CITY OF MONROE OHIO

Monroe Council Agenda
Regular Meeting of Council
November 12, 2024 – 6:30 PM
233 South Main Street, Monroe, Ohio

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of October 22, 2024.

Visitors

John Gomez, Southwest Regional Liaison for State Treasurer Robert Sprague.

Committee Reports

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

Old Business

New Business

Resolution No. 53-2024. A Resolution approving a Then-and-Now Certificate in the amount of 5,735 to Pradco for the Fire Battalion Chief process.

Sponsor: Kacey Waggaman

Strategic Priority: Good Governance

Background: Then & Now in the amount of $5,735 to Pradco for the Fire Battalion Chief process.

Resolution No. 54-2024. A Resolution approving a Then-and-Now Certificate in the amount of $14,084.33 to ESO Solutions, Inc. for the renewal of an annual contract for fire and EMS reporting systems.

Sponsor: Chief David Leverage

Strategic Priority: Good Governance

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Background: We have recently combined our EMS and Fire reporting systems under the ESO umbrella. The renewal cycles did not match up, so we had to adjust them for this year and will be able to plan accordingly for the next one.

Resolution Number 55-2024. A Resolution authorizing the City Manager to implement a Health Savings Account for calendar year 2025.

Strategic Priority: Well Managed Services and Infrastructure.

Background: To mirror benefit offerings from previous years, employees who enroll in the high deductible health plan offered by the City shall receive the following:

Employees who obtain a biometric screening and physicians wellness check will receive an additional $500.00 contribution from the City to their Health Savings Account.

The City shall contribute an amount to not exceed 50% of the base IRS contribution limit into the employee's Health Savings Account of those employees participating in the health insurance plan offered by the City and did not obtain a biometric screening and physician's wellness check in 2024:

Employee plus spouse, employee plus children, and family plan	$3,100
Single plan	$1,300

For those employees that obtain a biometric screening and physicians wellness check in 2024 the City shall contribute:

Employees plus spouse, employee plus children, and family plan	$3,600
Single plan	$1,800

For full-time non-union employees that waive the health insurance plan offered by the City, the City shall pay to the employees the following amounts on the first payroll in January 2025:

Employee plus spouse, employee plus children,and family plan	$3,500
Single plan	$2,500

Ordinance No. 2024-27. An Ordinance amending and supplementing Section 1050.01 of Chapter 1050 of the Codified Ordinances to establish a maintenance fee for City-owned street lights.

Sponsor: Jake Burton

Strategic Priority: Well Managed Services and Infrastructure

Background: The City of Monroe began billing a street light utility charge on the monthly utility bill in 2016 with the passage of Ordinance 2016-17, as this charge was previously assessed on property tax bills.

The current rate calculation has been in place since 2018, and monthly street light utility rates have varied from $1.72 to $1.93 since 2016.

Chapter 1050 of the Codified Ordinances contains the following language: "The rate charged for street lighting beginning January 1, 2018, shall be computed by dividing the total street light costs for the prior calendar year from January 1 through December 31 by the number of utility accounts billed by the city to residences and businesses. Unless otherwise billed by individual units, multiple unit dwellings shall be computed and billed by the aggregation of each of the single-family equivalents therein. For example, a four unit apartment building which is billed a single billing for the entire dwelling, would be billed at the sum of the four separate units. In January of every subsequent year the monthly rate shall be adjusted based on the prior calendar year costs."

The City of Monroe owns and has the responsibility to maintain 253 of the 1,555 light poles located within the city limits. The calculation that has been in place since 2018 does not contemplate maintenance costs, and the current charges only cover the monthly Duke electricity bill for the street lights. This results in the need for a General Fund transfer to cover the costs of the light poles. The Street Light Utility Fund is an Enterprise Fund, which, by definition, "charges to customers for sales & services are the primary sources of revenue for these funds and is designed to generate sufficient revenues to pay for its cost."

The staff is recommending an amendment to the calculation above, adding $0.40 per customer (or unit) per month to the current calculation. This would result in an annual impact of $4.80 per resident, and would generate an additional estimated $25,000 annually in revenue. This would prevent the need for a General Fund transfer, and allow funds to be used for maintenance of city-owned street light poles.

Ordinance No. 2024-28. An Ordinance accepting real property from Hutsenpiller Contractors, Inc. containing 0.7867 acres, more or less, for public right-of-way purposes.

Sponsor: Tom Smith

Strategic Priority: Well Managed Services and Infrastructure

Background: Applicant Hutsenpiller Contractors, Inc. proposes to split his parcel for future development. The parcel split includes a private street that is required to be brought into compliance with City standards. As a result, the applicant is required to dedicate additional right-of-way beyond the current ingress/egress easement.

Ordinance No. 2024-29. An Ordinance supplementing Title Two of the Business Regulation Code of the Codified Ordinances to establish regulations for cannabis facilities and operators.

Sponsor: Tom Smith

Strategic Priority: Strategic Growth and Development

Background: On September 8, 2016, House Bill 523 was signed into law legalizing the use of medical marijuana in the state of Ohio. Medical Marijuana is regulated by R.C. Chapter 3796: Medical Marijuana Control Program. In November 2023 Ohio Issue 2 passed legalizing the growing, processing, and selling of adult-use cannabis. Adult-use cannabis is regulating by R.C. Chapter 3780: Adult-Use Cannabis Control. Adult-use cannabis and medical marijuana, collectively termed as cannabis, are administered by the Division of Cannabis Control.

Since 2022, City Council has been monitoring the development of the use of cannabis in Ohio and discussing any impacts to the City. At present there is no legislation or code requirement prohibiting the cultivation, processing, or distribution of cannabis in the City. In March of 2024, City Council requested that staff draft legislation regulating the use of cannabis within the City of Monroe. Currently, there are four dual use cannabis dispensaries, one cultivation facility, and one processing facility in the City.

As provided by R.C. Chapters 3796.29 and 3780.25, local authority regarding cannabis uses, the City, at their option, may adopt an ordinance to prohibit, or limit the amount of cannabis operators permitted within the City.

Public Hearing: Ordinance No. 2024-30. An Ordinance supplementing Section 1203.02, 1203.05(H) and (I), and 1209.03 of the Planning and Zoning Code to provide for regulations of cannabis facilities.

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As provided by R.C. Chapters 3796.29 and 3780.25, local authority regarding cannabis uses, the City, at their option, may adopt an ordinance to prohibit, or limit the amount of cannabis operators permitted within the City. In a special meeting held on June 3, 2024, Council determined that cannabis use facilities (i.e., cultivators, processors, dispensaries, and testing laboratories) within the City would be:

1. Permitted to operate as a conditional use in only the General Commercial zoning district.
2. Subject to an established fee schedule for the processing of applications, permits, and inspections in the amount of $300 for a conditional use permit and $100 for zoning review for a new business or use. These charges are what are assessed against any retail use coming into the City.

Throughout this evaluation process, City Council did discuss the notion of implementing a proximity limit of one mile from one dispensary to another within the land use designation. However, that provision is already in place in accordance with Ohio Administrative Code Rule 1301:118-2-06 10 (B): Dispensaries, subsection (I)(6). Please note that this rule is in addition to the state statute in that a dispensary shall not be located within 500 feet of the end boundaries of a parcel having situated on it a prohibited facility (church, public school, public library, public playground, or public park).

Furthermore, the Home Grow provision of the code (R.C. 3780.25(G)(3)) says the City cannot limit or prohibit home grow. For that reason, it is not called out in the proposed legislation.

In their meeting held on October 15, 2024, the Planning Commission met to review the proposed amendments. In a vote of 5-0, the Planning Commission moved to recommend that the City Council adopt the proposed text amendments.

Consideration of motion to authorize the expenditure of $38,516.69 to Civica North America, Inc. for the 2025 License, support and maintenance agreement to maintain the police department's records management system.

Sponsor: Chief Buchanan

Strategic Priority: Good Governance

Background: This request is for the annual maintenance agreement that supports the police department's records management system. This agreement provides the needed licenses, as well as the upgrades and support that the system requires. This expenditure is part of the proposed 2025 budget and it is due on January 1st, 2024. We request the authorization now in order to prepare the purchase order prior to the receipt of the invoice that usually arrives in mid November.

Consideration of motion authorizing the City Manager to enter into a contract with Pierce (Atlantic Emergency Solutions) for the purchase of a Pierce 107' Aerial Ladder Truck not to exceed $225,000 annually.

Sponsor: Chief David Leverage

Strategic Priority: Well Managed Services and Infrastructure

Background: The Monroe Fire Department has established a comprehensive Capital Purchasing Plan (see attached) to prioritize and strategically manage the replacement of key capital assets, including vehicles and major equipment essential to our operations. This plan, which extends through 2038, is carefully designed to spread out the timing of major purchases, thereby minimizing the financial impact on the City's budget and ensuring the availability of up-to-date resources for our department.

As part of this planning process, and in line with industry best practices and our operational experience, we have determined a 20-year useful life cycle for essential apparatus such as engines and aerial units. Currently, we are planning to replace an aerial unit, a Quint, originally purchased in 2007. By initiating the order now, we anticipate the new Quint will be delivered between late 2028 and early 2029, allowing us to seamlessly continue meeting the department's service needs in alignment with our replacement schedule.

This new Quint will play a critical role as the first-response unit from Station 62, ensuring that an aerial apparatus is consistently available for fire-related incidents. This availability is vital for maintaining the high level of service our community depends on, especially for complex calls where aerial support can make a significant difference in outcomes.

Upon receiving the new unit, we will proceed with the sale of our 2007 Sutphen Quint. The funds from this sale will help to offset a portion of the new unit's purchase price, making this acquisition not only a strategic improvement to our fleet but also a fiscally responsible decision that leverages existing assets. This approach reflects our commitment to prudent financial stewardship while enhancing our capacity to serve the community effectively and safely.

Consideration of Motion accepting the July, August, and September 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 and the appointment of a public employee.

Adjournment