

September 14, 2015

A joint meeting between the Monroe Recreation Park Board and the Council Members of the City of Monroe was held at 5:30 p.m. on September 14, 2015 at the Monroe City Hall. Mayor Briles called the meeting to order at 5:30 p.m. Monroe Recreation Board Members in attendance were: Keith Roorda, Ellen Sperflage, Jeff Hegwood, Jo Van Wyk, and David Pendroy. Council Members in attendance were: Carol Diekema, Alicia Hansen and Amber Nickelson, absent – Sean Wilson and Jeff Shannon. Kim Thomas, City Clerk and Matthew Mardesen, City Administrator; were also in attendance. Mayor Briles announced the meeting would be recorded. Visitor at the meeting was Kathleen Darrach.

The purpose of the joint meeting was to discuss the priorities of the MRP. David Pendroy spoke on behalf of the board. Priorities included: installation of a playground, signage of donors, installation of another flag pole on the north side of the park, trails, and lighting at the MRP. Maintenance on the fields this fall include: lime, aeration and fertilizer on the fields, concrete pads under benches and scorers tables, and trim on the concession stand.

Jeff Hegwood, District Administrator for Little League would like to see Monroe host the 2017 11 & 12 year old State Tournament. Jeff asked the Council to think about sponsoring the event. Cost to host the event could range from \$4,000 to \$5,000. Jeff will need to have an answer from the Council by spring for the event and will attend another meeting prior to the spring deadline. Jeff also mentioned that the Little League wishes to continue to have priority at the MRP fields from April 1 to July each year. A calendar could be given to the City and put on the website with scheduling information so others could use the fields when not being used by the Little League. The Council had no objections to the calendar. The little league owns the mower, portable pitching machine and 1 set of bases at the MRP.

Mayor Briles asked the MRP Board what they thought of disbanding the MRP Board since phase 1 of the project is 95% completed at the park. There were no objections from any board member at the meeting. Mayor Briles stated that at the October meeting an ordinance would be placed on the agenda disbanding the Monroe Recreation Park Board. Briles thanked the board for their service. Council Member Diekema moved and was seconded by Council Member Nickelson to adjourn the meeting at 6:30 p.m. Motion carried 3-0.

Brian D. Briles, Mayor

Kim K. Thomas, City Clerk

September 14, 2015

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 September 14, 2015. Roll call was taken: Diekema, Hansen, Nickelson, Shannon and Wilson. Absent – none. Nicholas Chambers, Police Chief; Matt Mardesen, City Administrator; Terry Buckingham, Public Works Director; and Kim Thomas, City Clerk was in attendance. The Mayor announced the meeting was being recorded.

Visitors at the meeting were: Kathleen Durrach, Andrea Steenhoek, Alicia Briles, Emily Hugen, Chase Wilkie, Kristi Hugen, Brenda Lanser, Libby Dowd, Jordyn Mixdorf, Skylor McHargue, Jamie Bryan, Gale Perrin, Tessa Stevens, Emma Dudley, Deanna Shannon, Collin R.

Consent Agenda – Council Member Wilson moved and was seconded by Council Member Nickelson to approve the consent agenda. Motion Carried 5-0. Items on the agenda included the August 2015 minutes and the clerk and treasurers report.

Committee and Board Reports – Police Chief Chambers reported that 91% of people were wearing seatbelts during the last GSTB stop. Public Works Director Buckingham reported that the Water main Project is near completion and the grading and seeding should be done by next week.

August 2015 Bills

Salaries	Net:	35497.41
EFTPS	Federal Tax	12199.85
Iowa Department of Revenue	Withholding/Sales Tax	2158.00
IPERS	Police/Regular Ipers	7541.38
City of Monroe	Health Insurance Reimbursement/Garnishment	522.88

AFSCME	Union Dues	50.91
Monroe Postmaster	Mailing	242.90
United Healthcare	Health Insurance	3485.87
Caldwell, Brierly, Chapula, & Nuzum	Closing of Oak Street Property	1636.66
Cardmember Services	Library Books/Supplies/Hotel Expense/Meal	1340.78
6 Ft	Library Computers	740.00
Airgas	Cylinder Oxygen	65.09
Alan Vander Linden	MRP Supplies/Plants/Barriers/Etc.	550.61
Baker & Taylor	Books	1154.19
Caldwell, Brierly, Chapula, & Nuzum	Legal Services	1346.50
Casey's	Gas	1700.91
Center Point Books	Books	40.14
Central Iowa Water	Payment/Principal/Interest	14442.29
Dan Authors	Library Electrical Work	150.00
EMP Emergency Medical Products	Ambulance Supplies	631.15
Forbes Office Equipment	Copier Contract/Paper/Ink	207.87
Grimes Asphalt	Cold mix	1130.04
Hewitt's Service Center	Wrecker Service/Oil Filter/Tire Repair	74.49
International Institute of Municipal Clerks	Dues	180.00
Iowa Department of Natural Resources	Supply Fee	213.60
Iowa Library Services	Subscription	116.50
Iowa One Call	Locates	35.10
Jasper County Animal Rescue League	Participation Fee/Service	230.87
Josh Hansen	Website	176.97
Kabel Business Systems	POP Plan	350.00
Kal Services	Sanitation Contract	10036.25
Keystone Laboratories	Testing	884.60
Langstraat Auto Body	Window Repair	169.75
Law Enforcement Systems Inc.	Citation Forms/Labels/Hangers	249.00
Marco Inc.	Copier Contract	236.32
Matthew Mardesen	Mileage	220.80
Mediacom	Internet	54.95
Mid American Energy	Utilities	3921.11
Monroe Foods	PD Academy Meal/Batteries/Bleach	73.60
Monroe Mirror	Publications	175.02
Monroe Public Library	Petty Cash	47.81
Mowboys	Mowing Contract	2200.00
Municipal Supply Inc.	Clamps/Gasket/Coupling	1369.85
Neuvirth Construction	#4 Pay Request/Water Main Project	144601.59
Noble All American	Ambulance Repair	498.25
Oprah Magazine	Subscription	19.97
Penworthy	Books	1029.51
Ranger Rick	Subscription	19.95
Scholastic Book Club	Books	154.25
Shred It	Service	165.36
Safe Building and Compliance	Inspections	199.38
Tim Forst Repair	Truck Repair	122.00
Two Rivers Coop	Diesel	1022.40
US Cellular	Phone Service	171.43
Utility Service Co.	Quarterly Maintenance Contract	3411.95
Van Gorp Insurance	Insurance for Mower	31.00
Van Ryswyk Plumbing and Heating	Service Call/Roadstone	650.00
Veenstra & Kimm	Engineering	511.00
Wal-Mart	Library Cleaning Supplies	65.35
WP Barber Lumber	Paint/Safety Glasses/Bulbs	68.21
CLIA Laboratory	Certificate Fee	150.00
Iowa Department of Natural Resources	Wastewater Annual Fees	420.00
Iowa League of Cities	Annual Conference Registration	195.00
Iowa Library Services	Platform Fees	65.00
Overdrive, Inc.	Content Fees	399.70
Ames Police Department	Registration	125.00
Windstream	Phone Service	649.77
Monroe Postmaster	Mailing	5.75
MetLife	Prepaid Life Insurance	27.18
NSF Return/Bank Fee		105.00
Total August Expense:		\$262,736.02
Total August Revenue:		\$ 159,317.26

<u>Total Revenue</u>	
General Fund	28989.27
Road Use Fund	25348.25
Special Revenue Fund	11676.67
Capital Project Fund	0.00
Enterprise Fund	93303.07
Fiduciary Fund	0.00
Debt Service Fund	0.00
Revenue Total:	\$159,317.26

<u>Total Expense</u>	
General Fund	56646.72
Road Use Fund	8916.73
Special Revenue Fund	8828.70
Capital Project Fund	0.00
Enterprise Fund	188343.87
Fiduciary Fund	0.00
Debt Service Fund	0.00
Expense Total:	\$262,736.02

Council Member Shannon moved and was seconded by Wilson to approve Casey's Class C Beer, Sunday Sales and Class B Wine for 509 S Monroe. Motion carried 5-0.

Andrea Steenhoek and Alicia Briles were in attendance on behalf of the Monroe Old Settlers Committee wanting Council permission to allow adult beverages in the city park and along the streets during the September 26th car show and smoker cook off during the hours of 3pm to 8pm. Wilson moved and was seconded by Council Member Hansen to allow adult beverages on the city square and city streets around the square for the Old Settlers Car Show and Smoker Cook Off. Upon roll call vote, ayes – Wilson, Hansen, Nickelson, nays – Diekema and Shannon. Motion carried 3-2.

The variance request for 604 Nevada Street was approved by the Board of Adjustment at the August meeting. Council Member Diekema moved and was seconded by Shannon to approve the variance request for Robert and Marcia Schnugg for a 16 foot rear yard setback for the new construction of a berm home. Motion carried 5-0.

Diekema moved and was seconded by Wilson to approve the City Street Financial Report for year ending June 30, 2015. RESOLUTION NO. 21-2015. Motion carried 5-0.

Diekema moved and was seconded by Hansen to approve the Library Board's recommendation of a twenty cent (\$.20) increase in hourly wages for Brenda Tripp-Lanser for completion of the Public Library Management Course II. Motion carried 5-0.

Chief Chambers would like permission to hire Trapper Carter as a part time police officer for the City of Monroe. Mr. Carter is already a certified officer and is available to work weekend days and be a fill in when needed. Mr. Carter currently works full time with the Department of Corrections. Nickelson moved and was seconded by Shannon to hire Trapper Carter as a part time police officer for the City of Monroe. Motion carried 5-0.

Nickelson moved and was seconded by Hansen to approve a \$500.00 increase in wages for Benjamin Skelley after successful completion of the ILEA Academy and probationary period. Upon roll call vote, ayes – Nickelson, Hansen, Diekema, Shannon, nays – Wilson. Motion carried 4-1.

Due to lack of storage space on City Property Chief Chambers has been taking the police vehicle home and storing it in his garage over night. Public Works Director Buckingham has no room at the current time in the city sheds nor does the Fire Department. Hansen commented that she was not in favor of building another building when the City doesn't take care of the storage buildings we have now. It was agreed upon that Administrator Mardesen would get cost estimates for a garage for storage of the MPD vehicles for review at the October regular meeting.

Gale Perrin was in attendance requesting permission to be able to park along Business Highway 163 in front of his property at 305 Jasper Street. Chief Chambers stated that no parking was there for a reason and that the highway is a highly traveled road especially for school age kids. Chambers stated there have been numerous accidents and visibility concerns. Mr. Perrin took pictures and presented them to the Council stating that visibility would not be a concern where he lives. Diekema moved and was seconded by Hansen not to remove no parking on Business Hwy 163 in front of 305 Jasper Street. Motion carried 5-0.

Duane and Wilma Sellers are wishing to purchase a piece of property owned by the City to square off the west side of their property. Mardesen stated that the piece of property they are interested in may be used for the potential bike trail the council has been discussing. Hansen moved and was seconded by Nickelson not to sell the City of Monroe property located to the west of 301 W Washington at this time. Motion carried 5-0.

Nickelson moved and was seconded by Shannon to sign the Iowa Department of Administrative Services Offset Program Memorandum of Understanding form. The memorandum updates the appeal process for participants and states that public agencies must provide an appeal process for debtors to challenge each offset. Motion carried 5-0.

Wilson moved and was seconded by Hansen to approve pay request number 5 to Neuvirth Construction for \$167,730.38 for the 2015 Water Main Project. Motion carried 5-0.

Shannon moved and was seconded by Nickelson to approve the 3rd and final reading of AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MONROE, IOWA, 2013, BY ADDING A NEW SUBSECTION, NUMBERED 35 TO SECTION 65.02 OF CHAPTER 65 PROVIDING FOR A STOP SIGN FOR THE NORTHBOUND AND SOUTHBOUND DIRECTIONS ON TAYLOR STREET AT THE 3-WAY INTERSECTION OF SHERMAN STREET. BE IT ENACTED by the City Council of the City of Monroe, Iowa: SECTION 1. The City Code of the City of Monroe, Iowa, 2013, is amended by adding a new subsection number 35 to 65.02 of Chapter 65 entitled "Stops Required", which is hereby adopted to read as follows: 65.02 STOPS REQUIRED. Every driver of a vehicle shall stop in accordance with the following: 35. Vehicles traveling northbound and southbound on Taylor Street shall stop at the 3-way intersection at Taylor Street. SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed. 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 this 14TH day of September 2015. Motion carried 5-0. ORDINANCE NO. 269. Signed: Brian D. Briles Mayor and Attested by: Kim K. Thomas, City Clerk.

At the August meeting Council Member Hansen mentioned visibility concerns at the corner of Mechanic and E Lincoln Street. Hansen stated she would like to see a no parking sign on the north side of E Lincoln. Mardesen reviewed the area after the last meeting and spoke to Todd Beener, a resident who lives at the corner of intersection of Mechanic and E Lincoln. Mr. Beener recommended putting a stop sign at that corner. Mr. Beener is not in favor of putting no parking on E Lincoln since the south side of the road is already no parking. Mr. Beener has kids still living at home and his wife is a daycare provider so parking on the street is necessary. Wilson would like to take a look at the area in question and discuss again at the next meeting. Shannon motioned to end the discussion of putting a no parking sign on the north side of E Lincoln all together and was seconded by Nickelson but no other members agreed to disregard at this time. The item will be placed back on the agenda for October.

Open Forum – Mayor Briles announced Trick or Treat will be from 6 to 8 p.m. on Friday, October 30th and that the "Mayors Challenge" is still taking food or monetary donations for the PCM Food Pantry.

A council workshop has been set for Wednesday, September 30th at 6:30 p.m. at City Hall. Wilson moved and was seconded by Nickelson to adjourn at 8 p.m. A full copy of minutes can be seen at www.Monroeia.com or City Hall.

Brian D. Briles, Mayor

Kim K. Thomas, City Clerk