



**Monroe Council Minutes
Regular Meeting of Council
June 8, 2021 – 6:30 p.m.
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Mayor Frentzel opened the regular meeting of Council with the Pledge of Allegiance at 6:30 p.m.

Roll Call

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

Mrs. Hale moved to excuse Mr. Funk; seconded by Mr. Routson. Voice vote. Motion carried.

Approval of the Minutes

Mrs. Hale moved to approve the Council Minutes of May 25, 2021; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Visitors

Leslie Sumner with the Monroe Lions Club requested approval from City Council to serve beer in the park during the Light Up the Sky event.

Mrs. Hale moved to approve the Monroe Lions Club to sell beer during the Light Up the Sky event; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Jennifer Rogers expressed her dissatisfaction to Mr. Callahan's comments at the previous Council meeting during which he referred to communism during the discussion of grass clippings included in an ordinance.

Mr. Callahan apologized if his comments had offended anyone. His comments were made because he did not want our Country to turn into a communist country by telling everyone what to do. His belief is not telling people what to do as he believes in our freedom. Mr. Callahan did not believe he should be criticized for not voting for something he doesn't believe in.

Paul Lane, resident of Lebanon Street, reminded Council that he continues to want the speed reduced on Lebanon Street. Mayor Frentzel advised that Mr. Brock is working on this issue. Mr. Brock noted that he provided information to City Council in his supplemental about these types of streets and the criteria within the City's Code. This information has been reviewed with Law Director Callahan.



Kelly Clark, Chair of the Charter Review Commission, gave the following presentation to City Council on the proposed Charter changes.

Mrs. Clark thanked her fellow Commission members, Katie Wagner, Kara Brown, Colleen Taylor, Vicki Hickman, and Linda Tucker. In addition she thanked Angela Wasson and Law Director Phil Callahan that assisted the Commission.

The Commission's Goals:

- To obtain suggestions from as many sources as possible. They received suggestions from staff, the City Manager, Council members, and citizens. It was important to the Commission that no request was dismissed and, no matter how small, all suggestions were considered.
- To provide viable suggestions to Council that were ballot and legal worthy.
- To promote inclusion and fair representation where everyone's voice were heard. We wanted to make sure that everyone could easily read the Charter and feel that they were represented.
- To improve efficiency and accountability of local government, as well as improve ease and efficiency of work flow for City administration and staff.

Mrs. Clark pointed out in some of the sections the pronouns are crossed out and/or changed as it was unanimous with the Commission to modernize the entire Charter. The Commission felt strongly that our Charter should clearly represent everyone who reads it and worked as a group to make all phrasing gender neutral.

Article IV – Council. Section 4.01- Composition and Terms. The proposed change would not permit a member of Council to serve more than two consecutive four year terms unless a period of at least two years has intervened without such person serving on the Council. The provisions of this amendment would apply commencing January 1, 2022. In determining the eligibility of an individual to hold the office of member of Council, time spent in the office of member of Council in fulfillment of a term to which another person was first elected shall not be considered. With term limits the Commission felt it would prevent stagnation and indifference and allow for new ideas and approaches. She noted it is not a negative reflection of the existing members of Council.

Article IV – Council. Section 4.02 – Organization. The proposed change would impact how the Mayor is chosen. All interested members may submit their name for consideration or submissions may be made by nomination. Once submitted the Council may vote on all members in consideration. In the event of a tie a revote shall occur for only the candidates receiving the highest amount of votes. The Commission did not feel an elected Mayor would maintain cohesiveness and efficiency in our local government. It allows for every interested Council member to have a chance and prevents pre-meeting campaigning removing the “first person mentioned” tradition. Mrs. Clark suggested that if Council determines not to send this section to the electors that they include it in their Rules of Council.



Article IV – Council. Section 4.06 – Removal. Rather than change any of the reasons for removal of a Council member the Commission determined to add accountability for a Council member in their attendance. It is suggested that members of Council must attend 66% of the regularly scheduled meetings in a calendar year. Failure to meet this requirement such member shall vacate their office as Council member. The Commission did study a lot of other charters in surrounding municipalities. They understood that “life happens” and a member is unable to attend all of the meetings. However, one-third or 66% of regular meetings missed is eight meetings or four months.

Article IV – Council. Section 4.09 – Rules and Journal. The proposed supplement “In addition, the Journal and all written and digital record of Council’s proceedings shall be available on the City website or other public media platform” was suggested to make everything more accessible.

Article VI – Manager. Section 6.04 – Powers and Duties. No major changes were suggested. Some of the language was rearranged to modernize it and make it more clear and understandable.
Article VII – Ordinances, Resolutions and Motions. Section 7.01 – Action to be Taken. This proposed amendment more clearly defined what is adopted by an ordinance.

Article VII – Ordinances, Resolutions and Motions. Section 7.05 – Reading. In order to make Council’s job a little easier and meetings move a little quicker, it is recommended that all ordinances and resolutions be read by title only rather than make a motion to have it read by title only. This would also allow resolutions to only require one reading.

Article VII – Ordinances, Resolutions and Motions. Section 7.13 – Public Hearing on Zoning Ordinance or Resolution. The public hearing for zoning amendments currently requires Council to set a date for a public hearing within thirty days of receiving the Planning Commission’s recommendation. The Commission proposed that this be increased to sixty days to allow for more careful consideration of any controversial items by the Planning Commission.

Article VIII – Administrative Departments. Section 8.01 – Creation of Departments. This suggestion came from the City Manager and just changes the language to realign the departments. For example, the Department of Engineering and Inspection and Department of Streets and Department of Utilities would fall under the Department of Public Works.

Article X – Finance. Section 10.03 – Limitation of Debt. The Commission recommended that Council seek a recommendation from bond counsel to draft appropriate language to restructure the debt limitations that does not take into account township debts. Mrs. Clark explained that the City’s debt limit is set at a certain number that helps with credit rating and being able to obtain grants. The debt limitation now takes into account the debt of Lemon Township. The City Manager would like to consult with bond counsel to restructure the City’ debt limitation to not take into account the debt that has been incurred by Lemon Township. This would also avoid the need to create a paper township.

Article X – Finance. Section 10.04(C) – Contracting Procedures. The Commission felt this would improve the efficiency. It would allow for the City Manager to obtain bids without



waiting for a Council meeting. Council will still have the opportunity to authorize the acceptance of any bids.

Mayor Frentzel, Mrs. Hale, and Mrs. McElfresh expressed appreciation of the Commission and all of the work they put into this.

Committee Reports

Mr. Callahan reported that a resident reached out to him about semis going down to Hankins and then having to back up. The resident noted that there used to be signs that did not permit trucks, but were taken down. Mr. Callahan further reported that he spoke with Gary Morton and the signs were re-erected quickly and the residents were pleased.

Mr. Callahan expressed how immaculate the City garage is kept and complimented Mr. Morton.

Mr. Hickman asked about the City-owned property on Lakeview and the bad shape they are in. Mr. Brock recommended to tear down the buildings. We do store items in that building and will have to find a place to relocate those items. Mr. Brock will meet with the Public Works Director and see what we can do to move that forward.

Old Business

Ordinance No. 2021-15. An Ordinance combining the Street Fund and the Motor Vehicle License Tax Fund. (Second Reading)

Mrs. McElfresh moved to consider this the second reading of Ordinance No. 2021-15 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-15 by title only.

Mrs. McElfresh moved to adopt Ordinance No. 2021-15; seconded by Mr. Routson. Roll call vote: six ayes. Motion carried.

Ordinance No. 2021-16. An Ordinance accepting real property containing 1.3427 acres, more or less, from Park 63, Limited, as further described herein to be used for public purposes. (Second Reading)

Mrs. McElfresh moved to consider this the second reading of Ordinance No. 2021-16 and have it read by title only; seconded by Mr. Routson. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-16 by title only.

Mrs. McElfresh moved to adopt Ordinance No. 2021-16; seconded by Mr. Routson. Roll call vote: six ayes. Motion carried.



Ordinance No. 2021-17. An Ordinance supplementing Section 412.01(A)(1) of the Codified Ordinances to specifically include grass clippings. (Second Reading)

Mr. Routson felt it was vague as it relates to grass clippings. He has had people come up to him laughing at some of the things that Council is currently doing. Mr. Routson recommended that Council come up with a better ordinance rather than vaguely include grass clippings.

Mr. Callahan stated that he jokingly told one of the City employees not to get grass clippings on the road and this employee replied that it was impossible to be done.

Mayor Frentzel understood Mr. Routson wanted to have another ordinance for this, but many times we have had two separate pieces of legislation where one would cancel out the other.

Mrs. McElfresh moved to consider this the second reading of Ordinance No. 2021-17 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council of read Ordinance No. 2021-17 by title only.

Mrs. McElfresh moved to adopt Ordinance No. 2021-17; seconded by Mrs. Hale. Roll call vote: four ayes; two nays (Callahan and Routson). Motion carried.

New Business

Emergency Resolution No. 31-2021. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Jones-Warner Consultants, Inc. for professional engineering services related to the Monroe Crossings Catch Basin Replacement Project and declaring an emergency.

Mr. Brock advised that the catch basins along Roden Park Drive are failing and this legislation requests approval for an engineering design.

Mayor Frentzel pointed out that Monroe Crossings is not that old of a subdivision and questioned the need to replace 42 catch basins. Mr. Brock explained that they were put in under the standards at the time and the standard has since changed.

Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Resolution No. 31-2021 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 31-2021 by title only.

Mrs. McElfresh moved to adopt Emergency Resolution No. 31-2021; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.



Resolution No. 32-2021. A Resolution authorizing the City Manager to enter into an award agreement related to the American Rescue Plan Act of 2021.

Mr. Brock reported this allows the City to enter into an award agreement for the American Rescue Plan Act funds.

Mrs. McElfresh moved to consider this the first reading of Resolution No. 32-2021 and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 32-2021 by title only.

Mrs. McElfresh moved to approve the first reading of Resolution No. 32-2021; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

Resolution No. 33-2021. A Resolution adopting the Tax Budget for the City of Monroe, Ohio, for the 2022 fiscal year.

- ***Public Hearing: Resolution No. 33-2021.***

Mayor Frentzel opened the public hearing.

Having been sworn, Mrs. Ervin stated that we are required to submit a tax budget to Butler and Warren Counties before July 20th. We really try to focus on the revenue projections that assist in the expense budget. The tax budget must contain specific detail on any funds that receive property tax revenues. In addition to the presentation of the tax budget for fiscal year 2022, Mrs. Ervin provided an overview of how the revenue and expenditures are estimated.

Mrs. McElfresh moved to close the public hearing on the 2022 Tax Budget; seconded by Mrs. Hale. Voice vote. Motion carried.

Mrs. McElfresh moved to consider this the first reading of Resolution No. 33-2021 and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 33-2021 by title only.

Mrs. McElfresh moved to approve the first reading of Resolution No. 33-2021; seconded by Mr. Callahan. Roll call vote: six ayes. Motion carried.

Emergency Ordinance No. 2021-18. An Ordinance to authorize the City Manager to enter into a Lease Agreement with the highest bidder for the real property known as the Baker Sports Complex and declaring an emergency.

Law Director Callahan reported that two bids were received; however, what we thought at that time was the high bid had some problems and, after he discussed the matter with their attorney, they withdrew their bid. The only bid left was Majors Farms.



Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Ordinance No. 2021-18 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2021-18 by title only.

Mrs. McElfresh moved to adopt Emergency Ordinance No. 2021-18; seconded by Mr. Hickman. Roll call vote: five ayes; one abstention (Hale). Motion carried.

Ordinance No. 2021-19. An Ordinance amending and supplementing Chapter 1065 of the Codified Ordinances to change the reservation fees and rules and regulations related to the reservation of the Monroe Community Room and Small Conference Room located at 6 East Avenue.

Mr. Brock reported that the next two pieces of legislation revolve around the fees for use of the Monroe Community Room and the small conference room at 6 East Avenue. Mrs. Ervin has expressed concern with the time-consuming process of taking a deposit and returning a portion of it. Some of the rule changes are only one reservation per calendar day per room, which would not include City-related uses. This will help us inspect and clean the room in between uses. Another change would be service and not-for-profit organizations being able to use the room for free. Mr. Brock would keep a listing of the approved organizations in his office. It is recommended that a nonrefundable fee for the large room be \$100 and \$50 for the small conference room. If there is any extraordinary cleaning or damage needed the organization would be charged for this.

Mrs. McElfresh moved to consider this the first reading of Ordinance No. 2021-19 and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-19 by title only.

Mrs. McElfresh moved to approve the first reading of Ordinance No. 2021-19; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.

Ordinance No. 2021-20. An Ordinance supplementing Chapter 286 of the Codified Ordinances to establish the reservation fee for the Monroe Community Room and Small Conference Room at 6 East Avenue.

Mrs. McElfresh moved to consider this the first reading of Ordinance No. 2021-20 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-20 by title only.

Mrs. McElfresh moved to approve the first reading of Ordinance No. 2021-20; seconded by Mr. Callahan. Roll call vote: six ayes. Motion carried.



Consideration of Motion to make an appointment to the Planning Commission to fill the unexpired term ending December 31, 2021.

Mayor Frentzel moved to adjourn into executive session to consider the appointment of a public official; seconded by Mrs. McElfresh. Roll call vote: six ayes. Motion carried.

Council adjourned into executive session at 8:37 p.m.

Mrs. McElfresh moved to reconvene into regular session; seconded by Mrs. Hale. Voice vote. Motion carried.

Council reconvened into regular session at 8:50 p.m.

Mrs. McElfresh moved to appoint Matthew Frye to the Planning Commission with a term expiring December 31, 2021; seconded by Mrs. Hale. Voice vote. Motion carried.

Consideration of Motion accepting the January, February, and March 2021 Finance Reports as submitted.

Mrs. McElfresh moved to accept the January, February, and March 2021 Finance Reports as submitted; seconded by Mr. Hickman. Voice vote. Motion carried.

Administrative Reports

Mr. Routson thanked the people that were placing roses on the veterans graves at the North Monroe Cemetery on Memorial Day.

Mr. Routson stated that he has been on Council for 24 years, 6 years on Public Works, 25 on the Volunteer Fire Department, and 13 years on the Police Department and has pulled a petition to run again. For personal reasons June 30th will be his last day on City Council.

Adjournment

Mr. Routson moved to adjourn; seconded by Mrs. Hale. Voice vote. Motion carried.

The regular meeting of Council adjourned at 8:54 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council