

August 11, 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 August 11, 2014. Roll Call was taken, present – Hansen, Nicholson, Shannon, Wilson, Vriezelaar. Kim Thomas, City Clerk; Terry Buckingham, Public Works Director; Wes Breckenridge, Interim Police Chief; and Nicholas Chambers, Police Officer; were in attendance. The Mayor announced the meeting was being recorded.

Visitors at the meeting were: Twila Vriezelaar, Mary Kain, Kathy Van Veen, Bev Price, Diana Illingworth, Kathleen Darrach, Paul Kane, Lisa Houser, Ashlyn Breckenridge, Sherry Schneider, Judy Stock, Chery Schmidt, Drew Schmidt, Burt & Linda Simbro, Sophia Babcock, Nate Bradbury, Forrest Aldrich, Sara Kappos, Josalan Schut.

Council Member Vriezelaar moved and was seconded by Council Member Wilson to approve the consent agenda. Items on the agenda included the bills and minutes from the July meeting and the clerk and treasurers report. Motion carried 5-0. There were no committee and board reports.

Monroe Recreation Park – There was no July meeting reported Briles due to lack of a quorum. Kathy Van Veen stated she is disappointed in the lack of commitment of the MRP board members. Van Veen would like to attend a MRP meeting and hasn't been able to since the lack of quorum among members has been a problem the past few months. Planned projects for the fall include: memorial benches, and concrete pads behind the backstops.

Southside Food & Spirits Request for Outdoor Service Request for September 6, 2014 – Mary Kain would like to request outdoor service for a poker run on September 6, 2014. The run is for the Send me to Heaven Foundation and she is expecting 250 or more bikes. Mary is asking permission to close the street for a couple hours that day while they are in town. Wilson moved and was seconded by Council Member Hansen to approve Southside Food & Spirits request for outdoor service on September 6, 2014, and allowing blocking of the street on Commerce between American and Marion Streets for a two hour period that afternoon. Upon roll call vote, ayes – Wilson, Hansen, Nicholson, Shannon, nays – Vriezelaar. Motion carried 4-1.

Hometown Pride – Keep Iowa Beautiful Discussion – Bev Price and Gerry Schnepf were in attendance to ask Monroe to reconsider being part of the Hometown Pride – Keep Iowa Beautiful Program. Bev Price mentioned that the Monroe Community Club would be willing to pay the first years dues to join of \$1,100 and that volunteers from that group would be willing to help with the project. Gerry Schnepf was also in attendance and showed excitement to the program. Mr. Schnepf has been working with Keep Iowa Beautiful for a number of years and loves to watch progress small towns make being part of this Project. Schnepf stated that the 5 year program is designed to help 5 to 7 communities by hiring a "Community Coach to help serve and develop programs, services and financial opportunities (grants) for each community. The cost for a community coach is about \$80,000 per year stated Schnepf and communities are only responsible for a very small part of that cost. The majority of funding has been received by other organizations. The council will vote at the September meeting whether to reconsider joining.

Resource Enhancement and Protection Grant – Lisa Houser would like approval to apply for a DNR Resource Enhancement and Protection Grant for the MRP for \$75,000. The quote received for a 1 mile trail is \$179,304 so the project would need to be done in 2 phases. Kathy Van Veen reported that this grant was done of few years back but was declined at that time. Houser showed the council and audience a map of the MRP and the location of the intended trail. Council Member Shannon moved and was seconded by Hansen to approve the Resource Enhancement and Protection Grant (REAP) application approving Lisa Houser as the applicant contact person and giving her the authority to sign the grant application. Once the grant is awarded, Lisa Houser will no longer be the main contact. The city agrees to complete the grant activities and reporting requirement to the DNR according to the timeline they provide and agree that no person will be discriminated against agreeing to Section 504 of the Rehabilitation Act of 1975, Title II of American with Disabilities Act of 1990, the Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964 and the Iowa Civil Rights Act of 1965. Upon roll call vote, motion carried 5-0.

Bids for 504 N Main Street – The City received only one RFP for 504 N Main for \$15,000 from Chery Schmidt. Since the RFP received was less than minimum price determined by Council at the July meeting of \$18,000 legal advice was requested. City Attorney Caldwell provided an email to the Council stating that the RFP could be accepted since there was no law preventing it and sealed bids were not requested at the time. Vriezelaar moved and was seconded by Hansen to accept the RFP for \$15,000 for the property located at 504 N Main from Chery Schmidt. Upon roll call vote, Motion carried 5-0. A contract, resolution and public hearing will be the next steps in the process of selling of the property.

Veenstra & Kimm Engineering Proposal for 2014 Water Main Project – Forrest Aldrich of Veenstra and Kimm provided the Council with a proposed schedule for the 2014 Water Main Project. Forrest is asking the Council to set the public hearing and bid letting date for the project. Vriezelaar moved and was seconded by Wilson to approve the bid opening date for the 2014 Water Main Project on September 4, 2014, and the public hearing and award of contract for September 8, 2014, the next regular scheduled council meeting. Upon roll call vote, motion carried 5-0.

Request to forgive Water Charges for 606 S Jasper- The Council has received a request to forgive water charges at 606 S Jasper Street. It was determined that the outside meter at the property was not working correctly for an extended period of time totaling a bill of \$690.58. A reading of the

inside meter determined the error and new button meter has been installed. Wilson moved and was seconded by Hansen to average the bill over the last 5 years and do an adjustment on the August bill for 606 S Jasper Street. Upon roll call vote, motion carried 5-0.

Request to forgive Water Charges at 4808 Quail Ave – The Council received a request to forgive a portion of water charges at 4808 Quail Ave. Upon request of the owners of the property, Terry Buckingham checked for leaks and found the possibility that two stools could have been running while the owners were on vacation. This property has a button meter so no error in reading occurred. A total of 77,700 gallons of water was billed for the quarter to the rural residents totaling a bill of \$762.34. Shannon moved and was seconded by Council Member Nicholson to bill the residents living at 4808 Quail Ave for 10,000 gallons at the rural rate they are accustomed to paying and \$3.12 per/1,000 gallons for the remainder of the 67,700 gallons. Upon roll call vote, motion carried 5-0.

Request for Rezoning for John & Kay Van Ryswyk – A Public Hearing of the Planning and Zoning Board was held at 6:00 p.m. at City Hall. There were no objections to the rezoning for properties located at 411 S Monroe and 501 S Monroe both owned by John and Kay Van Ryswyk. The Planning and Zoning Board recommendation to the Council is to approve the rezoning from residential to commercial on the two properties. The legal of these properties are: parcel # 17.36.279.008 Original Plat Lot 4 & North 15' Lot 5 Blk 86 and parcel # 17.36.279.009 Original Plat South 45' Lot 5 Blk 86. Vriezelaar moved and was seconded by Shannon to approve the zoning from residential to commercial for the properties located at 411 S Monroe and 501 S Monroe, owned by John and Kay Van Ryswyk. Upon roll call vote, motion carried 5-0.

Resolution for Library Employees – Vriezelaar moved and was seconded by Wilson to approve RESOLUTION NO. 20-2014. A resolution accepting the hiring of Brenda Tripp Lanser as the new Library Director and Deadrea Crummer as the new Library Assistant. Upon roll call vote, motion carried 5-0.

Ordinance Amending Official Zoning – Council Member Vriezelaar moved and was seconded by Council Member Wilson to approve the 1st reading of AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF MONROE, IOWA, BY REZONING PROPERTY FROM “RM” RESIDENTIAL MULTI-FAMILY TO “CM” COMMERCIAL DISTRICT. MOTION CARRIED 5-0. Council Member Shannon moved and was seconded by Council Member Vriezelaar that the statutory rule requiring the said ordinance to be considered and voted on for passage at two council meetings prior to the meeting at which it is to be finally passed be suspended. MOTION CARRIED 5-0. Council Member Wilson moved and was seconded by Council Member Hansen to approve the 3rd and final reading of AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF MONROE, IOWA, BY REZONING PROPERTY FROM “RM” RESIDENTIAL MULTI-FAMILY TO “CM” COMMERCIAL DISTRICT. MOTION CARRIED 5-0.

Whereupon, Mayor Briles declared the said ordinance duly adopted and signed approval.

ORDINANCE NO. 261

Be It Enacted by the City Council of the City of Monroe, Iowa. SECTION 1. The Official Zoning Map of the City of Monroe, Iowa, is amended by rezoning the following described property from “RM” to “CM”. LEGAL DESCRIPTION: T L SHAW’S ADD NW ¼ OF BLOCK 99 EX EAST 61’ AND T L SHAW’S ADD NE ¼ OF BLOCK 99 EX WEST 79’. PARCEL ID NUMBERS: 1830327006 & 1830327002. SECTION 2. 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 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law. Passed by the City Council of the City of Monroe, Iowa on this 11th day of August, 2014, and approved this 11th day of August, 2014. Signed: Brian D. Briles, Mayor and Attested by: Kim K Thomas, City Clerk

2009 Crown Victoria Police Vehicle – Vriezelaar moved and was seconded by Wilson to sell the 2009 Crown Victoria Police Vehicle to the Baxter Police Department for \$650.00. Upon roll call vote, motion carried 5-0.

Police Department Hiring Process – Interim Chief Wes Breckenridge stated 21 applications were received for the officer positions and 13 showed up for testing which 10 passed. Wes is requesting approval to move forward with the hiring process for one officer and make a conditional offer pending a psychological exam (MMPI), doctors physical and full background check. Vriezelaar moved and was seconded by Wilson to proceed with the hiring process of one officer for the Monroe Police Department.

Mayor Briles asked the audience and council if they had any other items to discuss before going into closed session for Nicholas Chambers interview. Kathy Van Veen mentioned Old Settlers Parade and the lawn mowers being loud and speedy. Jeff Shannon is concerned about the old Midlands building on Marion Street and would like the city to talk to them about the mess. The visitors were dismissed from the meeting at 8:30 p.m.

Vriezelaar moved and was seconded by Wilson to enter into closed session at 8:36 p.m. under 21.5 (i) of the Code of Iowa. Which states to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation. Shannon moved and was seconded by Vriezelaar to exit closed session at 9:35 p.m.

Shannon moved and was seconded by Hansen to adjourn the meeting at 9:35 p.m. A full copy of minutes may be seen at the Monroe City Hall or www.MonroeIA.com.

Brian D. Briles, Mayor

Kim K. Thomas, City Clerk

July 2014 Bills

Salaries	Net:	23958.14
EFTPS	Federal Tax Payment	8396.19
Iowa Department of Revenue	Sales/Withholding Tax	1524.00
IPERS	Police/Regular	4916.56
AFSCME	Union Dues	34.46
City of Monroe	Health Insurance	397.34
Ulrich Ford Lincoln	Police Vehicle	27265.00
United Healthcare	Health Insurance	2648.62
Karey Wilkie	Refund of Overpayment	65.75
Ulrich Ford Lincoln	Maintenance Vehicle	20336.08
Mid American Energy	Utilities	3863.19
Mark Shadley	Deposit Refund	96.83
Ashlee Duimstra	Deposit Refund	78.46
Cardmember Services	Registration Fees/Books/Safety Cones	1221.52
Airgas	Cylinder Lease Rental	215.71
Baker & Taylor	Books	840.88
Casey's	Gas	1515.29
Center Point Large Print	Books	366.15
Central Iowa Rural Water	Payment/Principal/Interest	11198.93
Contech Engineered Solutions	Piping/Nuts/Bolts	546.16
DEMCO	Library Supplies	363.23
Electronic Engineering	Pager Repair	128.90
Four Seasons Yard Care	Mowing Contract	975.00
Hewitt's Service Center	Fluid/Filters/Oil/Hydraulic Hose/Labor	740.51
Hillyard	Paper Towel Holders/Supplies for MRP	222.52
Hosting Tree Service	Tree Removal	720.00
Iowa Municipal Finance Officers Assoc.	Certification Renewal	25.00
iCash	Compliance Fee	60.00
International Institute of Municipal Clerks	Dues	145.00
Iowa League of Cities	Dues	985.00
Overdrive, Inc.	Subscription	464.70
Iowa One Call	Locates	34.20
Windstream	Phone Service	585.81
Jasper Co Animal Rescue League	Participation Fee	165.89
Jims Johns	Portable Units	165.00
Josh Hansen	Website Setup-Domain Fees	982.63
KAL Services	Sanitation Contract	10036.25
Keystone Laboratories	Testing	484.00
Kim Thomas	Mileage	66.08
Marco	Copier Contract	87.31
Matthew Mardesen	Mileage/Meal Reimbursement	64.31
Mediacom	Internet	54.95
Meredith Books	Book	33.91
Monroe Foods	Bleach/Soap	17.17
Monroe Mirror Inc	Publications	353.26
Monroe Public Library	Petty Cash Expense	36.14
Mowboys	Mowing Contract	2100.00
Municipal Supply	9800XT Battery Charger	334.50

News Printing Company	Publication	136.42
Randy Bellinger	Book Reimbursements	17.87
Sandry Fire Supply LLC	Bunker Gear/Hose	5199.20
Shop Smart	2 Year Subscription	34.95
Skiff Medical Center	Vaccinations	152.94
Storey Kenworthy	Office Supplies	491.48
SVPA Architects Inc.	City Hall Expansion Drawings	2695.00
Safe Building and Compliance	Inspections	215.00
Trans-Iowa Equipment	Freight Charge	7.41
Two Rivers Coop	Diesel	1342.99
US Cellular	Cell Phone Charges	276.60
Van Ryswyk Plumbing & Heating	Petitions/Tile/Coupling	7072.65
Van Zante Hardware	Hose/Nozzle	39.88
Veenstra & Kimm, Inc	Engineering Services	3245.28
Wal-Mart	Cleaning Supplies	32.87
WP Barber Lumber	UPS Service/Masks/Keys/Paint/Misc	101.29
Kable Business Systems	POP Plan	350.00
Karl Chevrolet	Fire Department Vehicle	25566.35
Monroe Economic Development	Meal	7.00
Monroe Postmaster	Stamps	98.00
True North/Employee Prepaid Ins	Life Insurance	27.18
NSF Bank Fee		5.00
Total July Expense:		\$ 177,031.89
Total July Revenue:		\$ 70,807.59

Total Revenue

General Fund	20502.94
Road Use Fund	14119.11
Special Revenue Fund	20525.62
Capital Project Fund	10526.64
Enterprise Fund	4673.19
Fiduciary Fund	200.00
Debt Service Fund	260.09
Revenue Total:	\$ 70,807.59

Total Expense

General Fund	104233.68
Road Use Fund	8798.75
Special Revenue Fund	6318.90
Capital Project Fund	7283.87
Enterprise Fund	50396.69
Fiduciary Fund	0.00
Debt Service Fund	0.00
Expense Total:	\$ 177,031.89

