



**Monroe Council Agenda
Regular Meeting of Council
April 11, 2023 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Finance Committee Minutes of March 28, 2023; Council Minutes of March 28, 2023; and Public Works Committee Minutes of March 29, 2023

Visitors

Ceremonial swearing in of Steve Sarver, Rusty Rickard, and Scott Clasgens as Battalion Chief and Aaron Forrer and Paul Peters as Fire Lieutenant

Committee Reports

Public Works Committee
Finance Committee
Administrative Liaison Committee
Technology Committee
Public Involvement Committee
Public Safety Committee

Old Business

Ordinance No. 2023-08. An Ordinance imposing a moratorium for a period of 180 days on the granting of any new permits allowing retail dispensaries for medical marijuana within the City of Monroe. (Second Reading)

New Business

Resolution No. 29-2023. A Resolution authorizing the City Manager to review, accept bids, and enter into an agreement with a natural gas supplier to provide natural gas to City-owned buildings.

Strategic Priority: Good Governance

Background: Pricing for natural gas is bid on a daily basis. We will work with Energy Alliance to seek those bids and give a recommendation to accept bid prices for all City facilities. Because this pricing is good for only a limited time, it does not allow for our normal bidding and acceptance process. In order to ensure we get the best rates, the City Manager would need to react to those bids in a timely manner. Review of accounts and pricing will be conducted by Energy Alliance and Finance



Department and a recommendation will be given to the City Manager of when to accept the bids. Depending on the pricing and the market, these bids can be anywhere from 1-3 years.

Resolution No. 30-2023. A Resolution accepting the recommendation of the Warren Council Tax Incentive Review Council of March 10, 2023.

Strategic Priority: Strategic Growth and Development

Background: The TIRC has statutory authority to review the City's tax abatements, tax increment financing districts, and residential improvement districts. This review is in addition to the required annual reports that are filed with the state for their review.

The TIRC can recommend continuation, modification, termination of the incentive based on its review. City Council then reviews the recommendation and approves, modifies, or terminates the incentive accordingly. The Warren County TIRC met on March 10, 2023 to review the tax abatements in Park North at Monroe and recommended continuation of the abatements. The Butler County TIRC is expected to meet in November to evaluate the City's remaining abatements.

Because the Warren County TIRC was held earlier than usual (and earlier than the required state filing for TIFs and RIDs), the TIRC was only able to review tax abatements. They will review the TIFs and RIDs at their next meeting.

Ordinance No. 2023-09. An Ordinance amending Sections 236.02 and 236.025 of Chapter 236 of the Codified Ordinances to change the title of Assistant Finance Director to the existing title of Finance Administrator.

Strategic Priority: Good Governance

Background: Due to the change in the title of Assistant Finance Director in the wage ordinance, it is necessary to reflect the title change in the Administration Code of the Codified Ordinances.

Consideration of a Motion to authorize the expenditure of \$18,055.00 to All Traffic Solutions for the purchase of a combination speed and messaging trailer for the police department.

Strategic Priority: Strategic Priority: Well Managed Services and Infrastructure

Background: Currently, the department has two speed trailers. This purchase will replace the oldest trailer, originally purchased in 1999, that only measured speed and did not provide any data or messaging capabilities. The other trailer was purchased in 2017 and we have been very satisfied with its use in the field and the data reports that it generates. This information helps us calm traffic speeds in a specific area at the time as well as provide us with information to develop direct traffic enforcement initiatives in an effort to slow vehicles down. The police department consistently receives requests for speed enforcement, and the two trailers are often in use at the same time in separate locations around the city. In 2022, the two speed trailers were placed in 23 different locations across the City. On average, they will remain in one location for a week at a time. Our oldest trailer was used five times, and our newest trailer was placed in a location eighteen times. Like our newest speed trailer, this one has the ability to display specific messaging during critical incidents, community events, or to



disseminate public information. In addition, the trailer's messaging board can be turned off and the unit can be used to collect data on traffic behaviors in order to gain a clearer picture on the speeds in an area when the presence of the trailer will have a minimal impact on the driver's speed. This purchase is part of our initiative to provide effective services to the community and have the necessary equipment to meet the requests of our citizens to address traffic concerns and other quality of life issues throughout Monroe.

Consideration of Motion to request a hearing on the issuance of a C1 and C2 Liquor Permit to Family Dollar Stores of Ohio LLC located at 6 North Main Street.

Strategic Priority: Strategic Growth and Development

Background: Permit C-1 may be issued to the owner or operator of a retail store to sell beer in containers and not for consumption on the premises where sold in original containers having a capacity of not more than five and one-sixth gallons.

Permit C-2 may be issued to the owner or operator of a retail store to sell wine in sealed containers only and not for consumption on the premises where sold in original containers. The holder of this permit may also sell and distribute in original packages and not for consumption on the premises where sold or for resale, prepared and bottled highballs, cocktails, cordials, and other mixed beverages manufactured and distributed by holders of A-4 and B-4 permits, and containing not less than four per cent of alcohol by volume, and not more than twenty-one per cent of alcohol by volume.

Administrative Reports

- Discussion - Posting Adopted Legislation
- Discussion - Rules of Council
- Presentation by Tom Smith - Medical Marijuana Report
- Presentation by Tom Smith - Downtown Master Plan - Request For Proposal
- Presentation by Jennifer Patterson - Economic Development Strategic Plan
- Executive Session - to consider the purchase of property for public purposes.

Adjournment



Finance Committee of Council
March 28, 2023 – 5:30 p.m.
233 South Main Street, Monroe, Ohio

The Finance Committee of Council met at 5:30 p.m. on March 28, 2023 in the Council Library located at 233 South Main Street, Monroe, Ohio.

Present were: Jason Frentzel, Council Member; Ben Wagner, Council Member; Michael Graves, Council Member; William J. Brock, City Manager; Jake Burton, Director of Finance; Kacey L. Waggaman, Assistant City Manager; and Angela S. Wasson, Assistant to the City Manager/Clerk of Council.

Mr. Burton highlighted the following information from the February 2023 Finance Reports:

- Revenue is up by approximately five percent compared to February of 2022
- The year-to-date collections reflect 14% and the target is 16%. Last year we were at 16% in February and ended the year at 108%
- Previously, the income tax auditors would have to calculate the homeowners credit manually and it is now calculated with the income tax software
- Close to having the ADP payments submitted electronically every month on behalf of companies as opposed to manually entering a check
- The General Fund cash balance remains flat and will increase during the April time-frame with income tax collections, as well as the advancement of property taxes from the counties
- The negative number on the revenue report reflects the collection of more than what was budgeted, such as funds received from the opioid settlements

Mr. Burton explained the audit process and advised that the auditors were in the office last week for the cash portion of the audit. During this process they will pull receipts, checks, policies, public records and make sure we have had the proper approvals and in compliance with federal, state, and local laws. This step is when you do not want any issues. The auditors have until June 30, 2023, to complete the annual audit. Internally, his office will prepare a Popular Annual Financial Report that is reader friendly and understood by everyone. It gives everyone an overall picture of the City's financial condition. Mr. Burton noted that the Joint Economic Development District created with Turtlecreek Township will be audited this year and will continue to be audited biannually.

Mr. Brock reported that in order to utilize a broker for the bulk purchase of natural gas for City-owned buildings, he will need Council authorization. He proposed placing this on Council's agenda next month if the Finance Committee had no objection. There were no objections from the Finance Committee to proceed. Mr. Brock estimated a 14% savings to the City.

Mr. Burton assured the Committee that the City's funds fall under the \$250,000 threshold per bank to avoid what happened with the banks in California.



Mr. Frentzel asked how the income tax process is going as the deadline is just about two weeks away. Mr. Burton replied that there are no issues and everything is going well. Around the deadline date probably all of the finance staff will be assisting, even if it is just opening the mail.

The Finance Committee meeting adjourned at 5:58 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council



**Monroe Council Minutes
Regular Meeting of Council
March 28, 2023 – 6:30 p.m.
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

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

Roll Call

Council members present: Marc Bellapianta, Kelly Clark, Jason Frentzel, Keith Funk, Michael Graves, Christina McElfresh, and Ben Wagner.

Approval of the Minutes

Mrs. McElfresh moved to approve the Council Minutes of March 14, 2023; seconded by Mr. Wagner. Voice vote. Motion carried.

Visitors

None.

Committee Reports

None.

Old Business

None.

New Business

Resolution No. 23-2023. A Resolution approving a Then-and-Now Certificate in the amount of \$32,500.00 to Clearcreek Coating, LTD.

Mr. Brock informed Council this is for emergency repairs on the Mound Water Tank.

The Clerk of Council read Resolution No. 23-2023 by title only.

Mrs. McElfresh moved to adopt Resolution No. 23-2023; seconded by Dr. Clark. Roll call vote: seven ayes. Motion carried.



Resolution No. 24-2023. A Resolution determining the bid submitted by Majors Enterprises Inc. for the Mason Road Water Main Replacement Project to be the lowest and/or best bid and authorizing the City Manager to enter into an agreement for said project.

Mr. Brock advised this will allow the replacement of a water main that was installed in 1962 and upsize it to a 12 inch main.

The Clerk of Council read Resolution No. 24-2023 by title only.

Mrs. McElfresh moved to adopt Resolution No. 24-2023; seconded by Mr. Frentzel. Roll call vote: seven ayes. Motion carried.

Resolution No. 25-2023. A Resolution authorizing the City Manager to enter into a professional engineering agreement by and between the City of Monroe and Fishbeck for a hydrology study at Monroe Community Park.

Mr. Brock reported this is the first of two resolutions for hydrology studies at Monroe Community Park and Monroe Bicentennial Commons. These were recommended by the Park and Recreation Board. This will study the topography within the Monroe Community Park and make recommendations on the drainage and then move forward to master planning.

The Clerk of Council read Resolution No. 25-2023 by title only.

Mr. Brock verified Mr. Frentzel's understanding that, as Mr. Wagner previously reported, we are going to utilize some of our equipment for this study in that we will use the Lidar imaging for this study.

Mayor Funk commented that it is nice to see these types of recommendations coming from the Park and Recreation Board.

Mrs. McElfresh moved to adopt Resolution No. 25-2023; seconded by Dr. Clark. Roll call vote: seven ayes. Motion carried.

Resolution No. 26-2023. A Resolution authorizing the City Manager to enter into a professional engineering agreement by and between the City of Monroe and Fishbeck for a hydrology study at Monroe Bicentennial Commons.

Mr. Brock noted this was also recommended by the Park and Recreation Board.

The Clerk of Council read Resolution No. 26-2023 by title only.

Mr. Bellapianta felt that the study needs completed; however, if there is a lot of concrete or debris underground he questioned the impact on performing the drainage study.



Allen Aspacher, Vice President of Fishbeck, explained the first step is to use electromagnetic subsoil investigations to help determine where those structures are and how large they may be. They will also perform up to 16 soil borings at various depths to determine how deep and thick the concrete and other materials are. We need to evaluate what is underground to determine how to take care of the water.

Mr. Bellapianta expressed concern with being able to move forward with the hydrology analysis and stormwater plan with not knowing what is underground. He further expressed concern about the possibility of having to remove any concrete or material underground before moving forward with anything at Monroe Bicentennial Commons.

Mr. Aspacher gave examples that it might be possible to locate different amenities where there is a lot of concrete without having to remove the concrete.

Mr. Aspacher advised Council that if something significant is found he would bring that to Council's attention immediately.

Mr. Bellapianta would like to have an update after the first two steps in this process.

Mr. Aspacher confirmed Mr. Frentzel's understanding that Fishbeck is only going to put a recommendation together.

Mr. Brock stated that a report will be brought to Council after the second phase of this study.

Mr. Wagner explained the Park and Recreation Board recommended the more in depth study to include the subsurface for Monroe Bicentennial Commons.

Mr. Bellapianta was not opposed to the study he was concerned if any concrete had to be removed it would just upset what is there now and create more work for the engineer. He wants to make sure everyone is thinking this through.

Mr. Frentzel asked what the timeline is for this. Mr. Aspacher replied that they are prepared to begin immediately and should have steps one and two complete in about six months. He stated that the studies on both parks will be performed concurrently.

Mrs. McElfresh moved to adopt Resolution No. 26-2023; seconded by Mr. Wagner. Roll call vote: six ayes; one nay (Bellapianta). Motion carried.

Resolution No. 27-2023. A Resolution approving and authorizing the City Manager to sign an Income Tax Administration Agreement with the Turtlecreek-Monroe 2022 Joint Economic Development District.

Mr. Brock stated this allows the City to be the income tax administrator for the recently created Joint Economic Development District.



The Clerk of Council read Resolution No. 27-2023 by title only.

Mrs. McElfresh moved to adopt Resolution No. 27-2023; seconded by Mr. Bellapianta. Roll call vote: seven ayes. Motion carried.

Resolution No. 28-2023. A Resolution authorizing the City Manager to enter into an amended agreement by and between the City of Monroe and the SouthWest Ohio Computer Association for the extension of fiber.

Mr. Brock reported this amends an agreement that pushes the fiber backbone out to the east and there will be future amendments as the fiber backbone grows.

The Clerk of Council read Resolution No. 28-2023 by title only.

Mrs. McElfresh moved to adopt Resolution No. 28-2023; seconded by Mr. Frentzel. Roll call vote: seven ayes. Motion carried.

Ordinance No. 2023-08. An Ordinance imposing a moratorium for a period of 180 days on the granting of any new permits allowing retail dispensaries for medical marijuana within the City of Monroe.

Mr. Brock requested that Council specify what it is that they would like staff to review within the 180 days.

The Clerk of Council read Ordinance No. 2023-08 by title only.

Mr. Graves stated he proposed this legislation to look at surrounding communities to see what they are doing as far as caps for the entire city or just the amount in certain locations.

Mrs. McElfresh understood the concern is how many dispensaries do we need for a city of our size. She believes in a cap based on what we have.

Mayor Funk's concern is a density issue and we may get more because of our location. We do need to make a prudent decision on what is the limit.

Mr. Wagner asked what happens if, for example, five entities buy property in between the first and second reading to set up the dispensaries. Mr. Brock replied that he was not concerned about that since they would need to obtain a license through the State of Ohio.

Mr. Bellapianta questioned if 180 days is sufficient time to obtain the information Council is seeking. Mr. Brock advised that the moratorium can be extended if needed.

Mr. Frentzel would like to take a closer look at the retail sites and if there are concerns that staff has on the grow sites.



Mr. Graves would like to see if surrounding communities are looking at all or just the dispensaries.

Dr. Clark agreed with the optics and not having several of the same facilities in one strip center; however, she gets nervous when government gets involved in free enterprise. Especially, when they have gone through the proper process to come to Monroe. Dr. Clark would like to look at other states as well and looking at the possibility of recreational marijuana being approved in Ohio.

Mayor Funk stated Ordinance No. 2023-08 will be on the next agenda for a second reading.

Administrative Reports

Mr. Smith provided an update on 20 Old Orchard on a property maintenance complaint. The resident and owner will be in compliance within a week. Mr. Smith also updated Council on the property maintenance complaint on 154 Lindy and staff is working with the owner on getting this cleaned up.

Mrs. McElfresh moved to adjourn into executive session to review negotiations with public employees concerning their compensation or other terms and conditions of their employment; consider the purchase of property for public purposes; and discuss confidential information related to marketing plans, specific business strategy, production techniques, trade secrets, or personal finance statements of an application for economic development assistance; seconded by Mr. Bellapianta. Roll call vote: seven ayes. Motion carried.

Council adjourned into executive session at 7:26 p.m.

Mrs. McElfresh moved to reconvene into regular session; seconded by Mr. Bellapianta. Voice vote. Motion carried.

Council reconvened into regular session at 8:37 p.m.

Adjournment

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

The regular meeting of Council adjourned at 8:37 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council



**Public Works Committee of Council
March 29, 2023 – 6:00 p.m.
233 South Main Street, Monroe, Ohio**

The Public Works Committee of Council met at 6:00 p.m. on March 29, 2023 in the Council Library located at 233 South Main Street, Monroe, Ohio.

Present were: Ben Wagner, Council Member; Marc Bellapianta, Council Member; Christina McElfresh, Vice Mayor; William J. Brock, City Manager; Gary Morton, Director of Public Works; Brian Perkins, Assistant Public Works Director; Kacey L. Waggaman, Assistant to the City Manager; and Angela S. Wasson, Assistant to the City Manager/Clerk of Council.

Mr. Morton reported the existing software for the cemeteries is 12 years old and needs upgraded. The proposed new software will contain all of the information in the cemeteries such as, location of burial sites, plot ownership, and create deeds for the plots. The current software is located on a desktop and the deeds must be manually created. The new software will be located in the cloud with maps created with the GIS software. The proposed new software will input all of the records and will allow the public to upload pictures or information, subject to the approval by staff.

At the request of Mr. Wagner, Mr. Morton will obtain information on how all of this information will be kept/accessed by the City in the event the agreement for this software is terminated.

At the request of Mr. Brock, Mr. Morton will obtain more detailed information on the marketing of this information proposed by the software company, webCemeteries.

Mr. Morton added that the upfront cost is \$34,914.00 with an annual hosting fee of \$4,416.00.

Mr. Brock suggested a representative of the software company attend a Council meeting to answer any questions.

Mr. Morton is proposing to obtain engineering services for the driveway at Fire Station 61 (South Main Street) as there are drainage issues with the driveway such as, sloping toward the building and a catch basin in the driveway that is too low. Mr. Morton advised when the concrete is poured it can only be accomplished one bay section at a time because the ambulance can go out the back, but the fire trucks cannot. The cost for the engineering services is \$16,000 to Jones-Warner. There were no objections from the Committee to place this on Council's agenda for approval.

Mr. Morton explained the gateway meter reading devices are located on the water towers and it will receive a signal from the water meters and send those readings to the City building. He continued to explain that on two of the towers the devices are on the top, which becomes susceptible to lightening and require someone to climb to the top of the tower if necessary. The goal is to mirror the way the gateway meter reading device is located on the tower at the corner of State Route 63 and North Main Street. By bringing the devices off of the top of the other two towers it will require extending the coax cables. Mr. Morton is currently trying to obtain the cost of someone to move these devices and install the cable.



Mr. Morton advised that as meters are replaced, they are replaced with a meter that has a cellular signal. Meters get replaced when they age out or have a lot of gallons ran through them and then we are not capturing the exact usage. We typically purchase approximately 1,000 meters per year and as new houses are constructed they have the newer meters. Eventually the gateways will go away several years from now, but we are trying to extend the life of the gateways as long as possible.

Mr. Morton will obtain the cost and follow up with a report to the Committee.

The Public Works Committee meeting adjourned at 6:45 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council

RESOLUTION NO. 29-2023

A RESOLUTION AUTHORIZING THE CITY MANAGER TO REVIEW, ACCEPT BIDS, AND ENTER INTO AN AGREEMENT WITH A NATURAL GAS SUPPLIER TO PROVIDE NATURAL GAS TO CITY-OWNED BUILDINGS.

WHEREAS, bids from multiple suppliers to provide natural gas to City-owned buildings will be obtained and reviewed; and

WHEREAS, natural gas pricing are provided on a daily basis and the time-frame for acceptance does not allow for normal bidding and award process.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: The City Manager is hereby authorized to accept and review bids from suppliers to provide natural gas to City-owned buildings.

SECTION 2: The City Manager is hereby authorized to execute an agreement with a supplier to provide natural gas to City-owned buildings at or below the cost of the current supplier without prior authorization by City Council.

SECTION 3: This measure shall take effect and be in full force from and after its passage pursuant to Section 7.08 (C) of the Charter.

PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor



Natural Gas Customer Pricing



Customer Information				
Company:	City of Monroe		Rep:	Tim Abbott
Contact Name:			Phone:	-
Billing Address:	Monroe	OH	Mobile:	513 535-1008
			E-mail:	tabbott@energyalliances.com
Account Information				
# of Accounts:	15		Supplier:	Duke Energy
Utility:	Duke Energy OH		Current Rate:	\$1.0087
Annual CCF:	45,418		Start Date:	January-23
Supplier Bids				
Supplier	12M	24M	36M	48M
AEP Energy	\$0.6990	\$0.6990	\$0.6990	
My Choice Energy	\$0.8340	\$0.8340	\$0.7840	
Santanna Energy	\$0.8790	\$0.8790	\$0.8590	
Energy Harbor	\$0.8670	\$0.8520	\$0.8420	
Savings				
Est. Annual Savings:	\$14,067.32	\$14,067.32	\$14,067.32	
Savings %:	30.70%	30.70%	30.70%	

All prices are indicative of current market rates and subject to refresh prior to execution and may be based on a weighted average so actual contracted rates may vary. Current tariff rates are assumed for the proposed term; actual tariff rates may fluctuate with approved energy riders established via regulatory process. This is intended for informational purposes only and does not represent a guarantee of future savings.

RESOLUTION NO. 30-2023

A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE WARREN COUNTY TAX INCENTIVE REVIEW COUNCIL OF MARCH 10, 2023.

WHEREAS, Community Reinvestment Area property tax abatements (CRAs) and Tax Increment Finance Districts (TIFs) must be reviewed annually by the relevant County Tax Incentive Review Council; and

WHEREAS, the Warren County Tax Incentive Review Council met on March 14, 2022, and recommended that the current CRAs continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: Council hereby accepts the recommendation of the Warren County Tax Incentive Review Council to approve the continuation of the current Community Reinvestment Area property tax abatements.

SECTION 2: This measure shall take effect and be in full force from and after its passage pursuant to Section 7.08 (C) of the Charter.

PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor

TIRC MINUTES
2022 ANNUAL REVIEW MEETING
CITY OF MONROE
MARCH 10, 2023

The Tax Incentive Review Council's annual review of the City of Monroe's CRA, was called to order by Matt Nolan at 9:01 am in the Warren County Administration Building, Room 349, Lebanon, Ohio.

The following members were present: Tiffany Zindel, Matt Nolan, Christopher Wojnicz, Matt Schnipke, Candace Miller, Jen Patterson, John MacDonald

The CRA Agreements for City of Monroe were reviewed by the TIRC. Ms. Patterson reported that there are no concerns with any of the agreements. Ms. Patterson pointed out that Cornerstone increased by approximately 100 jobs, and Walmart added about 105, while UGN has been fighting a lot of automotive problems. Mr. Nolan asked how Encore Park is doing, to which Ms. Patterson shared that they are doing well and recently had an interested business looking at the site.

It was moved by Matt Nolan and seconded by Chris Wojnicz to approve the recommendations for each of the abatements. The motion passed unanimously on a voice vote.

There being no further business, the meeting was adjourned at 9:11 am.

ORDINANCE NO. 2023-09

AN ORDINANCE AMENDING SECTIONS 236.02 AND 236.025 OF CHAPTER 236 OF THE CODIFIED ORDINANCES TO CHANGE THE TITLE OF ASSISTANT FINANCE DIRECTOR TO THE EXISTING TITLE OF FINANCE ADMINISTRATOR.

WHEREAS, City Council changed the title of Assistant Finance Director to Finance Administrator; and

WHEREAS, amending the within sections to reflect the title change will allow for consistency and avoid confusion in the event the Department of Finance is unavailable.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: Section 236.02 of Chapter 236 of the Codified Ordinances is hereby amended to read as follows:

“236.02. – Finance Administrator.

- (a) If the Director of Finance is unable to perform the duties of the office of the Director of Finance, the Finance Administrator shall perform the duties and responsibilities of the Director of Finance while the Director of Finance is unable to perform the duties of this office.
- (b) If a vacancy occurs in the office of Director of Finance, the individual serving as Finance Administrator shall perform the duties and responsibilities of the Director of Finance until such time as Council approves the Manager’s appointment of a new Director of Finance.”

SECTION 2: Section 236.025 of Chapter 236 of the Codified Ordinances is hereby amended to read as follows:

“236.025. – Acting Director of Finance.

- (a) The Director of Finance is hereby authorized and directed to also include the signature of the Mayor as an authorized and approved signature on the general checking account and payroll account. The Mayor shall sign checks only when the Director of Finance or Finance Administrator is not available.
- (b) The Finance Administrator or the Mayor shall receive no additional compensation for services rendered in the absence of the Director of Finance.

SECTION 3: This measure shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor

First Reading: _____



**Mail Purchase
Orders to:**

3100 Research Dr.
State College, PA
16801

All Traffic Solutions Inc.
14201 Sullyfield Circle,
Ste 300
Chantilly, VA 20151
Phone: 814-237-9005
Fax: 814-237-9006
DUNS #: 001225114
Tax ID: 25-1887906
CAGE Code: 34FQ5

QUOTE Q-67792

DATE: 02/27/2023

**PAGE
NO:** 1

**Questions contact:
MANUFACTURER:
All Traffic Solutions**

Julie Styskin
(866) 366-6602
x 250
jstyskin@alltrafficsolutions.com

Independent Sales Rep:

BILL TO:

City of Monroe
PO Box 330
Monroe OH 45050

SHIP TO:

City of Monroe
233 South Main St.
Monroe OH 45050
Attn: Brad Pelfrey

Billing Contact:

**PAYMENT
TERMS:**

Net 30

CUSTOMER: City of
Monroe

CONTACT:513-539-9234

ITEM NO:	DESCRIPTION:	QTY:	EACH:	EXT. PRICE:
4000745	SpeedAlert 24 Radar Message Sign (RMS); base unit (select mount separately)	1	\$9,135.00	\$9,135.00
4000647	App, Traffic Suite (12mo); Equip Mgmt, Reporting, Image Mgmt, Alerts, Mapping and PremierCare	1	\$1,500.00	\$1,500.00
4000874	All Options Activation: Bluetooth, Traffic Data, Violator Alert, Pictures, (\$3000 Value, requires Traffic or Message Suite)	1	\$0.00	\$0.00
4000173	Trailer, ATS-5 (select power separately)	1	\$4,150.00	\$4,150.00
4100557	hrns, Power cord, iA w/ quick connects for trailer	1	\$0.00	\$0.00
4000879	Violator Strobe, Red and Blue for ATS-5 for use with SA24	1	\$800.00	\$800.00
4001299	3 Year Warranty	1	\$0.00	\$0.00
4001626	VZW communications prep	1	\$0.00	\$0.00
4000636	Trailer Battery kit for ATS-5, 470Ah deep cycle batteries w/cover, hold down, cables& hdwr (iA24, SA24)	1	\$990.00	\$990.00
4000740	Trailer Certificate of Origin	1	\$0.00	\$0.00
4000754	USB cable, 16ft, extra long for trailer or pole	1	\$0.00	\$0.00

4000838	Solar panel, 90W: includes bracket for ATS-5 trailer and harness	1	\$980.00	\$980.00
4000641	Shipping and Handling Common Carrier	1	\$1,000.00	\$1,000.00
4001190	Discount - New Purchase	1	(\$500.00)	(\$500.00)

Special Notes:

**SALES
AMOUNT:**

\$18,055.00

SA24 – Combined Radar and message sign – trailer mounted with 90 watt solar assist – all features activated perpetually (Bluetooth – Data and imaging) 1 year of web services (TraffiCloud) to all 6 Apps (Remote Management – Imaging – Data – Alerts, Mapping and Premier Care warranty) - shipping and training. 3- year warranty. Red-Blue Strobes.

**TOTAL
USD:**

\$18,055.00

Duration: This quote is good for 60 days from date of issue.

Shipping Notes: All shipments shall be FOB shipper. Shipping charges shall be additional unless listed on quote.

Taxes: Taxes are not included in quote. Please provide a tax-exempt certificate or sales tax will be applied.

Warranty: Unless otherwise indicated, all products have a one year warranty from date of sale. Warranty extensions are a component of some applications that are available at time of purchase. A Finance Charge of 1.5% per month will be applied to overdue balances. GSA GS-07F-6092R

Authorization: By Signing below, I indicate that my organization does not require a purchase order and I am authorized to commit my organization to this order.

Signature: _____ Date: _____

Print Name: _____ Title: _____





Start: 2022-03-24

End: 2022-03-30

Times: 0:00-23:59

Speed Effectiveness Report

Eb Lebanon at Conova, EB

Medium Risk Threshold: Speed Limit + 10

High Risk Threshold: Speed Limit + 20

Speed Range: 1 to 150

Time View: By Hour (Avg Volumes)

Time	Speed Limit	Sign Mode	Compliant Avg Final Speed	Compliant Change in Speed	Low Risk Avg Final Speed	Low Risk Change in Speed	Medium Risk Avg Final Speed	Medium Risk Change in Speed	High Risk Avg Final Speed	High Risk Change in Speed	% of Vehicles Slowed
0:00	25	Dependent Messages	13.3	-4.2	29.6	-3.5	38.7	-2.7	n/a	n/a	87.0%
1:00	25	Dependent Messages	13.9	-3.0	30.6	-2.7	39.1	-2.6	51.0	-2.0	78.8%
2:00	25	Dependent Messages	12.3	-3.2	31.7	-3.1	38.4	-3.0	n/a	n/a	77.1%
3:00	25	Dependent Messages	13.7	-4.0	32.0	-3.1	39.5	-2.7	46.0	-2.0	87.3%
4:00	25	Dependent Messages	13.5	-3.3	31.9	-3.7	40.2	-2.7	47.8	-2.2	86.7%
5:00	25	Dependent Messages	10.7	-1.9	31.5	-3.6	39.4	-3.0	49.4	-3.0	82.0%
6:00	25	Dependent Messages	14.4	-2.5	31.8	-3.5	39.8	-2.3	48.3	-2.8	86.9%
7:00	25	Dependent Messages	15.8	-1.6	30.7	-2.3	39.7	-2.7	49.5	-2.5	76.5%
8:00	25	Dependent Messages	17.1	-1.9	29.7	-1.6	39.9	-2.0	47.6	-2.1	71.2%
9:00	25	Dependent Messages	16.7	-2.2	29.6	-1.1	39.2	-2.0	46.0	-2.0	64.7%
10:00	25	Dependent Messages	16.0	-1.8	29.4	-1.5	39.7	-2.2	47.0	-3.0	69.6%
11:00	25	Dependent Messages	16.2	-1.8	29.4	-1.9	40.0	-2.6	47.0	-2.0	67.6%
12:00	25	Dependent Messages	17.7	-2.1	29.6	-0.7	39.1	-2.5	55.0	-2.0	67.0%
13:00	25	Dependent Messages	17.2	-1.5	29.7	-0.6	39.0	-1.6	47.0	0.0	61.0%
14:00	25	Dependent Messages	18.3	-2.0	29.5	-0.9	38.3	-1.1	46.0	-2.0	64.2%
15:00	25	Dependent Messages	19.0	-1.7	29.1	-0.5	39.0	-0.8	n/a	n/a	62.0%
16:00	25	Dependent Messages	18.7	-1.4	28.7	-0.4	38.8	-1.8	n/a	n/a	62.1%
17:00	25	Dependent Messages	19.2	-1.8	29.0	-0.5	39.7	-1.0	48.6	-1.7	63.9%
18:00	25	Dependent Messages	19.0	-2.1	29.1	-0.3	39.4	-0.9	50.1	-0.9	62.1%
19:00	25	Dependent Messages	18.3	-2.6	28.6	-0.6	39.5	-0.2	51.0	0.0	65.4%
20:00	25	Dependent Messages	18.0	-2.6	28.1	-0.6	38.4	-2.4	n/a	n/a	63.9%
21:00	25	Dependent Messages	17.3	-2.9	28.5	-1.1	39.1	-3.0	47.0	-2.0	67.7%
22:00	25	Dependent Messages	12.3	-1.3	30.3	-2.6	38.7	-3.0	48.0	-3.0	63.5%
23:00	25	Dependent Messages	15.2	-3.2	29.3	-1.9	39.0	-3.4	n/a	n/a	78.7%



Start: 2022-03-24
End: 2022-03-30
Times: 0:00-23:59

Speed Effectiveness Report

Eb Lebanon at Conova, EB

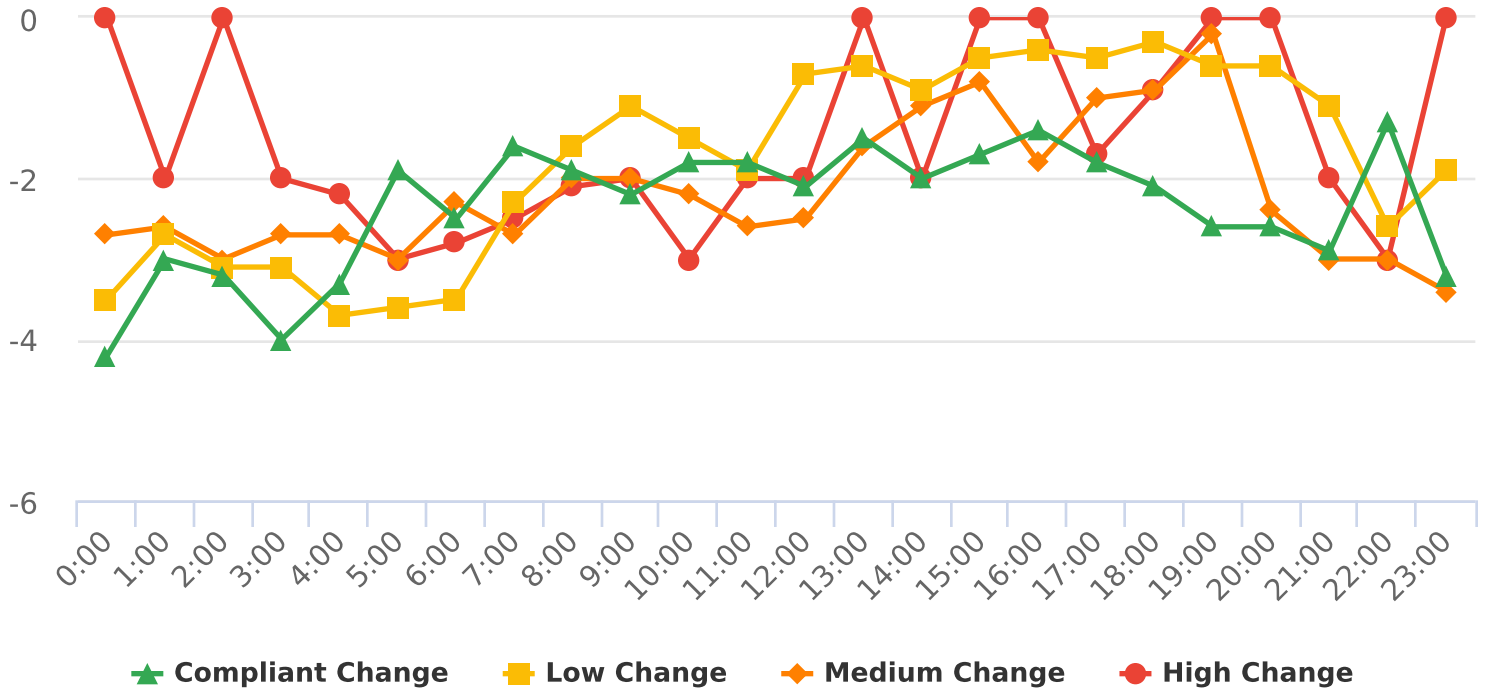
Medium Risk Threshold: Speed Limit + 10

High Risk Threshold: Speed Limit + 20

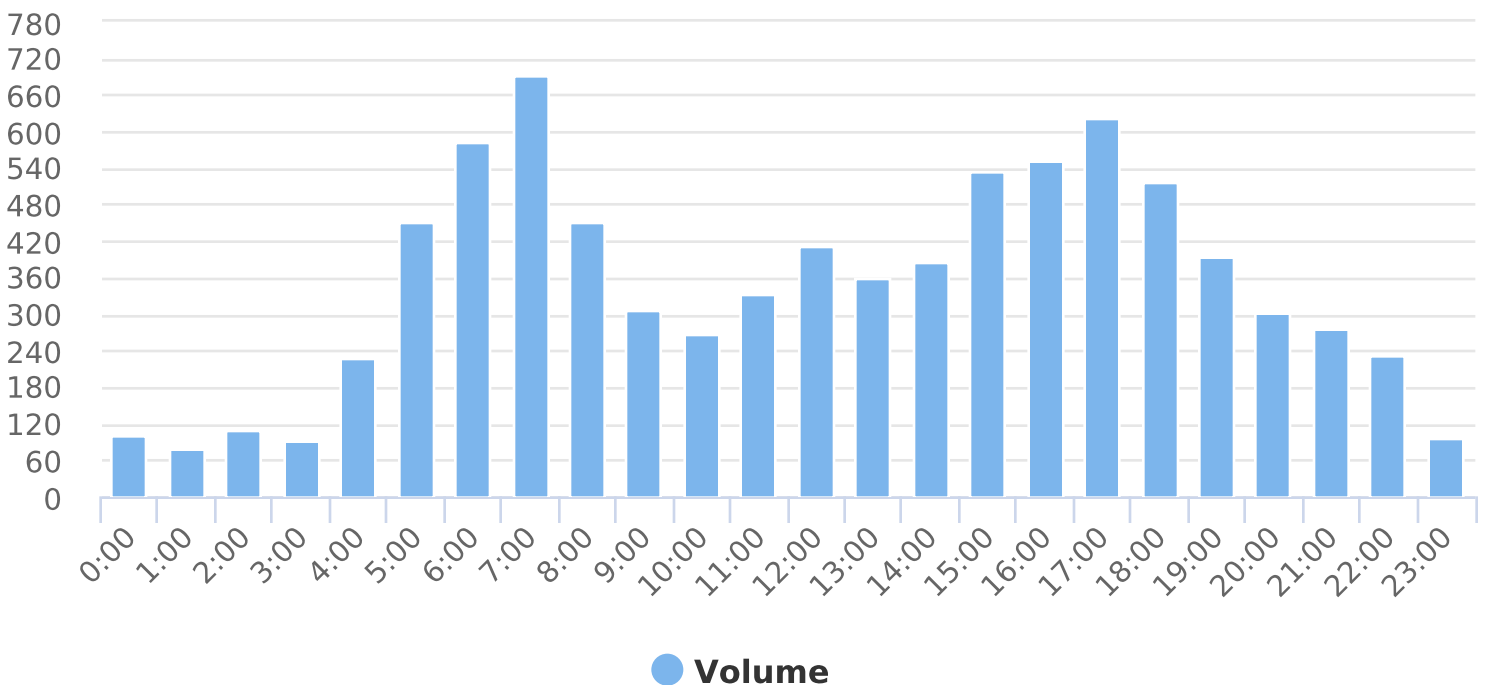
Speed Range: 1 to 150

Time View: By Hour (Avg Volumes)

Changes in Speed by Risk Threshold



Volume by Time (Average)





Start: 2022-06-20
End: 2022-06-27
Times: 0:00-23:59

Compliance & Risk Report

WB 801 N Garver, WB

Medium Risk Threshold: Speed Limit + 10

High Risk Threshold: Speed Limit + 20

Speed Range: 1 to 150

Time View: By Hour (Total Volumes)

Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	35	Dependent Messages	45	2	0	0	47
1:00	35	Dependent Messages	37	1	1	0	39
2:00	35	Dependent Messages	39	2	0	0	41
3:00	35	Dependent Messages	25	3	0	0	28
4:00	35	Dependent Messages	37	4	0	0	41
5:00	35	Dependent Messages	63	1	1	0	65
6:00	35	Dependent Messages	190	14	0	0	204
7:00	35	Dependent Messages	362	30	1	1	394
8:00	35	Dependent Messages	455	53	1	1	510
9:00	35	Dependent Messages	248	19	2	0	269
10:00	35	Dependent Messages	375	19	0	0	394
11:00	35	Dependent Messages	505	44	2	0	551
12:00	35	Dependent Messages	522	53	1	0	576
13:00	35	Dependent Messages	497	48	0	0	545
14:00	35	Dependent Messages	487	54	0	0	541
15:00	35	Dependent Messages	606	59	1	0	666
16:00	35	Dependent Messages	626	80	3	0	709
17:00	35	Dependent Messages	516	70	1	0	587
18:00	35	Dependent Messages	259	39	0	0	298
19:00	35	Dependent Messages	231	32	0	0	263
20:00	35	Dependent Messages	318	56	2	0	376
21:00	35	Dependent Messages	90	7	0	0	97
22:00	35	Dependent Messages	71	3	0	0	74
23:00	35	Dependent Messages	75	10	1	1	87
Total			6679	703	17	3	7402



Start: 2022-06-20
End: 2022-06-27
Times: 0:00-23:59

Compliance & Risk Report

WB 801 N Garver, WB

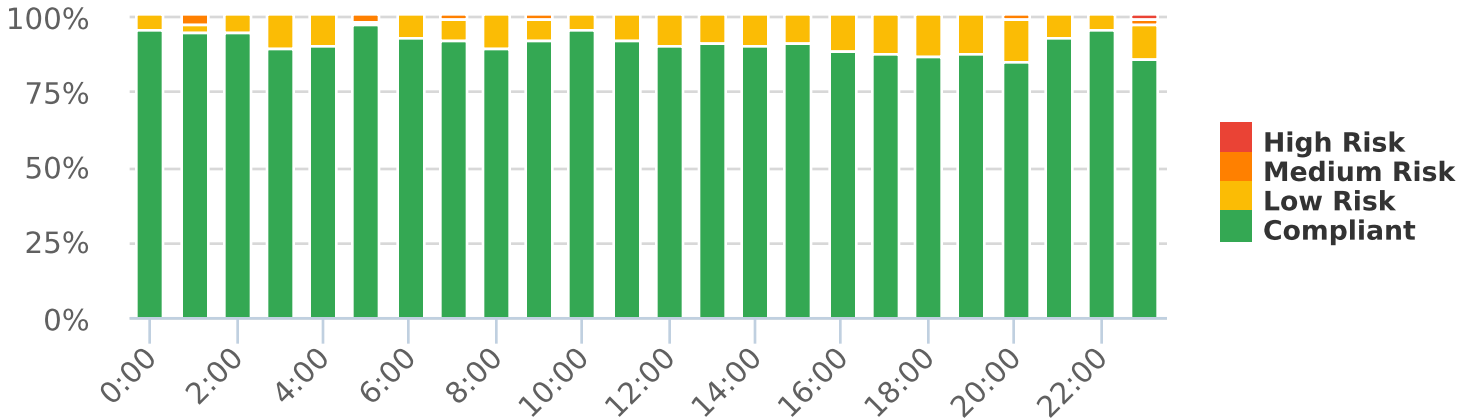
Medium Risk Threshold: Speed Limit + 10

High Risk Threshold: Speed Limit + 20

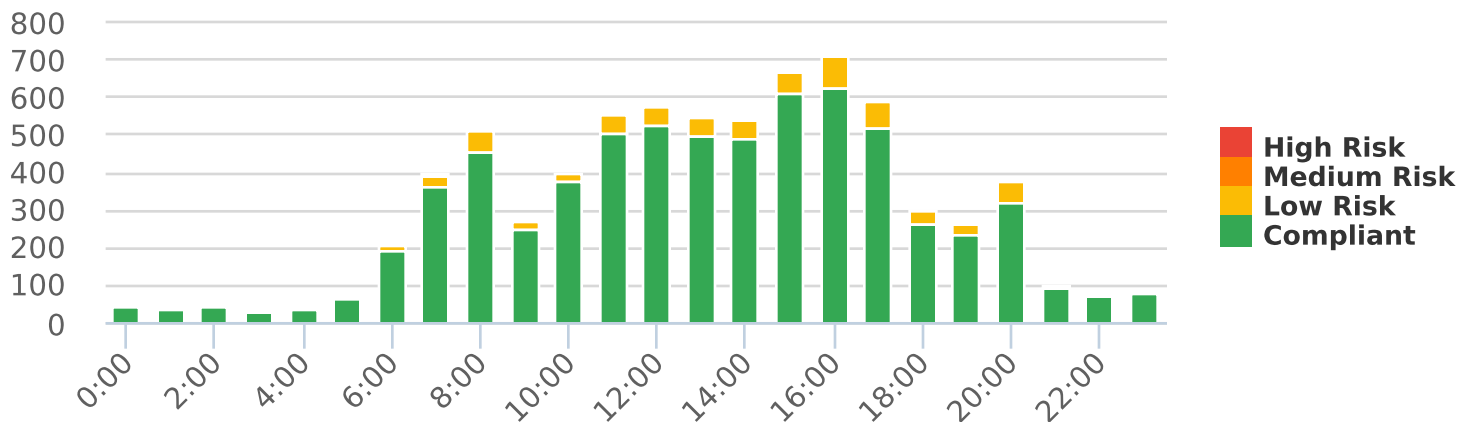
Speed Range: 1 to 150

Time View: By Hour (Total Volumes)

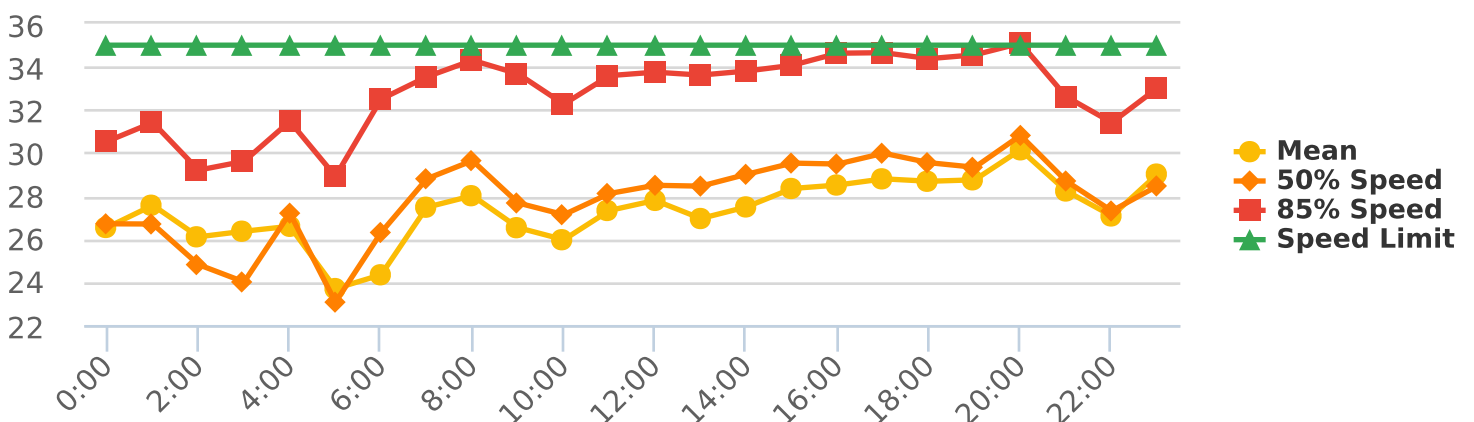
Compliance % by Hour (Totals)



Compliance by Hour (Totals)



Speeds





Start: 2022-08-10

End: 2022-08-16

Times: 0:00-23:59

Enforcement Priorities Report

Apple Knoll, WB

Violation Threshold: Speed Limit +10

Speed Range: 1 to 150

Rank Results By: 85% Speed

#	Site	Day of Week	Time	Speed Limit	Average Speed	Average Violator Speed	85% Speed	Average # Vehicles	Average # Violators
1	Apple Knoll, WB	Mon	16:00 - 17:00	25	19.0	n/a	27.0	55	0
2	Apple Knoll, WB	Fri	10:00 - 11:00	25	17.0	n/a	27.0	20	0
3	Apple Knoll, WB	Sun	18:00 - 19:00	25	18.3	37.0	26.7	38	1
4	Apple Knoll, WB	Fri	12:00 - 13:00	25	17.3	n/a	26.2	26	0
5	Apple Knoll, WB	Wed	19:00 - 20:00	25	18.0	n/a	26.0	28	0
6	Apple Knoll, WB	Thu	11:00 - 12:00	25	17.0	n/a	26.0	29	0
7	Apple Knoll, WB	Sat	17:00 - 18:00	25	19.0	n/a	26.0	49	0
8	Apple Knoll, WB	Tue	12:00 - 13:00	25	18.1	n/a	25.6	33	0
9	Apple Knoll, WB	Thu	15:00 - 16:00	25	18.6	36.0	25.6	43	1
10	Apple Knoll, WB	Mon	18:00 - 19:00	25	18.8	n/a	25.0	61	0
11	Apple Knoll, WB	Mon	17:00 - 18:00	25	17.0	n/a	25.0	52	0
12	Apple Knoll, WB	Mon	19:00 - 20:00	25	18.0	n/a	25.0	47	0
13	Apple Knoll, WB	Thu	16:00 - 17:00	25	18.0	n/a	25.0	60	0
14	Apple Knoll, WB	Thu	17:00 - 18:00	25	19.0	n/a	25.0	81	0
15	Apple Knoll, WB	Thu	20:00 - 21:00	25	17.0	36.0	25.0	48	2
16	Apple Knoll, WB	Fri	8:00 - 9:00	25	20.0	n/a	25.0	22	0
17	Apple Knoll, WB	Fri	17:00 - 18:00	25	18.0	n/a	25.0	50	0
18	Apple Knoll, WB	Sat	11:00 - 12:00	25	16.0	n/a	25.0	29	0
19	Apple Knoll, WB	Sat	13:00 - 14:00	25	17.0	n/a	25.0	39	0
20	Apple Knoll, WB	Fri	15:00 - 16:00	25	18.0	n/a	24.6	58	0
21	Apple Knoll, WB	Mon	20:00 - 21:00	25	18.0	n/a	24.0	32	0
22	Apple Knoll, WB	Wed	16:00 - 17:00	25	19.0	n/a	24.0	38	0
23	Apple Knoll, WB	Sun	16:00 - 17:00	25	17.0	n/a	24.0	39	0
24	Apple Knoll, WB	Sun	14:00 - 15:00	25	16.0	n/a	24.0	21	0
25	Apple Knoll, WB	Sun	10:00 - 11:00	25	16.0	n/a	24.0	21	0

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

26312758505		NEW	FAMILY DOLLAR STORES OF OHIO LLC DBA FAMILY DOLLAR STORE 24229 6 N MAIN ST MONROE OH 45050
PERMIT NUMBER		TYPE	
ISSUE DATE			
03 24 2023			
FILING DATE			
C1		PERMIT CLASSES	
09	066	A	D73354
TAX DISTRICT		RECEIPT NO.	

FROM 03/28/2023

PERMIT NUMBER		TYPE
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT	RECEIPT NO.	



MAILED 03/28/2023

RESPONSES MUST BE POSTMARKED NO LATER THAN. 04/28/2023

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.
REFER TO THIS NUMBER IN ALL INQUIRIES

A NEW 2631275-8505

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF MONROE CITY COUNCIL
233 S MAIN ST
P O BOX 330
MONROE OHIO 45050

EMERGENCY ORDINANCE NO. 99-22

AN ORDINANCE ESTABLISHING POSTING PLACES FOR ORDINANCES AND RESOLUTIONS, REPEALING ORDINANCE NO. 98-02, AND DECLARING AN EMERGENCY.

WHEREAS, the Municipal Administrative Offices will move from 105 Old Street, Monroe, to 233 South Main Street, Monroe, and the Municipal Council Chambers will move from 6262 Hamilton-Middletown Road, Middletown, to 233 South Main Street, Monroe; and

WHEREAS, the Charter of the Municipality of Monroe requires that Municipal Council shall determine the posting places for ordinances and resolutions.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE MUNICIPALITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: All ordinances, resolutions and any statements, orders proclamations, notices or reports required by law or ordinances to be published shall be published by posting copies thereof for fifteen (15) days in the Monroe City Hall where regular meetings of Council are held, the Monroe Police Department, and in three other locations as shall be from time to time designated by motion of Council. The posting shall be in a conspicuous place in these buildings and shall be readily accessible to the public at reasonable hours.

SECTION 2: Ordinance No. 98-02, passed January 13, 1998, is hereby repealed.

SECTION 3: Council hereby declares this Ordinance to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reason that it is necessary for the public to continue to be informed about the content of ordinances, resolutions, statements, orders, proclamations, notices and reports required by law to be published in an efficient and timely manner; therefore, this Ordinance shall take effect and be in force from and after its passage.

PASSED: August 24, 1999

ATTEST:

APPROVED:

Linda Egelston
Clerk of Council

Elbert R. Tammeth Jr.
Mayor

This Ordinance was enacted in open meeting pursuant to the terms and provisions of the Sunshine Law, Section 121.22 of the Ohio Revised Code.

Representative Gary Cates to maintain one area code for Butler County and Monroe has been asked to join in this effort by passage of a resolution of support. It was noted by Manager Whitman that Monroe may request the portion of Monroe in Warren County also be included. Following discussion, Mr. Doty moved to suspend the rule requiring the reading of the Resolution on two separate days, authorize adoption on the first reading and have it read by title only; seconded by Ms. Sizemore. Voice vote - motion passed. The Clerk read A RESOLUTION TO REQUEST THE PUBLIC UTILITIES COMMISSION OF OHIO TO MAINTAIN ONE AREA CODE FOR THE ENTIRE AREA OF BUTLER COUNTY, AND DECLARING AN EMERGENCY, by title only. Mr. Doty moved for adoption; seconded by Ms. Sizemore. Roll call vote - six ayes - Emergency Resolution No. 24-99 adopted.

EMERGENCY ORDINANCE NO. 99-22, ESTABLISHING POSTING PLACES FOR ORDINANCES AND RESOLUTIONS AND REPEALING ORDINANCE NO. 98-02

- Manager Whitman explained that this legislation was necessary in accordance with our charter, since the location of the municipal offices and police department was changing and this would now reflect the new locations. The Charter requires two primary places for posting to be set by Ordinance, with three additional to be selected by motion of Council. In addition to the legislation being considered, Mr. Doty moved to add Mount Pleasant, the Post Office and the Fire House at 6262 Hamilton-Middletown Road; seconded by Mr. Detcher. Voice vote - motion passed. Mr. Doty then moved to suspend the rule requiring the reading of the Ordinance on two separate days, authorize its adoption on the first reading and have it read by title only; seconded by Mr. Detcher. Voice vote - motion passed. The Clerk read AN ORDINANCE ESTABLISHING POSTING PLACES FOR ORDINANCES AND RESOLUTIONS, REPEALING ORDINANCE NO. 98-02, AND DECLARING AN EMERGENCY, by title only. Mr. Doty moved for adoption; seconded by Mr. Kremer. Roll call vote - six ayes - Emergency Ordinance No. 99-22 adopted.

CONSIDERATION OF MOTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONSTRUCTION TAKEOVER AGREEMENT WITH NORTH AMERICAN SPECIALTY INSURANCE COMPANY

- The Manager advised that this Construction Takeover Agreement is for the Mount Pleasant Special Assessment project and terms have been approved by Law Director Callahan following the default of the contractor, the Otto Group. Approximately 10% - 15% of the project remains for completion and the insurance company has chosen SK Construction Company for this completion. Dan Suer of Mount Pleasant noted they were pleased with this action but concerned if there would be additional cost. Law Director Callahan pointed out that two amendments to the contract distributed to Council in their packets was the inclusion of SK Construction as the approved contractor and a completion date of November 30, since the October 1 date was unrealistic. The contractor will be working closely with Robert Weineke, engineer on the project, to complete the work. Following discussion, Mr. Doty moved to authorize the City Manager to execute, on behalf of the City, the Construction Contract Takeover Agreement with the North American Specialty Insurance Company; seconded by Mr. Kremer. Voice vote with all aye - motion passed.

CONSIDERATION OF MOTION AUTHORIZING PAY RELEASE #15 FOR GEBHART CONTRACTORS, INC., FOR THE URBAN CENTER PROJECT, IN THE

CITY OF MONROE

Rules of Council

A. Compliance – Sunshine Rule

At the time of adoption of these Rules of Council, it is the intent of Council to be in full compliance with “~~Ohio Sunshine Laws~~~~The Sunshine Rules of the State of Ohio~~”. Any subsequent amendments to the State statutes which creates conflict with these Rules shall take precedence and shall be considered affective upon passage by the State.

B. Meetings.

1. Special Meetings: Council shall hold such special meetings as may be found necessary. Such meetings will be called by the Clerk of Council upon the request of the Mayor or two or more members of Council. Any such vote or request for the calling of a special meeting shall state the subject or subjects to be considered there at, and no other subject or subjects shall be discussed except upon the approval of ~~three~~ four or more members of Council in attendance at such special meeting. Twenty-four hours notice in writing of such special meeting shall be prepared by the Clerk and delivered to all members of Council and the Manager, and the news media shall be given at least twenty-four hours advance notice. In the event of an emergency requiring immediate official action, the news media shall be contacted as soon as the time and place of the meeting is known and Council members shall sign that they have agreed to waive the twenty-four hour notice requirement.
2. Advance Notification: Any person may, upon request to the Clerk of Council and payment of a reasonable fee to be established by Council, obtain reasonable advance notification of all meetings at which any specific type of public business is to be discussed. The exact provisions of such notification shall be established by Council by motion.
3. Posting: ~~This rule~~ These Rules shall be permanently posted in the Municipal Building and on the City’s website.

C. The Chair, Powers and Duties

1. Roll Call: The Mayor shall take the chair at the hour appointed for Council to meet and shall immediately call the meeting to order. The roll shall be called by the Clerk, who shall enter into the Minutes of the Meeting the names of the members present. ~~In the absence of a quorum at the time appointed for a meeting, the members present may, by a majority vote, take a recess or recesses and direct the Clerk to procure the attendance of absent members.~~

2. Temporary Chair~~man~~: In the absence of the Mayor, the Vice Mayor shall call the meeting to order and chair the meeting. In the absence of both the Mayor and Vice Mayor, the Clerk or Clerk Pro-tem shall call the Council meeting to order and call the roll. If a quorum is found to be present, Council shall proceed to elect, by a majority vote, a temporary chair~~man~~ for the meeting.
3. Appeals from Decision of the Chair: The Chair shall preserve decorum and decide all questions of order subject to appeal to Council. In case of an appeal from a ruling of the Chair, the question shall be: "Shall the decision of the Chair stand as the decision of Council?" If a member transgresses the Rules of Council, the Chair shall call him to order, in which case he shall relinquish the floor, unless permitted to explain.
4. Votes: All questions shall be stated by the Chair. In case of a roll call vote, the roll call shall be taken by the Clerk. Upon completion of the roll call, the Clerk shall announce the result~~s by stating the total in favor of the question and the total opposed to the question.~~ The result of viva voce votes shall be declared by the Chair without reference to the Clerk. Where the results of a viva voce vote is in doubt, the Chair may, and on the demand of any member shall, call for a roll call vote. It shall not be in order for members to explain their votes during the call of the roll.
5. Presiding Officer Leaving Chair: The presiding officer at a meeting may call any other member to take his place in the Chair, but the substitution shall not extend beyond adjournment. By presiding officer is meant either Mayor, Vice Mayor, or a temporary chair~~man~~.

D. Members, Duties and Privileges

1. Seating Arrangement: Seats in the Council Chamber shall be arranged at the discretion of the Mayor.
2. Addressing the Chair: Members, when about to speak to a question or make a motion, shall address the Chair as "Mayor", who shall pronounce the name of the member entitled to the floor. Members addressing Council shall confine themselves to the question under debate and avoid personalities.
3. Limitation on Debate: No member shall be allowed to speak more than once upon any one subject until every member choosing to speak shall have spoken, nor more than twice upon the same subject, nor for a longer time than three minutes each, without leave of Council as expressed by a majority vote of the members present.
4. Voting: Council shall vote in rotation, (starting with a different member for each vote) each member voting by use of the word "yea" or "nay" or "yes" or "no". Any member who abstains from voting shall be deemed to have voted with the majority on the issue at hand, unless said member was prohibited from voting by the provisions of the Ohio Revised Code, Section 733.78, or was compelled to abstain by circumstances which in

his opinion and the opinion of the remaining members of Council give rise to a conflict of interest.

5. Division of a Question: On demand of any member, a question under consideration which covers two or more points, shall be divided where the question admits of such division.
6. Personal Privilege: The right of a member to address the Council on a question of personal privilege shall be limited to cases in which his integrity, character, or motives are assailed, questioned, or impugned.
7. Dissents and Protests: Any member shall have the liberty to dissent from or protest against any Council ordinance, resolution, or decision and have the reason or reasons thereof entered upon the journal. Such dissent may be made in writing, in respectful language, and presented to Council not later than the next regular meeting following that of the passage of such ordinance, resolution or decision.
8. Demand for Roll Call: Any member may demand a roll call vote upon any question before Council at any time before the decision on said question is announced by the Chair.
9. Excusal from Attendance: Members who will be absent from a Council meeting shall notify the Mayor, or Clerk of Council or Manager of such absence ~~as soon as possible prior to such meeting by no later than noon the day of a normal Council meeting in order for it to be considered excusal.~~ (Reference Section 4.06 of the Charter of Monroe) Absences reported shall be brought before Council for approval and inclusion in Council minutes.
10. Excusal During Meeting: No member shall be excused while Council is in session except upon permission of the Chair.

E. Order of Business

1. Upon motion of any Council member, the order of business at any meeting may be altered by affirmative vote of a majority of the members present. The Clerk shall prepare the Meeting Agenda and make available to each Council member and the Manager, copies thereof, along with copies of items of business filed by Council members, ordinances, resolutions, petitions, correspondence, reports, or any other item placed on the meeting agenda. These packets will be made available to each member not later than 24 hours prior to said meeting. Deadline for filing of agenda items shall be no later than 12:00 noon on the ~~Friday~~ Monday the week prior to the meeting, unless otherwise approved ~~the City Manager and the Mayor~~. Copies of the Agenda will be available in the Council Chambers for the use of visitors. The order of business at meetings of Council shall be in accordance with the Agenda as follows:

- a) Roll Call to determine presence of a quorum and excused absence of those not in attendance.
- b) Approve Minutes of Prior Meetings. Reading of minutes of the previous Council meeting may be dispensed with if each Council member has been provided with a copy of the minutes at least 24 hours prior to the meeting. Otherwise, the minutes of the previous Council meeting shall be read by the Clerk. (Do we want to keep? There are times that minutes are not ready at the next meeting. What about committee meeting minutes?) Prior to 2006, it was determined that Council would approve the minutes of the Committees of Council. Personally, I have never heard of this unless it is a committee that perhaps meets only once every two years or never meets again, for example. Typically, the body the minutes were created for is the body that approves the minutes. For example, the Public Works Committee would approve their minutes and not the entire Council. Copies of all minutes are provided to Council for information and not for approval. I reached out to other City Clerks and the majority have the specific committee approve their own minutes. There are some that their Council does not have separate committees. The Council meets as a “committee of the whole.”
- c) Receive Visitors. Any items brought before Council by a citizen, of an administrative nature, shall be referred to the Manager for a report at the next regular meeting. Any matter of a policy nature shall be placed on the agenda of the next regular Council meeting. Visitors desiring to address City Council must complete a visitors card and submit the card to the Clerk prior to the beginning of the meeting. Comments are limited to three (3) minutes. Large groups are encouraged to select no more than three spokespersons.
- d) Committee Reports. Following roll call and the approval of the minutes of the preceding meeting, the business of regular meetings shall commence with reports of standing committees of Council. At special meetings the purpose named in the call shall have precedence over any other business.
- e) Old Business. Old business shall consist of any legislation or other previously discussed items which have not been addressed previously in the meeting and shall commence at the point where the order of business at the preceding meeting was interrupted by the adjournment.
- f) ~~Proposed Legislation. Proposed legislation shall be presented for consideration of Council action.~~
- g) New Business. New business includes proposed legislation or motions for consideration of Council action ~~correspondence, emergency legislation, reports and communication introduced for the first time from Council members, the Manager, the Clerk, and other municipal officials.~~

- h) Administrative Reports. Administrative reports shall include correspondence, reports, and communication ~~those~~ from the Manager, Clerk, or Department Heads~~Treasurer, Law Director, etc.~~
- i) Adjournment. Adjournment shall be done by the proper vote.

Should we add an additional item before adjournment for Council comments? This would be for items that Council members would like to bring up for discussion or for a report at the next meeting. Each member of Council in attendance would be given the chance to speak and would have 3 minutes for their initial comments. The Chair could allow for additional time as they see fit.

F. Motions

1. Passage of Motions: When a motion is made it shall be stated by the Chair before debate. Any member may demand that it be reduced to writing. A motion shall not be withdrawn by the mover without the consent of Council. A motion must be seconded in order to be brought to a vote and the motion shall be deemed passed if it receives the affirmative vote of a majority of the members of Council per Section 7.06 of the Charter of Monroe.
2. Order of Procedure: When a question is before Council, no motion shall be entertained except for the following:
 - a) To adjourn.
 - b) To lay on the table.
 - c) The previous question.
 - d) To postpone to a certain time.
 - e) To refer.
 - f) To amend.
 - g) To postpone indefinitely.

Said motions shall have precedence in the foregoing order.

3. Motion to Adjourn: Motion to adjourn shall be in order at any time except as follows:
 - a) When repeated without intervening business or discussion.
 - b) When made while another member is speaking.
 - c) When the previous question has been ordered.
 - d) While a vote is being taken.

A motion to adjourn is not debatable, except as to time to which the meeting is adjourned.

4. Motion to Lay on the Table: A motion to lay on the table shall preclude all amendments or debate of the subject under consideration. If motion prevails, the consideration of the

subject may be resumed upon motion of a member voting with the majority and the consent of the majority of the members present.

5. Previous Question: The previous question shall be stated in these words: “Shall debate now close?” The motion shall pass if a majority of the members present shall favor it. If the said motion is ordered, there shall be no further amendment or debate, but the question shall be put immediately.
6. Motion to Postpone: Motions to postpone may be amended as to time, excepting a motion to postpone indefinitely. If a motion to postpone indefinitely is carried, the principal question shall be declared lost.
7. Motion to Amend: A motion to amend shall be susceptible of but one amendment. An amendment once rejected may not be moved again in the same form.
8. Motion to Suspend Rules: Except as provided in Section 7.05 of the Charter of Monroe, all other rules contained herein may be suspended by a majority of members of Council present without debate.
9. Motion to Reconsider: A motion to reconsider a proposal that has been acted upon favorably must be made before adjournment of the session of Council at which the vote was taken. A motion to reconsider any other action taken by Council may be made not later than the next regular meeting after the vote of Council thereon. In either case such motion may be made only by a member who voted with the prevailing side. The concurrence of a majority of the members present shall be sufficient for reconsideration of a vote. If a motion to reconsider is lost, it shall not be entertained again.
10. Motion to Pass Ordinance or Resolution: ~~The reading and passage of E~~each ordinance or resolution ~~shall be made pursuant to the Charter. is required to be read fully and distinctly on two separate days unless the Council, by motion, suspends the requirement that it be read on two separate days and authorizes its adoption on the first reading. In addition, Council may also authorize by motion that the ordinance or resolution be read by title only. Each of these motions to suspend the rule must be separately stated and a separate vote must be taken on each motion.~~ In a non-emergency situation, the ordinance ~~or resolution~~ will then go into effect 30 days after it has been passed. In the case of an emergency ordinance ~~or resolution~~ where the rules have been suspended, it will take effect immediately. ~~Each motion requires the vote of five members of Council.~~ Suggested statement of motion for emergency ordinances is as follows:
 - a) “I move to suspend the rule requiring dispense with the reading of ~~the (ordinance or resolution)~~ Ordinance number _____ on two separate days and authorize adoption on the first reading.” (This motion may be made by the Chair or any other member of Council.)
 - b) ~~“I move that the (ordinance or resolution) be read by title only.” (This motion may be made by the Chair or any other member of Council.)~~

e)b) “I move to adopt Ordinance number _____ ~~for adoption of the (ordinance or resolution).~~”

G. Standing Committees

In order to facilitate the functioning of Council and to coordinate Council’s operations with the Manager and administration, the following committees of Council are hereby established with their respective areas of responsibility. These committees are intended to complement and not conflict with the duties of the Manager and the administration as developed in the Charter. All committees are developed to assist the administration and to provide Council with information regarding the functions of the City.

- 1) Public Works Committee. One Member of the Public Works Committee shall also be the Council liaison to the Park and Recreation Board. The Public Works Committee shall be responsible for:
 - a. Review of the utilities of the City, including presentation of any legislation pertaining to the Utility Department;
 - b. Providing information to Council on the condition of City utilities;
 - c. Review and development of improvement projects relating to City utilities;
 - d. Review and development of long range utility plans for the City;
 - e. Review of all street improvement and maintenance programs;
 - f. Provide recommendations to Council regarding the maintenance and improvement programs for streets, including budget recommendations;
 - g. Development and implementation of a master street improvement program. This function shall include the priority, type of work necessary, and method of financing;
 - h. Review all Park use rules and regulations;
 - i. Development and implementation of a park Development and Open Spaces Master Plan. This function shall include the priority and method of financing;
 - j. Review of all Cemetery rules and regulations; and
 - k. Review of the Storm Water Master Plan.
- 2) Finance Committee. The Finance Committee shall be responsible for:
 - a. Review of budget and appropriation ordinances;
 - b. Presentation of all budget and appropriation ordinances to Council;
 - c. Reporting the financial condition of the City to Council with any recommendations toward the improvement of the City financial condition;
 - d. Developing recommendations to Council regarding the financing of any capital improvement projects; and
 - e. Review all rates and fees charged by the City, including, but not limited to, rates for water, sewer service, storm water, trash collection, street lights, and miscellaneous permits and licenses; and
 - f. Providing Council with recommendations for any rate or fee increases.
- 3) Administrative Liaison Committee. The Mayor shall serve as the only member of the Administrative Liaison Committee. The Administrative Liaison Committee shall be responsible for:

- a. Providing general contact with the City Manager and providing such assistance to the Manager in any areas when specifically requested by the Manager; and
 - b. Providing contact between Council, the Board of Zoning Appeals, and the Personnel Board.
- 4) Technology Committee. The Technology Committee shall be responsible for:
 - a. Review of emerging technology and how such technology can be implemented for the betterment of business and residential community, as well as, the operation of the City. Review may include, but not be limited to, cable television upgrades, wireless, fiber optic, satellite services, and cell based services; and
 - b. Review of website design and development with specific direction towards “E-Government” and “E-Business.”
- 5) Public Involvement Committee. The Public Involvement Committee shall be responsible for:
 - a. Directing of special events of the City; and
 - b. Public Art Festivals, Events, etc.
- 6) Public Safety Committee. The Public Safety Committee shall be responsible for:
 - a. Review and make recommendations concerning the operation of the Departments of Fire and Police.

Temporary Committees. Council may from time to time, by motion, appoint a temporary committee for involvement in a certain project that does not fall under the duties of the committees set forth above.

H. Record of Council Proceedings

- 1. The Clerk of Council shall maintain a written record of all meetings of Council which shall be approved at the following regular meeting.
- 2. In order to assist the Clerk in reviewing the proceedings and maintaining the record of Council meetings, ~~tape~~ and audio recordings shall be taken and maintained for a period of two years.

I. Miscellaneous

- 1. Procedure in Absence of Rule: In the absence of a rule to govern a point of procedure, reference shall be made to the approved practice in the current Roberts Rules of Order.
- 2. Decorum in Council Chambers: The Chair shall maintain decorum in Council Chambers during sessions. Persons, other than members of Council, Municipal officials, and members of the press shall not be permitted upon the floor of the Council, or to address Council, except upon introduction by the Chair or a member of Council. If anyone, other than a Municipal Official, desires to speak to a member of Council while it is in session the member, if agreeable to the request, shall leave his seat and retire to the rear of the Council Chambers or elsewhere until the conversation is finished.
- 3. Amending Rules: A majority vote is required to alter, amend, rescind, or supplement these Rules. Any proposed alterations, amendments, or supplements shall be submitted

in writing at a regular meeting and placed on the agenda for the next regular meeting under the order of New Business. By **unanimous** recorded vote of all sworn members of Council, such proposed alterations, amendments or supplements may be adopted at the meeting at which the same are submitted. **Majority or unanimous?**

4. Law Director: The Law Director shall, when requested by a member of Council, give a verbal opinion on any question of law concerning Municipal affairs, in open Council, but he may if he deems the matter of importance, take a reasonable time to submit his opinion in writing.



SOUTHWEST

15 Total Dispensaries

-  **SW DISTRICT 1**
- 3 Dispensaries
-  **SW DISTRICT 2**
- 2 Dispensaries
-  **SW DISTRICT 3**
- 2 Dispensaries
-  **SW DISTRICT 4**
- 3 Dispensaries
-  **SW DISTRICT 5**
- 1 Dispensary
-  **SW DISTRICT 6**
- 1 Dispensary
-  **SW DISTRICT 7**
- 1 Dispensary
-  **SW DISTRICT 8**
- 2 Dispensaries

