

June 9, 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 June 9, 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; Shane Foster, Police Officer and Nicholas Chambers, Police Officer were in attendance.

Visitors at the meeting were: Twila Vriezelaar, Jean Goematt, Delmar Johnson, Jen Timmins, Mike Timmins, Forrest Aldrich, Kathleen Darrach, Daryl Wood, Tom Dick, Nate Bradbury, Sue Gildersleeve, Larry Diekema.

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 May meeting. Motion carried 5-0. There were no committee or board reports.

May 2014 Bills

Salaries	Net:	20218.42
EFTPS	Federal Tax Payment	6849.67
Iowa Department of Revenue	Withholding/Sales Tax	5935.00
IPERS	Police/Regular	4184.93
AFSCME	Union Dues	68.92
City of Monroe	Health Insurance	445.64
City of Monroe	Utilities	803.40
Mid American Energy	Utilities	4312.10
Monroe Postmaster	Mailing	240.85
United Healthcare	Health Insurance	2970.62
Cardmember Services	Hotel Expense/Book Purchases	264.15
Airgas	Oxygen	53.72
All Flags	Flags	90.38
Baker & Taylor	Books/DVD's	1363.00
Caldwell, Briery, Chapula, Nuzum Law	Legal Services	1542.00
Casey's	Gas	1839.78
Data Technologies	Training/Mileage	366.16
DEMCO	Book Covers	152.65
Dennison Racing Tee's	Uniforms	152.00
EMP Emergency Medical Products	Ambulance Supplies	914.85
Family Handyman	Book	20.98
Forbes Office Equipment	Paper/Ink/Calculator	210.39
Four Seasons Yard Care	Mowing Contract	165.00
Frost Nuzum	Router/Backup/Labor	245.00
Guideposts	Books	35.48
Hewitt's	Tanker Service/Battery/Generator	715.34
Iowa Department of Public Safety	Terminal Billing Fee	300.00
IDEAL	Road Stone	2866.98
Iowa Codification	Ordinance Updates	78.00
Iowa Law Enforcement Academy	MMPI Evaluation	140.00
Iowa League of Cities	Academy Registration	180.00
Iowa One Call	Locates	28.80
Iowa Prison Industries	Signs	113.52
Windstream	Phone Service	584.81
Jasper County Animal Rescue League	Participation Fee	165.89
Jeremy Behun	Meal Reimbursement	10.64
Jims Johns	Portable Units MRP	165.00
KAL Services	Sanitation Contract	10036.25
Keystone Laboratories	Testing	418.00
Kim Thomas	Meal/Mileage Reimbursement	59.91
Matthew Mardesen	Mileage	83.44
Micromarketing LLC	Books/CD	149.88
Midwest K-9	Certification Fee	60.00
Monroe Foods	Coffee	8.99
Monroe Mirror	Paper/Publications	331.10
Monroe Public Library	Postage/Misc. Repairs	48.36
Mowboys	Mowing Contract	1000.00
Municipal Supply	Meters/Touchpads	988.00
Newton Fire Department	Tier Reimbursement	71.84
Prairie City News	Subscriptions	75.50
Professional Computer Solutions	Service Call/Port Switch	272.44
Quill Corporation	Ink Cart/USB Cables/Printer	300.12
Randy Bellinger	Book / Photo Cell Reimbursement	35.11

RCSystems	Siren Installation	6600.00
Richard Eilander	Concrete Work MRP	17300.00
Safariland LLC	Finger Print Kit/Tape	238.30
Sandry Fire Supply LLC	Helmet Light/Tank/Boots/Misc	2198.24
Skiff Medical Center	Hep B Vaccinations	220.32
Steve Currier	Stump Removal	120.00
SVPA Architects Inc	Professional Services	2597.50
Telrepc	PD Computer Updates	535.00
Terry Buckingham	Boots/M Meal Reimbursement	26.99
US Cellular	Phone Service	277.12
Utility Service Co	Water Tank Quarterly Contract	3411.95
Van Ryswyk Plumbing and Heating	Tank/Risers/Fitter/Labor MRP	6627.46
Wal-Mart	Office/Cleaning Supplies	123.90
Wal-Mart	DVD's	50.00
WP Barber Lumber	UPS Service/Key/Casing/Wood	2383.30
Gritters Electric	Labor/Bulbs/Conduit/Copper/Misc.	135.19
Greg Wilson	Deposit Refund	46.83
True North/Employee Prepaid Ins	Life Insurance	27.18
Total May Expense:		\$115,652.29
Total May Revenue:		\$152,535.49

<u>Total Revenue</u>	
General Fund	45979.04
Road Use Fund	8583.34
Special Revenue Fund	27943.84
Capital Project Fund	1998.83
Enterprise Fund	66677.86
Fiduciary Fund	100.00
Debt Service Fund	1252.58
Revenue Total:	\$ 152,535.49

<u>Total Expense</u>	
General Fund	45787.78
Road Use Fund	7374.55
Special Revenue Fund	5516.96
Capital Project Fund	26226.18
Enterprise Fund	24146.82
Fiduciary Fund	6600.00
Debt Service Fund	0.00
Expense Total:	\$ 115,652.29

Monroe Recreation Park Update – Mardesen reported that hopefully the commercial water meter will be installed soon so restrooms can be used. Restroom stalls are in and counter tops are set in the concession stand. Installation of the scoreboards has been completed and they are up and running. Fun night at the MRP is being planned for June 20, 2014; funds raised will go toward a pa system.

Annual Cigarette/Tobacco Permits – Vriezelaar moved and was seconded by Wilson to approve the annual cigarette/tobacco permits for both Casey's, Monroe Food's and The CigarBox. Motion carried 5-0.

Pete's Super Value – Wilson moved and was seconded by Vriezelaar to approve the Class B Beer, Class B Wine and Sunday Sales request for Pete's Super Value located at 216 N Monroe. Motion carried 5-0.

American Legion – Council Member Shannon moved and was seconded by Wilson to approve the Class C Liquor with outdoor service for the American Legion located at 105 E Marion. Upon roll call vote, ayes – Shannon, Wilson, Hansen, Nichelson, nays – Vriezelaar. Motion carried 4-1. Mike and Jen Timmins were in attendance to ask permission to hold a bike night on the city square July 25, 2014 from 6 to 10 p.m. The request would be to close Commerce, Washington, and Marion Streets located around 3 sides of the square. The Legion plans include having a band on the stage, vendor booths, and would like permission to allow adult beverages on the square during the time requested. Some towns that already have bike nights include: Newton, Baxter, Mingo, Indianola and Knoxville. Shannon moved and was seconded by Wilson to grant permission for the American Legion to sponsor a bike night on July 25th, 2014 from 6 to 10 p.m., blocking off Commerce, Washington, and Marion streets located around the city square and allow adult beverages to be carried outside during that

time period. Upon roll call vote, ayes – Shannon, Wilson, Nicholson, Hansen, nays – Vriezelaar. Motion carried 4-1.

Southside Food and Spirits – Wilson moved and was seconded by Council Member Hansen to approve outdoor service for Southside Food and Spirits located at 104 S Commerce from August 6 to August 10, 2014 for the annual Old Settlers events. Upon roll call vote, ayes – Wilson, Hansen, Nicholson, Shannon, nays – Vriezelaar. Motion carried 4-1.

John Halferty, Jasper County Sheriff's Office Update - Sheriff John Halferty was in attendance to address the council on recent changes for Jasper County. Effective June 1, 2014 non emergency calls will no longer be handled by the county. If no officer is on duty Jasper County dispatch will take the information and inform one of our Monroe officers about the call. Jasper County deputies will continue to respond to emergency calls when needed. Halferty stated the primary responsibility for non-emergency calls for service is each particular law enforcement agency within its jurisdiction. Nicholas Chambers stated that when running full staff the city is only without coverage 3 to 4 hours in a 24 hour period.

Environmental Engineer's Report for 101 S Monroe – Sheker Engineering was hired in May to evaluate the contamination level at 101 S Monroe Street formally the Old Casey's building. However, since Heartland Environmental Services is planning on excavating at the site to remove contaminated soil it was suggested by Sheker Engineering to wait on the study. After the excavating has been completed the Iowa UST Petroleum Fund should pay for any future testing or corrective action that may be requested by the IDNR. Jean Goematt asked if there were plans on the leasing the building out if the city would accept the donation of the building. Mardesen said there are no plans on doing so and that the city needs the space. Wilma Sellers would like to see the city add on to the existing City Hall.

Savage-Ver Ploeg & Associates Presentation of Cost Estimates for Remodeling – Seth Shannon of SVPA Architects Inc. was in attendance and provided cost estimates for the Old Casey's and the expansion of the existing City Hall. The cost estimate for Casey's was \$567,180.00/\$182.00 sq/ft and for the City Hall the estimate was \$688,910.00/\$187.00 sq/ft. Both were estimations and contractor bidding will be required. All price estimates were for commercial building requirements with no corners cut per Seth. Mayor Briles responded to the audience by saying "this is just in the preliminary stages, nothing has been decided and the decision will not be taken lightly nor will the city be rushed into making a decision". The majority of the audience expressed their concerns with the high cost estimates of the remodeling and felt that staying at the existing city hall was the best option. The Council agreed to have Seth go back to the drawing board with more changes for the existing City Hall but with the offices in the front of the building and a community center in the back and then a drawing of just making City Hall into office space and getting rid of the community center. Seth plans on returning for the July meeting.

City of Monroe/Local 3673-7 American Federation of State & County Municipal Employees – Local Union Representative is on vacation until June 13, 2014 and no signed contract has been received therefore this item was tabled until the next meeting.

Resolution Hiring Veenstra & Kimm – Since the May meeting Veenstra & Kimm reviewed the cost estimates given to Terry Buckingham and engineering fees were substantially lowered by Veenstra & Kimm. At the May meeting Buckingham suggested we hire Fox Engineering for the 2014 Water Main Project but changed his mind after seeing Veenstra & Kimm's second proposal. Forrest Aldridge from V & K was in attendance to answer any questions. Vriezelaar moved and was seconded by Council Member Hansen to approve RESOLUTION NO. 16-2014. A resolution approving the professional engineering services agreement between the City of Monroe and Veenstra & Kimm, Inc. for the 2014 Washington Street Water Main Project. Motion carried 5-0.

City Annual Employee Evaluations – A special meeting was set for June 18, 2014 at 7:00 P.M. for employee evaluations.

Interim Chief Compensation for Shane Foster – Officer Foster requested an open session discussion concerning compensation for being interim Chief between the months of August 2013 to December 2013. Foster felt he showed dedication during that time and would like to be compensated for it, a \$22.00 per hour figure was suggested by Foster. Foster also stated that he had quit his part time job at Polk County Detention Center to make sure that Monroe received the coverage they needed during that time period. Vriezelaar moved and was seconded by Wilson to table the interim Chief pay discussion until the June 18, 2014 special meeting. Motion carried 5-0.

Open Forum – Foster reminded the audience to call 911 or the Jasper County non emergency number if the Monroe PD is needed.

Vriezelaar moved and was seconded by Wilson to adjourn at 9:10 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