



**Monroe Council Agenda
Regular Meeting of Council
May 23, 2023 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of May 9, 2023

Visitors

Committee Reports

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

Old Business

New Business

Resolution No. 36-2023. A Resolution authorizing the City Manager to enter into an agreement with National Inspection Corporation for building services.

Strategic Priority: Well Managed Services and Infrastructure

Background: The Ohio Administrative Code says that a political subdivision may have its own building department (OAC 4101:7-2-01). For a political subdivision to have a building department approved of by the state it must have the following:

1. Building Official
2. Master Plans Examiner
3. Building Inspector
4. Plumbing, Gas, and Electrical Inspectors
5. Back up personnel for all of the above



OAC 4101:7-2-05 expresses that a political subdivision can contract for these services.

Once a building department has been established its personnel must be certified by the Board of Building Standards pursuant to Ohio Revised Code 3781.10 to have enforcement authority to enforce the residential and non-residential building code, to accept and approve plans and specifications, and make inspections.

In order to maintain compliance with state law, the City has contracted with NIC to provide these services.

The contract with National Inspection Corporation (NIC) for Building Plans Examination and Inspection Services has matured.

ANALYSIS

The City has contracted with NIC since 2010.

NIC provides the City with:

1. Certified Building Officials
2. Plans Examiners
3. Inspectors; and
4. Alternates to all of the above if needed.

Other options available to the City are:

The City could go out to bid

Pro's

- Confirm qualified firms
- Maintain level of service
- Limited/restricted local control

Con's

- Finding qualified firms that can meet the state requirements/diminishing industry
- Negotiating the contract rate

The City could hire its own contractors

Pros:

- Local control
- Maintain level of service
- Potential for cost savings

Cons:

- Struggle to keep contractors staffed
- Need back-up contractors
- Cost for service

The City could employ its own personnel

Pros:

- Complete local control
- Increased level of service
- Potential for cost savings

Cons:

- Struggle to find/retain qualified personnel
- Cost of salaries and benefits
- Modifications to City building for staff space



- Staff time (RFQ/RFP, interviews, legislation)
- Modifications to City building for staff space

The terms of the new contract do not deviate from the previous contract in that NIC will continue to provide all personnel to effectively enforce inspections, conduct plans review for all residential and non-residential building permits. Their service will be available during regular business hours, except for inspections that must be performed during hours of darkness, emergency or special conditions related to the permit and comply with the City's Fee Schedule.

In return, the City will pay 70% of all fees charged/month to NIC. The contract agreement will be for five years and will mature June 2028. The contract has a provision to extend the agreement an additional five years if agreed upon by both the City and NIC. The extension would expire June 2033.

Consideration of Motion accepting the March 2023 Finance Reports as Submitted.

Administrative Reports

Adjournment