



**Monroe Council Minutes  
Regular Meeting  
May 10, 2022 – 6:30 p.m.  
233 South Main Street, Monroe, Ohio**

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***Pledge of Allegiance***

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

***Roll Call***

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

Mr. Wagner moved to excuse Mr. Callahan; seconded by Mr. Bellapianta. Voice vote. Motion carried.

***Approval of the Minutes***

Mr. Frentzel moved to approve the Council Minutes of April 26, 2022 and the Finance Committee Minutes of April 26, 2022; seconded by Mr. Wagner. Voice vote. Motion carried.

***Visitors***

Pat Osborne addressed Council with her concerns of the semi-truck traffic on Todhunter Road coming out of the Middletown development. She advised they are turning onto Todhunter Road and going towards State Route 4 even though signs are up prohibiting no through trucks.

Mr. Brock advised that signs should be erected facing toward the exit saying no trucks. Mr. Brock added that he has had correspondence with that company and the City of Middletown.

Mayor Funk recognized and thanked the City's first responders for the contributions and sacrifices they make for our community. They are available 24/7 for the protection of our health, safety, and quality of life. In recognition and remembrance of the fallen, Mayor Funk presented three proclamations. 1) Proclaiming May 11 through May 17, 2022, as National Police Week as we respect, honor, and remember the law enforcement officers who have lost their lives for the safety and protection of others. 2) Proclaiming May 15 through May 21, 2022, as Emergency Medical Services Week as we thank those serving to provide emergency medical care in the time of need. 3) Proclaiming May 15 through May 21, 2022, as National Public Works Week for their contribution to keep Monroe a sustainable and resilient community with a high quality of life.

***Committee Reports***



Dr. Clark reported that the Public Involvement Committee recommended changing the Light Up the Sky Event and fireworks display to Monroe Community Park as opposed to Monroe Bicentennial Commons. It gives Public Works a chance to sort out the issues at Monroe Bicentennial Commons and leave that space free of crowds and to help the Lions Club plan in a short amount of time. The Lions Club has used Monroe Community Park for years and knows the footprint and are able to obtain food trucks and vendors easier.

Dr. Clark moved to accept the \$5,000 grant from the Middletown Community Foundation for the Fourth of July fireworks; seconded by Mrs. McElfresh. Voice vote. Motion carried.

### ***Old Business***

- Discussion and consideration of proposed Charter amendments.

Law Director Callahan advised that Charter amendments could be placed on the ballot during years where there is no municipal election. When there is no municipal election, legislation must be adopted no less than 60 days and no more than 120 days of the election. He stated that last year the Charter Review Commission made some recommendations, all of which did not receive enough votes from Council to be placed on the ballot. Five members of Council must approve legislation to place amendments on the ballot either in the 2023 municipal election or this November election, which would be considered a special election for Charter amendments. Law Director Callahan noted that Council can put all of these amendments on the ballot as one issue or break them out. The Board of Elections deadline for filing these amendments is August 10<sup>th</sup> for the November 2022 ballot.

It was the consensus of Council to schedule a special meeting to discuss the Charter amendments.

- Consideration of Motion establishing the Succession Planning Committee of Council.

Mrs. McElfresh sensed that the majority of Council would like to have these dialogues together rather than have a committee.

Mayor Funk did not want to hold City management up and trying to schedule a special meeting with all seven members of Council is difficult.

Dr. Clark expressed the importance of this meeting and believed the majority of Council would like to be involved in this first hand.

Mayor Funk asked if Committees of Council can adjourn into executive session and Law Director Callahan advised they could; provided, the executive session is lawful.

Mrs. McElfresh asked each member of Council if they have an interest in participating in this. Mr. Bellapianta, Mrs. McElfresh, Dr. Clark, Mr. Wagner, and Mayor Funk have an interest in participating. Mr. Frentzel will be present if the meetings are held on regular Council meeting



dates; however, with his work schedule he could not guarantee that he would be at every special meeting for this.

Mr. Funk moved to establish the Succession Planning Committee of Council. Motion died for lack of a second.

**Ordinance No. 2022-04.** An Ordinance repealing Chapter 1028 known as the Comprehensive Stormwater Management and amending and supplementing Chapter 1028. (Second Reading)

Mr. Brock advised that the Public Works Director has requested this Ordinance be tabled to finalize any changes.

Mrs. McElfresh moved to table Ordinance No. 2022-04; seconded by Dr. Clark. Voice vote. Motion carried.

**Ordinance No. 2022-05.** An Ordinance amending Section 1 of Ordinance No. 2021-52 to reflect the correct rates as set forth in the September 14, 2021 Water Rate Study. (Second Reading)

Mrs. McElfresh moved to consider this the second reading of Ordinance No. 2022-05 and have it read by title only; seconded by Mr. Bellapianta. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2022-05 by title only.

Mrs. McElfresh moved to adopt Ordinance No. 2022-05; seconded by Mr. Frentzel. Roll call vote: six ayes. Motion carried.

**Resolution No. 19-2022.** A Resolution authorizing the City Manager to enter into a Memorandum of Understanding by and between the City of Monroe, Liberty Township, and West Chester Township for use of a Traffic Incident Management Safety Unit. (Second Reading)

Mr. Brock referred to the changes made by West Chester's Law Director, which are not substantial and no change to the cost.

Mrs. McElfresh moved to amend Exhibit "A" of 19-2022 to clearly define the division of expenses; seconded by Mr. Frentzel. Voice vote. Motion carried.

Mrs. McElfresh moved to consider this the second reading of Resolution No. 19-2022 and have it read by title only; seconded by Dr. Clark. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 19-2022 by title only.

Mrs. McElfresh moved to adopt Resolution No. 19-2022; seconded by Mr. Frentzel. Roll call vote: six ayes. Motion carried.



*New Business*

**Emergency Resolution No. 20-2022.** A Resolution declaring the necessity of repairing certain curbs, gutters, and driveway aprons in the City of Monroe, County of Butler, Ohio, requiring that abutting property owners repair the same, and declaring an emergency.

Mr. Brock reported this begins the process for concrete assessments.

Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Resolution No. 20-2022 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Wagner. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 20-2022 by title only.

Mrs. McElfresh moved to adopt Emergency Resolution No. 20-2022; seconded by Dr. Clark. Roll call vote: six ayes. Motion carried.

**Emergency Resolution No. 21-2022.** A Resolution authorizing the City Manager to enter into a Lease Agreement by and between the City of Monroe and Enterprise Fleet Management and declaring an emergency.

Mr. Brock explained this will add an additional vehicle to our lease program for the Civil Engineer in the Public Works Department.

Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Resolution No. 21-2022 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Bellapianta. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 21-2022 by title only.

Mrs. McElfresh moved to adopt Emergency Resolution No. 21-2022; seconded by Mr. Frentzel. Roll call vote: six ayes. Motion carried.

**Emergency Resolution No. 22-2022.** A Resolution to authorize the City Manager to enter into a Collective Bargaining Agreement by and between the City of Monroe and the Ohio Patrolmen's Benevolent Association for the Police Lieutenants and declaring an emergency.

Mr. Brock stated this authorizes him to sign the Collective Bargaining Agreement with the Police Lieutenants.



Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Resolution No. 22-2022 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Bellapianta. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 22-2022 by title only.

Mrs. McElfresh moved to adopt Emergency Resolution No. 22-2022; seconded by Dr. Clark. Roll call vote: six ayes. Motion carried.

**Ordinance No. 2022-06.** An Ordinance amending and supplementing Exhibit “1” of Emergency Ordinance No. 2022-01 to increase the number of positions for Public Works Administrative Assistant, establish the positions and pay range of Finance Administrator, Battalion Chief, and EMS Coordinator.

Mr. Brock informed Council that this would create four new positions being Public Works Administrative Assistant, Finance Administrator, Battalion Chief, and EMS Coordinator. He is currently reviewing all of the job descriptions and will provide Council with those prior to the second reading.

Mrs. McElfresh asked if this Ordinance just reserves positions should we decide to fill them. Mr. Brock replied that we need to budget for the positions before they are filled.

Mrs. McElfresh moved to consider this the first reading of Ordinance No. 2022-06 and have it read by title only; seconded by Mr. Bellapianta. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2022-06 by title only.

Mrs. McElfresh moved to approve the first reading of Ordinance No. 2022-06; seconded by Dr. Clark. Roll call vote: six ayes. Motion carried.

**Consideration of Motion** approving the appointment of Thomas Smith as the Director of Development.

Mrs. McElfresh moved to approve the appointment of Thomas Smith as the Director of Development; seconded by Mr. Bellapianta. Voice vote. Motion carried.

Mrs. McElfresh moved to appoint Jesse Dean to the Park and Recreation Board to fill an unexpired term ending January 1, 2025; seconded by Mr. Frentzel. Voice vote. Motion carried.

### ***Administrative Reports***

Mr. Brock announced he received an analysis from the engineering consultants for South Main Street around the curve where residents requested a guardrail. Mr. Brock is reviewing that will have information in his supplemental this week.



Mrs. Patterson gave a presentation on a Community Input Project. Two-way communication and data is vital and we are different than we were 10 or 15 years ago. All of the changes bring with them different expectations. We lack the mechanism to track public opinion over time or evaluate new ideas. One of the most important to get the best results from a survey is to engage residents safety and effectively and establish connections.

Mrs. Patterson proposed that we would begin to get something out to the residents in the fall of 2022 that would be facilitated by UC Economics Center. We want to provide a paper copy as well as an online portal. UC Economics Center would provide the City with data analysis. Draft questions would be submitted to Council by mid-to-late summer. Mrs. Patterson recommended a survey at least every three years.

Mr. Frentzel reminded everyone next Wednesday is the first Movie in the Park and next Thursday is the first Food Truck Fair.

Mrs. McElfresh thanked the Fire Department to take the time to allow their participation in the “Feel the Heat” program.

Mrs. McElfresh moved to adjourn into executive session to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance; seconded by Mr. Bellapianta. Roll call vote: six ayes. Motion carried.

Council adjourned into executive session at 8:01 p.m.

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

Council reconvened into regular session at 8:27 p.m.

### ***Adjournment***

Mrs. McElfresh moved to adjourn; seconded by Mr. Bellapianta. Voice vote. Motion carried.

The regular meeting of Council adjourned at 8:27 p.m.

Respectfully submitted,

Angela S. Wasson, MMC  
Clerk of Council