



**Monroe Council Agenda
Regular Meeting of Council
August 26, 2025 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of August 12, 2025

Visitors

Committee Reports

Public Works Committee

Finance Committee

Administrative Liaison Committee

Technology Committee

Public Involvement Committee

Public Safety Committee

Old Business

Ordinance No. 2025-26. An Ordinance rezoning real property containing approximately 61.72 acres located at North Main Street and Todhunter Road from R-R Rural Residential to G-R General Residential Zoning.

Sponsor: Tom Smith

Strategic Priority: Strategic Growth and Development, Parks and Connectivity

Background: An application has been submitted on behalf of The Drees Company requesting a zoning map amendment. The applicant desires to rezone three parcels fronting North Main Street and Todhunter Road from the current RR Rural Residential designation to GR General Residential zoning. These parcels are identified by the Bulter County Auditor as parcel ID's: C1800006000005 [28.04 acres], C18000050000035 [32.95 acres], and C18000050000012 [0.73 acres] as shown in Figure 1 below; collectively 61.72 acres.



Figure 1: Site Location Map

On June 17, 2025, the Planning Commission held a public hearing and reviewed the application. In a vote of 5-0, the Planning Commission moved to recommend approval of the zoning map amendment.

Analysis

City of Monroe Planning and Zoning Code Section 1207.23: Zoning Map Amendment expresses the review criteria for a zoning map amendment. That criteria includes:

1. Compliance with the common review criteria detailed in table 1207.07-1 of the code
2. Changing Conditions
3. Impact Mitigation
4. Community Need
5. Strategic Objectives
6. No Single Factor and Case Determination

Common Review Criteria. This request meets all applicable common review criteria. One of the common review criteria asks if the request is consistent with the comprehensive plan. The current Advance Monroe 2040 Plan designates these parcels as “Mixed Residential”, which is intended for a range of housing types from single-family detached to townhomes. The requested zoning classification, GR General Residential, was established based on the Mixed Residential description.



Changing Conditions. Conditions have not changed since the adoption of the current zoning map in spring 2024.

Impact Mitigation. As with any development, there will be impact on the natural environment. Any future development on this property will need to be designed to mitigate these concerns. For example, the development will need to account for existing streams along the western border and incorporate noise buffering elements along North Main and Todhunter.

Community Need. This development addresses a community need in housing stock diversification. While Drees does intend to develop single-unit detached homes towards the south side of the project, the northern part is proposed to be attached housing. Attached housing has been identified as an important development type for Monroe to achieve given Monroe is nearly 90% single-family detached. Providing options for residents to both retain and attract a variety of community members is critical.

Strategic Objectives. The proposal makes use of existing connections by extending Edgewood Drive to the west, providing additional connectivity to the Brittony Woods subdivision. It also addresses Council's strategic objective of Strategic Growth and Development by adding additional housing to the center of town, which in turn will hopefully bolster commercial development in the area. Finally, development along a primary corridor will come with the addition of a shared use path, which will build upon city-wide connectivity goals.

No Single Factor and Case Determination. No single factor listed above may control and not all factors may be applicable in each case. Each case shall be determined on its own facts.

A Traffic Impact Study has also been conducted and is attached.

Ordinance No. 2025-27. An Ordinance amending the Planning and Zoning Code to adopt Section 1202.06, Downtown District Regulating Plan, and other minor corrections and updates to the Planning and Zoning Code.

Sponsor: Tom Smith

Strategic Priority: Strategic Growth and Development

Background: The City completed the Downtown Master Plan last year. One of the primary recommendations of that plan was to update the zoning code to enable development according to the plan. As such, Staff has prepared Section 1202.06 Downtown (DT) District Regulating Plan, which is a subset of regulations tailored to the downtown and its subdistricts. Staff has also included minor corrections and updates throughout the code, some as a consequence of and some unrelated to the downtown code.

On June 17, 2025, the Planning Commission held a public hearing and reviewed the proposed zoning code text amendments. In a vote of 5-0, the Planning Commission moved to recommend approval of the zoning code text amendments.



Analysis

City of Monroe Planning and Zoning Code Section 1207.22: Zoning Text Amendment expresses the review criteria for a zoning code text amendment. That criteria includes:

1. Compliance with the common review criteria detailed in table 1207.07-1 of the code
2. Changing Conditions
3. Impact Mitigation
4. Community Need
5. Strategic Objectives
6. No Single Factor and Case Determination

Common Review Criteria. The application meets all applicable common review criteria.

Changing Condition. The bulk of the text amendments proposed revolve around the Downtown Master Plan, which is a new initiative since the adoption of the most recent Planning and Zoning Code.

Impact Mitigation. The proposed text amendments are diverse, some of which address adverse impacts of development while others remain neutral.

Community Need. The proposed amendments address a demonstrated community need.

Strategic Objectives. This set of amendments primarily addresses the Council's Strategic Growth and Development objective by proactively setting in place the regulations necessary to bring the Downtown Master Plan's vision to life. Outside of the downtown portion of the code, the text amendments are primarily small adjustments or corrections noted in the course of its day-to-day application.

No Single Factor and Case Determination. No single factor listed above may control and not all factors may be applicable in each case. Each case shall be determined on its own facts.

Ordinance No. 2025-28. An Ordinance authorizing the City Manager to enter into a Community Reinvestment Area Agreement with Crane Consumables, LLC.

Sponsor: Seth Geisler

Strategic Priority:

Background: Crane is committing to a 12,000 SF expansion to its ~40,000 SF facility and will add:

- 20 new FTEs, \$1,076,363 in new payroll
- Retain 66 FTEs, and \$5,045,392 in total payroll



- Invest **\$1,620,000** in Fixed Asset Investment (\$1.3M in building costs, and \$320,000 in M&E).

They are also accepting a \$100,000 JobsOhio Economic Development Grant. As proposed, the CRA Agreement would match the JobsOhio grant in benefit and help reattain 66 full-time employees and create 20 new full-time positions. Crane Consumables has grown from 1 employee to 66 in the City of Monroe and this would allow them to stay in their current building and continue to be headquartered in Monroe.

We are requesting a 10-year 50% real property tax abatement that is estimated to equal \$100,000. The abatement is only on the improved property value.

New Business

Ordinance No. 2025-29. An Ordinance amending and supplementing Ordinance No. 2025-23, otherwise known as the permanent appropriations ordinance, to meet current expenses and other expenditures of the City of Monroe, during fiscal year ending December 31, 2025.

Sponsor: Jake Burton

Strategic Priority: Good Governance

Background: Supplemental appropriation requests totaling \$620,126 (\$93,000 General Fund, \$20,000 OneOhio Opioid Settlement Fund, \$19,000 Police Law Enforcement Fund, \$146,438 Water Capital Improvement Fund, \$341,688 Storm Water Fund) are necessary for the items below. Additional engineering services are necessary for oversight of the Stonybrook subdivision development. Public Works is requesting an additional \$93,000 for these services, all of which will be reimbursed by the developer, resulting in no impact on the General Fund. City Council passed Resolution 36-2025 on June 24, 2025, approving a contract with Birkley Consulting for services for Police and Fire in the amount of \$20,000. These services will be funded by opioid settlement funds.

The Police Department has evaluated the potential for a hybrid patrol position for a traffic enforcement officer that is also a K-9 handler. By adding the second K-9 handler position and placing that officer with a primary focus of traffic enforcement, this provides the dedicated traffic interdiction function that the department has identified as a goal for the past several years, while enhancing our ability to provide added services and crime prevention that are unique to a K-9 team. The city received a donation in the amount of \$19,000 to offset this expense.

Public Works presented the purchase of a storm sewer cleaning (vacuum) truck at the August 12, 2025, Public Works Committee meeting. The total price of the truck from Environmental Products Group is \$488,125.67. 70% will be funded by the Stormwater Fund and 30% from the Water Capital Improvement Fund.

Ordinance No. 2025-30. An Ordinance amending and supplementing Personnel Policy Sections 2-1 (a) and (b), pertaining to the definition of immediate family member and family member.



Sponsor: Sarah Hunold

Strategic Priority: Good Governance

Background:

Ordinance No. 2025-31. An Ordinance amending and supplementing Personnel Policy Section 2-3 (I) (1), pertaining to sick leave conversion at retirement.

Sponsor: Sarah Hunold

Strategic Priority: Good Governance

Background: To align with recent changes made to the Collective Bargaining Agreements with OPBA Lieutenants and Monroe Firefighters IAFF Local 3824, the policy on sick leave conversion at retirement is being updated as follows:

I. Sick Leave Conversion at Retirement

1. All employees, at the time of their retirement, in good standing with the City, are eligible to receive payment of their available and unused sick leave balance per the conversion stated below:
 - 0 to 400 hours no conversion; 401-800 converted at 3:1; 801-1,200 hours converted at 2:1; 1,201-1,400 hours converted at 1:1.
 - Sick leave payout only applies when an employee officially retires under the terms of the applicable pension fund. The city must receive official notice from the applicable pension fund that the employee has been approved for retirement.

Resolution No. 41-2025. A Resolution authorizing the City Manager to enter into a collective bargaining agreement by and between the City of Monroe and the Monroe Firefighters IAFF Local 3824.

Sponsor: Sarah Hunold

Strategic Priority: Good Governance

Background: Negotiations between the City of Monroe and the Monroe Firefighters IAFF Local 3824 have been ongoing. As a result of said negotiations, the parties have reached an agreement.

Resolution No. 42-2025. A Resolution authorizing the City of Monroe to opt-in to participate in the opioid settlement agreements with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus, and authorizing the City Manager and/or Law Director to execute any and all documents related to these settlement agreements.

Sponsor: Jake Burton



Strategic Priority: Good Governance

Background: The City of Monroe is a participant in the OneOhio Memorandum of Understanding for the distribution of opioid settlement funds. The most recent proposed settlement in the national litigation is with eight opioid manufacturers: Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus. The City is required to "opt-in" to participate in this settlement and be entitled to any portion of the settlement.

The settlements will provide a maximum of approximately \$720 million to participating states and subdivisions to remediate and abate the impacts of the opioid crisis. The breakdowns of payments by each manufacturer are below:

Alvogen to immediately pay up to approximately \$19 million;

Amneal to pay up to approximately \$74 million over 10 years, and to provide either approximately \$177 million of its generic version of the drug Narcan or up to an additional approximately \$44 million in cash;

Apotex to immediately pay up to approximately \$65 million;

Hikma to immediately pay up to approximately \$98 million, and to provide either approximately \$35 million of its naloxone product or up to an additional approximately \$7 million in cash;

Indivior to pay up to approximately \$75 million over five years, a portion of which, at the election of the state, could be paid in the form of Indivior's branded buprenorphine and/or nalmefene products with a value of up to \$140 million.;

Mylan to pay up to approximately \$290 million over nine years;

Sun to immediately pay up to approximately \$32 million; and

Zydus to immediately pay up to approximately \$15 million.

The exact amount to be received by the City is unknown at this time. The deadline for the opt-in documentation to be signed is October 8, 2025.

Resolution No. 43-2025. A Resolution authorizing the City of Monroe to opt-in to participate in the opioid settlement agreement with the Kroger Co. and authorizing the City Manager and/or Law Director to execute any and all documents related to the settlement agreement.

Sponsor: Jake Burton

Strategic Priority: Good Governance

Background: The City of Monroe is a participant in the OneOhio Memorandum of Understanding for the distribution of opioid settlement funds. The City previously "opted-in" to the settlement in the national litigation with Kroger Co. in June 2014, and received payment for years 1 and 2 allocations in July 2025, however, a Resolution adopted by Council was not previously completed.

The settlement requires Kroger Co. to pay over a billion dollars to abate the opioid epidemic.

The exact amount to be received by the City is unknown at this time however payments for Year 1 were \$3,453.98 and Year 2 were \$3,096.39). Payments will be made over 11 years.



Resolution No. 44-2025. A Resolution authorizing the City of Monroe to opt-in to participate in the opioid settlement agreements with Purdue Pharma L.P. and the Sackler Family and authorizing the City Manager and/or Law Director to execute any and all documents related to these settlement agreements.

Sponsor: Jake Burton

Strategic Priority: Good Governance

Background: The City of Monroe is a participant in the OneOhio Memorandum of Understanding for the distribution of opioid settlement funds. The most recent proposed settlement in the national litigation is Purdue, and its owner, the Sackler Family. The City is required to "opt-in" to participate in this settlement and be entitled to any portion of the settlement.

The maximum amount to be received by the State of Ohio is \$198 million, which will then be distributed to participating entities per the OneOhio MOU, with amounts being distributed over 16 annual payments. The exact amount to be received by the City is unknown at this time. The deadline for the opt-in documentation to be signed is September 30, 2025.

Resolution No. 45-2025. A Resolution adopting the Warren County Multi-Jurisdictional Hazard Mitigation 5-Year Plan Update.

Sponsor: Chief David Leverage

Strategic Priority: Good Governance

Background: Every 5 years, the Warren County EMA is required to review and amend the County's Hazard Mitigation Plan that addresses the most common hazards that will affect the county as a whole (tornado, flooding, drought, temperature extremes, pandemics, etc.). A series of meetings is held with the stakeholders of the county, including ourselves, and the plan is revised and updated as areas of focus might change from plan to plan. In order for the city to be eligible for grant funding for projects mitigating the risk identified, it is necessary for the council to adopt the plan. Attached is the updated plan.

Resolution No. 46-2025. A Resolution authorizing the City Manager to enter into a road salt supply contract with Morton Salt, Inc. through the Southwest Ohio Purchasing for Government cooperative.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: Contract Details:



- **Vendor:** Morton Salt, Inc.
- **Product:** Bulk Safe-T Salt (road deicing salt)
- **Contract Term:** August 1, 2025 through July 31, 2026
- **Price:** \$91.85 per ton, delivered
- **Minimum Order:** 25 tons
- **Delivery Location:** 1000 Holman Drive, Monroe, OH 45050
- **Cooperative Contract:** Southwest Ohio Purchasing for Government Cooperative Bid #24-034SWOP4G

This contract provides the City with competitively priced road salt through an established regional cooperative purchasing agreement, ensuring adequate winter road maintenance supplies for the upcoming season. The cooperative purchasing approach provides cost savings and administrative efficiency compared to individual municipal bidding processes.

Resolution No. 47-2025. A Resolution authorizing the City of Monroe to enter into a Federal Highway Administration Safe Streets and Roads for All (SS4A) grant agreement and authorizing the City Manager to execute any and all documents related to said agreement.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background:

FEDERAL HIGHWAY ADMINISTRATION SAFE STREETS AND ROADS FOR ALL (SS4A) GRANT AGREEMENT

Federal Award No.: 693JJ32540744

Grant Period: 48 months from execution

Total Project Value: \$595,000

PROJECT OVERVIEW

The City of Monroe has been awarded a Federal Highway Administration Safe Streets and Roads for All (SS4A) grant totaling **\$476,000 in federal funding** with a required **\$119,000 local match** for a comprehensive safety improvement initiative.

PROJECT COMPONENTS

Phase 1 - Action Plan Development (Base Phase)



- Federal Funding: \$343,400
- Develop citywide transportation safety action plan
- Focus on major arterials and local roadways
- Establish policies for future safety implementation
- Includes preliminary design and NEPA compliance

Phase 2 - Final Design and Right-of-Way (Option Phase 1)

- Federal Funding: \$4,000
- Contingent upon NEPA approval
- Final engineering design work

Phase 3 - Demonstration Project (Option Phase 2)

- Federal Funding: \$128,600
- Install 6 CCTV cameras at highest crash risk intersections along SR 63 corridor
- Enable 24/7 monitoring for rapid response to crashes and signal malfunctions
- Conduct before-and-after safety and travel time analysis
- Temporary installation pending performance evaluation

KEY MILESTONES

- **NEPA Completion:** June 1, 2026
- **Construction Completion:** June 15, 2027
- **Final Action Plan Public Release:** April 1, 2029
- **Final Report Submission:** June 15, 2029

AUTHORIZED PERSONNEL

- **Project Manager:** Gary Morton, Public Works Director
- **City Signatory:** Larry Lester, City Manager
- **Consultant Team:** Lindsey Kieres (Project Manager), Paul Goodhue (Engineer)

COMPLIANCE REQUIREMENTS

The agreement requires compliance with:

- 2 CFR Part 200 (Uniform Administrative Requirements)
- National Environmental Policy Act (NEPA)
- Build America, Buy America Act
- Civil Rights obligations (Title VI, ADA, Section 504)



- Labor and workforce development standards

FINANCIAL DETAILS

Phase	Federal Share	Local Match	Total
Action Plan	\$343,400	\$85,900	\$429,300
Final Design/ROW	\$4,000	\$1,000	\$5,000
Demonstration	\$128,600	\$32,100	\$160,700
TOTAL	\$476,000	\$119,000	\$595,000

RECOMMENDATION

Staff recommends City Council approve the execution of this federal grant agreement to enhance transportation safety throughout Monroe, with particular focus on the SR 63 corridor where traffic safety concerns have been identified.

Resolution No. 48-2025. A Resolution authorizing the City Manager to enter into a contract with Insight Pipe Contracting, LLC for storm sewer infrastructure rehabilitation.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: Action Required: Consideration and approval of contract with Insight Pipe Contracting, LLC for storm sewer infrastructure rehabilitation.

Project Summary: The Engineering Department recommends approval of a contract with Insight Pipe Contracting, LLC (Harmony, PA) to perform trenchless rehabilitation of existing storm sewer infrastructure using Cured-in-Place Pipe (CIPP) lining technology.

Scope of Work:

- Installation of 528 linear feet of 12-inch diameter CIPP liner (6.2mm thickness)
- Installation of 392 linear feet of 15-inch diameter CIPP liner (7.8mm thickness)
- Pre and post-installation video inspection
- Heavy cleaning and preparation of existing pipes
- Steam curing process for liner installation
- One-year warranty on completed work



Contract Amount: \$91,350.00

Key Terms:

- Work performed under HGAC (Houston-Galveston Area Council) cooperative purchasing agreement
- Contractor employees paid prevailing wage rates
- City responsible for: traffic control, permits, water supply, debris disposal, and site access
- 15-day price quote validity period
- Payment due within 30 days of completion

Recommendation: Staff recommends approval as this project addresses critical storm sewer infrastructure needs using proven trenchless technology, minimizing surface disruption and extending pipe service life.

Consideration of Motion to accept the Completion Report for the Stonybrook Subdivision arch culvert construction management services.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: Subject: Completion Report - Stonybrook Subdivision Arch Culvert Construction Management Services

Department: Engineering/Public Works

Purchase Order: 20250161-00

Vendor: Fishbeck Engineers

Project Status: Complete

Background

The City contracted with Fishbeck Engineers in November 2024 to provide specialized construction management and inspection services for the Stonybrook Subdivision arch culvert project. These services became necessary when the original contractor encountered construction complications requiring expert oversight beyond standard municipal inspection capabilities.

Services Completed

Fishbeck has completed all contracted services for the period March 1 - May 31, 2025, including:

- Comprehensive on-site inspection of critical structural components (wingwall footers, wingwall installation, headwall construction and reconstruction)



- Oversight of complete backfill removal and replacement operations
- Senior engineer construction management and coordination meetings
- Final backfill placement to roadway elevation specifications

Financial Summary

- **On-site Inspection Services:** \$10,446.00 (105 hours)
- **Construction Management:** \$6,120.00 (24 hours)
- **Mileage Expenses:** \$1,562.15
- **Total Contract Amount:** \$18,128.15

Recommendation

Staff recommends Council acceptance of this completion report. The specialized engineering oversight ensured proper construction of this critical infrastructure component, protecting the City's investment and ensuring long-term performance of the culvert system serving the Stonybrook Subdivision.

Consideration of Motion to authorize the expenditure of \$29,800 to Robinson Fence Co. for replacing fencing around baseball fields #4 and #5 at Monroe Community Park.

Sponsor: Brian Perkins

Strategic Priority: Parks and Connectivity Well Managed Services and Infrastructure

Background: This is to replace the fence and backstops around fields #4 and #5 in Community Park. The existing fence is in disrepair. Many of the posts are rusted off at ground level, and the fence fabric is also in bad shape. No one knows how old the current fences are. The Public Works Department plans to replace all the current fencing within Community Park, where we started on field #1 last year.

Consideration of Motion to authorize the expenditure of \$488,125.67 to Vactor for the purchase of a Vac-Con Combination Sewer Cleaner.

Sponsor: Zach McNutt

Strategic Priority: Well Managed Services and Infrastructure

Background:

Consideration of Motion accepting the April, May, and June 2025 Finance Reports as submitted.

Sponsor: Jake Burton



Strategic Priority: Good Governance

Background:

Consideration of Motion to authorize the expenditure of \$16,282.60 to Atlantic Emergency Solutions for maintenance services on a Medic unit.

Sponsor: Chief David Leverage

Strategic Priority: Well Managed Services and Infrastructure

Background: This is for services to replace the fuel system in a medic unit for the fire department.

Administrative Reports

Adjournment