

July 11, 2022

A special meeting was called to order by Mayor Duinink on Monday, July 11, 2022, at the Monroe City Hall at 6:00 p.m. Roll call was taken, present - Council Members Stacie McCoy, Jean Goemaat, Sean Wilson, Jennifer St. Peter and Andrea Steenhoek. Also in attendance were Kim Thomas, City Clerk/Administrator, Nicholas Chambers, Police Chief, and Marc Van Wyk, Public Works Director. There were no visitors at the meeting.

The purpose of the meeting was to conduct employee reviews. Only department heads were asked to attend this open meeting.

Council Member Andrea Steenhoek moved and was seconded by Council Member Jean Goemaat to give all full and part-time city employees a 5% raise for fiscal year 2023 effective July 1, 2022. All newly hired employees on probation will be reviewed after 6-months of employment and received no increase. Upon roll call vote, motion carried unanimously 5-0.

Council Member Jennifer St. Peter moved and was seconded by Council Member Goemaat to adjourn the meeting at 6:42 p.m. Motion carried 5-0.

Douglas P. Duinink, Mayor

Kim K. Thomas, City Clerk

July 11, 2022

The regular July 11, 2022, meeting of the Monroe City Council was called to order by Mayor Douglas Duinink at 7:00 p.m. at the Monroe City Hall. Roll call was taken. Council members in attendance were: Jennifer St. Peter, Andrea Steenhoek, Stacie McCoy, Sean Wilson and Jean Goemaat. City employees in attendance were: Public Works Director Marc Van Wyk, City Clerk/Administrator Kim Thomas, Andrea Lanphier, Deputy Clerk and Police Chief Nicholas Chambers.

Visitors at the meeting were: Jordan Kappos, Jamee Pierson, Delmar Johnson, Darrell Phifer, Michael Stone, Alicia Hansen, Amber Nickelson, and Jessica Kimberley.

Council Member Jean Goemaat moved and was seconded by Council Member Stacie McCoy to approve the consent agenda. Items included the bills and minutes from the June meetings, Clerk and Treasurer Reports for June and Pete's Super Value Class C Beer, Class B wine, and Sunday Sales annual liquor permit. Motion carried 5-0.

Committee and board reports – Van Wyk reported that there is 50 feet of cast iron pipe below the old railroad bed along Washington Street that is going to need replaced. Tuberculation is the cause of the corroding pipe. Van Wyk mentioned that Brian Hazelton's leaky waterline is being repaired by Van Ryswyk's. The Hazelton's private water line hooks on behind Hewitt's. Council Member Sean Wilson updated the council on upcoming events the fire department will take part in which included Old Settlers and RVTV Monroe night.

Since the Southside Bar and Grill has closed there was a discussion on the angle parking ordinance on Commerce Street. Steenhoek has decided that she is no longer in agreement with the angle parking since there is no business across the street and also feels that snow removal will be an issue. Council Member Sean Wilson moved and was seconded by Council Member McCoy to approve the 2nd and 3rd reading of AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MONROE, IOWA, BY ADDING A NEW SUBSECTION TO 69.03 AS FOLLOWS: Be It Enacted by the City Council of the City of Monroe, Iowa. SECTION 1. 69.03 ANGLE PARKING is amended by adding subsection 9 to Chapter 69.03 of the Monroe City Code as follows: 69.03 (9) Commerce Street, on the west side beginning from a point 20 feet south of Marion Street for a distance of sixty feet allowing for 5 parking spaces. 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 this 11th day of July 2022. Upon roll call vote, ayes – Wilson, McCoy, Goemaat, nays – Steenhoek, St. Peter. Motion carried 3-2. ORDINANCE NO. 312. Signed: Douglas P. Duinink, Mayor and attested by: Kim K. Thomas, City Clerk/Administrator.

Mayor Duinink opened the public hearing for the proposed plans and specifications, proposed form of contract and estimate of cost for the construction of the Monroe Recreation Trail Project at 7:15 p.m. There were no written or oral objections to the Project. Mayor Duinink closed the public hearing at 7:16 p.m.

Council Member Andrea Steenhoek moved and was seconded by Council Member McCoy to RESOLUTION NO. 26-2022. A resolution approving plans, specifications, form of contract and estimate of cost for the Monroe Recreation Trail Project. Motion carried unanimously 5-0.

The base bids without alternates for the Monroe Recreation Trail Project were as follows:

TK Concrete \$198,590.00	Choice Concrete \$273,428.00
Concrete Professionals \$285,229.25	Jasper Construction Services \$305,555.00
Howrey Construction \$313,190.00	Caliber Concrete LLC \$314,620.85

The Council agreed with 3 alternates for the trail project which were rebar, an additional walkway from the concession stand to the south trail and lighting for the trail. The 2 lowest base bids with alternate choices were: TK Concrete at \$280,800.00 and Choice Concrete at \$376,597.00. Council Member Wilson moved and was seconded by Council Member Steenhoek to accept the bids as presented. Motion carried unanimously 5-0. Council Member Steenhoek moved and was seconded by Council Member Jennifer St. Peter to approve **RESOLUTION NO. 27-2022**. A resolution awarding the contract for the Monroe Recreation Park Trail Project to TK Concrete for a total bid with alternate bids 1, 3, & 4, in the amount of \$280,800.00. Upon roll call vote, motion carried unanimously 5-0.

Council Member St. Peter moved and was seconded by Council Member Goemaat to approve **RESOLUTION NO. 28-2022**. A resolution allowing for the transfer of funds within the City of Monroe. Motion carried unanimously 5-0.

Council Member Steenhoek moved and was seconded by Council Member Wilson to approve **RESOLUTION NO. 29-2022**. A resolution approving the hiring of Randy Rice as the new PCM School Resource Officer for a contract period of 3-years and annual salary of \$65,000.00. Upon roll call vote, motion carried unanimously 5-0.

Thomas gave a brief update on the Disc Golf Course at the MRP, RVTV Monroe night, the Monroe Dog Park and the Red Rock Prairie Trail.

Council Member Steenhoek moved and was seconded by Council Member St. Peter to approve change order No. 2 for \$10,365.63 and partial payment request No. 3 for \$211,810.22 to Synergy Contracting, LLC for the York Street Watermain Project. Upon roll call vote, motion carried unanimously 5-0.

Council Member McCoy moved and was seconded by Council Member Goemaat to accept Marcia Schnug as a new member to the Planning and Zoning Board. Motion carried 5-0.

Alicia Hansen and Amber Nickelson were in attendance on behalf of the Old Settlers Committee to ask permission for alcohol to be allowed on the city square during the annual Old Settlers Celebration being held on August 5 & 6th. Council Member Wilson moved and was seconded by Council Member McCoy to approve the request for alcohol to be allowed on the city square for the annual Old Settlers Celebration August 5 & 6. Motion carried 5-0.

The council agreed to get a legal opinion on the retaining wall located along 802 N. Monroe Street. Owners of 802 N. Monroe would like the city to replace the retaining wall or at least pay a portion of the costs associated with the construction of a new wall. It appears that the retaining wall is located on city property and 12 feet from the 802 N. Monroe property line. Cost estimates received from the property owner ranged from \$11,337.50 to \$33,112.50. This item was tabled.

Council Member Steenhoek moved and was seconded by Council Member Wilson to reduce the rent for Elderly Nutrition at city hall from \$200.00 to \$100.00 per month until attendance numbers increase. Motion carried 5-0.

Midwest Sanitation has notified the city of a CPI increase of 7.58% effective July 1, 2022. The cost to the city will go from \$17.33 to \$18.64 per household. The council agreed to increase rates by ordinance form at the August meeting from \$18.25 to \$18.64.

The council agreed to proceed with the process of Notice of Expiration of Right of Redemption under Iowa Code 447.9., for parcel 1830304004 owned originally by Ernest and Darla Kummer.

The council agreed that parking on W. Lincoln would no longer be allowed since the York Street Watermain Project is complete except for seeding.

Steenhoek moved and was seconded by St. Peter to postpone the August 2022 regular council meeting from August 8th to August 22nd, at 7:00 p.m. Motion carried 5-0.

Open Forum – Council Member McCoy mentioned the condition of the concrete parking at the MFD. Thomas mentioned that city hall concrete also needs replaced. Goemaat mentioned the pot holes along the post office parking. Thomas stated she would take a look and send a letter to the owner. This appears to be a yearly concern.

Council Member St. Peter moved and was seconded by Council Member Steenhoek to adjourn the meeting at 8:39 p.m. Motion carried 5-0. A full copy of minutes can be seen at www.MonroelA.com or the Monroe City Hall.

Douglas P. Duinink, Mayor

Kim K. Thomas, City Clerk/Administrator

June 2022 Bills

SALARIES	NET	33723.99
EFTPS	FEDERAL TAX	10333.65
IA DEPT OF REVENUE	SALES/WITHHOLDING TAX	3318.30
IPERS	POLICE/REGULAR	5921.29
CITY OF MONROE	HEALTH INSURANCE	1123.15

GIS BENEFITS	LIFE INSURANCE	68.63
WINDSTREAM	PHONE	81.03
MIDAMERICAN ENERGY	UTILITIES	4229.72
POST OFFICE	JUNE BILLING	286.09
SECRETARY OF STATE	NOTARY APPLICATION FEE	30.00
UNITED HEALTHCARE	HEALTH INSURANCE	4783.38
DELTA DENTAL	DENTAL INSURANCE	238.86
IOWA FINANCE AUTHORITY	PRINCIPLE,INTEREST & BOND FEES	125000.00
IOWA FINANCE AUTHORITY	PRINCIPLE,INTEREST & BOND FEES	76490.00
US CELLULAR	PHONES/TABLETS	410.58
NICHOLAS NEFF	DEPOSIT REFUND	100.00
CHLOE BARKEMA	DEPOSIT REFUND	62.93
IA RURAL WATER	VISION INSURANCE	74.99
SYNERGY CONTRACTING LLC	YORK ST WATERMAIN PAYMENT #2	150429.84
ACTION ELECTRICAL	LABOR/SERVICE FEE/MILEAGE	269.50
AIRGAS USA,LLC	CYLINDER RENT	8.70
BITUMINOUS MATERIALS & SUPPLY	CRS-2	557.25
DES MOINES STAMP	ENGRAVED NAME PLATE	24.50
FORBES OFFICE EQUIPMENT	OFFICE SUPPLIES	25.00
HEWITTS SERVICE CENTER	TUBE-O-LUBE	26.32
IMFOA CERTIFICATION REVIEW	CITY CLERK/FINANCE RECERTIFICATION	100.00
IOWA STATE UNIVERSITY	OPEN MEETINGS CLASS	64.00
WINDSTREAM	PHONE	68.26
JASPER COUNTY SPEED SHOP	4 INV/OIL CHANGES/FUEL PUMP	1138.58
KAL SERVICES INC	CITY TRASH CONTRACT	13604.05
KEYSTONE LABS	TESTING	472.75
KINNAMON SERVICES	LATCHING CONTROL RELAYS	215.00
MARTIN MARIETTA MATERIALS	ROCK	574.10
MENNINGA PEST CONTROL	AIR CARE	4.00
MERCYONE DES MOINES	AMBULANCE SUPPLIES/OMNI	105.26
MIDAMERICAN ENERGY	UTILITIES/MONROE SIGN	10.39
MONROE MIRROR INC	BUSINESS CARDS	21.00
POST OFFICE	PO BOX FEE	102.00
MUSTANG CAR WASH	CAR WASH TOKENS	100.00
PFM FINANCIAL ADVISORS LLC	PROFESSIONAL FEES	4000.00
RACOM CORPORATION	ANTENNA	50.50
RANGEMASTERS TRAINING CENTER	2 VESTS	1800.00
SIMMERING-CORY INC	ORDINANCE UPDATES	161.00
VANDER LINDEN SERVICES	AC REPAIR AT PD	370.00
VEENSTRA & KIMM, INC	ENGINEERING SERVICES	11224.01
CARDMEMBER SERVICES	INTOXIMETERS/ZERO9 SOLUTIONS/IMFOA	1694.88
BAKER & TAYLOR	BOOKS	454.65
CENTER POINT LARGE PRINT	BOOKS	134.82
FRIENDS OF THE LIBRARY	WALMART SUPPLIES FOR LIBRARY	201.69
GUIDEPOSTS	2 SUBSCRIPTIONS	21.94
KADETH INC	COMPUTER/INTERNET ISSUES	367.08
KEITH WEST	LIBRARY ENTERTAINMENT	475.00
NEWTON DAILY NEWS	BUSINESS DIRECTORY-LIBRARY	47.00
PENWORTHY	BOOKS	419.16
AIRGAS USA,LLC	CYLINDER RENT/OXYGEN	8.99
CALDWELL,BRIERLY,CHALUPA	LEGAL SERVICES	2111.75
CAPITAL ONE	HP INK,LIGHT BULBS,DESK CALENDARS	167.56
IOWA REGIONAL UTILITIES ASSOC	RURAL WATER	18053.12
EMERGENCY MEDICAL PRODUCTS	GAUZE PADS,TOURNIQUETS,STIFNECK COLLARS	151.23
FARVER TRUE VALUE	GLOVES,SHOP SERVICE PARTS,WASHERS	202.13
HEWITTS SERVICE CENTER	VAL-STEM,DISMOUNT-MOUNT,HEADLIGHT BULB	413.22
HILLYARD	TISSUE PAPER-MRP	96.81

IA DEPT OF PUBLIC SAFETY	MONTHLY TERMINAL BILLING	300.00
IOWA ONE CALL	LOCATES	23.40
WINDSTREAM	PHONE SERVICE	100.35
KATHY VAN VEEN	SHRUBS AND PERENNIALS	53.12
MARCO INC NW 7128	COPIER CONTRACT	101.79
MARTIN MARIETTA MATERIALS	SEPTIC GRAVEL-LIBRARY	340.74
MEDIACOM	INTERNET	218.93
MENARDS	TANK SPRAYER,EROSION BLANKET,RED MULCH	576.58
MONROE FOODS	9 VOLT BATTERIES/BLEACH	10.24
NEWTON DAILY NEWS	PUBLICATIONS	287.42
NORM ROZENDAAL TILING INC	TILE/RODENT GUARD/CAP-LIBRARY	52.88
PELLA RENTAL SALES	BOBCAT MOWER/FUEL/TRACK TRENCHER	282.50
SHRED IT	SHREDDING SERVICES	158.45
SPAHN & ROSE LUMBER CO	CONCRETE SEALANT,BLOCK BOND,PINE 1X8	161.63
STOREY KENWORTHY	DELINQUENT NOTICES/UTILITY BILLS	1070.00
TWO RIVERS CO-OP	LOW VOL 4 2X2 1/2	175.00
UNITY POINT HEALTH	BIOMEDICAL WORK ORDERS	187.50
UPHDM OCCUPATIONAL MEDICINE	HEARING TESTS	79.95
VAN WALL EQUIPMENT	1 GAL HY-GARD/WHEEL/BLADE	170.72
WESTRUM LEAK DETECTION	2022 LEAK DETECTION SURVEY	1100.00
AFLAC	INSURANCE	95.16
BOOK SYSTEMS INC	INTEGRATED LIBRARY SYSTEM	485.90
FIRST NATIONAL BANK OF OMAHA	REPLACEMENT BATTERY/CHARGER-AMBULANCE	354.74
ISOLVED BENEFIT SERVICES	POP CORE SERVICE	385.88
JASPER CO CONSERVATION	MATCHING DOLLARS-RED ROCK PRAIRIE TRAIL	20000.00
VEENSTRA & KIMM, INC	ENGINEERING SERVICES	14610.49
VERIZON	PHONES	426.32
CONDUENT	REFUND	130.45
CASEY'S BUSINESS MASTERCARD	GAS	2650.60
LEIGHTON STATE BANK	WIRE FEE	20.00
TOTAL JUNE EXPENSE:		\$ 521,434.37
TOTAL JUNE REVENUE:		\$ 620,962.64

TOTAL REVENUE:	
GENERAL	25129.71
ROAD USE	34492.89
SPECIAL REVENUE	22393.20
CAPITAL PROJECT	658.25
ENTERPRISE	532147.68
FIDUCIARY	5905.38
DEBT SERVICE	235.53
TOTAL:	\$620,962.64

TOTAL EXPENSE:	
GENERAL	82602.31
ROAD USE	7017.95
SPECIAL REVENUE	9414.04
CAPITAL PROJECT	0.00
ENTERPRISE	296350.53
FIDUCIARY	1049.54
DEBT SERVICE	125000.00
TOTAL:	\$521,434.37