



**Monroe Council Agenda
Regular Meeting of Council
September 12, 2023 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of the Special and Regular Meeting of August 22, 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. 49-2023. A Resolution approving a Then-and-Now certificate in the amount of \$4,710.95 to Jacob Reek.

Strategic Priority: Good Governance

Background: This was to replace a failed item necessary to enable all items in the Council AV system to function.

Resolution No. 50-2023. A Resolution accepting the lowest and/or best bid submitted for the 2023 Asphalt Pavement Crack Seal and Striping Program and authorize the City Manager to enter into a contract by and between the City of Monroe and Scodeller Construction Inc. for said project.

Strategic Priority: Well Managed Services and Infrastructure

Background: This award is for the 2023 Asphalt Pavement crack seal and Striping program. Bids were opened and read aloud on August 25, 2023 at 10:00am. The lowest and best bid was submitted by Scodeller Construction Inc. of Plain City, Ohio. Based on the recently completed Pavement Condition Rating (PCR), the crack seal program will encompass most of the streets which were rated "Good"



within the rating. The only streets not being cracked and sealed which are rated good are ones within Brittany Heights, which are expected to be paved within the next two years. \$664,630.00 was our engineer's estimate for the program, with a bid coming in at \$408,806.31 well under the estimated and budgeted amount. This bid does include a 10% contingency built into the price submitted. Also, within this bid is striping of State Route 4 from city limit to city limit after crack sealing has taken place.

Below is a list of streets being crack sealed:

Monroe Crossings

Babbling Brooke Dr (Scarlet Court to cul-de-sac)
Bayberry Ln (Scarlet Oak Dr to cul-de-sac)
Blue Springs Dr (Bridgewater Ln to cul-de-sac and Jerri Ct to Kameron Dr)
Brandon Dr (Koehler Dr to Griffin Ln.)
Bridgewater Ln (Gabrielle Dr to Sagewood Ct)
East Brooke Dr (Babbling Brooke Dr to Riley Ln and Ryan Ct to Griffin Ln)
Griffin Ln (East Brooke Dr to Crossings Blvd)
Koehler Dr (Crossings Blvd to Shanda Dr)
Riley Ln (complete)
Roden Park Dr (Crossings Blvd to Babbling Brooke Dr)
Songbird Ct (Scarlet Oak Dr to Bayberry Ln)
Thomas Pointe Ct Bridgewater Ln to cul-de-sac).

Residential Streets

Ambergreen Ct (Hollytree Dr to cul-de-sac)
Apple Knoll Ln (Winesap to cul-de-sac)
Autumn Oak St (Granny Smith to end)
Bendel Dr (off Oaklawn Dr, complete)
Bridel Pass Way (Saddle Ln to Trotter Ln)
Brittony Woods Dr (Todhunter to Hunterbrook Ct)
Buckeye Dr (Tall Oaks Dr south to cul-de-sac)
Carol Ann Ln (Todhunter to Niederlander Ln)
Cherry Mill Ct (Holly tree Dr to cul-de-sac)
Churchill Manor Ct (cul-de-sac to cul-de-sac)
Conova Dr (one way egress and ingress only)
Corridor Dr (SR 63 to WK Robinson Dr)
Creekside Ct (Wyandot Woods Blvd to cul-de-sac)
Davis Dr (Gorman Ct to Meeker Ln)
Debord Ln (Carol Ann Ln to end)
Deneen Ave (Britton Ln to end)
E. Airelle Ct (Ridgeview Ln to cul-de-sac)
Edison Dr (Wright Dr to cul-de-sac)
Ethel Dr (Rachel Ln to Moder Dr)
Forest Pond Dr (Hollytree Dr to cul-de-sac)
Furlong Ln (Steeplechase Ln to cul-de-sac)



Gorman Ct (Davis Dr to cul-de-sac)
Hailey Ln (Michelle Ln to cul-de-sac)
Hamilton Lebanon Rd (old)
Hanford Ln (Todhunter to Beckwourth Dr)
Highland Dr (Wellington Ct to Parkview Ct)
Hollybrook Dr (Valleybrook to switch to Hollytree Dr)
Hollytree Dr (Switch to Hollybrook to Forest Pond Dr., and Woodgate to Sutton Brook Ct)
Kelsy Trl (Michelle Ln to cul-de-sac)
Keswick Dr (Lebanon St to Keswick Dr start of circle)
Leah Ct (Stewart Way to cul-de-sac)
Linn Ct (Meeker Ln to cul-de-sac)
Logistics Way (Salzman Rd to cul-de-sac)
Mason Ave (S. Sands Ave to Bernard Dr and Rachel Ln to S. Main St)
Meeker Ln (Davis Dr to Linn Ct)
Michelle Ln (Valleybrook Dr to cul-de-sac)
Muskingum Cir (Northwestern Ave to cul-de-sac)
Niederlander Ln (SR 4 to cul-de-sac)
Northwestern Ave (Miami Dr to Maumee Dr and Seminary Dr to Mt. Pleasant Dr, and cul-de-sac)
Oaklawn Dr (Valleybrook Dr to Todhunter Rd)
Old Orchard Ln (Trails End Dr to Stone Mill Ct)
Old St (Lebanon St to end)
Overbrook Blvd (N. Main Street west bound lane 160 LF west)
Paddock Ln (Saddle Ln to cul-de-sac)
Parkview Ct (Highland Dr to cul-de-sac)
Paxton Cir (Seminary Dr to beginning of circle)
Pleasant Ct (Keswick Dr to cul-de-sac)
Premium Outlets Dr (SR 63 to 260 LF south)
Rachel Ln (Mason Ave to Ethel Dr)
Ridgeview Ln (W. Arielle Ct to Jonah Ct.)
S. Main St (Hamilton-Middletown Rd north 280 FL)
S. Sands Ave (Lena Dr to Lee Dr)
Sackett Dr (Davis Dr to Hiteshue Ave and Bridel Creek Dr to Belmont Ln)
Scioto Cir (Miami Dr to cul-de-sac)
Seth A Johnston Way (complete)
Stewart Way (Linn Ct to Hiteshue Ave)
Tam-O-Shanter Way (Stillpass Way to cul-de-sac)
Trails-End Dr, Trotter Ln (Stillpass Way to Tom-O-Shanter Way)
Trotter Ln (Bridle Pass Way to cul-de-sac)
W Arielle Ct (Ridgeview Ln to cul-de-sac)
Wellington Ct (Highland Dr to cul-de-sac)
Winesap Ln (Appl Knoll Ln to north end)
Wm Growth Dr (S. Main St to Davis Dr)
Woodgate Ct (Hollytree Dr to cul-de-sac)
Woodland Ct (Oaklawn to cul-de-sac)
Wright Dr (Westheimer to south cul-de-sac)
Wyandot Woods Blvd (Sleepy Hollow Dr to Mason Ave)



Wyndham Pl. (Willowbrook Dr to cul-de-sac)

Collector Streets

Baker Dr (Garver Rd to end)
Bridle Creek Dr (Gallaher to clubhouse driveway)
Britton Ln (SR 63 to Todhunter Rd and Macready to Ohio Ave)
Exploration Dr (Gateway Blvd to cul-de-sac)
Gallaher St (Lebanon St to Ridgepoint Ln)
Heritage Green Dr (SR 63 to Macready Ave)
Lawton Way (American Way to Lebanon St)
Lebanon St (New Garver Rd to east Brearden Dr)
Mason Rd (westbound lane)
New Garver Rd (SR 63 to Lebanon St)
S. Main St (Carson Rd. south to 868 S. Main St.)
Salzman Rd (Logistics Way to Westheimer Rd)
Todhunter Rd (Wellington Ct east to Cincinnati-Dayton Rd)
Westheimer Dr. (Salzman Rd to Wright Dr)

Arterial Streets

Butler Warren Rd (south corporation line to Mason Rd)
Gateway Blvd (Exploration Dr to end)
Hamilton-Lebanon Rd (SR 63 and end to end)
SR 4/Hamilton-Middletown Rd and ramps (Canal Rd to 336 LF north of Niederlander Ln, 250 LF north of the intersection of N. Main St and 295 LF south of the intersection of N. Main St)
Salzman (SR 63 north to Todhunter Rd).

Resolution No. 51-2023. A Resolution accepting the lowest and/or best bid submitted for the 2023 Asphalt Paving Program and authorize the City Manager to enter into a contract by and between the City of Monroe and Barrett Materials.

Strategic Priority: Well Managed Services and Infrastructure

Background: This is to Award the 2023 Asphalt Paving Program. Bids were opened and read aloud on August 25, 2023 at 10:00am. The lowest and best bid was submitted by Barrett Materials of Franklin, Ohio. Two total bids were received on this project. A 10% contingency was included within the bid submitted. The total cost of the bid submitted was \$1,531,161.50.

Overall, the total budget approved by the council for the 2023 Paving Program was \$2,200,000.00. Between the pavement contract and the crack seal contract, we came in with a total project cost of \$1,939,967.81. This is \$260,032.19 under the approved budget. Attached is a complete list of streets and areas for pavement repairs and pavement overlay.

Crossings Park Blvd will receive deep base repair from SR 63 to Roden Park Drive.
The entrance drive into Crossings Park will receive deep base repairs.



Wicklow Ln, Tarryton Ct, Fox Run Pl, & Ridgway Ct will receive deep base repair and overlay of the entire surface.

North Monroe Cemetery will receive deep base repair and overlay of all existing surfaces.

Breaden Dr. from the west end at Lebanon St. to 200 feet south of the driveway to 404 Breaden Dr. will receive treatment for existing longitudinal cracking with a three-inch overlay.

North Garver Rd from the rail road tracks to Baker Dr will receive 6" removal of existing asphalt and replaced with 6" of new asphalt.

State Route 63 just east of the I-75 Bridge will receive repairs to the asphalt in both east and west-bound lanes.

Resolution No. 52-2023. A Resolution authorizing the City Manager to enter into an engagement letter for professional legal services by and between the City of Monroe and Roetzel & Andress LPA for certain legal services as recommended by the Law Director.

Strategic Priority: Communication and Interpersonal Connections

Background: Thomas Allen has represented the City of Monroe successfully for many years for public record questions. He was previously with Frost Brown Todd and has since changed firms to Roetzel & Andress, LPA. Our Law Director has recommended that Monroe remain working with Mr. Allen, not only for public records, but for first amendment questions and anything additional Mr. Allen has expertise in.

Resolution No. 53-2023. A Resolution ratifying and approving the execution of a participation agreement by the City Manager with the Miami Conservancy District related to a grant application for the enhancement of Dicks Creek for the Great Miami River Trail.

Strategic Priority: Parks and Connectivity

Background: A state grant is available to the Miami Conservancy District that would assist them and the City in finding a solution to the issues that we have seen with erosion in the area of Dicks Creek on the trail. This is a step towards working with the group to retain other funds intended to complete the Great Miami River Trail within Monroe. The agreement was necessary for grant purposes to show support for completion of the trail within and outside the City.

Ordinance No. 2023-20. An Ordinance authorizing the purchase of temporary and permanent right-of-way for the Todhunter Road Culvert Replacement Project from Rosemary Ramey.

Strategic Priority: Well Managed Services and Infrastructure

Background: This land purchase is necessary for the proper construction of the culvert replacement project. With these takes, the roadway will be widened in this area, making it safer without requiring guardrails. \$100,000.00 was budgeted in the current budget for land acquisition.

Ordinance No. 2023-21. An Ordinance authorizing the purchase of temporary and permanent right-of-way for the Todhunter Road Culvert Replacement Project from Gail G. Alford.

Strategic Priority: Well Managed Services and Infrastructure



Background: This land purchase is necessary for the proper construction of the culvert replacement project. With these takes, the roadway will be widened in this area, making it safer without requiring guardrails. \$100,000.00 was budgeted in the current budget for land acquisition.

Emergency Ordinance No. 2023-22. An Ordinance supplementing Personnel Policy 2-2 (b) to provide for additional wages for salaried personnel deployed to work under a state or federal declared emergency condition and declaring an emergency.

Strategic Priority: Good Governance

Background: For over ten years, a handful of Public Safety staff have served on the Emergency Management Assistance Compact (EMAC) team. EMAC offers assistance during governor-declared states of emergency or disaster through a responsive, straightforward system that allows states to send personnel, equipment, and commodities to assist with response and recovery efforts in other states. Deployments can last anywhere from a few days to several weeks and the staff typically work a significant amount of hours beyond their normal work schedule. The City receives reimbursement for payroll, equipment/vehicle use, lodging and meals that the staff incur while deployed. EMAC's policy for reimbursing local jurisdictions is to follow the policies and collective bargaining agreements of the individual jurisdictions. Adding this language to our policy will allow for staff typically exempt from overtime to receive time and a half for those extra hours worked. Unfortunately, we did not discover that we had the ability to do this until after the last Council meeting, so that is why it wasn't included in the policy changes adopted on 8/22. We are requesting it be adopted as an Emergency as the team was placed on stand-by last Monday in anticipation of hurricane activity expected in Florida.

Consideration of Motion for the expenditure of \$345,000 to Horton Emergency Vehicles for the purchase of a Ford F550 Medic Unit.

Strategic Priority: Well Managed Services and Infrastructure

Background: The Monroe Fire Department has a current vehicle replacement program based on vehicle age, engine hours, and maintenance history. Based on this plan, we are scheduled to replace one of our Medic units by 2025. The lead time on these units has drastically increased due to the Covid Pandemic and continuous supply chain issues. In order to receive delivery as scheduled, this unit needs to be ordered right away. The Public Safety Committee recommended approval on 7/18/23 and Council approved the appropriation of funds on 7/25/23. These appropriations were for \$345,000.00 and will cover the cost of the medic unit itself.

Consideration of Motion authorizing the expenditure of \$53,788.31 to Techkinect for audio/visual upgrades to the Administrative Conference Room.

Strategic Priority: Communication and Interpersonal Connections

Background: This is the second phase of planned upgrades to enable the use of multiple rooms to be used on our platform for streaming concurrently with other meetings. The upgrades will work with the audio/visual upgrades in the Council Library for ease of scheduling, eliminating manual approval of the use of the room by personnel. The Administrative Conference Room was formerly used as the sally



port by the police department. The ceiling is open and even if a meeting is not being recorded and/or live-streamed, it is difficult to hear someone sitting across the table. A portion of the room will have an echo canceling drop ceiling with speakers, a larger screen for better viewing throughout the entire room, and a backup gateway.

Consideration of Motion setting a special meeting of Council on September 23, 2023, beginning at 8 a.m. at 601 South Main Street for a budget retreat.

Consideration of Motion requesting a public hearing for a C1 and C2 Liquor Permit for Thorntons LLC.

Strategic Priority: Strategic Growth and Development

Background: Thorntons has submitted an application for the issuance of two new liquor permits through the Ohio Division of Liquor Control. The request is for a C1 and C2 permit.

A C1 permit 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.

A C2 permit 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 least than four per cent of alcohol by volume, and not more than twenty-one per cent of alcohol by volume.

Administrative Reports

Presentation by Paul Goodhue - Todhunter Road Truck Study

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

Adjournment