

February 11, 2019

The regular meeting of the Monroe City Council was called to order by Mayor Duinink on February 11, 2019, at 7:00 p.m. Roll call was taken, present – Steenhoek, St. Peter, Hegwood, Goemaat, Bradbury, Kim Thomas, City Clerk; Jeff Timmins, Public Works Director, and Police Chief, Nick Chambers, were in attendance.

Council Member Goemaat moved and was seconded by Council Member Bradbury to approve the consent agenda. Items on the agenda included the clerk and treasurer's report and the bills and minutes from the January meeting and the Gateway Recreation liquor license with Sunday sales and outdoor service. Motion carried 5-0.

Visitors at the meeting were: Jamee Pierson, Jerod Miller, Dean Van Ryswyk, Kurt Briles, Matthew Stoffel, Lenny Larsen and Alex Amadeo were in attendance.

Public Works Director Timmins stated they basically have been pushing and hauling snow for the last month "what we do best" stated Timmins. There were no police or fire reports.

Bradbury moved and was seconded by Council Member Steenhoek to approve the third and final reading of AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MONROE, IOWA BY AMENDING SUBSECTION 136.08 OF CHAPTER 136. Open roll call vote, motion carried 5-0. ORDINANCE 289. Be it enacted by the City Council of the City of Monroe, Iowa. SECTION 1. 136.08 is amended by deleting paragraph 2 in its entirety and inserting in lieu thereof the following: 2. Construction. Sidewalks shall be of one-course construction. Sidewalk and driveway entrances shall be with reinforced bar. A. Required – parallel 4-6 inches inside the outer edge of sidewalk. B. Sidewalk shall be pinned to adjoining sidewalk. SECTION 2. 136.08 is amended by deleting the second erroneously lettered 5. "A" in its entirety, re-lettering and inserting in lieu thereof the following: "C. Driveway entrance shall be not less than six (6) inches in thickness. Driveway entrance shall be reinforced with bar and all driveway entrances shall be Portland Concrete on new residential homes. SECTION 3. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional. SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law. Passed and approved by the City Council of this 11th day of February, 2019. Signed Douglas P. Duinink, Mayor and attested by Kim Thomas, City Clerk.

Council Member St. Peter moved and was seconded by Goemaat to set the bid opening date for the Wastewater Treatment Facility Improvements for March 7, 2019, at 2 p.m. Motion carried 5-0. St. Peter moved and was seconded by Steenhoek to approve RESOLUTION NO. 9-2019. A resolution for a notice of hearing for March 11, 2019, at 7:00 p.m. on the proposed plans, specifications, form of contract and estimate of cost for the Wastewater Treatment Facility Improvements, and taking of bids. Motion carried 5-0. Sara Kappos, from Veenstra and Kimm Engineering, was unable to be in attendance because of the weather but plans to be at the March meeting.

Matthew Stoffel, PFM Financial Representative, gave an update on the plan of finance for the WWTP. Stoffel stated that property values have increased to 88.2 million, which is a 2.4% increase from the prior year. Stoffel explained that the city will use both the State Revolving Fund and GO Bonds for the project. 2.4 million shall come from GO bonds and will be paid through: Tax Increment Financing, Local Option Sales Tax and the Capital Improvement Levy. An additional 1.4 million will come from the SRF and be paid through sewer revenues. The plan for financing will be for 20 years. That will leave the city with 1.3 million left of bonding capacity. Stoffel was excited to say there would be no tax increase because of this project.

Steenhoek moved and was seconded by Goemaat to set the budget hearing for the FY2020 on March 11, 2019, at 7 p.m. Motion carried 5-0.

Arriving a little late to the meeting due to the weather were Lenny Larsen and Alex Amadeo from ISG Engineering for an update on the West Lincoln Street Improvement Project. Larsen suggested setting the bid letting date for March 7, 2019 at 1:00 p.m. Larsen stated that the West Lincoln Street Project specs will include the parking lot along Marion Street located across from the Red Rock Park Trailhead area. Estimates for this parking project are \$25,000 to \$30,000 and then another \$7,000 to \$10,000 to do the entrance to the lot, less the cost of grading if the city guys complete that prior to the project. The width of West Lincoln Street will be 22 feet of asphalt. The Council was in agreement that the completion date should be August 1, 2019 instead of August 31st in their packet of information. Steenhoek moved and was seconded by Goemaat to approve RESOLUTION NO. 8-2019. A resolution to provide for the taking of bids for the West Lincoln Street Improvements Project. Motion carried 5-0.

Mayor Duinink opened the public hearing at 7:15 p.m. for the voluntary annexation request from Darrell and Karlin Hjortshoj. City Clerk Thomas stated that she had no written or oral objections the annexation request. Mayor Duinink closed the hearing at 7:15 p.m. Steenhoek moved and was seconded by Goemaat to approve the voluntary annexation request of Darrell and Karlin Hjortshoj know as the Hjortshoj Subdivision. Motion carried 5-0. Bradbury moved and was seconded by Goemaat to approve RESOLUTION NO. 10-2019. A resolution approving the voluntarily annexing of certain real estate into the City of Monroe, Iowa. Upon roll call vote, motion carried unanimously.

Steenhoek moved and was seconded by Goemaat to approve RESOLUTION NO. 11-2019. A resolution setting the date for public hearing on the Urban Renewal Plan Amendment. Motion carried 5-0.

Steenhoek moved and was seconded by St. Peter to approve RESOLUTION NO. 12-2019. A resolution approving of fund transfers within the City of Monroe. Motion carried 5-0.

The city did not receive additional bids for service from Snyder Lawn Service for mowing of the cemetery. At the January meeting it was agreed that Snyder would provide additional quotes for mowing on an as needed basis. Jerod Miller was in attendance and works for Snyder Lawn Service in the spring and summer months and stated that they would be happy to comply with any requests the city might have for mowing on an as needed basis. Jerod stated that the \$2,500 or something close to that figure would probably work, but he hadn't talked to the owner to confirm. Snyder Lawn Service also provides snow removal and has been too busy and was unable to attend tonight.

Bradbury moved and was seconded by Steenhoek to extend an offer of employment to one of the 6 candidates interviewed prior to the January regular meeting. City Clerk Thomas Stated she would extend an offer to the candidate that was ranked the highest during the interview process. Starting wage would be \$18.00, with an additional \$.50 after a 6-month probationary period. Motion carried 5-0. A resolution for hire will be done at the March regular meeting.

Chief Chambers and the city council had a discussion on the hiring of a new officer for the police department. Chief Chambers would like to hire a non-certified officer and send them through the Law Enforcement Academy. The candidate Chief Chambers would like to hire is a reserve officer from another town. A suggestion made was made not to send the officer to the academy until after the summer is over

because that's when most of the employee's like to take time off for vacations. The council also stated that a contract must be in place prior to the hiring of the non-certified individual. Chambers stated the officer will go through an extensive FTO program before being allowed to patrol on his own. The officer will start at \$19.15 per hour and a 9-month probationary period. Chief Chambers will extend an offer of employment to the candidate. A resolution for hire will be done at the March regular meeting.

Goemaat moved and was seconded by Steenhoek to approve the purchase of a new copy machine for City Hall from Marco. Motion carried 5-0.

Bradbury moved and was seconded by Goemaat to adjourn at 7:45 p.m. Motion carried 5-0. A full copy of minutes may be seen at the Monroe City Hall or at www.MonroeIA.com.

Signed: _____
Douglas P. Duinink, Mayor

Attest: _____
Kim K. Thomas, City Clerk

January 2019 Bills

SALARIES	NET	22054.99
EFTPS	FEDERAL TAX	7647.72
IOWA DEPT OF REVENUE	WITHHOLDING/STATE TAX	2928.00
IPERS	POLICE/REGULAR	5200.49
CITY OF MONROE	HEALTH INS	1446.16
RURAL WATER	VISION INSURANCE	88.44
DELTA DENTAL	DENTAL INSURANCE	250.82
GIS BENEFITS	LIFE INSURANCE	74.33
WINDSTREAM	PHONE	76.35
MEDIACOM	INTERNET	75.94
MID AMERICAN ENERGY	UTILITIES	3632.03
MONROE POSTMASTER	MAILING	229.32
UNITED HEALTHCARE	HEALTH INSURANCE	5135.96
VERIZON	PHONE/INTERNET	504.49
VIRGINIA WOODY	DEPOSIT REFUND	26.22
IOWA BOARD OF PHARMACY	CSA REGISTRATION FEE	90.00
CARDMEMBER SERVICES	SUPPLIES/REGISTRATIONS/SUBSCRIPTIONS	1609.29
ACTION ELECTRICAL	GENERATOR ANNUAL MAINTENANCE	400.00
ANDREA LANDPHIER	MILEAGE	14.17
AXON ENTERPRISE	ANNUAL TASER PAYMENT	1248.00
BRUENING ROCK	CRUSHED STONE	2849.76
CALDWELL, BRIERLY, CHALUPA	LEGAL FEES	1088.30
CASEYS GENERAL STORE	GAS	1253.63
IOWA REGIONAL UTILITIES ASSOC	PAYMENT/PRINCIPAL/INTEREST	11840.57
CITY OF ALTOONA	MOSQUITO SPRAYING	2200.00
DATA TECHNOLOGIES	1099/W2	104.48
EMP EMERGENCY MEDICAL PRODUCTS	AMBULANCE SUPPLIES	282.06
HEWITTS SERVICE CENTER	SERVICE/CIRCUIT TESTER/ANTI FREEZE/MISC	71.21
I+S GROUP	WEST LINCOLN STREET ENGINEERING FEES	2622.00
IOWA DEPT OF PUBLIC SAFETY	TERMINAL BILLING FEE	300.00
INTOXIMETERS	UNIT FOR PD	395.00
IA ASSOCIATION OF MUNICIPAL UTILITIES	MEMBERSHIP DUES	877.71
IOWA LEAGUE OF CITIES	MEMBERSHIP DUES	60.00
WINDSTREAM	PHONE	62.78
JASPER COUNTY SPEED SHOP	SERVICE PD VEHICLES	320.03
JOSH HANSEN	WEB HOSTING FEE/UPDATES	546.08
KAL SERVICES	SANITATION CONTRACT	13604.05
KEYSTONE LABORATORIES	TESTING	998.00
KIM THOMAS	MILEAGE/REIMBURSEMENT	78.34
KINNAMON SERVICES	FD LED LIGHTS	1230.00
MARCO INC	COPIER USAGE	88.90
MEDIACOM	INTERNET	226.87
MENNINGA PEST CONTROL	SERVICE	165.00

MERCY MEDICAL SERVICE	AMBULANCE SUPPLIES	99.92
MICHAEL TODD & COMPANY	SPIN ALERTS	108.67
MIDWEST K-9	BOARDING FEE	210.00
MONROE FOODS	MEETING SUPPLIES	14.77
MONROE MIRROR	ENVELOPES	93.00
MUNICIPAL SUPPLY INC	METER VALVE/ANGLE	96.50
NEWTON DAILY NEWS	PUBLICATIONS	330.09
NEWTON LANDFILL	SERVICE	31.20
NORM ROZENDAAL TILING	WALL PIPE	42.32
PELLA RENTAL SALES	LIFE RENTAL	375.00
PHYSIO-CONTROL INC	LUCAS DEVICE MAINTENANCE	1491.00
PRAIRIE AG SUPPLY	SUPPLIES	8.33
SHRED IT	SERVICE	140.62
SIGN PRO	MONROE SIGN	2786.70
SWIM'S SPORTS AND AWARDS	PD PLAQUES	180.00
THE OSKALOOSA HERALD	PUBLICATION	72.00
TRANS-IOWA EQUIPMENT	REPAIRS TO SEWER TRUCK	4983.41
TWO RIVERS COOP	HOSE/AUTO NOZZLE	131.51
US CELLULAR	PHONE	164.96
VAN GORP-EDWARDS INSURANCE	INSURANCE	303.00
VEENSTRA & KIMM	ENGINEERING/INSPECTIONS	9997.00
WAL-MART	SUPPLIES	60.53
WP BARBER LUMBER	ICE MELT/FLASHLIGHT/BLADE/MISC	162.09
BAKER & TAYLOR	BOOKS	139.41
CENTER POINT LARGE PRINT	BOOKS	131.22
CONSUMER REPORTS MAGAZINE	SUBSCRIPTION	49.00
DEMCO	SUPPLIES	94.75
GUIDEPOSTS	BOOKS	53.62
HGTV	SUBSCRIPTION	19.97
IOWA GARDNER	2 YR SUBSCRIPTION	35.95
KADETH INC	REPAIRS	28.75
PUBLISHERS PARTNERSHIP SERVICE	SUBSCRIPTION	37.47
SWANK MOVIE LICENSING	SITE LICENSE	380.00
LEIGHTON STATE BANK	BOX FEE	25.00
TOTAL JANUARY EXPENSE:		\$ 116,875.25
TOTAL JANUARY REVENUE:		\$ 117,162.78

TOTAL REVENUE:	
GENERAL	33133.49
ROAD USE	19966.58
SPECIAL REVENUE	18880.28
CAPITAL PROJECT	572.40
ENTERPRISE	44132.00
FIDUCIARY	32.00
DEBT SERVICE	446.03
TOTAL:	\$ 117,162.78

TOTAL EXPENSE:	
GENERAL	55617.05
ROAD USE	8635.05
SPECIAL REVENUE	8669.23
CAPITAL PROJECT	0.00
ENTERPRISE	42465.54
FIDUCIARY	1488.38
DEBT SERVICE	0.00
TOTAL:	\$ 116,875.25