

**Monroe Council Minutes
Regular Meeting of Council
April 28, 2020 – 6:30 p.m.**

**This meeting was held electronically (remotely) pursuant to
Ohio Revised Code Section 121.221**

Pledge of Allegiance

Mayor Frentzel opened the regular meeting of Council with the Pledge of Allegiance at 6:38 p.m.

Roll Call

Council members present: Tom Callahan, Jason Frentzel, Keith Funk, Anna Hale, Todd Hickman, Christina McElfresh, and Robert Routson.

Staff members present: City Manager William J. Brock
Law Director K. Philip Callahan
Chief of Police Robert Buchanan
Director of Public Works Gary Morton
Assistant City Manager Kacey L. Waggaman
Assistant to the City Manager/Clerk of Council Angela S. Wasson

Mayor Frentzel read the following statement.

This open meeting of the City of Monroe is being conducted remotely consistent with the Ohio Director of Health's Stay at Home Order and Governor Dewine's Executive Order 2020-01D.

In order to mitigate the transmission of the virus and reduce risk of COVID-19 illness, we have been advised and directed by the State of Ohio to minimize public gatherings. House Bill 197, passed in March, gave direction on holding public meetings remotely.

HB 197 allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

This meeting will feature public comment submitted in advance via telephone/email. Even if members of the public do not provide comment, participants are advised that people may be listening who do not provide comment, and those persons are not required to identify themselves. For this meeting, the City of Monroe is convening by video conference via Zoom.

Please note that this meeting is being live-streamed and recorded.

Approval of the Minutes

Mr. Funk moved to approve the Council Minutes of April 14, 2020; seconded by Mrs. Hale. Voice vote. Motion carried.

Visitors

None.

Committee Reports

Mayor Frentzel reported that he and Mr. Brock participated in a meeting with the Monroe Lions Club last evening. Due to uncertainty and not knowing what the rules and guidelines are in July, they have decided not to hold the Light Up the Sky event this year. He noted that some municipalities have cancelled events scheduled through October. Mayor Frentzel advised that Rozzi's was contacted and they will allow us to keep the deposit on file for a future date up to Fourth of July in 2021. They did encourage the City to try to reschedule the fireworks in 2020.

Regarding the parade, Mayor Frentzel pointed out that it would be hard to keep people watching the parade to stay within the social distancing guidelines. He sought suggestions from other members of Council.

Mr. Funk asked that everyone keep an open mind. We are in very uncertain times and it can be a completely different landscape two months from now. We could be in a position where some events that require us to book a few months out could be readily available because no one really had events planned. Mr. Funk understood it was good to stay on top of it, but asked that it be kept on the radar.

Mayor Frentzel asked Mr. Brock about the Memorial Day Ceremony. Mr. Brock replied it would be difficult to get the students in with the band and asked if Council would like to still have a small ceremony to recognize those soldiers that have passed away.

Mrs. McElfresh suggested that a ceremony of recognition could be streamed live on Facebook without having a public gathering.

Mr. Brock also suggested providing each member of Council with a list of names that could be read and have videos of these readings in recognition.

Mayor Frentzel read the following statement:

We are now turning to the first item on the agenda. Before we do so, permit me to cover some ground rules for effective and clear conduct of our business and to ensure accurate meeting minutes.

I will recognize members, members should state their name and provide any comment, questions, or motions. Further, please remember to mute your phone or computer when you are not speaking. Please remember to speak clearly and in a way that helps generate accurate minutes

If you are going to respond to make motions or second, please state your name before speaking.

Old Business

Resolution No. 25-2020. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Burgess & Niple, Inc. for professional engineering services for the Britton Lane Water Tank Project. (Second Reading)

Mr. Brock requested that this be read as an emergency on the second reading.

Mrs. Hale asked what will happen to the water tank. Mr. Brock explained that it must be drained to determine the amount of repairs that are needed. It will also include painting the outside of the tank.

Mr. Funk moved to suspend the rule requiring the reading of Resolution No. 25-2020 on two separate days, authorize its adoption on the second reading, and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 25-2020 by title only.

Mr. Funk moved to adopt Resolution No. 25-2020; seconded by Mrs. McElfresh. Roll call vote: seven ayes. Motion carried.

Ordinance No. 2020-14. An Ordinance authorizing the trade-in of certain personal property no longer needed for municipal purposes. (Second Reading)

Mr. Funk moved to consider this the second reading of Ordinance No. 2020-14 and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2020-14 by title only.

Mr. Funk moved to adopt Ordinance No. 2020-14; seconded by Mrs. Hale. Roll call vote: seven ayes. Motion carried.

New Business

Emergency Resolution No. 26-2020. A Resolution accepting the lowest and/or best bid submitted for the 2020 Asphalt Resurfacing Program, authorizing the City Manager to enter into an agreement by and between the City of Monroe and John R. Jurgensen Co., and declaring an emergency.

Mr. Brock reported that this includes Salzman Road from State Route 63 to the intersection, Clark Boulevard, Lebanon Street from Austin Smith to the east. John R. Jurgensen was the low bidder in the amount of \$410,065.70 and the budget for this was \$550,000.00.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 26-2020 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 26-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 26-2020; seconded by Mr. Callahan. Roll call vote: seven ayes. Motion carried.

Emergency Resolution No. 27-2020. A. Resolution authorizing the City Manager to enter into a Temporary Sewer Service Agreement by and between the City of Monroe and the Board of County Commissioners of Butler County, Ohio and declaring an emergency.

Mr. Brock stated this is for the tap-in fees and sewer lateral for the State Route 4 Fire Station. The fees are in the amount of \$9,731.00.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 27-2020 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 27-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 27-2020; seconded by Mrs. Hale. Roll call vote: seven ayes. Motion carried.

Resolution No. 28-2020. A Resolution authorizing the City Manager to enter into a Memorandum of Understanding by and between the City of Monroe and West Chester Township to provide for a combined Crisis Response Unit for tactical operations during high risk situations.

Mr. Brock stated this is for a Unit that will lower cost in both training and equipment.

Mr. Funk moved to consider this the first reading of Resolution No. 28-2020 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 28-2020 by title only.

Mr. Funk moved to approve the first reading of Resolution No. 28-2020; seconded by Mrs. McElfresh. Roll call vote: seven ayes. Motion carried.

Administrative Reports

- Community Room/Park Shelter Deposits

Mr. Brock reported that a portion of the deposits for the community rooms and park shelters are non-refundable. Due to the pandemic there are individuals that will not be able to use those facilities. Mr. Brock asked Council for their opinion on refunding these deposits. Mr. Funk encouraged that these refunds are made.

Law Director Callahan suggested that Council make a motion this evening and if legislation is necessary it will be presented at a future meeting.

Mr. Routson moved to return the deposits on the park shelters and community rooms; seconded by Mr. Hickman. Voice vote. Motion carried.

Mr. Funk referred to an email from a resident asking if Council would be lenient or change the regulations for chickens considering the stress the pandemic has put on the food chain.

Mr. Brock advised that it is part of the Planning and Zoning Code and could not be changed quickly as it requires public hearings.

Mr. Funk believes it is doable, but haven't seen the food shortage. He felt we should keep it on the radar.

Mr. Routson advised that people could also file a variance for each property. Going to the Board of Zoning Appeals could cost them more in chickens and eggs.

Mr. Callahan felt that the City should just be more lenient during this time rather than changing the regulations.

Mr. Funk stated that we can't not enforce the laws that we have.

Mr. Routson felt it was a little premature to consider changing this and he hasn't seen a shortage of eggs at the grocery store.

Mr. Funk confirmed that Council will receive information from Mr. Brock on the current regulations and where we might be able to relax those regulations.

Mr. Hickman requested that Mr. Brock provide the number of home owners associations that allow chickens and those members of Council that are subject to a home owners association, not be permitted to vote on this.

Mr. Funk brought up the door-to-door advertisement company that the City has had the most contact with, is being found on sidewalks and in the streets.

Mayor Frentzel stated that Mr. Brock had asked all departments to cut their budgets for 2020 due to income not being what it normally is. Mayor Frentzel requested that Council provide input on his suggested reductions Council's budget that was emailed earlier today.

- Executive Session – To review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

Mr. Funk moved to adjourn into executive session to review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment; seconded by Mrs. Hale. Roll call vote: seven ayes. Motion carried.

Council adjourned into executive session at 7:28 p.m.

Mr. Funk moved to reconvene into regular session; seconded by Mr. Hickman. Voice vote. Motion carried.

Council reconvened into regular session at 7:56 p.m.

Mayor Frentzel announced that the next regular meeting of Council will also be held remotely.

Adjournment

Mr. Funk moved to adjourn the regular meeting of Council; seconded by Mr. Hickman. Voice vote. Motion carried.

The regular meeting of Council adjourned at 7:59 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council