Monroe Council Agenda
Regular Meeting of Council
October 13, 2020 – 6:30 p.m.
233 South Main Street, Monroe, Ohio

Pledge of Allegiance

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

Roll Call

Council members present: Tom Callahan (remote), Jason Frentzel, Keith Funk, Anna Hale, Mr. Hickman (remote), and Mrs. McElfresh (remote).

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

Approval of the Minutes

Mr. Funk moved to approve the Council Minutes and Finance Committee Minutes of September 22, 2020; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Visitors

- Thomas Hall announced that he is running as State Representative of the 53rd House District. He wanted to introduce himself to City Council. He is from Madison Township, furthered his education at Miami University, and currently works at Lexis-Nexus. He would like to make sure that we always have an open line of communication.

- Linda Tucker watched the majority of the retreat and hopes that moving forward as much as possible is shared with the community that way. She thanked Mr. Brock for all he has done for the community. She has heard that Monroe has a reputation that this area is unwelcome to minorities. She asked Council to make us proud again.

- Kara Brown read statements from two residents. The first was from Leslie King and it read, in part, of deepest concern is having Tom Callahan on Council and feels he is not suitable to represent the citizens of Monroe. The second is from Ahdi Ratliff and it read, in part, a question of what is it that Council is afraid of in taking action. Ms. Brown concluded by advising that people have come together and donated pacifiers to babies in need.

- Kelly Clark updated Council in the surrounding communities where inappropriate comments were made and those individuals apologized and resigned or were fired. She noted that Mr. Callahan still has time to turn his mistake around and one good thing is that more people than ever are watching the meetings of Council. She requested that Council censure Mr. Callahan.

- Carrie Goodrich read on behalf of Lynette Musgrave, in part, that they will continue to mobilize and not be silent.

- Katie Wagner listened to the retreat where Council wanted to keep that small-town feel alive. She will not allow Council to treat the citizens of Monroe as insignificant, unimportant, or less than.

- Ben Wagner referred to Mr. Routson's motion to have Council meet in-person making it much harder for people come to the Council meetings and give our speeches, emails, and input. Mr. Wagner concluded that being a small town does not mean we have to be small minded.

- Maria Fezell read a statement from another Monroe resident, in part, that Council approved a motion to begin meeting in person forcing residents to come to Council meetings in-person during a pandemic.

- Bobbie Drew stated that the people that have spoken so far do not speak for her. Yes, there have been some things that have been out of line, but feel we need to get off the Callahan subject and move on with getting our City where we need it to be. Those people do not speak for her and a lot of other people.

- Christine Matacic of the Council on Aging of Southwestern Ohio advised there is a renewal for a senior services levy and provides Butler County residents to have a safety net to stay in their homes as long as possible.

Mrs. McElfresh, after hearing everyone's comments and the entire situation, she made the following motion:

Mrs. McElfresh moved for censure regarding Council person Tom Callahan's comments on July 14th with the slur and on August 25 with the pacifiers and hit the road comments; seconded by Mr. Hickman.

Discussion

Mr. Funk asked Law Director Callahan to provide insight on this. Law Director Callahan advised there is not statutory or Charter-based item as a censure. It is basically going on the record as Council stating that something another Council member has done does not meet the approval of a majority of Council.

Mr. Funk does not agree with Councilman Callahan's comments and appreciates the passion and enthusiasm of everybody that has came in the Council Chambers and voiced their disbelief for those comments. He understands the constraints in which Council is under and hope that the residents can understand that as well.

Roll call vote: four ayes; two abstentions (Callahan and Hale). Motion carried.

Committee Reports

Mayor Frentzel referred to a discussion the Finance Committee had about the transparency platform and asked if Council had any questions about that. Mr. Brock encouraged Council to direct any comments or questions to himself or Mrs. Ervin.

Old Business

None.

New Business

Emergency Resolution No. 65-2020. A Resolution amending Resolution No. 49-2020 approving blanket purchase orders as recommended by the Director of Finance and the City Manager and declaring an emergency.

Mr. Brock stated that this adjusts the amount for Enterprise Leasing for the Police Department.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 65-2020 on two separate days, authorizing 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. 65-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution N. 65-2020; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.

Emergency Resolution No. 66–2020. A Resolution authorizing specific expenditures of the City of Monroe’s share of Coronavirus Relief Funds as legislated in the Coronavirus Aid, Relief, and Economic Security Act, and declaring an emergency.

Mr. Brock advised this relates to the CARES Act funding and the majority are public safety expenditures or for remote working.

Mrs. Patterson gave a presentation on a proposed grant program in the amount of $50,000 administered by the Community Improvement Corporation. The program will help businesses with qualified costs that occurred during mandated closures, recognizing businesses may have additional costs associated with Responsible Restart, and encourage businesses to bring back laid off employees by offsetting on-boarding costs. Businesses must have been in business as of January 1, 2019 and doing well going into the COVID-19 pandemic. They must be up-to-date on taxes and utilities as of March 15, 2020. The grants would be up to $2,500 for bricks and mortar businesses and $1,000 for home occupations.

Mrs. McElfresh asked if there is an employee minimum/maximum. Mrs. Patterson replied that they are looking at less than fifty.

Mrs. Patterson confirmed Mr. Funk's understanding that these are CARES Act funds and not City funds.

Mr. Brock, in response to Mayor Frentzel's question, advised that we are requesting up to $50,000 and if we see it successful we can bring it back at a later time.

Mr. Hickman asked if Council will see who receives the grants. Mrs. Patterson explained that the reports will come back to Council and if the $50,000 was not spent on this it is not just be held by the CIC.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 66-2020 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 Resolution No. 66-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 66-2020; seconded by Mrs. McElfresh. Roll call vote: six ayes. Motion carried.

Emergency Resolution No. 67-2020. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and the Ohio Department of Natural Resources for the construction of a 2.3 mile long trail along the Great Miami River associated with the Clean Ohio Trails Funds awarded and declaring an emergency.

Mr. Brock explained this is for the second half of the grant funding for the trail along the Great Miami River.

Based on Mr. Brock's previous summary, Mr. Hickman indicated it appears the trail may not be completed until 2022. Mr. Brock confirmed that as there were delays in the right-of-way purchases, so it is a six month delay. Mr. Hickman asked when the park would be open. Mr. Brock advised they are currently working on Phase 1B of Bicentennial Commons Park and hope to get that bid out in the next couple of months. If we can meet our project budgets and get that entry way completed he believes we can meet the Labor Day deadline next year Council wanted.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 67-2020 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 Resolution No. 67-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 67-2020; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

Emergency Resolution No. 68–2020. A Resolution granting consent to the Ohio Department of Transportation for guardrail replacement along State Route 4 and State Route 63 and declaring an emergency.
Mr. Brock commented this is a consent agreement for the Ohio Department Transportation for guardrail replacement and there is no cost to the City.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 68-2020 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. 68-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 68-2020; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

Resolution No. 69–2020. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Baker Tilly Municipal Advisors, LLC for professional services to complete a water rate study.

Mr. Brock reported this will allow for a water rate study including the necessary updates for a five year capital plan, as well as fund balance policy for the water fund, and of course the user fees for the water fund.

Mr. Hickman asked when the last study was completed and Mrs. Ervin replied that it was in 2014.

Mr. Funk moved to consider this the first reading of Resolution No. 69-2020 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 69-2020 by title only.

Mr. Funk moved to approve the first reading of Resolution No. 69-2020; seconded by Mr. McElfresh. Roll call vote: six ayes. Motion carried.

Emergency Ordinance No. 2020-29. An Ordinance authorizing the sale and trade-in of certain personal property no longer needed for municipal purposes and declaring an emergency.

Mr. Brock explained this is to declare surplus for five tractors in the Public Works Department and further down on the agenda there is a request to purchase two tractors that will replace these five.

Mr. Funk recalled that during a Public Works Committee meeting it was discussed that only one tractor would be purchased. Mr. Morton explained we had in the budget for two tractors and during that meeting we did not know how the pandemic was going to affect the budget. After speaking to Mr. Brock, he felt comfortable that we could go ahead and ask for the second one.

One of the tractors that we wanted to replace the clutch went out last week. They are costing a lot of money in repairs and downtime.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2020-29 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. 2020-29 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2020-29; seconded by Mrs. McElfresh. Roll call vote: six ayes. Motion carried.

Emergency Ordinance No. 2020-30. An Ordinance providing for the issuance and sale of not to exceed $3,325,000 of Waterworks system Improvement Revenue Refunding Bonds, Series 2020, of the City of Monroe, Counties of Butler and Warren, State of Ohio, under Section 12 of Article XVIII of the Ohio Constitution for the purpose of refunding bonds issued to pay the costs of certain waterworks system improvements, and pay the costs of issuance of said bonds; authorizing the preparation and distribution of an official statement; authorizing a pledge of the revenues thereof to secure the bonds; and declaring an emergency.

Mr. Brock stated that this ordinance and the next is to refund bonds and takes advantage of the rates in the market saving the City money.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2020-30 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. 2020-30 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2020-30; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

Emergency Ordinance No. 2020-31. An Ordinance providing for the issuance of not to exceed $750,000 various purpose refunding bonds, Series 2020, by the City of Monroe, Ohio, and declaring an emergency.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2020-31 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. 2020-31 by title only.

Mr. Funk moved to adopt Ordinance No. 2020-31; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

Consideration of Motion authorizing the purchase of a Jack Payment Kiosk in the amount of $51,796.32 to be reimbursed through the CARES Act.

Mr. Brock advised the purchase of the kiosk is fully reimbursable through the CARES Act and it can take any payments, is accessible 24 hours per day, and will take cash and give change.

Mrs. Hale asked if it was absolutely necessary. Mr. Brock advised it will assist those that are not comfortable in making payments in person or cannot make it during business hours.
Mr. Funk moved to authorize the purchase of a Jack Payment Kiosk in the amount of $51,796.32 to be reimbursed through the CARES Act; seconded by Mr. Hickman. Voice vote. Motion carried.

Consideration of Motion authorizing the expenditure of $38,976.33 to Mobilcomm for a public safety communication enhancement system for the new police facility.

Mr. Brock stated this is a repeating station as the signal strength was diminished due to the concrete walls.

Mr. Funk moved to authorize the expenditure of $38,976.33 to Mobilcomm for a public safety communication enhancement system for the new police facility; seconded by Mrs. Hale. Voice vote. Motion carried.

Consideration of Motion authorizing the expenditure of $71,126.00 to Zimmer Tractor for the purchase of a front wheel loader boom mower for the Department of Public Works.

Mr. Funk moved to authorize the expenditure of $71,126.00 to Zimmer Tractor for the purchase of a front wheel loader boom mower for the Department of Public Works; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Consideration of Motion authorizing the expenditure of $62,111.73 to Deere & Company for the Department of Public Works.

Mr. Funk moved to authorize the expenditure of $62,111.73 to Deere & Company for the purchase of two tractors; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Consideration of Motion accepting the May, June, and July 2020 Finance Reports as submitted.

Mr. Funk moved to accept the May, June, and July 2020 Finance Reports as submitted; seconded by Mrs. Hale. Voice vote. Motion carried.

Administrative Reports

Mrs. McElfresh sought clarification on the Planning Commission meeting about sidewalks for the new phase of Monroe Crossings. She would like to ensure that the builder(s) understand that sidewalks are important.

Mr. Brock stated that the typical requirement for any street, particularly residential, requires sidewalk on both side of the street. The preliminary plat shows sidewalks throughout the subdivision.

Mr. Chesar stated that the Planning and Zoning Code requires that sidewalks should be installed on Hankins Road. As it stands now the most recent comments from Planning Commission would be to not require sidewalks along Hankins Road.

Mr. Brock stated he is on the Liberty Township Trails Committee so that we coordinate the north and south in that area. We want to make sure the connection to Windsor Estates is supported by both jurisdictions.

Mrs. McElfresh understood what has been said and asked will there or will there not be a sidewalk down Hankins Road. Mr. Brock advised it is required, but Planning Commission will be reviewing the preliminary plat at their next meeting.

Mr. Chesar stated it doesn’t appear that a sidewalk will be required by Planning Commission. Staff has pointed out the Code requirements and Planning Commission can waive that requirement.

Mr. Hickman asked if they will clear out all the brush along Hankins Road. Mr. Chesar advised that Planning Commission has not indicated yet that the brush needs to be removed. Mr. Chesar explained that Council will see this when specific sections come in for the final plat.

Mrs. McElfresh has an issue with not having a sidewalk when we have asked every other business to comply and put in a sidewalk.

Mayor Frentzel asked Mr. Chesar if you could pass on what Council discussed at their retreat relating to the importance of connectivity. It was the consensus of Council the importance of this. Mr. Hickman added the removal of the brush.

Mayor Frentzel announced that Riley’s Furniture is having a 50th Anniversary celebration on Saturday at 1 p.m. and if any Council members would like to attend, please let Mrs. Wasson know.

Mrs. McElfresh announced that the President of the Historical Society reached out and the Society is in need of officers. If anyone is interested please reach out to either her or Dan Clark.

- **Executive Session**. To consider confidential information related to marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance.

Mr. Funk moved to adjourn into executive session to consider confidential information related to marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.

Council adjourned into executive session at 8:36 p.m.

Mr. Funk moved to reconvene into regular session; seconded by Mr. Hickman. Voice vote. Motion carried.

Council reconvened into regular session at 9:16 p.m.

Adjournment

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

The regular meeting of Council adjourned at 9:16 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council