal Company and declaring an emergency.

Mr. Brock noted this is for the company performing an appraisal of our capital assets.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 24-2020 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. 24-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 24-2020; seconded by Mr. Hickman. Roll call vote: five ayes. Motion carried.

Resolution No. 25-2020. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Burgess & Niple, Inc. for professional engineering services for the Britton Lane Water Tank Project.

Mr. Brock explained that this allows for an assessment of the Britton Lane Water Tank and preparation of the bid documents.

Mr. Funk moved to consider this the first reading of Resolution No. 25-2020; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 25-2020 by title only.

Mr. Funk moved to approve the first reading of Resolution No. 25-2020; seconded by Mr. Callahan. Roll call vote: five ayes. Motion carried.

Ordinance No. 2020-14. An Ordinance authorizing the trade-in of certain personal property no longer needed for municipal purposes.

Mr. Brock stated that this allows for the trade in of three police cruisers under our lease agreement.

Mr. Funk moved to consider this the first reading of Ordinance No. 2020-14 and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2020-14 by title only.

Mr. Funk moved to approve the first reading of Ordinance No. 2020-14; seconded by Mr. Callahan. Roll call vote: five ayes. Motion carried.

Consideration of Motion to reject any and all bids submitted for the 2020 ADA Ramp Concrete Program.

Mr. Brock advised that in the process of collecting bids, one of those bids was mistakenly opened with all of the other mail and it was the advice of the Law Director that we reject the bids and rebid the project.

Mr. Funk moved to reject any and all bids submitted for the 2020 ADA Ramp Concrete Program; seconded by Mr. Callahan. Voice vote. Motion carried.

Consideration of Motion to authorize the expenditure of \$232,000.00 for the purchase of a 2019 Horton Ambulance on Ford F550 chassis.

Mr. Brock reported that this is for the replacement of a 2010 ambulance.

Mr. Hickman asked if it was the entire purchase for everything and if it is replacing the backup. Mr. Brock advised that it is for everything and is the reserve. Mr. Hickman asked what years are the ones that we currently have. Mr. Brock did not have that information at the time and would need to look it up. Mayor Frentzel believed them to be 2015 or 2016. Mr. Hickman pointed out that we had someone ask how we are going to cut expense and is not sure that we need to do this at this time. We should wait until we have everyone back to work and receiving tax money back into the City.

Mr. Brock stated that this would be rotated up and one of the older ones would be used as a backup. The funds that we are using for this are funds that could only be used for capital for public safety and not affect the General Fund.

Mr. Funk understood that this is our normal rotation for our vehicles and these funds were specifically allocated for this purchase and cannot be used for any kind of stimulus. So, we don't want to disrupt the services that the public is getting.

Mr. Brock confirmed Mr. Funk's understanding and Mayor Frentzel's understanding that these funds cannot be transferred to another fund. Mr. Brock added that capital expenditures are one-time expenditures. You need to invest in your infrastructure and if we get into a financial emergency again we need to keep those monies set aside. These types of purchases do not get any cheaper. We negotiated a price through State bid and the trade-in last year and Mr. Brock

believes we are in a good position to make this purchase and not looking to replace any in the near future.

Mr. Hickman asked what the City is getting out of the trade-in and Mr. Brock replied that he would have to look up that information.

Mayor Frentzel asked if the \$232,000 included the trade-in value and Mr. Brock advised it does.

Mrs. McElfresh sought clarification that we cannot take the funds to pay for this ambulance and put into the General Fund and Mr. Brock advised they can only use these funds for capital purchases for public safety.

Mr. Brock confirmed Mr. Hickman's understanding that even if the money is not used today you do not lose it.

Mr. Hickman requested a roll call vote on this motion.

Mayor Frentzel asked how long this price is good for. Mr. Brock stated that it was put into place last year so we need to put the funds down as it is a nine month process and we would have to start all over.

Mr. Funk stated that we have a system of our public safety vehicles being cycled in and out and we have really good public safety in Monroe. He noted that we should not disrupt those services in our City.

Mr. Funk moved to authorize the expenditure of \$232,000.00 for the purchase of a 2019 Horton Ambulance on Ford F550 chassis; seconded by Mrs. McElfresh. Roll call vote: four ayes; one nay (Hickman). Motion carried.

Administrative Reports

Referring to the agreement with the Middletown Transit, Mr. Brock reported that it is not operating as we thought it would. Our ridership is not doing what we wanted it to do. Atrium has pulled their funding from the project. He requested that Council authorize him to terminate the transit agreement with the City of Middletown.

Mr. Funk added that the Community Improvement Corporation did not feel it was a good idea to continue as there was only three riders per week.

Mayor Frentzel asked if the businesses in Park North have been notified of this. Mr. Brock indicated that they discontinued transportation to that area approximately two weeks ago and have been working with those that were utilizing the service to find an alternate.

Mr. Funk moved to terminate the agreement for the public transit; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Mayor Frentzel thanked all of our first line responders, public works, fire, police, and dispatchers of all of the work they are continuing to do to keep the City safe. He encouraged everyone to continue practicing safe distancing and do not go out unless you need to.

Adjournment

Mr. Hickman moved to adjourn the regular meeting of Council; seconded by Mr. Funk. Voice vote. Motion carried.

The regular meeting of Council adjourned at 7:28 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council