



**Monroe Council Agenda
Regular Meeting of Council
August 25, 2026 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of August 11, 2026 work session and August 11, 2026 regular meeting

Visitors

Committee Reports

Public Works Committee

Finance Committee

Administrative Liaison Committee

Technology Committee

Public Involvement Committee

Public Safety Committee

Old Business

New Business

Resolution No. 48-2026. A Resolution authorizing the City Manager to enter into a contract by and between the City of Monroe and the Board of County Commissioners of Butler County for the Monroe Wholesale Water Supply contract.

Sponsor: Larry Lester

Strategic Priority: Well Managed Services and Infrastructure

Background: The proposed agreement provides greater clarity regarding rates, infrastructure ownership, the City's service territory, future capital improvements, annexations, and the respective responsibilities of the City and County.

Key terms and changes include:

Term: The agreement establishes an initial 10-year term, with the ability to renew for up to two additional five-year periods, for a maximum potential term of 20 years.

Wholesale water rate: The base rate was established at \$3.84 per 1,000 gallons effective August 1,



2025. Beginning August 1, 2026, annual adjustments may be based on the specified CPI or a County Cost of Service Study. The City receives supporting financial documentation and a 60-day review period before an adjustment is implemented.

Capacity and connection fees: The City will not pay the County a Water System Capacity Fee or Connection Fee within the Monroe Wholesale Water Area. The City retains authority over applications for water service within the wholesale area.

Ownership of new infrastructure: New water infrastructure constructed within the Monroe Wholesale Water Area will be owned, operated, and maintained by the City. Developer-installed infrastructure will be constructed under City requirements and dedicated to the City upon acceptance.

Existing County infrastructure – \$300,000 payment: New language provides for the City to reimburse the County \$300,000, representing the approximate depreciated value of the County's existing Hankins/Yankee Road infrastructure. The infrastructure is the County investment constructed to serve the City, consisting of the 12-inch water main running east on Hankins Road to the pressure-reducing valve and master meter at Hankins and Yankee Roads. This provision facilitates the City's assumption of responsibility for service within the wholesale area while addressing the County's remaining investment in this infrastructure.

Four existing County-served parcels: Council will notice that four parcels on the north side of Hankins Road are hatched on the revised map. The hatching identifies four properties currently receiving retail water service directly from Butler County. Under the agreement, the County will continue providing retail water service to these four parcels unless and until a parcel is annexed into the City. At that point, it would become part of the City's service responsibility. This treatment recognizes the County's existing customers while establishing how service will transition if those properties are annexed in the future.

Annexations: Property subsequently annexed into Monroe will become part of the Monroe Wholesale Water Area, with the agreement and service-area exhibit subsequently amended to reflect the annexation.

Capital improvements: Future improvements identified by the County that support the Monroe Wholesale Water Area are subject to City approval and a formal amendment before implementation. Improvements benefiting both systems may have costs allocated proportionally based upon documented benefit to each party. Neither party is obligated to fund a capital improvement without an executed amendment.

Emergency connections: The agreement preserves the City's ability to utilize its existing emergency connections with Middletown and Warren County and to establish additional emergency connections when necessary.

Dispute resolution: The agreement establishes a defined process beginning with discussions between the City Manager and County Administrator, followed by mediation when appropriate before litigation.

Termination protections: Termination for cause requires notice and an opportunity to cure, while the agreement also establishes procedures for non-renewal and an orderly transition of service responsibilities. The interconnections between the City and County systems will remain available for emergency purposes following termination.

Resolution No. 49-2026. A Resolution authorizing the City Manager to enter into an agreement with Choice One Engineering for design engineering services related to the Britton Lane storm sewer improvements.



Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background:

Butler County Water and Sewer (BCWS) plans to replace the sanitary sewer under State Route 63 at Britton Lane in 2027, which will necessitate the closure of Britton Lane for several weeks. This closure is unavoidable, regardless of any actions taken by the City. Additionally, the City's storm sewer system at the same intersection has become outdated and is showing signs of deterioration, particularly in its brick structures. Therefore, City staff recommends that the City proceed with designing storm sewer improvements now and integrate these plans into the bidding process for the County's project. Choice One, the design engineer for BCWS's sanitary work, will manage the combined project. Delaying these improvements could result in a second closure of the intersection in the summer of 2028.

By bundling the storm sewer improvements with the County's sanitary sewer project, the City can manage only one road closure instead of two, utilize a single contractor for construction, minimize pavement cuts, and benefit from existing survey and right-of-way work already completed by Choice One at no additional cost. Planned work includes replacing existing 21-inch and 12-inch RCP storm sewers, using a jack-and-bore method for the 12-inch storm sewer crossing under SR 63, replacing additional 12-inch storm sewers along Britton Lane, and addressing standing water issues with new yard drains and regrading. An optional section for potential replacement extends from Britton Lane south to Ohio Street.

The design process will involve a topographic survey, construction plans, necessary permits, traffic coordination, stormwater management plans, and easement preparations. While Britton Lane is expected to be closed during construction, SR 63 will remain open for through traffic. The total estimated cost for designing the storm sewer improvements is \$30,200, which includes surveying and construction plans. The estimated construction cost for the storm sewer work itself ranges from \$350,000 to \$400,000 and requires separate programming and appropriations before the County initiates bids for the project.

The schedule and actions required include submitting 30% plans by October 15, 2026, with final plans due by the end of 2026 to align with the County's bid schedule, and construction will take place alongside the County's project in 2027. The proposal is valid for 60 days from August 7, 2026, and should be executed by approximately October 6, 2026; otherwise, Choice One reserves the right to adjust the fee and schedule. Timely completion of the design is vital for bundling with the County's 2027 project.

Items for Council awareness include: Butler County will handle the bidding and contracting for construction, necessitating a separate agreement with the County to authorize the inclusion of the City's storm work in its bid package and to establish cost responsibility. Certification of funds is required, with appropriation and certification by the fiscal officer before execution. The proposal states that oral authorization to proceed constitutes acceptance, but the City's authorization must be provided through legislative action and written execution; staff will confirm this in the transmittal.



Choice One's standard terms limit liability to \$50,000 or its fee, whichever is greater, and require arbitration if negotiation and mediation fail. If the City does not retain Choice One for construction administration, it assumes responsibility for interpreting contract documents. It is recommended to retain construction administration on an hourly basis. City responsibilities include conducting CCTV of the SR 63 storm run, negotiating easements with property owners, covering permit and review fees, and making timely design decisions; please note that geotechnical services are not included.

Resolution No. 50-2026. A Resolution approving a Then-and-Now Certificate in the amount of \$3,365.68 to Air Force One for the payment of two invoices for Station 61 air conditioning services.

Sponsor: Chief Dave Leverage

Strategic Priority: Good Governance

Background:

Consideration of Motion accepting the April, May, and June 2026 Finance Reports as submitted.

Administrative Reports

Executive Session

Consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance. Executive session is necessary to protect the interests of the applicant or possible use of public funds in connection with the project.

Adjournment