

**Monroe Council Minutes
Regular Meeting of Council
July 23, 2019 – 6:30 p.m.
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

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

Roll Call

Council members present: Dan Clark, 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
Fire Chief John P. Centers
Director of Finance Karen Ervin
Assistant to the City Manager/Clerk of Council Angela S. Wasson

Approval of the Minutes

Mr. Funk moved to approve the Finance Committee and Council minutes of July 9, 2019; seconded by Mrs. Hale. Voice vote. Motion carried.

Visitors

None.

Committee Reports

None.

Old Business

Ordinance No. 2019-17. An Ordinance supplementing Chapter 204 of the Codified Ordinances of the City of Monroe to prohibit certain activities in the portion of a City-owned retention pond located at 601 South Main Street, Monroe, Ohio. (Second Reading)

Mr. Clark moved to consider this the second reading of Ordinance No. 2019-17 and have it read by title only; seconded by Mr. Funk. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2019-17 by title only.

Mr. Clark moved to adopt Ordinance No. 2019-17; seconded by Mr. Hickman. Roll call vote: seven ayes. Motion carried.

New Business

Emergency Resolution No. 34-2019 A Resolution approving a Then-and-Now Certificate in the amount of \$4,150.00 to Rundell Ernstberger Associates Inc., and declaring an emergency.

Mr. Brock advised that this is for the Comprehensive Plan consultants.

Mr. Clark moved to suspend the rule requiring the reading of Emergency Resolution No. 34-2019 on two separate days, authorize its adoption on the first reading; and have it read by title only; seconded by Mr. Frentzel. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 34-2019 by title only.

Mr. Clark moved to adopt Emergency Resolution No. 34-2019; seconded by Mrs. Hale. Roll call vote: five ayes. Motion carried.

Emergency Resolution No. 35-2019. A Resolution authorizing the City Manager to enter into an amended agreement by and between the City of Monroe and Upland Software for document management software for Mayor's Court and declaring an emergency.

Mr. Brock explained that this software is for the Mayor's Court. The Clerk of Court has managed to save approximately \$35.00 per month with this amendment.

Mr. Clark moved to suspend the rule requiring the reading of Emergency Resolution No. 35-2019 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. 35-2019 by title only.

Mr. Clark moved to adopt Emergency Resolution No. 35-2019; seconded by Mr. Funk. Roll call vote: seven ayes. Motion carried.

Emergency Resolution No. 36-2019. A Resolution authorizing the City Manager to enter into a Cooperation Agreement by and between the City of Monroe and the County of Butler, Ohio for the Community Development Block Grant Program and declaring an emergency.

Mr. Brock stated that HUD is requesting a new agreement. There are no changes in the agreement, but it is a requirement of HUD if we want to participate in CDBG grants.

Mr. Clark moved to suspend the rule requiring the reading of Emergency Resolution No. 36-2019 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Frentzel. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 36-2019 by title only.

Resolution No. 37-2019. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Clemans Nelson & Associates, Inc. for professional services to complete a compensation study.

Mr. Brock requested Council approve an agreement for the completion of a compensation study. Council determined that the Finance Committee would work with the consultant on the process. Mr. Brock noted that additional cost estimates for a study was provided.

Mr. Clark moved to consider this the first reading of Resolution No. 37-2019 and have it read by title only; seconded by Mr. Funk. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 37-2019 by title only.

Consideration of Motion accepting the March, April, and May Finance Reports

Mr. Clark moved to accept the March, April, and May Finance Reports as submitted; seconded by Mr. Funk. Voice vote. Motion carried.

Administrative Reports

Mr. Brock reported that Mary Swain is requesting RFP's for a title agency and we are reviewing whether or not it would be an appropriate tenant in the City's strip center where the police station will be located. We are not sure if we can submit an RFP due to the short turn around time. Mayor Routson noted that they are looking at a complete build out by the first of the year. Mr. Brock explained that there is a lot that goes in a tenant finish and it hasn't been decided how tenants will be handled in this area. It was the consensus of Council that it would be a good tenant if it can be accomplished.

Executive Session

To consider confidential information relating to the marketing plans, specific business strategy, or personal financial statements of an applicant for economic development assistance.

Mr. Clark moved to adjourn into executive session to consider confidential information relating to the marketing plans, specific business strategy, or personal financial statements of an applicant for economic development assistance; seconded by Mr. Funk. Roll call vote: seven ayes. Motion carried.

Council adjourned into executive session at 6:49 p.m.

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

Council reconvened into regular session at 7:31 p.m.

Mayor Routson brought up putting a monument reflecting the seal showing the water tower and steeple along with the history of both. Council preferred the round sample with a brass plate. In addition, Council would like to have a bench. Mrs. Wasson will obtain costs for this.

Adjournment

Mr. Clark moved to adjourn the regular meeting of Council; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The regular meeting of Council adjourned at 7:31 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council