



**Monroe Council Agenda
Regular Meeting of Council
January 28, 2025 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of January 14, 2025.

Visitors

Ceremonial Swearing in for Captain Alicia Beacock, Lieutenant Josh Robertson, and Sergeant Mike Doughman.

Ceremonial Swearing in of Officer Jacob Halsey, Officer Nick Davis, and Officer James Tommer

Retirement Recognition for Captain Dennis "Dave" Chasteen.

Committee Reports

Public Works Committee

Finance Committee

Administrative Liaison Committee

Technology Committee

Public Involvement Committee

Public Safety Committee

Old Business

Ordinance No. 2025-01. An Ordinance authorizing the City Manager to enter into an amended Planned Unit Development Agreement by and between the City of Monroe and NVR, Inc. for approximately 21 acres located at Roden Park Drive and Crossings Boulevard and further described herein. (Second Reading)

New Business

Resolution No. 10-2025. A Resolution approving a Then-and-Now Certificate in the amount of \$4,925.38 to the Butler County Sheriff's office for December 2024 fire dispatch fees.

Sponsor: Kacey Waggaman

Strategic Priority: Good Governance



Background: This is to pay the December Fire Dispatch fees. The original purchase order funds were depleted before invoice was received.

Resolution No. 11-2025. A Resolution approving a Then-and-Now Certificate in the amount of \$8,513.45 to the Butler County Emergency Management Agency for the annual dues.

Sponsor: Kacey Waggaman

Strategic Priority: Good Governance

Background: The invoice was received before the Purchase Order was opened.

Resolution No. 12-2025. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Vanguard Cleaning Systems of Ohio.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: This document outlines the annual contract for cleaning services. The most recent contract was signed in 2020, and since 2021, we have been operating on a month-to-month basis. The facilities serviced by this contractor include the City Building, the Library/Community Center, both Public Works buildings on Holman, the Police Department, the front building of Crossings Park, and Community Park—only during the months when the restrooms are open to the public. Public Works is responsible for cleaning the rear restroom building at Crossings Park because the contractor is not permitted to drive on the walking path.

I've attached a spreadsheet that compares costs from the 2020 contract with projected costs for 2025. Overall, the increase in expenses is minimal. The most significant rise is in cleaning park restrooms, which are cleaned five days a week, including Saturdays and Sundays. City staff perform a deeper cleaning of these restrooms twice a week. Typically, the park restrooms are open for seven months of the year.

The total annual cost for cleaning these buildings is roughly \$70,269.00. This can vary slightly depending on when the park restrooms are open.

Resolution No. 13-2025. A Resolution authorizing the City Manager to enter into a service agreement by and between the City of Monroe and Air Force One.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure



Background: This is a maintenance agreement for general HVAC maintenance and inspection of City-owned facilities. Air Force One, a local company based in Monroe, has been servicing our equipment since 2021. This agreement is for a duration of three years and includes general inspections, filter services, predictive maintenance, planned services, and physical tests for all systems located within the City Building, Library, Fire Stations 61 and 62, as well as both Holman Avenue buildings. All other services and repairs will be provided at their hourly rate or according to negotiated terms.

- Year 1- \$15,744.00
- Year 2- \$15,744.00
- Year 3- \$16,050.00

Consideration of Motion authorizing the expenditure to CivicPlus in the amount of \$16,784.56 for CivicClerk and CivicMedia.

Sponsor: Angela S. Wasson

Strategic Priority: Communication and Interpersonal Connections

Background: This software is used for putting the packets together for City Council and all boards and commissions. In addition, it is used for live streaming meetings to our website and Facebook. Last year, the cost was \$14,224.20 for one year. Price increases for CivicPlus are common. For 2025, the price has increased to \$16,784.56. Sufficient funds are in Council's budget to cover the cost.

Administrative Reports

Executive Session - to consider the employment of a public employee and the compensation of a public employee and public official.

Adjournment