

**Monroe Council Minutes  
Regular Meeting of Council  
October 23, 2018 – 6:30 p.m.  
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 p.m.

***Roll Call***

Members of Council present: Dan Clark, Jason Frentzel, Keith Funk, Anna Hale, Todd Hickman, Christina McElfresh, and Robert Routson.

Staff members present:

- City Manager William J. Brock
- Law Director K. Philip Callahan
- Chief of Police Robert Buchanan
- Fire Chief John Centers
- Director of Finance Karen Ervin
- Clerk of Council/Assistant to the City Manager Angela S. Wasson

***Approval of the Minutes***

Mr. Clark moved to approve the Council minutes of October 9, 2018; seconded by Mrs. Hale. Voice vote. Motion carried.

***Visitors***

Holly Cahall, Treasurer of the Monroe Local School District, spoke about the Safety and Security Levy on the upcoming ballot, November 6th. Last year State legislation was passed that allowed educational service centers to form County School Financing Districts. The Butler County Educational Service Center formed this District and Monroe Local School District was interested in it. It is passed by a majority of the voters in the consortium. Monroe Local School District evaluated its security and certain improvements were proposed. We also recognize mental health needs in our school and this is another reason Monroe Schools wanted to participate in this. The levy can only be used for security and mental health, such as facility improvements, school resource officers, and mental health professionals. This would generate \$510,000 for Monroe Local Schools for 10 years.

Mayor stated that some of the criticism that has been reported is that there is no plan from the schools. It is either we want to be in the group or we don't want to be in the group. Mayor would like to see a new elementary school built so you may ask the citizens of Monroe for a levy to construct the new school. He felt that when the school does that the levy should include the needs of the new school and existing schools is the best way to go. He doesn't want to see the school go for another levy and it not pass. Mrs. Cahall noted that when a new school is constructed the state does allocate more funds for security.

Mr. Funk asked if this is the only opportunity to do this and Mrs. Cahall replied that it could be placed on the ballot in two years.

Mr. Hickman asked if the two years is just for the existing District or can another District could be formed with not all of the schools in Butler County, but perhaps with just the schools that did not participate this time. Mrs. Cahall stated that the Butler County ESC is the only one that can form a District to put a levy on the ballot.

Mayor Routson recognized some of the Boy Scouts from Troop 54 in Monroe. As part of their requirement they are required to attend and meet some of the public officials.

### ***Committee Reports***

None.

### ***Old Business***

**Ordinance No. 2018-27.** An Ordinance amending Exhibit B of Emergency Ordinance No. 2018-18. (Second Reading)

Mr. Brock noted that this is the second reading to amend the assessments for Park North.

Mr. Clark moved to consider this the second reading of Emergency Ordinance No. 2018-19 and have it read by title only; seconded by Mr. Frentzel. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2018-27 by title only.

Mr. Clark moved to adopt Ordinance No. 2018-27; seconded by Mr. Funk. Roll call vote: seven ayes. Motion carried.

### ***New Business***

**Emergency Ordinance No. 2018-28.** An Ordinance determining to proceed with the acquisition, construction, installation, equipping, and improvement of public improvements and declaring an emergency.

Mr. Brock explained that this and the next ordinance are related to the special assessment on Senate Drive. Since the legislation initially went through the developer had the area replatted and affected the reference to the parcel numbers.

Mr. Clark moved to suspend the rule requiring the reading of Emergency Ordinance No. 2018-28 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 Ordinance No. 2018-28 by title only.

Mr. Clark moved to adopt Emergency Ordinance No. 2018-28; seconded by Mr. Hickman. Roll call vote: seven ayes. Motion carried.

**Emergency Ordinance No. 2018-29.** An Ordinance levying special assessments for the purpose of acquiring, constructing, installing, equipping, and improving public improvements and declaring an emergency.

Mr. Clark moved to suspend the rule requiring the reading of Emergency Ordinance No. 2018-29 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2018-29 by title only.

Mr. Clark moved to adopt Emergency Ordinance No. 2018-29; seconded by Mr. Funk. Roll call vote: seven ayes. Motion carried.

**Ordinance No. 2018-30.** An Ordinance releasing, vacating, quitclaiming, and fully discharging all right, title and interest the City of Monroe holds in and to a portion of a certain utility easement fully described herein.

Mr. Brock reported that there is an easement on Senate Drive that has never been utilized by the City.

Mr. Clark moved to consider this the first reading of Ordinance No. 2018-30 and have it read by title only; seconded by Mr. Frentzel. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2018-30 by title only.

Mr. Clark moved to approve the first reading of Ordinance No. 2018-30; seconded by Mr. Hickman. Roll call vote: seven ayes. Motion carried.

**Resolution No. 63-2018.** A Resolution accepting grant funds from the Ohio Bureau of Workers' Compensation for a fire gear extractor, authorize the City Manager to execute any and all necessary documents for acceptance of said grant, authorize the expenditure of matching funds, and declaring an emergency.

Mr. Brock reported that this accepts a grant for a piece of equipment to extract contaminants from fire equipment. The total cost of the equipment is \$14,104 with the grant paying \$11,753.33 and the remainder coming out of the fire budget.

Mr. Clark moved to suspend the rule requiring the reading of Emergency Resolution No. 63-2018 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. 63-2018 by title only.

Mr. Clark moved to adopt Emergency Resolution No. 63-2018; seconded by Mr. Funk. Roll call vote: seven ayes. Motion carried.

**Consideration of Motion** accepting the July and August Finance Reports as submitted.

Mr. Clark moved to accept the July and August Finance Reports as submitted; seconded by Mrs. McElfresh. Voice vote. Motion carried.

### ***Administrative Reports***

Mr. Brock asked Council's opinion about the lettering on the water tower that is being repainted at the Mound Cemetery. It was the consensus of Council go with the block lettering as is on the other water towers.

Mr. Brock summarized the 2019 budget as follows:

- Budget priorities for the upcoming year are parks, facility planning, comprehensive plan planning, and personnel. In park and recreation we will continue to design the Monroe Bicentennial Commons, Baker Park, and Monroe Community Park. The design of the entrance and restrooms at the Commons is being worked on by KZF as well as the dog park at Baker. The Monroe Community Park is on hold until numbers can be gathered for the police facility. If we want programs in the parks we need to consider staffing, but that is not anticipated to be in the 2019 budget.
- The design of the police facility with the bond costs anticipated at approximately \$650,000 on the maximum side. We would begin paying the net bond back in 2020. As we get closer to understanding what those costs are those will be built in the 2019 budget. We still have to identify funds for Holman Avenue.
- It has been over 10 years since we have looked at the Comprehensive Plan and many grants for parks lose ability if your comprehensive plan is older than five years. Mr. Chesar is putting together a request for proposals for a company to look at this. The housing study will feed into that and it will help develop the future infrastructure. We have three requests for rezoning to light industrial and it is some of those pressures that we need to understand in this process. This will be in the development department budget.
- For personnel, we are just looking to fill vacancies and evaluating organizational needs in the Public Works Department since we have grown. We have not moved forward with filling the Assistant position because we do not know what the needs are yet. We are continuing to update the position descriptions throughout the organization
- We received a zero percent increase on our health insurance for 2019.
- Legislation will be brought before Council proposing a three percent cost of living increase to match the majority of employees that are under contract. The CPI from September to September was 1.9%
- Fire negotiations will occur near the end of 2019 with police the following year.
- The forecast we are estimating to end 2018 with \$4.2 million and you will see the effect of some of the increased revenues and debt falling off at the end of 2019.

- In the City Manager's office we added \$35,000 for the transit contract. A lot of the IT budget was moved out of the various department and into a separate section to make it easier for the Technology Committee to see what those funds are being used for.
- Human Resources has increases for negotiations and City-wide training.
- Economic Development budget includes \$20,000 for potential incentives that will need Council approval prior to using these funds.
- There is a reduction in building permits for the Development Department and we will continue to discuss the processes and staffing. We want to get our permitting process on the website so there will be a lot less paper to process. There are funds in this budget for demolition in the event it is needed.
- The asset tracking process is included in the Finance budget.
- There is no change in the Court budget.

Mr. Brock concluded that the next steps will be Council reviewing the numbers and begin the capital planning.

Mr. Hickman asked about any plans for the demolition of the old Lemon Township fire station. Mr. Brock advised that a place to store some items from that building belonging to Public Works is being looked for and the last cost estimate for demolition was too high.

Mr. Hickman encouraged the Boy Scouts in the audience to become Council members one day.

### ***Adjournment***

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

The regular meeting of Council adjourned at 7:14 p.m.

Respectfully submitted,

Angela S. Wasson, MMC  
Clerk of Council