

January 27, 2014

A budget workshop was held on Monday, January 27, 2014 at 6:30 P.M. Mayor Briles and Council Members Hansen, Nicholson, Shannon, and Vriezelaar were in attendance. City Clerk Thomas and City Administrator Mardesen went over the budget for fiscal year 2014/2015. Public Works Director Buckingham was in attendance and stated would like to purchase a new backhoe loader before the end of June 2014 if possible and would like to purchase a new maintenance pick up this next budget year. Buckingham would also like to see another water main project in 2014/2015. The Monroe Police Department received price estimates for a new police vehicle for 2014/2015. Monthly utility billing was also discussed. The workshop ended at 8:30 P.M.

February 10, 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 February 10, 2014. Roll Call was taken, present – Hansen, Nicholson, Shannon, Wilson, Vriezelaar. Matt Mardesen, City Administrator & Economic Development Director; Kim Thomas, City Clerk; Terry Buckingham, Public Works Director; Wes Breckenridge, Interim Police Chief; Shane Foster, Police Officer; were in attendance. The Mayor announced the meeting was being recorded.

Visitors at the meeting were: Larry Diekema, Kelsey Van Veen, Kacie Schakel, Eli P, Adri Shoning, Jayden Hernandez, Ethan Schippers, Robert Rowland, Ashlee Kain, and Nathan Neff.

Consent Agenda – Council Member Vriezelaar moved and was seconded by Council Member Shannon to approve the consent agenda. Items on the agenda included the clerk and treasurer’s report and bills and minutes from January meeting. Motion carried 5-0.

January 2014 Bills

Salaries	Net:	21421.84
EFTPS	Federal Tax Payment	7407.80
Iowa Department of Revenue	Withholding/Sales Tax	1306.00
IPERS	Police/Regular	4678.29
AFSCME	Union Dues	68.92
City of Monroe	Reimbursement	419.78
Mid American Energy	Utilities	4156.66
Northern Polk County Training	Emt Classes	2800.00
True North	Life Insurance	518.42
United Healthcare	Health Insurance	2798.21
US Cellular	Phone Service	263.66
CardMember Services	Registrations/Meal	200.26
Airgas	Cylinder Rental	108.96
American Patriot Pictures	DVD	19.99
Baker & Taylor	Books	896.45
Breckenridge Graphics	K-9 Decals	40.00
Caldwell, Brierly, Chapula, Nuzum PLLC	Legal Services	1299.11
Casey's	Gas	1115.06
Central Iowa Water	Usage/Principal/Interest	10227.29
City of Altoona	Mosquito Spraying 2013	1200.00
Consumer Reports	2 Year Subscription	49.00
Data Technologies	W2/1099 forms/Shipping	85.70
Electronic Engineering	Pager Repair	150.00
Forbes Office Equipment	Tape/Stapler/Calendars	69.86
Frank Dunn Co	Street Patch	150.00
Gritters	Bucket Rental	328.90
Guideposts	Books	35.48
Hewitt's Service Center	Radiator/Filters/Halogen Capsule	1379.91
Ideal Ready Mix	Sand/Hauling Charge	580.04
ILA Membership Renewal	Membership Fee	70.00
Imagetrend Inc	Rescue Bridge Software	250.00
Industrial Supply Solutions	Freight/Chains/Spacing	893.50
Iowa League of Cities	Dues	50.00
Iowa Municipal Finance Officers Assoc	Dues	40.00
Iowa One Call	Locates	21.60
Windstream	Phone Service	582.47
Jasper Co. Animal Rescue League	Participation Fee/Service	200.13
Jeremy Behun	Boot Reimbursement	160.95
Jeremy St. Peter	EMT Course Supplies/Uniform	423.99
KAL Services	Sanitation Contract	10036.25
Kane Salvage	Pipe Repair/Misc. Welding	126.75

Keystone Lab	Testing	396.00
Marco	Copier Usage	113.50
Matt Parrott & Sons	Receipts	165.00
Matthew Mardesen	Mileage	58.76
Mediacom	Internet	117.40
Menninga Pest Control	Pest Control/Air Care	61.00
Meredith Books	Book	33.73
Mid States Organized Crime	Dues	100.00
Monroe Mirror	Publications/Envelopes	208.71
Monroe Public Library	Petty Cash Expense	57.17
Municipal Supply Inc	Meters/Repair Clamps	1539.55
National Notary Assoc	Dues	59.00
Paraclete Press	DVD's	98.91
Randy Bellinger	Supplies/Craft Reimbursement	60.86
Two Rivers Coop	Bottle	16.82
US Cellular	Phone Service	272.81
Van Ryswyk Plumbing and Heating	Valve/Nipple	9.63
Wal-Mart	Chargers/Tabs/Tissue/Towels/Bags	217.84
WP Barber Lumber	Oxboard/Primer/UPS Service/Switch	392.27
Bret Brodersen	Deposit Refund	75.28
IAWEA	Membership Fee	90.00
CIIA Laboratory Program	Certificate Fee	150.00
Monroe Postmaster	Mailing	239.66
Monroe State Bank	Box Rental	21.00
Monroe Postmaster	Mailing	13.74
Total Expenses:		\$ 81,199.87
Total Revenue:		\$ 54,600.24

Total Revenue

General Fund	12856.18
Road Use Fund	14287.56
Special Revenue Fund	17161.65
Capital Project Fund	6799.20
Enterprise Fund	3151.38
Fiduciary Fund	0.00
Debt Service Fund	233.78
Auditor Bad Check Write Offs	110.49
Revenue Total:	\$ 54,600.24

Total Expense

General Fund	41181.83
Road Use Fund	8286.35
Special Revenue Fund	5971.06
Capital Project Fund	0.00
Enterprise Fund	25624.79
Fiduciary Fund	0.00
Debt Service Fund	0.00
Prepaid Employee Life	135.84
Expense Total:	\$ 81,199.87

Committee and Board Reports – Interim Chief Breckenridge updated the council on the Vacation Watch Program and Business Check Program both having positive feedback from the community. Breckenridge reported the officers are working on a mission statement for the department and will be finished by the March meeting.

Gateway Class C Liquor License Renewal – Motion by Shannon, seconded by Council Member Nicholson to approve Gateway Recreation Class C liquor license request with Sunday sales at 111 S Taylor. Upon roll call vote, motion carried 5-0.

Monthly Utility Billing Discussion – Mardesen reported that some things need to be considered before going to monthly billing but also mentioned that he had been in contact with Bruce from Iowa Rural Water about having them do the billing for us. If the city should go to monthly billing there will be items to consider such as: the hiring of additional personnel, which then would in tell having to add additional space or remodel the existing City Hall or looking at purchasing of another building as an option such as the old Casey's building uptown. The City would have to purchase the computer software along with meter's and radio reads which are both very costly estimating close to \$130,000 to be up and running. Mardesen agreed to discuss the option further with Iowa Rural Water and report back to the council.

2014/2015 Budget Hearing - Vriezelaar moved and was seconded by Council Member Wilson to set the budget hearing for March 10, 2014 at 7:30 p.m. Motion carried 5-0.

Resolution for Hiring Part Time Police Officers - Vriezelaar moved and was seconded by Wilson to approve RESOLUTION NO. 7-2014. A resolution accepting the hiring of part time police officers for the City of Monroe. Shawn Buckingham and Michael German will be hired as part time officers at a pay of \$17.00 per hour. Chief Breckenridge reported that the officers will need a uniform and a box of ammo to start employment. Chief Breckenridge estimates that between now and the end of March only 25 hours of part time help will be needed but April through June 15th those hours will increase to 20/30 hours per week. Motion carried 5-0.

Resolution for Backhoe Purchase - Buckingham would like to purchase a 2014 310SK John Deere Backhoe Loader from Murphy Tractor & Equipment and trade in the existing 2007 JCB Backhoe. The purchase price with trade in would be \$51,722. The maintenance department has been having problems digging through frost with the current backhoe and has been called out to repair quite a few water main breaks which have been very time consuming. Buckingham also received a quote from Case on a backhoe but felt like the John Deere had more power have testing both pieces of equipment. The difference in price between the two is around \$3,000. Shannon moved and was seconded by Vriezelaar to approve RESOLUTION NO. 8-2014. A resolution allowing the purchase of a new 2014 John Deere 310SK Backhoe Loader for a purchase price of \$51,722 with trade in of the old backhoe for the Monroe Public Works Department. Upon roll call vote, motion carried 5-0.

Resolution for Emergency Sirens - The city has received two quotes, one from Sentry Siren and the other from RCSystems for two new emergency warning sirens. Rick Claasen from RCSystems gave a presentation on the two sirens suggested for Monroe one costing \$25,100 and the other at \$29,000. The Sentry Siren quote was \$41,500. Locations will stay the same for the sirens. Vriezelaar moved and was seconded by Wilson to approve RESOLUTION NO. 9-2014. A resolution allowing the purchase of two new outdoor emergency warning sirens for the City of Monroe. The purchase price from RCSystems for two sirens will not exceed \$30,000. Upon roll call vote, motion carried 5-0.

Ordinance for Water Rates - Shannon moved and was seconded by Nichelson to approve the 1st reading of AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MONROE, IOWA, 2013, BY AMENDING PROVISIONS PERTAINING TO WATER RATES RAISE AND SERVICE. This ordinance will increase water rates by 10% effective with the August 1, 2014 billing. Upon roll call vote, motion carried 5-0.

Ordinance for Sewer Rates - Vriezelaar moved and was seconded by Council Member Hansen to approve the 1st reading of AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MONROE, IOWA, 2013, BY AMENDING THE PROVISIONS PERTAINING TO SEWER RENTAL RATES. This ordinance will increase sewer rates from 85% to 92% based on water consumption effective with the August 1, 2014 billing. Upon roll call vote, motion carried 5-0.

Open Forum - Buckingham thanked the council for allowing the purchase of a new backhoe. Larry Diekema voiced his opinion about monthly billing and was not in favor of having Central Iowa Rural Water do it for the City. Mardesen reminded the council about pictures and profiles for the March meeting along with the ECIC meeting if anyone would like to attend. Mardesen and Mayor Briles will be attending a Jasper County Emergency Management meeting on February 27th; the topic will be the Parkersburg tornado disaster. Mayor Briles would like to see a Farmers Market and more activities on the square this year.

Vriezelaar moved and was seconded by Wilson to adjourn at 7:45 P.M. A full copy of minutes may be seen at the Monroe City Hall.

Brian D. Briles, Mayor

Kim K. Thomas, City Clerk