



**Monroe Council Agenda
Regular Meeting of Council
August 13, 2024 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of July 23 and August 5, 2024.

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. 41-2024. A Resolution approving a Then-and-Now Certificate in the amount of \$3,453.75 to Installed Building Systems.

Sponsor: Chief David Leverage

Strategic Priority: Well Managed Services and Infrastructure

Background: This is for an emergency replacement garage door opener at Station 62 for the Medic door. We were unable to utilize this door until replacement was obtained and could not submit a PO request prior to installation.

Resolution No. 42-2024. A Resolution accepting grant funds and authorizing the City Manager to enter into an agreement by and between the City of Monroe and the Ohio Office of Budget and Management for the within described grant funds for the Monroe Plaza South Project.

Sponsor: Jake Burton

Strategic Priority: Strategic Growth and Development



Background: Ohio House Bill 2 was passed by the General Assembly on June 27, 2024 and signed by Governor Mike DeWine on June 28, 2024, which includes appropriations for community projects through the Fiscal Year 2025-2026 state capital budget and One-Time Strategic Community Investment Fund (OTSCIF). This bill includes \$400,000 in funding through OTSCIF for the City of Monroe for the project titled Monroe Plaza South.

These grant funds will be managed by the Ohio Office of Budget & Management (OBM). OBM sent communications to the City on July 29, 2024 detailing the grant requirements. In order for the City to submit the final grant application, a grant agreement is required to be signed by the City Manager and approved by City Council.

These funds will be used for improvements at the city-owned strip center next to the Police Department, being called "Monroe Plaza South" as part of this grant agreement. The specific improvements to be made will be finalized in the coming months, and as the project commences, invoices will be submitted to OBM for grant reimbursement.

Resolution No. 43-2024. A Resolution accepting the lowest and/or best bid for the Camera and Door Access Control Project and authorizing the City Manager to enter into a contract by and between the City of Monroe and Digital Visions for said project.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: Door control and camera access currently exist in several of the City-owned facilities. Some facilities have both; some have one or the other. Two separate companies manage door control and cameras. City leadership has determined that having all facilities on the same system managed by one company would be more efficient and serve the facilities better. The current door access control system is manufactured and maintained by Sonitrol. Sonitrol is a proprietary system. We have no other option than to use this one company to purchase and maintain the system. The current Sonitrol servers in all city-owned facilities are outdated and need replacement as they fail.

This project was approved as part of the 2024 capital budget. \$135,823.00 was allocated for expenditures in the 2024 capital budget to add cameras and door access control to Fire Stations 61 and 62 and the Monroe Lending Library /Community Room. To meet bid requirements, this project was advertised for two consecutive weeks. Bids were opened and read aloud on Friday, August 2, 2024, at 1000 Holman Ave. at 10:00 A.M. One bid was received from Digital Visions.

The breakdown of the bids is as follows:

Fire Station 61.....	\$47,995.36
Fire Station 62.....	\$61,850.18
<u>Library/ Community Room.....</u>	<u>\$34,774.73</u>
Total Cost.....	\$144,620.27



Total Budget in 2024 Capital.....	\$135,823.00
Open Purchase order from 2023.....	\$60,000
Total Budget for 2024.....	\$195,823.00

Fire Station 61 & 62

The implementation of electronic door locks and video surveillance systems for our fire stations is essential for enhancing security, operational efficiency, and accountability. This justification outlines the critical reasons for upgrading our current security infrastructure.

1. Current System Limitations

Our existing security system relies on store-bought push-button locks, which present several challenges:

Manual Reprogramming: Each time there is a change in staffing, the push-button locks must be manually reprogrammed. This process is time-consuming and prone to human error, leading to potential security risks. New codes must be created and disseminated to staff with the understanding that they are the only ones that should have the codes.

Aging Electronic Doors: We currently have a couple of doors that have antiquated electronic locks on them. These electronic doors are outdated and can no longer be reprogrammed, compromising our ability to secure these access points effectively as codes cannot be removed.

2. Increased Security Challenges

Recent incidents have highlighted vulnerabilities in our current security measures:

Unauthorized Access: We have experienced attempted security breaches by First Amendment auditors, the Pharmacy Board, and other unauthorized individuals trying to gain access to our stations. These incidents pose significant risks to personnel safety, equipment, and sensitive information.

3. Enhanced Security and Accountability

The installation of electronic door locks and video surveillance will provide several key benefits:

Access Control: Electronic door locks offer superior access control, allowing us to easily and quickly update access permissions as staffing changes occur. This reduces the risk of unauthorized access and ensures that only authorized personnel can enter restricted areas.

Surveillance Integration: Video surveillance systems will enable us to monitor all entry and exit points, enhancing situational awareness and providing real-time data on station activities. This system will take a picture of all individuals as they access the doors so that we can ensure that the access matches the person using it.

System Access: With this system, as an administrator, we will have real-time access to making changes as needed. This can be done remotely if the situation requires it. As a user, you can either gain access through the typical fob or you can download an app on your cell phone and use this to gain entry.

4. Collaborative Security Efforts

The new security systems will facilitate collaboration with other departments:

Police Department Integration: The police department will have access to surveillance footage, enabling them to respond more effectively to security incidents.



Public Works Coordination: Public works personnel can assist in maintaining the surveillance systems, ensuring they remain operational and effective.

One System Approach: Currently the City has multiple types of security and surveillance systems. This is the first of many steps to bring us under one system that is accessible by all who need it and is not proprietary to one vendor, allowing flexibility in the future if needed. This will also allow us to give access to individuals from other City departments that may need access to our buildings if we are not in station such as PD, Public Works, and the CMO office.

5. Scope & Budget Approval

This project will replace all exterior locks on both stations (9 total) and several interior offices (9 total). It will also add exterior cameras (14 total) to cover all sides of the buildings, including access points, as well as the EMS rooms that house some sensitive drugs that are regulated by the State Pharmacy Board. The capital budget for 2024 has already approved the necessary funds for these security upgrades, ensuring that the financial resources are available to implement these critical improvements.

Upgrading electronic door locks and video surveillance systems is not just a matter of convenience; it is a crucial step in safeguarding our fire stations. These improvements will enhance security, streamline operations, and facilitate interdepartmental collaboration, ultimately contributing to a safer and more efficient working environment.

Library

Currently, the library/community room has door control access and cameras. We are adding access to two additional doors in the building. We are also replacing the only camera within the community room. We will relocate the current camera to the kitchenette, which is not currently monitored,, and place a new, more robust camera in the community room. This new camera will monitor all sides of the room from the center of the room. The current camera monitors the whole room from one view on the south wall. We will be able to monitor who caused damages to the space when rented as well as monitoring safety concerns. The new door control software will also allow us to better control access to who rent the room. A more robust programming exists with this new software. We can better program the locks to open and close, allowing us to better control the security of the building. If the programming fails, the new software allows certain people to be able to control the locks on our City cell phones.

Resolution No. 44-2024. A Resolution accepting the lowest and/or best bid for the 2024 ADA Ramp Replacement Project and authorizing the City Manager to enter into a contract by and between the City of Monroe and Neyra Org for said project and additional ramp replacement work.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: This approval pertains to the 2024 ADA replacement program, which is entirely funded through TIF/RID funds. The funds from Wyandot Woods, Monroe Crossings, and Reserve of Todds Glen Reserve TIF/RID were utilized for the repairs within their respective developments. The total bid for 2024 amounts to \$165,441.16, which includes a 10% contingency for change orders. A



spreadsheet detailing all the locations within the project scope is attached for your reference.

Ordinance No. 2024-20. An Ordinance amending and supplementing Ordinance No. 2023-32 to remove, eliminate, and create positions; establish the number and wage ranges for new and existing positions; and designate the classification of certain positions.

Sponsor: Sarah Hunold

Strategic Priority: Good Governance

Background: In an effort to maintain competitive wages, staff completed a comprehensive wage study comparing wages and positions to fifteen (15) external agencies, while also identifying areas of internal equity that needed to be addressed.

Consideration of Motion accepting the 2025 Rock Salt Bid through the SWOP4G Cooperative Purchasing Program in the amount of \$87.12 per ton.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: This is the annual purchase agreement for purchasing rock salt. SWOP4G executed the bids. Compass Minerals was our low bidder at \$87.12/ ton delivered. This price is based on 1,500 tons of salt usage.

Consideration of Motion accepting the April, May, and June 2024, Finance Reports as Submitted.

Administrative Reports

Executive Session - to 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, or to negotiations with other political subdivisions respecting requests for economic development assistance

Adjournment