



**Monroe Council Minutes
Regular Meeting
January 11, 2022 – 6:30 p.m.
233 South Main Street, Monroe, Ohio**

Law Director Callahan administered the Oath of Office to the newly elected members of Council – Marc Bellapianta, Kelly Clark, and Ben Wagner.

Pledge of Allegiance

Mayor Frentzel opened the regular meeting of Council at 6:32 p.m. with the Pledge of Allegiance.

Roll Call

Council members present: Marc Bellapianta, Tom Callahan, Kelly Clark, Jason Frentzel, Keith Funk, Christina McElfresh, and Ben Wagner.

- *Interest and/or nomination for Mayor announced.*

Law Director Callahan explained to be consistent with the recent Charter change that was approved by the electorate, he will ask first if there are any Council members that want to submit their name for Mayor and then ask if there are any nominations. The Clerk of Council will then submit a ballot to each member of Council and read aloud the results of the ballot votes. If there is a majority for one person a motion will be made to appoint that person as Mayor. The same procedure will be used for Vice Mayor.

In response to Law Director Callahan’s question, Mr. Funk and Mrs. McElfresh announced they would like to be considered for Mayor. There were no nominations.

The ballot vote for Mr. Funk and Mrs. McElfresh was read by the Clerk of Council as follows:

Council Member	Voted For
Mr. Bellapianta	Mr. Funk
Mrs. McElfresh	Mrs. McElfresh
Mr. Funk	Mr. Funk
Mr. Frentzel	Mr. Funk
Dr. Clark	Mrs. McElfresh
Mr. Wagner	Mrs. McElfresh
Mr. Callahan	Mr. Funk

Law Director Callahan requested a motion to appoint Councilman Funk as Mayor.

Mrs. McElfresh moved to appoint Keith Funk as Mayor; seconded by Dr. Clark. Voice vote. Motion carried.



- ***Interest and/or nomination for Vice Mayor announced.***

In response to Law Director Callahan’s question, Mr. Bellapianta and Mrs. McElfresh announced they would like to be considered for Vice Mayor. There were no nominations.

The ballot vote for Mr. Bellapianta and Mrs. McElfresh was read by the Clerk of Council as follows:

Council Member	Voted For
Mr. Bellapianta	Mr. Bellapianta
Mrs. McElfresh	Mrs. McElfresh
Mr. Funk	Mr. Bellapianta
Mr. Frentzel	Mrs. McElfresh
Dr. Clark	Mrs. McElfresh
Mr. Wagner	Mrs. McElfresh
Mr. Callahan	Mr. Bellapianta

Mr. Bellapianta moved to appoint Mrs. McElfresh as Vice Mayor; seconded by Mr. Funk. Voice vote. Motion carried.

Swearing in of Mayor and Vice Mayor

Law Director Callahan administered the oath of office to Mayor Funk and Vice Mayor McElfresh.

Approval of the Minutes

Mr. Frentzel moved to approve the Council Minutes of December 14, 2021 and Finance Committee Minutes of December 14, 2021; seconded by Mr. Bellapianta. Voice vote. Motion carried.

Visitors

None.

Committee Reports

None.

Old Business

None.



New Business

Emergency Resolution No. 01-2022. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Fishbeck to update the stormwater ordinance to comply with the United States and Ohio Environmental Protection Agencies and declaring an emergency.

Mr. Brock explained this is for an engineering firm to review our ordinances related to stormwater and compare with the regulations implemented by the Environmental Protection Agencies. Monroe is known as an MS4 because we have a permit to discharge stormwater and we need to regulate, control, and inspect those discharges throughout the City.

Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Resolution No. 01-2022 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Dr. Clark. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 01-2022 by title only.

Mrs. McElfresh moved to adopt Emergency Resolution No. 01-2022; seconded by Mr. Callahan. Roll call vote: seven ayes. Motion carried.

Resolution No. 02-2022. A Resolution instructing the Assistant Finance Director to request an advancement of taxes assessed and collected on behalf of the City of Monroe from the Auditors of Butler and Warren Counties.

Mr. Brock advised this annual piece of legislation asks both counties to send the City any tax collected sooner than they normally would.

Mrs. McElfresh moved to consider this the first reading of Resolution No. 02-2022; seconded by Mr. Frentzel. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 02-2022 by title only.

Mrs. McElfresh moved to approve the first reading of Resolution No. 02-2022; seconded by Dr. Clark. Roll call vote: seven ayes. Motion carried.

Ordinance No. 2022-01. An Ordinance amending and supplementing Exhibit “1” of Ordinance No. 2021-55 to increase the number of positions for Finance Specialist, Utility Billing Specialist, Assistant Fire Chief, Public Works Crew Leader, and Operator/Laborer; and change the title of City Engineer to Civil Engineer.

Mr. Brock stated that Council is required to decide on the number of positions and establish the wage ranges. These positions are fully funded for this year.



Mr. Frentzel asked if Mr. Brock anticipates filling the positions right away. Mr. Brock didn't see any hesitation in filling these positions and the process can begin right away.

Relating to the City Engineer position, Mrs. McElfresh asked what the difference is and if we would still need outsourcing. Mr. Brock replied that outsourcing is still needed to oversee the Civil Engineer's work and to sign anything for the City. Mrs. McElfresh asked what has been the issue in hiring a City Engineer. Mr. Brock advised that the market is very tight and even private engineering firms are having a hard time hiring.

Dr. Clark asked what the time frame is for becoming an engineer. Mr. Brock replied that you cannot take the test out of college until you have studied under an engineer for four years.

Mr. Wagner asked how you would have them study under an engineer if there is no one in the City in the engineer role. Mr. Brock explained that the contract engineer would oversee their work.

Mr. Brock confirmed Mrs. McElfresh's understanding that the City would be paying that contract engineer for four years to oversee their work unless; however, the City found someone that has three years experience then it would take a shorter amount of time.

Mrs. McElfresh asked why the certifications were marked out for the Assistant Fire Chief. Mr. Brock stated that it wasn't a final copy of the job description and, after review, it was determined that they were preferences and not requirements. Mrs. McElfresh asked if the current Assistant Fire Chief has all of the certifications. Assistant Fire Chief Leverage indicated that he does. Mr. Brock added that Captain Grubbs, who they are considering for this promotion, also has all of the certifications.

Mrs. McElfresh moved to consider this the first reading of Ordinance No. 2022-01 and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2022-01 by title only.

Mrs. McElfresh moved to approve the first reading of Ordinance No. 2022-01; seconded by Mr. Bellapianta. Roll call vote: seven ayes. Motion carried.

Consideration of Motion accepting the August, September, and October 2021 Finance Reports as submitted.

Mrs. McElfresh moved to accept the August, September, and October 2021 Finance Reports as submitted; seconded by Dr. Clark. Voice vote. Motion carried.

Consideration of Motion appointing a member of Council to serve on the Planning Commission.

Mrs. McElfresh and Mr. Bellapianta expressed interest in serving on the Planning Commission.



Mr. Wagner moved to appoint Mrs. McElfresh to the Planning Commission; seconded by Mr. Frentzel. Roll call vote: seven ayes. Motion carried.

Consideration of Motion appointing a member of Council to serve on the Ohio-Kentucky-Indiana Regional Council of Governments.

Mr. Frentzel moved to appoint Mr. Funk to serve on the Ohio-Kentucky-Indiana Regional Council of Governments; seconded by Dr. Clark. Voice vote. Motion carried.

Consideration of Motion appointing members to boards and commissions.

Mrs. McElfresh moved to appoint Stephanie Sellman for a five year term to the Personnel Board and Roshawn Jenkins for a two year term to the Local Board of Tax Review; seconded by Mr. Wagner. Voice vote. Motion carried.

Consideration of Motion requesting a hearing on a new C1 Liquor Permit for Main Street Marathon 176 located at 595 South Main Street.

No action was taken.

Administrative Reports

Mr. Brock advised that The Chamber of Commerce will hold their annual meeting on January 27th. If any member of Council would like to attend, please let Mrs. Wasson know by January 20th.

Mr. Brock sought feedback from Council on solar energy. Proposed is ground mounted solar panels located behind the post office. The utility bill offset for those would be 57% lower than what it typically is.

Mr. Frentzel asked what would be needed for protection of that. Mr. Brock advised that we could fence off the area if necessary.

Mayor Funk commented that paying for a project like this could take a couple of decades. Mr. Brock advised that it wasn't quite that long.

Mrs. McElfresh asked what the life expectancy is for this. Mr. Brock replied that they are 25 year panels.

Mr. Frentzel pointed out it would cost roughly \$250,000 to install the City Building location and the 25 lifetime savings estimate is \$465,000. A savings of \$260,000 for the panels. Mr. Brock noted the panels would come with a 25 year warranty.

Mr. Brock stated that the second location would be the fire station on South Main Street with an offset of 90%.



Another location is the fire station on State Route 4 and it would be located behind the building and also ground mounted. That is 114% offset.

The last location is roof mounted panels on the new police facility with a 106% offset.

Mr. Brock responded to Mr. Wagner's question on the cost of all facilities that the total cost would be estimated at \$1.1 million and we will have a couple of different options to pay for that. Mr. Wagner also asked if there were any grant programs. Mr. Brock replied there is no grant; however, there are rebates and incentives if we work with a third-party the cost would go down.

Mr. Bellapianta asked if the location behind the post office has been planned for a different use and if additional panels could be placed behind the fire station off State Route 4 to further offset the savings for the City Building. Mr. Brock will look into expanding the State Route 4 location.

Mrs. McElfresh asked if this is something that could be discussed during the retreat after receiving additional information. It was the consensus of Council to move forward with all of the locations except for the City Building site.

Mr. Brock reported that there is a OPEA grant for rev charging systems and they are looking for public land to put them on. Mr. Brock suggested five sites – 6 East Avenue, 233 South Main Street, State Route 63 and Union Road (old water treatment plant), in front of Monroe Bicentennial Commons, and the empty lot next to the South Main Street fire station. If Council is okay with that they would like a letter of support. They maintain the site and they would be located there for five years.

Mayor Funk if we looked at the utility that would be gained and didn't want them to be installed and not be used. Mr. Brock felt it was a central location and it may not hit all three of the sites. These are fast chargers and the traveling public would have different options. The letter would just say we are considering these locations under the grant.

Mr. Bellapianta asked about the Committees of Council. Mayor Funk advised he will review the listing of interest and make that decision.

Adjournment

Mr. Frentzel moved to adjourn; seconded by Mr. Wagner. Voice vote. Motion carried.

The regular meeting of Council adjourned at 7:38 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council