

April 28, 2014

On April 28, 2014 the Monroe City Council held a work session at 6:30 p.m. at the Monroe City Hall to discuss remodeling ideas for the existing City Hall and the possibility of remodeling the old Casey's building located at 101 S Monroe Street. Soil contamination concerns about the old Casey's building were discussed and a suggestion to hire an environmental engineer to evaluate the contamination issues was suggested to be added to the May agenda. Also discussed were preliminary drawings at both sites, grants, and the Iowa Brownfield Redevelopment Program. Those in attendance at the meeting were: Matt Mardesen, Kim Thomas, Terry Buckingham, Mayor Briles, and Council Members – Shannon, Vriezelaar, Wilson, Hansen, and Nickelson. Visitors in attendance were: Larry Diekema, Jean Goematt and Twyla Vriezelaar. Seth Shannon and Bob Ormsby, both from SVPA Architects.

May 12, 2014

The regular meeting of the Monroe City Council was called to order by Mayor Briles at 7:00 P.M. at the Monroe City Hall on May 12, 2014. Roll Call was taken, present – Hansen, Nickelson, Shannon, Wilson, Vriezelaar. Matt Mardesen, City Administrator & Economic Development Director; Kim Thomas, City Clerk; Terry Buckingham, Public Works Director, and Nick Chambers, Police Officer; was in attendance.

Visitors at the meeting were: Twila Vriezelaar, Deanna Shannon, Alicia Briles, Andrea Steenhoek, Kathy Van Veen, Mr. & Mrs. Bill St. John, Andrea Lanphier, Kathleen Darrach, Troy Robasse, Matt Chizek, Wally Engle, Delmar Johnson, Larry Diekema, Jean Goematt, Gage Koder, Nate Bradbury, Lynn Donahue, Robert Schnug.

Consent Agenda – Council Member Vriezelaar moved and was seconded by Council Member Wilson to approve the consent agenda. Items on the agenda included the clerk and treasurer's report and bills and minutes from April meeting. Motion carried 5-0. There were no committee or board reports.

#### April 2014 Bills

Salaries	Net:	20558.35
EFTPS	Federal Tax Payment	7061.45
Iowa Department of Revenue	Withholding/Sales Tax	1254.00
IPERS	Police/Regular	4266.07
AFSCME	Union Dues	68.92
City of Monroe	Reimbursement	445.64
Monroe Postmaster	Certified Mailing	6.70
KAL Services	Sanitation Contract	10036.25
Mid American Energy	Utilities	4842.72
Newton Fire Department	Ambulance Billing	330.00
Reid Eveleth	Deposit Refund	103.36
Van Gorp Insurance	Liability/Workers Comp	52765.00
Cardmember Services	Registration/Meals/Books	717.77
Action Electrical	3 Yr Generator Agreement	1240.00
Airgas	Oxygen/Rental	170.95
Baker and Taylor	Books	744.27
Caldwell, Brierly, Chapula, & Nuzum	Legal Services	2026.56
Cari Ann Photography	Portraits	30.00
Casey's	Fuel	1293.10
Central Iowa Water	Water/Principal/Interest	11595.17
City of Monroe	Car Washes	40.00
DEMCO	Book Covers/Date Stamps	84.50
Diabetic Living Magazine	Book	30.91
Guideposts	Books	35.48
Hewitt's Service Center	Fluid/FD Oil Fire-Ambulance Service	862.58
Windstream	Phone Service	587.47
Jasper County Animal Rescue League	Participation Fee/Service	225.87
Jasper County Speed Shop	Service on Police Vehicles	282.28
Jetco Inc.	Flow meters/Labor/Mileage Fee	222.50
Kane Salvage and Welding	Plow Nut/Log Chains	128.60
Keltek	Antenna/Shipping	32.39
Keystone Laboratories	Testing	396.00
Kim Thomas	Mileage	157.92
Malone Motorsports	Battery	98.95
Marco Inc.	Copier Usage	39.06

Matthew Mardesen	Mileage/Meal	148.04
Mediacom	Internet	54.95
Menninga Pest Control	Air Care/Pest Control	61.00
Micromarketing LLC	Books	52.98
Monroe Mirror Inc	Publications	119.94
Monroe Public Library	Petty Cash Expense	22.22
Municipal Supply Inc	Curb Stop/Lube/Misc.	68.70
Office of Auditor of State	Annual Examination Fee	3610.49
PCM School	Yearbook	48.00
Professional Computer Services	Updates/Labor/Toner	914.90
Randy Bellinger	Subscription Reimbursement	31.00
RCSysytems	Emergency Sirens	22400.00
Robert Doty Construction	MRP Ceilings/Overhangs	2100.00
Sandry Fire Supply	Alum. Tank/Helmets/Gloves/Boots	1981.00
Smith & Loveless Inc	Pump Vac	402.44
US Cellular	Phone Service	278.87
Van Ryswyk Plumbing and Heating	Equip. Rental/Igniter/Coupling/Plug	3439.43
WP Barber Lumber	Bits/Bolts/Wall Plate/Connector	32.82
Larry Rowland	Offset Overpayment Refund	168.73
Nathan LeGrand	Offset Overpayment Refund	268.00
Luke Mushitz	Deposit Refund	8.07
Fern H. Zurn	Deposit Refund	103.36
Lisa Smith	Overpayment Refund	103.36
True North Employee Prepaid Ins	Jan/June	27.18
<b>Total April Expenses:</b>		<b>\$ 159,226.27</b>
<b>April Transfers</b>		<b>\$ 417,644.74</b>

**Total Revenue**

General Fund	223354.67
Road Use Fund	11643.16
Special Revenue Fund	148503.36
Capital Project Fund	22556.13
Enterprise Fund	81374.80
Fiduciary Fund	0.00
Debt Service Fund	265533.32
<b>Revenue Total:</b>	<b>\$ 752,965.44</b>

**Total Expense**

General Fund	81799.17
Road Use Fund	10388.92
Special Revenue Fund	421578.00
Capital Project Fund	5069.56
Enterprise Fund	35635.36
Fiduciary Fund	0.00
Debt Service Fund	0.00
Equipment Reserve Fund	22400.00
<b>Total Expense:</b>	<b>\$ 576,871.01</b>

**Monroe Recreation Park – No May meeting but scoreboards have been installed, countertops have been ordered and bathrooms are in the process of being done. Street lights have not been ordered to date. Deanna Shannon asked about more parking at the MRP. Matt Mardesen stated the city has held off on the parking because of an inquiry from PCM School.**

**Monroe Liquor Permit Renewal – Vriezelaar moved and was seconded by Council Member Shannon to approve the Class E and Sunday sales request for Monroe Liquor located at 105 W Sherman St. Motion carried 5-0.**

**Casey’s Liquor Permit Renewal – Vriezelaar moved and was seconded by Council Member Nicholson to approve the Class E and Sunday sales request for Casey’s located at 201 Ralph St. Upon roll call vote, ayes – Vriezelaar, Nickelson, Wilson, Hansen, nays – Shannon. Motion carried 4-1.**

**Old Settlers Fund Raising Request – Andrea Steenhoek and Alicia Briles were in attendance to ask permission to hold a couple Old Settlers fundraising events on the city square this summer. Old Settlers is also requesting permission to apply for a 6 month liquor license. Events have been planned for July 26<sup>th</sup> and October 4. Wilson moved and was seconded by Council Member Hansen to allow the Monroe Old Settlers Committee to apply for a 6 month liquor license, and permission to hold events on the city square on July 26<sup>th</sup> and October 4<sup>th</sup> from 6 to 10 p.m. Upon roll call vote, ayes – Wilson, Hansen, Shannon, Nickelson, nays – Vriezelaar. Motion carried 4-1.**

**Robert Schnug Property Clean up Concerns** – Robert Schnug would like to see nuisance properties at 314 E Lincoln and 602 ½ Mechanic St. cleaned up. Mr. Schnug is concerned about ground hogs on the Mechanic property, old campers and misc. junk at that location which has been there for years. Mr. Schnug states the ground hogs have been under his portable shed located across the street and in a neighbor's vacant house. Mardesen noted 36 properties in town that need to be addressed, the majority are minor issues but 8 to 10 were more serious. The Council was in support of addressing the nuisance abatement properties and moving forward with property cleanup efforts.

**7:30 Budget Amendment Hearing** – Mayor Briles opened the public hearing at 7:30 p.m. Clerk Thomas stated there were no written or oral objections. Vriezelaar moved and was seconded by Hansen to close the public hearing and approve the budget amendment for fiscal year ending June 30, 2014. RESOLUTION NO. 12-2014. Motion carried 5-0.

**Nicole Moss Sewer Request** – Public Works Director Buckingham stated that the water meter had frozen and that the meter was read on the 7<sup>th</sup> of April. City workers were called to replace the meter on April 15, by Van Ryswyk's Plumbing & Heating. There had only been 42 gallons of water used between those dates. Buckingham stated the majority of the water used was before the meter completely broke and stopped moving. Buckingham stated that more than likely the city had lost a lot of water that she hadn't been billed for after the meter stopped working. Shannon moved and was seconded by Hansen to decline the request to forgive the sewer charge on the May 1<sup>st</sup> billing for 314 E Marion Street. Upon roll call vote, motion carried 5-0.

**Water Main Replacement Project** – Public Works Director Buckingham would like to have the water main replaced on Washington Street from the square west to Taylor Street. Buckingham stated that the 6 inch main has been there since the 1920's and has had numerous breaks repaired. Buckingham would also like to replace a small section of old water mains on Marion Street and Lincoln Street. Estimated costs for the project will be over \$500,000.00. Estimations were received from both Fox Engineering and Veenstra and Kimm. Vriezelaar is not in favor of using Fox Engineering after the problems with the Meadows Streets. Buckingham would like to have Fox Engineering hired for engineers for the project. Shannon moved and was seconded by Hansen to proceed with the water main project for Washington St, Marion and Lincoln and officially hire Fox Engineering by resolution at the June regular meeting. Upon roll call vote, ayes – Shannon, Hansen, Wilson, Nicholson, nays – Vriezelaar. Motion carried 4-1.

**Planning and Zoning Board** – Vriezelaar moved and was seconded by Wilson the place Cari Diekema and Donita Breckenridge on the Planning and Zoning Board. Diekema and Breckenridge will replace Joe Street and Brian Breckenridge. Motion carried 5-0.

**Keep Iowa Beautiful Contract** – Mayor Briles mentioned that to date, Baxter, Lynnville, Newton, Prairie City and Sully have commented to the Hometown Pride Partnership Agreement. Colfax, Monroe and Kellogg have not. Mardesen stated it would be a great resource but was concerned with the amount of volunteer time that would be needed to make the project successful. Clerk Thomas agreed that volunteerism has declined over the years in Monroe. The agreement is a one year period and the amount of funds required for Monroe would depend on the amount of other sources, such as JEDCO, County funding and other communities, the Keep Iowa Beautiful fund, and population. Vriezelaar moved and was seconded by Wilson to decline the Hometown Pride Partnership Agreement and revisit the item after one year. Motion carried 5-0.

**Architect's Services Consideration** – Shannon moved and was seconded by Hansen to officially hire Savage-Ver Ploeg & Associates by contract for architect services for possible remodeling efforts for 206 W Sherman and 101 S Monroe at \$90.00 per hour. Motion carried 5-0. SVPA & Associates plan on attending the June regular meeting with preliminary figures for both locations.

**Hiring of Environmental Engineer for 101 S Monroe** – Mardesen suggested the hiring of an environmental engineer to review existing reports and give advice on what type of liability issues the city might incur because of the existing contamination concerns at 101 S Monroe. Cost estimates are \$800.00 to \$1000.00 for the service. Vriezelaar moved and was seconded by Nicholson to grant Administrator Mardesen the permission to hire an environmental engineer to review contamination concerns at the property located at 101 S Monroe. Motion carried 5-0.

**Transfer of Funds Resolution** – Vriezelaar moved and was seconded by Hansen to approve RESOLUTION NO. 13-2014. A resolution approving the transfer of funds within the City of Monroe. Motion carried 5-0.

**Resolution for Dedication of Meadows of Monroe Streets** – Vriezelaar moved and was seconded by Shannon to approve RESOLUTION NO. 14-2014. A resolution accepting the dedication and conveyance of certain real estate for public roadway and other public purposes with The Meadows at Monroe Subdivision. Motion carried 5-0.

**ICash Resolution** – Vriezelaar moved and was seconded by Wilson to approve RESOLUTION NO. 15-2014. A resolution authorizing the approval of and participation in an agreement under Iowa Code Chapter 28E to establish an agency to be known as the Iowa Cities E-Payment Aggregation System ("ICash"). Motion carried 5-0.

**Open Forum** – Officer Nick Chambers will be conducting GTSB survey's from May 19<sup>th</sup> to June 1<sup>st</sup>. Other items mentioned were street repair in the parking at the post office, community garden progress, monthly billing, and status of the old Midlands Building. Wilson mentioned that during the property clean up concerns there were a lot of funny remarks but hopes everyone will take this issue seriously. Wilson also has been approached by an organization willing to paint fire hydrants around the community. Wilson will discuss with the fire department. Mardesen thanked Nate Bradbury for his ideas on the city website. A council work session was set for Monday, May 19<sup>th</sup> at 6:30 p.m. to discuss the floor plans designs for both the existing City Hall and the former Casey's building.

Vriezelaar moved and was seconded by Wilson to adjourn at 8:50 p.m. A full copy of minutes may be seen at [www.MonroeIA.com](http://www.MonroeIA.com) or City Hall.

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Brian D. Briles, Mayor

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Kim K. Thomas, City Clerk