**July 13, 2020**

**The regular meeting of the Monroe City Council was called to order by Mayor Pro Tem Andrea Steenhoek at the Monroe City Hall on July 13, 2020, at 7:00 p.m. Roll call was taken. Council Members present were: Steenhoek, Wilson, St. Peter, McCoy, and Goemaat. Absent was Mayor Duinink. The Mayor Pro Tem announced that the meeting was being recorded. Kim Thomas, Nick Chambers, Marc Van Wyk, Kurt Briles, and Jamie Hofer, were in attendance.**

**Visitors at the meeting were: Clint Price, Stephanie Sylvester, Pat Gilman, Alicia Vander Molen, Steve Nearmyer, and Michelle Havenstrite.**

**Council Member Goemaat moved and was seconded by Council Member Wilson to approve the consent agenda. Items on the agenda included the Class C Beer, Class B Wine and Sunday Sales permit for Pete’s Super Value at 216 N. Monroe St., bills and minutes from the June meetings and the clerk and treasurers report. Motion carried 5-0.**

**Chief Chambers mentioned that the SRO discussion would be later on the agenda and that a Central Iowa Underwater Search and Rescue Dive Team is in the works. Public Works Director Van Wyk reported that the mowing was caught up and that repairs are being done for another water leak at the pie shop uptown under Hwy 14. Council Member Wilson reported that the roof on the ambulance bay has been replaced and social distancing requirements continue at the Fire Department. Mayor Duinink arrived at 7:04 p.m. and directed Steenhoek to continue running the meeting.**

**Council Member St. Peter moved and was seconded by Council Member McCoy to approve RESOLUTION NO. 28-2020. A resolution allowing for the transfer of funds within the City of Monroe. Upon roll call vote, motion carried 5-0.**

**St. Peter moved and was seconded by Goemaat to approve RESOLUTION NO. 29-2020. A resolution accepting Brandon Blom as full time police officer for the City of Monroe. Upon roll call vote, motion carried 5-0.**

 **McCoy moved and was seconded by Goemaat to approve RESOLUTION NO. 30-2020. A resolution setting the salaries for appointed officers and employees of the City of Monroe for fiscal year ending June 30, 2021. Upon roll call vote, motion carried 5-0.**

**St. Peter moved and was seconded by McCoy to approve RESOLUTION NO. 31-2020. A resolution declaring Parcel 1830304004 a qualifying emergency under Chapter 50.06(4) of the Code of Ordinances, Monroe, Iowa. This emergency allows for the City of Monroe to mow the empty lot at the corner of N. Main and North Street owned by the deceased Ernest and Darla Kummer. Upon roll call vote, motion carried 5-0.**

**Pat Gilman, owner of Southside Bar and Grill, would like council approval to close the street down from American to Marion Street on August 8, 2020, for an outside event from 10 am to 10 pm. Donations would be made to the Monroe Old Settlers Fund since the annual Old Settlers Celebration was cancelled this year due to COVID-19. Mayor Pro Tem Steenhoek moved and was seconded by St. Peter to approve the outdoor service and street closing for the Southside Bar and Grill from 10 am to 10 pm on August 8, 2020. Upon roll call vote, motion carried 5-0.**

**Clint Price asked permission to close the square on August 8, 2020, to have his annual Old Settlers Car Show. This year he would like to call it the Rex Shepard Memorial Car Show. Clint stated he would be renting the legion bathrooms for the event. Steenhoek moved and was seconded by Goemaat to approve the request for road closings around the city square for the Rex Shepard Memorial Car Show on August 8, 2020. Clint Price stated the car show should be over by 4 pm the day of the show. Upon roll call vote, motion carried 5-0.**

**Stephanie Sylvester, owner of 214 N. Jasper Street, would like to have time limits on the no parking signs in front of her home by the PCM Elementary School. The council was in agreement to amend the existing ordinance by adding time limits on the sign in front of her property. This will be done at the August 2020 meeting.**

**Steve Nearmyer and Michelle Havenstrite, both from the PCM School District, were in attendance in support of the School Resource Officer Position. Nearmyer had been in touch with the schools liability carrier and stated that the school districts insurance policy was sufficient to cover the new position if an accident should occur. The city also would have insurance along with the school. Per the SRO contract, the City of Monroe would be required to have a vehicle for him/her to drive while working. Chief Chambers stated it would be a 4 year contract with the COPS Grant paying the first 3 years. The PCM School District and the City of Monroe would be responsible for the remaining 1 year of funding. Chief Chambers is also in works of putting a 28E agreement together and is currently in review at the city attorney’s office. Steenhoek moved and was seconded by Goemaat to sign the COPS Hiring Award Document in support of the federal funding for the propose of creating a position for a School Resource Officer for the PCM School District. Upon roll call vote, motion carried 5-0.**

**St. Peter moved and was seconded by Steenhoek to put business parking only signs on the east side of Commerce Street from American to Marion St. Upon roll call vote, motion carried 5-0.**

**Steenhoek moved and was seconded by McCoy to approve the Downtown Revitalization application for reimbursement from Pete’s Super Value in the amount of $6,650.00. Upon roll call vote, motion carried 5-0.**

**Goemaat moved and was seconded by Wilson to put a 6 foot fence around the water tower located by the city shop. Upon roll call vote, motion carried 5-0.**

**McCoy moved and was seconded by Goemaat to approve the library board’s recommendation for 64 hours of vacation a year for Brenda Lanser and 20 hours of sick time and 20 hours of vacation for Denise Nichols. Upon roll call vote, motion carried 5-0.**

**Steenhoek moved and was seconded by St. Peter to approve the adoption of a new credit card policy. Upon roll call vote, motion carried 5-0.**

**Open discussion items included people drinking, littering and barbeque grills on sidewalks being a safety hazard located on or near the city square.**

**Steenhoek moved and was seconded by McCoy to enter closed session under Iowa Code 21.5(i) at 7:41 p.m. Motion carried 5-0. Section 21.5(i) of the Iowa Code 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 and that individual requests a closed session. Wilson moved and was seconded by Goemaat to exit closed session at 8:28 p.m. McCoy moved and was seconded by Wilson to take disciplinary action on said employee. Upon roll call vote, motion carried 5-0.**

**Wilson moved and was seconded by Steenhoek to adjourn at 8:32 p.m. A full copy of minutes can be seen at the Monroe City Hall or at** [**www.MonroeIA.com**](http://www.MonroeIA.com)**.**

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**Andrea Steenhoek, Mayor Pro-Tem**

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**Kim K. Thomas, City Clerk**

**June 2020 Bills**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **SALARIES** |  |  |  | **NET** |  |  | **42594.73** |
| **EFTPS** |  |  |  | **FEDERAL TAX** |  |  | **13745.03** |
| **IOWA DEPT OF REVENUE** |  |  | **WITHHOLDING/STATE TAX** |  | **3787.00** |
| **IPERS** |  |  |  | **POLICE/REGULAR** |  | **8441.30** |
| **CITY OF MONROE**  |  |  | **HEALTH INS**  |  |  | **1616.60** |
| **GIS BENEFITS**  |  |  |  | **LIFE INSURANCE**  |  | **85.91** |
| **WINDSTREAM** |  |  | **PHONE** |  |  | **77.52** |
| **MEDIACOM** |  |  |  | **INTERNET**  |  |  | **143.44** |
| **MONROE POSTMASTER** |  |  | **JUNE MAILING** |  |  | **233.70** |
| **UNITED HEALTHCARE** |  |  | **HEALTH INSURANCE** |  | **6070.95** |
| **VERIZON WIRELESS** |  |  | **PHONE/INTERNET** |  | **500.97** |
| **IOWA FINANCE AUTHORITY**  |  |  | **PRINCIPAL/INTEREST/BOND FEES**  | **74700.00** |
| **IOWA FINANCE AUTHORITY**  |  |  | **PRINCIPAL/INTEREST/BOND FEES**  | **121315.19** |
| **KAL SERVICES**  |  |  | **TRASH CONTRACT**  |  | **13604.05** |
| **WINDSTREAM** |  |  | **PHONE** |  |  | **62.73** |
| **MIDAMERICAN ENERGY** |  |  | **UTILITIES** |  |  | **4680.25** |
| **CARDMEMBER SERVICES**  |  |  | **SUBSCRIPTIONS/BOOKS/SUPPLIES/MULCH** | **427.63** |
| **ADVANTAGE PRESERVATION**  |  | **LIBRARY MICROFILMING/SCANNING PROGRAM** | **420.00** |
| **AIRGAS**  |  |  |  | **CYL OXYGEN** |  |  | **8.06** |
| **BAKER & TAYLOR**  |  |  | **BOOKS**  |  |  | **210.42** |
| **BOUND TREE MEDICAL**  |  |  | **AMBULANCE SUPPLIES**  |  | **221.82** |
| **BRENDA LANSER**  |  |  | **FLOWER REIMBURSEMENT**  |  | **22.92** |
| **BUTCH UMBLE**  |  |  | **MEDICAL REIMBURSEMENT** |  | **6.60** |
| **CALDWELL, BRIERLY, CHALUPA LAW OFFICES**  | **LEGAL SERVICES**  |  | **296.00** |
| **IOWA REGIONAL UTILITIES**  |  |  | **PAYMENT/PRINCIPAL/INTEREST** | **13094.35** |
| **DELL MARKETING**  |  |  | **POLICE COMPUTER**  |  | **1088.53** |
| **DEMCO** |  |  |  | **LIBRARY SUPPLIES**  |  | **199.67** |
| **DIGITAL ALLY**  |  |  |  | **PARTS/FREIGHT** |  | **25.00** |
| **ECONO SIGNS**  |  |  | **STREET/PARK SIGNS**  |  | **158.73** |
| **EMP EMERGENCY MEDICAL PRODUCTS**  |  | **AMBULANCE SUPPLIES**  |  | **816.01** |
| **FARVER TRUE VALUE**  |  |  | **SPRAY/OIL/STRING/BLADES**  |  | **325.84** |
| **GUIDEPOSTS** |  |  |  | **BOOKS**  |  |  | **71.73** |
| **HEWITT'S**  |  |  |  | **REPAIRS/PARTS**  |  | **98.98** |
| **IOWA LAW ENFORCEMENT ACADEMY** |  | **ILEA EXAM**  |  |  | **125.00** |
| **IOWA LEAGUE OF CITIES**  |  |  | **CLERKS ACADEMY REGISTRATION** | **195.00** |
| **IOWA ONE CALL**  |  |  | **LOCATES** |  |  | **78.30** |
| **JASPER COUNTY RECORDER** |  |  | **RESOLUTION FILING** |  | **12.00** |
| **KEYSTONE LABORATORIES**  |  |  | **TESTING** |  |  | **534.50** |
| **KINNAMON SERVICES**  |  |  | **ELECTRICIAL REPAIRS**  |  | **989.47** |
| **MARCO** |  |  |  | **COPIER CONTRACT** |  | **56.74** |
| **MEDIACOM** |  |  |  | **INTERNET**  |  |  | **68.99** |
| **MERCYONE DES MOINES**  |  |  | **AMBULANCE SUPPLIES**  |  | **878.17** |
| **MONROE FOODS**  |  |  | **SUPPLIES** |  |  | **10.60** |
| **MONROE MIRROR**  |  |  | **AMBULANCE FORMS**  |  | **153.00** |
| **MONROE POSTMASTER** |  |  | **BOX RENTAL** |  |  | **94.00** |
| **MUSTANG CAR WASH** |  |  | **CAR WASH TOKENS** |  | **90.00** |
| **NATIONAL GEOGRAPHIC**  |  |  | **1 YEAR SUBSCRIPTION**  |  | **59.95** |
| **NEWTON DAILY NEWS** |  |  | **PUBLICATIONS/BUSINESS DIRECTORY** | **413.33** |
| **NEWTON FIRE DEPARTMENT** |  |  | **BILLING SERVICE** |  | **1225.00** |
| **SANDRY FIRE SUPPLY**  |  |  | **FACESHIELDS/SOLUTIONS/MISC.**  | **2058.55** |
| **SECRETERY OF STATE** |  |  | **NOTARY DUES**  |  |  | **30.00** |
| **SHRED IT**  |  |  |  | **SHREDDING SERVICE**  |  | **140.01** |
| **SIMMERING-CORY INC**  |  |  | **ORDINANCE UPDATES** |  | **131.00** |
| **SPAHN & ROSE LUMBER CO**  |  |  | **REROD/REBAR/STAKE GRADE** |  | **560.16** |
| **TWO RIVERS COOP**  |  |  | **ALTITUDE**  |  |  | **60.00** |
| **US CELLULAR**  |  |  |  | **CELL PHONE SERVICE**  |  | **147.98** |
| **VAN GORP-EDWARDS** |  |  | **PREMIUM AUDIT**  |  | **720.00** |
| **VAN WALL**  |  |  |  | **OIL FILTER**  |  |  | **7.94** |
| **VEENSTRA & KIMM INC**  |  |  | **ENGINEERING**  |  |  | **8233.68** |
| **WALMART**  |  |  |  | **WIPES/RUBBER BANDS**  |  | **8.29** |
| **WALMART**  |  |  |  | **LIBRARY SUPPLIES**  |  | **23.06** |
| **WESTRUM LEAK DETECTION**  |  |  | **LEAK DETECTION SURVEY**  |  | **900.00** |
| **CASEY'S**  |  |  |  | **GAS** |  |  | **1200.78** |
| **MONROE FIRE DEPARTMENT** |  |  | **2019 AMBULANCE RUNS**  |  | **8200.00** |
| **MEDIACOM** |  |  |  | **INTERNET**  |  |  | **135.94** |
| **AFLAC** |  |  |  | **EMPLOYEE PAID INSURANCE** |  | **57.06** |
| **AXON ENTERPRISES**  |  |  | **EXTENDER/BATTERY PACK** |  | **204.00** |
| **BARCO MUNICIPAL PRODUCTS**  |  | **TRAFFIC PAINT/SHIPPING** |  | **262.27** |
| **BOBS SHOOTING SUPPLIES**  |  |  | **XT-22/AMMO** |  |  | **177.95** |
| **BROAD REACH** |  |  | **BOOKS** |  |  | **598.75** |
| **CALDWELL, BRIERLY, CHALUPA LAW OFFICES**  | **LEGAL SERVICES** |  | **1325.00** |
| **CITY OF MONROE**  |  |  | **PETTY CASH / CAR WASH**  |  | **50.00** |
| **FARVER TRUE VALUE**  |  |  | **SIGN/SERVICE PARTS**  |  | **133.87** |
| **FOLLETT SOFTWARE** |  |  | **LIBRARY SOFTWARE SUPPORT**  | **907.05** |
| **FRIENDS OF THE LIBRARY**  |  |  | **SHELVING REIMBURSEMENT** |  | **1017.92** |
| **IOWA ONE CALL**  |  |  | **LOCATES**  |  |  | **76.50** |
| **JASPER COUNTY ANIMAL RESCUE LEAGUE** |  | **MAY PARTICIPATION FEE**  |  | **241.27** |
| **KEYSTONE LABORATORIES**  |  |  | **TESTING** |  |  | **317.00** |
| **MANATTS**  |  |  |  | **CONCRETE**  |  |  | **1486.38** |
| **MARCO**  |  |  |  | **COPIER CONTRACT**  |  | **61.45** |
| **MENNINGA PEST CONTROL** |  |  | **PEST CONTROL/AIR CARE** |  | **165.00** |
| **MONROE MIRROR**  |  |  | **PAPER**  |  |  | **53.80** |
| **NEWTON DAILY NEWS** |  |  | **PUBLICATIONS**  |  | **138.33** |
| **PELLA RENTAL**  |  |  | **EQUIPMENT RENTAL**  |  | **68.80** |
| **PENWORTHY**  |  |  |  | **BOOKS**  |  |  | **877.41** |
| **TITAN MACHINERY** |  |  | **BLADE** |  |  | **24.80** |
| **UMB BANK**  |  |  |  | **BOND MAINTENANCE FEES**  |  | **250.00** |
| **VAN GORP HOME IMPROVEMENTS**  |  | **METAL ROOF @ FD**  |  | **5250.00** |
| **VAN RYSWYK P & H** |  |  | **FLUSH VALVE/LABOR** |  | **234.79** |
| **RURAL WATER - VISION INS** |  |  | **VISION INSURANCE**  |  | **79.10** |
| **DELTA DENTAL**  |  |  | **DENTAL INSURANCE**  |  | **385.68** |
| **JUNE TRANFERS**  |  |  | **TRANSFERS**  |  |  | **153447.16** |
| **LEIGHTON STATE BANK**  |  |  | **BANK FEES**  |  |  | **10.00** |
| **TOTAL JUNE EXPENSE:** |  |  |  |  |  |  **$ 504,594.44**  |
| **TOTAL JUNE REVENUE:**  |  |  |  |  |  |  **$ 267,426.32**  |
|  |  |  |  |  |  |  |  |
| **TOTAL REVENUE:** |  |  |  |  |  |  |
| **GENERAL** |  |  |  | **32823.75** |  |  |  |
| **ROAD USE** |  |  |  | **100952.07** |  |  |  |
| **SPECIAL REVENUE** |  |  | **19037.42** |  |  |  |
| **CAPITAL PROJECT** |  |  | **947.50** |  |  |  |
| **ENTERPRISE** |  |  |  | **83283.01** |  |  |  |
| **FIDUCIARY** |  |  |  | **3812.55** |  |  |  |
| **DEBT SERVICE** |  |  |  | **26570.02** |  |  |  |
| **TOTAL:**  |  |  |  |  **$ 267,426.32**  |  |  |  |
|  |  |  |  |  |  |  |  |
| **TOTAL EXPENSE:** |  |  |  |  |  |  |
| **GENERAL** |  |  |  | **81581.37** |  |  |  |
| **ROAD USE** |  |  |  | **11983.71** |  |  |  |
| **SPECIAL REVENUE** |  |  | **154534.00** |  |  |  |
| **CAPITAL PROJECT** |  |  | **2083.00** |  |  |  |
| **ENTERPRISE** |  |  |  | **127993.23** |  |  |  |
| **FIDUCIARY** |  |  |  | **4853.94** |  |  |  |
| **DEBT SERVICE** |  |  |  | **121565.19** |  |  |  |
| **TOTAL:**  |  |  |  |  **$ 504,594.44**  |  |  |  |