

**Monroe Council Minutes  
Regular Meeting of Council  
March 23, 2021 – 6:30 p.m.  
233 South Main Street, Monroe, Ohio**

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***Pledge of Allegiance***

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

***Roll Call***

Council members present: Tom Callahan, Jason Frentzel, Keith Funk, Anna Hale\*, Todd Hickman, and Christina McElfresh. Mrs. Hale arrived at 6:44 p.m.

Mr. Funk moved to excuse Mrs. Hale and Mr. Routson; seconded by Mr. Callahan. Voice vote: five ayes. Motion carried.

***Approval of the Minutes***

Mr. Funk moved to approve the Council Minutes of March 9, 2021; seconded by Mrs. McElfresh. Voice vote. Motion carried.

***Visitors***

None.

***Committee Reports***

None.

***Old Business***

**Ordinance No. 2021-08.** An Ordinance authorizing the City to participate in cooperation with, and requesting the Warren County Port Authority's participation in, the refunding of Port Authority Development Revenue Bonds issued to finance public improvements for the Monroe special assessment project; and authorizing the execution of a First Amendment to Cooperative Agreement in connection with such refunding. (Second Reading)

Mr. Brock requested that this Ordinance be read as an emergency on its second reading so that they can proceed with the refinancing.

Mr. Funk moved to suspend the rule requiring the reading of Ordinance No. 2021-08 on two separate days, authorize its adoption on the second reading, and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-08 by title only.

Mr. Funk moved to adopt Ordinance No. 2021-08; seconded by Mr. Hickman. Roll call vote: five ayes. Motion carried.

**Ordinance No. 2021-09.** An Ordinance authorizing the extension of the existing contract with Rumpke through January 31, 2023, and amending Section 1060.03(a) of the Codified Ordinances to increase the rate charged for garbage and trash collection to \$18.48. (Second Reading)

Mr. Brock advised this extends the contract with Rumpke through January 31, 2023, and increases the garbage rate to \$18.48.

Mr. Funk moved to consider this the second reading of Ordinance No. 2021-09 and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-09 by title only.

Mr. Funk moved to adopt Ordinance No. 2021-09; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

### ***New Business***

**Emergency Resolution No. 19-2021.** A Resolution accepting the lowest and/or best bid submitted for Phase 1B of the Monroe Bicentennial Commons Park Project and authorizing the City Manager to enter into an agreement by and between the City of Monroe and Universal Contracting Corporation for said project, and declaring an emergency.

Mr. Brock explained this accepts the low bid for Phase 1B of the Monroe Bicentennial Commons Park Project. It is requested to be adopted as an emergency so we can proceed with the work as quickly as possible and meet Council's deadline of opening it up by Labor Day.

Mayor Frentzel asked if the smaller restroom facility will be an existing structure or a new structure for the first phase. Mr. Brock replied that it is a new structure as the only existing building with plumbing is the old office building and it is located a good distance from everything else.

Mr. Funk asked if the contractor is aware of the Labor Day deadline. Mr. Morton was not sure if the contractor is aware; however, the engineer is aware of it. He added that it is going to be a tight deadline. Mr. Funk agreed that it is a tight deadline and wanted to make sure the contractor was aware of this. Mayor Frentzel noted that there may be a time as the project proceeds that Council will need to revisit this deadline. Mr. Funk stated that when awarding a bid for this project, Council may select a slightly higher bid if they can guarantee that they can complete the project by the deadline. This is where we start to go for value rather than the lowest bid. He emphasized that there is a lot of importance with opening this park and people seeing progress on this side of town.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 19-2021 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. 19-2021 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 19-2021; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

**Resolution No. 20-2021.** A Resolution authorizing the City Manager to enter into a professional engineering services agreement by and between the City of Monroe and Fishbeck for the East Avenue Water Main Replacement Project.

Mr. Morton explained that this water line will go under State Route 63 near Cincinnati-Dayton Road. Approximately 10 to 12 years ago there was a water main break and they had to shut it off because the water main is about 20 feet deep. We really need to establish a new line under State Route 63 intersection to fill the Main Street tank. This Resolution is for the engineering. We will run up East Avenue to Lebanon Street. This is a first phase in a three year plan for establishing a 12" feed where we are hooked in with the County near Hankins Road. This is the biggest and most expensive phase, but it is part of the five year plan in Capital Improvements. We are trying to have all of these projects ready to be bid in January so we can get better pricing.

In response to Mr. Funk's question, Mr. Morton advised just the design is in the 2021 budget and construction in the 2022 budget. Mr. Funk asked is there a way to quantify the problems we are experiencing now such as, are there a lot of residents affected or if we have fires and trying to figure out if we need to do this today. Mr. Morton explained it will help with the water quality because we do not have a good straight direct line to fill that tank. Mr. Funk noted if we don't know the impact it is hard to justify \$1,400,000; however, he does support this and trusts Mr. Morton's assessment.

Mrs. Hale asked how much capacity the tanks are now. Mr. Morton replied that the Mound Tank is at 80% and the Main Street Tank is only at about 65%. One thing that we learned when we had the leak in the Mound Tank is we will never be able to completely fill that tank because of the restrictions in our system.

Mr. Funk noted that it may help for Council to see a Capital Plan. Mr. Morton advised that they are working on those plans.

Mr. Hickman asked if the \$87,000 is the lowest for this project. Mr. Morton explained that we did not put it out for bid as this engineering company is the one that puts together our water model.

Mr. Callahan asked where the money would be pulled from. Mr. Morton advised it would come from the Water Capital Fund. Mr. Callahan was of the opinion that it should be looked at a little closer. There are so many projects going on and we need to look at it closer. Mr. Brock informed Council that they can put together additional information between the readings and only the \$87,000 design is for 2021 budget.

Mrs. McElfresh asked how long we have been without this connection and Mr. Morton replied it has been 10 to 12 years.

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

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

Mr. Funk moved to approve the first reading of Resolution No. 20-21; seconded by Mrs. McElfresh. Roll call vote: four ayes; two nays (Callahan and Hickman). Motion carried.

**Emergency Ordinance No. 2021-10.** An Ordinance granting an easement to Duke Energy Ohio, Inc. for the purposes of the installation and maintenance of electric lines serving Monroe Bicentennial Commons Park and declaring an emergency.

Mr. Brock reported that this is an easement required by Duke Energy for overhead and underground electric lines to the Monroe Bicentennial Park.

Mr. Funk asked if we can require that all of the lines are underground. Mr. Brock advised that the overhead lines would go over the railroad tracks as Duke doesn't have an easement with the railroad.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2021-10 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 Ordinance No. 2021-10 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2021-10; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

**Consideration of Motion** authorizing the expenditure of \$21,000.00 to Zorman Builders for the earthwork and plumbing work in preparation of the installation of the Monroe Crossings Park Restroom Building.

Mr. Brock stated that Zorman Builders will be setting the pre-fab building and we asked them to do additional work to prep the site.

Mr. Hickman asked who the plumber would be and Mr. Morton indicated it would be Blayshock Plumbing and it will be under \$1,000.

Referring to the soccer fields in the area, Mr. Funk advised they have been talking about an irrigation system there and asked if this is something that could be utilized for that. Mr. Morton advised that there is a water main at the edge of the apartments. The problem with irrigation is that is County water and not the City's and you would be paying full price for the water. Mr. Funk has spoken with the soccer representatives and they talked about helping with that cost. Mr. Funk is looking for ways to be more efficient and asked if there is anyway this could be accomplished. Mr. Morton replied that there is only a two inch line being run to the building and to accommodate an irrigation system a six inch line would be required and the tap-in fees would need to be paid to the County. Within the scope of this project it would put everything on hold.

Mr. Funk moved to authorize the expenditure of \$21,000.00 to Zorman Builders for the earthwork and plumbing work in preparation of the installation of the Monroe Crossings Park Restroom Building; seconded by Mr. Hickman. Voice vote. Motion carried.

Mayor Frentzel pointed out that Council had previously discussed appointments to boards and commissions in executive session and requested that they discuss the appointments on the agenda in executive session.

**Consideration of Motion** accepting the November 2020 Finance Reports as submitted.

Mr. Funk moved to accept the November 2020 Finance Reports as submitted; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Mr. Hickman asked if we have received a cost on the monument to be placed at the old water tower site on East Avenue.

Mrs. Wasson advised that we are waiting on a concept drawing from Butler Tech and then we will be able to receive the final quote. Mr. Hickman asked if the entire project will be completed this summer. Mr. Morton will request the Assistant Public Works Director to reach out to Butler Tech to check on the status of that.

Mr. Hickman asked about the status of the land swap agreement. Mr. Brock advised that the DTE form was received back from the landowner and it has been filed. It is his understanding the property is now the City's.

Mr. Hickman asked when the dog park will be completed. Mr. Morton stated that we will begin on that soon and he will have an update on this at the next Council meeting. They are waiting on a timeline from the fencing company. He hopes by the end of June it is up and running. Mr. Hickman requested a breakdown of the cost and who is doing the work be sent to all of Council.

Mr. Callahan asked what decision had been made as to whether or not to keep the building located where the dog park will be. Mr. Morton replied that the intent is to keep the building and we may use it as storage. Mr. Callahan felt that it should be kept. Mr. Hickman advised that there is graffiti on that building and asked that Mr. Morton check on that.

Mayor Frentzel informed Council that he was approached by one of the Liberty Township Trustees for the Millikin Road project. They are requesting support from the City of Monroe for the continuing progress of this project. Mr. Hickman questioned why they need Monroe's support. Mayor Frentzel's understanding is that it is a practice to get support from other local jurisdictions. Mr. Brock explained that during the federal funding for this project it is typical to get support from a region as a whole. It is a letter of support that goes into the funding document. Mr. Brock added that he should have a draft of the proposed JEDD for Council's review at a future meeting.

Mr. Funk moved to submit a letter of support for the Millikin Road Project to Liberty Township; seconded by Mr. Hickman. Voice vote. Motion carried.

Mayor Frentzel brought up the Rules of Council that contained the suggestions he and Mrs. McElfresh included and suggested it could be brought up at the next Council meeting.

**Executive Session.** For a conference with an attorney concerning pending and imminent court action and to consider the appointments of public officials.

Mr. Funk moved to adjourn into executive session for a conference with an attorney concerning pending and imminent court action and to consider the appointments of public officials; seconded by Mrs. Hale. Roll call vote: six ayes. Motion carried.

Council adjourned into executive session at 7:38 p.m.

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

Council reconvened into regular session at 9:09 p.m.

**Consideration of Motion** making an appointment to the Planning Commission and the Park and Recreation Board.

Mr. Funk moved to appoint Lindsey Pyron to the Planning Commission for the term ending December 31, 2023; appoint Ben Wagner to the Planning Commission for the term ending December 31, 2022; and appoint Josh Howard to the Park and Recreation Board; seconded by Mr. Hickman. Voice vote. Motion carried.

Mr. Funk moved to authorize the Law Director to appoint Catherine Cunningham of Kegler Brown Hill & Ritter to act on behalf of the City of Monroe on certain civil matters to be determined by the Law Director and authorize the execution of any and all documents necessary to retain her services; seconded by Mrs. McElfresh. Voice vote. Motion carried.

***Administrative Reports***

None.

***Adjournment***

Mr. Hickman moved to adjourn; seconded by Mr. Funk. Voice vote. Motion carried.

The regular meeting of Council adjourned at 9:12 p.m.

Respectfully submitted,

Angela S. Wasson, MMC  
Clerk of Council