

**Monroe Council Minutes
Regular Meeting of Council
December 10, 2019 – 6:30 p.m.
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Vice Mayor Clark opened the regular meeting of Council at 6:30 p.m. with the Pledge of Allegiance.

Roll Call

Council members present: Dan Clark, Jason Frentzel, Keith Funk, Todd Hickman, and Christina McElfresh.

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

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

Approval of the Minutes

Mr. Funk moved to approve the Council Minutes of November 12 and November 26, 2019; Finance Committee Minutes of November 12, 2019; Public Involvement Committee Minutes of November 19, 2019; and Technology Committee Minutes of November 26, 2019; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Visitors

None.

Committee Reports

Mr. Frentzel thanked everyone, including Santa Claus, involved in the tree lighting ceremony.

Old Business

Emergency Resolution No. 53-2019. A Resolution approving a petition for the creation of energy special improvement district special assessments for special energy improvement projects and a plan for public improvements; approving the necessity of acquiring, constructing, and improving certain public improvements in the City of Monroe, Ohio in cooperation with the

Monroe, Liberty Energy Special Improvement District; and declaring an emergency. (Second Reading)

Mr. Brock stated that this creates the Energy Special Improvement District that businesses, located in both the City of Monroe and Liberty Township, can take advantage of. Mr. Brock noted that there are changes to the legislation and referred to the petition and plan that was distributed to Council this evening.

Mr. Frentzel asked about the change in the amount from \$1,000 to \$100 and Mr. Brock replied that the attorneys wanted to make sure the project costs were covered. He advised that it will be more than \$1,000. In addition, Mr. Brock advised that some of the responsibilities changed as well.

Mr. Hickman noted that Council has not had an opportunity to review the petition, plan, and the changes.

Mr. Hickman moved to table Emergency Resolution No. 53-2019 until January 14, 2020; seconded by Mr. Funk.

Discussion.

Mr. Clark asked what the consequences are in tabling this. Mr. Brock advised there is nothing pending project wise, but it does delay Liberty Township taking action to create this. The petition does refer to the lighting project in Monroe's Council Chambers.

Roll call vote: five ayes. Motion carried.

Resolution No. 54-2019. A Resolution authorizing the City Manager to enter into a contract by and between the City of Monroe and Hurst Kelly and Co. LLC for services related to the completion of the City's Comprehensive Annual Financial Report for fiscal year ending December 31, 2019. (Second Reading)

Mr. Brock noted this is for the completion of the City's Comprehensive Annual Financial Report.

Mr. Funk moved to consider this the second reading of Resolution No. 54-2019 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 54-2019 by title only.

Mr. Funk moved to adopt Resolution No. 54-2019; seconded by Mr. Frentzel. Roll call vote: five ayes. Motion carried.

Resolution No. 55-2019. A Resolution authorizing the City Manager to implement a health savings account for calendar year 2020. (Second Reading)

Mr. Brock noted that no changes have been made since the first reading.

Mr. Funk moved to consider this the second reading of Resolution No. 55-2019 and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 55-2019 by title only.

Mr. Funk moved to adopt Resolution No. 55-2019; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

Emergency Ordinance No. 2019-33. An Ordinance determining to proceed with the acquisition, construction, and improvement of certain public improvements in the City of Monroe, Ohio in cooperation with the Monroe, Liberty Energy Special Improvement District and declaring an emergency. (Second Reading)

Mr. Hickman moved to table Emergency Ordinance No. 2019-33; seconded by Mr. Funk. Voice vote. Motion carried.

Emergency Ordinance No. 2019-34. An Ordinance levying special assessments for the purpose of acquiring, constructing, equipping, and improving certain public improvements in the City of Monroe, Ohio in cooperation with the Monroe, Liberty Energy Special Improvement District, and declaring an emergency. (Second Reading)

Mr. Hickman moved to table Emergency Ordinance No. 2019-34; seconded by Mr. Frentzel. Voice vote. Motion carried.

New Business

Emergency Resolution No. 56-2019. A Resolution accepting donations from various donors as further described herein and declaring an emergency.

Mr. Brock explained that this accepts donations received throughout the year.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 56-2019 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. 56-2019 by title only.

Mr. Funk moved to adopt Emergency Resolution No.56-2019; seconded by Mr. Frentzel. Roll call vote: five ayes. Motion carried.

Emergency Ordinance No. 2019-35. An Ordinance authorizing the cash advance of \$422,000 from the TIF Funds, \$75,000 from the RID Funds, and \$30,000 from the Street Lighting Utility Fund to the General Fund, and declaring an emergency.

Mr. Brock stated that this allows for various cash advances back to the General Fund.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2019-35 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. 2019-35 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2019-35; seconded by Mr. Hickman. Roll call vote: five ayes. Motion carried.

Emergency Ordinance No. 2019-36. An Ordinance to authorize the transfer of the amounts described herein from the General Fund to the Police Law Enforcement Fund, Fire-1989 Levy Fund, Street Fund, Storm Water Fund, Cemetery Fund, G.O. Bond Retirement Fund, and S.A. Bond Retirement Fund; from the Municipal Income Tax Fund to the General Fund, Public Safety Income Tax Fund, and Capital Projects Income Tax Fund; from the TIF Funds to the Capital Improvement Fund and G.O. Bond Retirement Fund; from RID Funds to the Park Improvement Fund and Capital Improvement Fund; and from the Water Fund to the Water Capital Improvements Fund and Water Bond Retirement Fund; and declaring an emergency.

Mr. Brock stated that this authorizes transfers to ensure that certain funds are closed out without a negative balance.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2019-36 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Frentzel. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2019-36 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2019-36; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

Emergency Ordinance No. 2019-37. An Ordinance establishing the Income Tax Public Safety Fund and declaring an emergency.

Mr. Brock advised that the next three ordinances establishes three new funds related to the income tax increase that was passed and is required by the State Auditor's office.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2019-37 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 Ordinance No. 2019-37 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2019-37; seconded by Mr. Frentzel. Roll call vote: five ayes. Motion carried.

Emergency Ordinance No. 2019-38. An Ordinance establishing the Income Tax Capital Fund and declaring an emergency.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2019-38 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. 2019-38 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2019-38; seconded by Mr. Hickman. Roll call vote:

Emergency Ordinance No. 2019-39. An Ordinance establishing the Income Tax Bond Retirement Fund and declaring an emergency.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2019-39 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Frentzel. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2019-39 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2019-39; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

Ordinance No. 2019-40. An Ordinance, amending and supplementing Ordinance No. 2019-16, 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, 2019.

Mr. Brock stated that this is the final permanent appropriation ordinance for 2019. There are a lot of large numbers, but they do reflect the transfers and does not reflect our budget.

Mr. Funk moved to consider this the first reading of Ordinance No. 2019-40 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2019-40 by title only.

Mr. Funk moved to adopt Ordinance No. 2019-40; seconded by Mr. Frentzel. Roll call vote: five ayes. Motion carried.

Ordinance No. 2019-41. An Ordinance, otherwise known as the temporary appropriations ordinance, to meet current expenses and other expenditures of the City of Monroe, during fiscal year ending December 31, 2020.

Mr. Brock advised that this is the temporary appropriations for 2020 and referred Council to the draft budget received in the packet.

Mr. Funk moved to consider this the first reading of Ordinance No. 2019-41 and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2019-41 by title only.

Mr. Funk moved to adopt Ordinance No. 2019-41; seconded by Mr. Frentzel. Roll call vote: five ayes. Motion carried.

Ordinance No. 2019-42. An Ordinance amending Exhibit “1” of Ordinance No. 2019-13 to adjust the minimum and maximum wage/salary range for all non union employees by a two percent increase.

Mr. Brock advised that this ordinance allows for a two percent increase; otherwise known as the COLA.

Mr. Funk moved to consider this the first reading of Ordinance No. 2019-42; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2019-42 by title only.

Mr. Funk moved to approve the first reading of Ordinance No. 2019-42; seconded by Mr. Frentzel. Roll call vote: five ayes. Motion carried.

Ordinance No. 2019-43. An Ordinance authorizing the City Manager to enter into a Lease Agreement by and between the City of Monroe and Cellco Partnership dba Verizon Wireless for the continued use of a tower located at 6250-6262 Hamilton-Middletown Road.

Mr. Brock stated that this amends a lease agreement for a cell tower behind the fire station on State Route 4. Legal counsel has included in the packet the terms of this agreement.

Mr. Funk moved to consider this the first reading of Ordinance No. 2019-43 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2019-43 by title only.

Mr. Funk moved to approve the first reading of Ordinance No. 2019-43; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

Consideration of Motion appointing a member of Council to the Ohio-Kentucky-Indiana Regional Council of Governments.

No action was taken.

Consideration of Motion appointing the following: Dan Clark to the Planning Commission, Jonathon Nerenberg to the Board of Zoning Appeals, Jeff Hanson to the Park and Recreation Board, John Routson to the Personnel Board, and Mark Swartz to the Audit Committee.

No action was taken.

Administrative Reports

Referring to an email received by Council on a property maintenance issue, Mr. Brock reported that the City has been working with the property owner for a couple of years. Violation notices were issued.

Mr. Hickman requested that Council receive a monthly list of violations issued throughout the City and a list of violations issued over the last year.

Mr. Hickman referred to all of the violations that he sees in the City. Mr. Brock advised that the Code Enforcement Inspector has helped address more violations throughout the City. Mr. Hickman pointed out that he has seen a lot of violations. Mrs. McElfresh would like to know what has been done on the complaints that City Council has received and a report will help understand what has taken place.

Mr. Frentzel felt that some are looked into and some violations are overlooked. For example, some of the campaign signs were removed and some are still up and in violation.

Mrs. McElfresh was of the opinion that we have codes and they need to be followed equally for everyone.

Mr. Hickman expressed his appreciation for Mr. Clark's service.

Adjournment

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

The regular meeting of Council adjourned at 7:17 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council