

March 6, 2023

The March 6, 2023, 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, Stacie McCoy, Sean Wilson and Andrea Steenhoek. Council Member Jean Goemaat was absent from the meeting. City employees in attendance were: Public Works Director- Marc Van Wyk, Deputy Clerk – Andrea Lanphier and City Clerk/Administrator-Kim Thomas.

Visitors at the meeting were: Jamee Pierson, Daryl Phifer and Delmar Johnson.

Council Member Stacie McCoy moved and was seconded by Council Member Andrea Steenhoek to approve the consent agenda. Items included the bills and minutes from the February meeting, the Clerk and Treasurer Report from February and the Gateway Recreation Class C Retail Alcohol Permit pending dram shop coverage. Motion carried 4-0.

Committee and Board Reports: Director Marc Van Wyk is looking for a new public works employee. Josh Baker is moving. Administrator Kim Thomas gave an update on the SRO hiring. Thomas explained paperwork is in the process and should be ready at the March 27<sup>th</sup> meeting. Mayor Duinink mentioned that Tyler Jenkins was nominated as the new Monroe Fire Chief and Kurt Steenhoek is the new Assistant Chief for the Monroe Fire and Rescue. Duinink thanked Rob Wilson for his 16 years of service as Chief. "The new attack truck is in service," reported Mayor Duinink.

Council Member Jennifer St. Peter moved and was seconded by McCoy to approve RESOLUTION NO. 13-2023. A resolution approving the change of date for the April 2023 meeting to April 17<sup>th</sup>, at 7:00 p.m. Motion carried unanimously 4-0.

St. Peter moved and was seconded by Steenhoek to approve RESOLUTION NO. 14-2023. A resolution setting the time and place for the proposed budget hearing for the purpose of soliciting written or oral comments on the city's proposed budget for fiscal year ending June 30, 2024 for March 27<sup>th</sup> at 5:00 p.m. Motion carried unanimously 4-0.

Steenhoek moved and was seconded by St. Peter to open the public hearing at 7:06 p.m. for the property located at 108 W. Sherman Street formally known as the Mustang Diner. Thomas stated there had been no written or oral objections to the sell at 108 W. Sherman Street. McCoy moved and was seconded by St. Peter to close the hearing at 7:07 p.m. Motion carried unanimously 4-0.

Steenhoek moved and was seconded by Council Member Sean Wilson to approve RESOLUTION NO. 15-2023. A resolution approving the sale of 108 W. Sherman Street, Affidavit of Compliance and Nonresidential Purchase Agreement between the City of Monroe and Buyers - Bryan Bielfelt and Jason Stock. Upon roll call vote, motion carried unanimously 4-0.

Steenhoek moved and was seconded by St. Peter to open the public hearing at 7:09 p.m. for the property located at 702 N. Main Street. Thomas stated there had been no written or oral objections to the sell at 702 N. Main Street. McCoy moved and was seconded by St. Peter to close the hearing at 7:10 p.m. Motion carried unanimously 4-0.

St. Peter moved and was seconded by McCoy to approve RESOLUTION NO. 16-2023. A resolution approving the sale of 702 N. Main Street, Affidavit of Compliance and Nonresidential Purchase Agreement between the City of Monroe and Cartwright Properties LLC. Upon roll call vote, motion carried unanimously 4-0.

St. Peter moved and was seconded by Steenhoek to approve the first reading of AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MONROE, IOWA, BY AMENDING SECTION 69.13 OF CHAPTER 69 OF THE MONROE CODE OF ORDINANCES. This ordinance after adoption will allow business parking only on the east side of N. Taylor Street from the corner of W. Marion Street to W. Washington Street. Upon roll call vote, motion carried unanimously 4-0.

Jeremy Enano from V & K Engineering was in attendance to discuss possible street projects. Probable project costs were given for E. Lincoln Street from York Street to Mechanics Street, Dawn Ave. and Rose Lane and S. 128<sup>th</sup> Ave. W. known as W. County Line Road. After some discussion, it was determined that the estimate for E. Lincoln Street was inaccurate and would need to be redone. Mayor Duinink stated he would like see E. Lincoln done first since W. Lincoln Street has been done. Van Wyk commented that soil boring has already been done for E. Lincoln Street and that County Line Road and Dawn Ave. & Rose Lane are blacktop roads and would like to keep them blacktop instead of seal coating them in the future. Mayor Duinink and Council Members all agreed that Marion County should be involved with cost repairs to S. 128<sup>th</sup> Ave. W. Thomas asked Jeremy Enano to reevaluate costs for the E. Lincoln Street improvements and return to a future meeting.

The council reviewed water and sewer revenue and expenses to determine rate changes for FY2023/FY2024. Rate changes will be done in ordinance form starting at the April 2023 meeting.

The council agreed it is time to update the city branding. Plans to create a new, refreshing, and modernized city vibe are in the works. Wilson agreed to work on this project.

Steenhoek moved and was seconded by St. Peter to approve amendment 3-2023 to the City of Monroe Personnel Policy by adding employer paid short term disability coverage for all full-time employees of the City of Monroe. Motion carried unanimously 4-0.

The council agreed to advertise locally for the 1993 GMC Attack Truck for the time being with the stipulation the city has the right to refuse any or all bids.

Open Forum: Speeding on Pleasant Street and other city streets is becoming a serious concern. Wilson would like to purchase more bike racks for town. Public Works will get the ones for Red Rock Park installed this spring.

Steenhoek moved and was seconded by Wilson to adjourn at 7:45 p.m. Motion carried 4-0. A full copy of minutes may be seen at the Monroe City Hall or [www.MonroeIA.com](http://www.MonroeIA.com).

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Douglas P. Duinink, Mayor

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Kim K. Thomas, City Clerk/Administrator

February 2023 Bills

SALARIES	NET	29211.39
EFTPS	FEDERAL TAX	9641.48
IA DEPT OF REVENUE	SALES/WITHHOLDING TAX	3162.71
IPERS	POLICE/REGULAR	6346.98
CITY OF MONROE	HEALTH INSURANCE	1165.17
GIS BENEFITS	INSURANCE	95.63
MIDAMERICAN	UTILITIES	5618.02
POST OFFICE	JANUARY MAILING	401.28
UNITED HEALTHCARE	HEALTH INSURANCE	5031.52
VERIZON	PHONES	430.95
DELTA DENTAL	DENTAL INSURANCE	247.28
USCELLULAR	PHONES/TABLETS	347.78
CASEY'S BUSINESS MASTERCARD	GAS	1684.93
WINDSTREAM	PHONES	251.42
MEDIACOM	INTERNET	228.93
ACTION ELECTRIC	GENERATOR MAINTENANCE	275.00
AIRGAS USA LLC	CYLINDER RENT	18.60
ASHLYN BRECKENRIDGE	EMT COURSE REIMBURSEMENT/MILEAGE	2257.15
BOLAND RECREATION	BENCH	1124.00
CALDWELL BRIERLY CHALUPA	LEGAL SERVICES	1211.75
CAPITAL FIRE EQUIPMENT	ANNUAL INSPECTIONS	706.50
CAPITAL ONE	BIC PENS	1.57
IOWA REGIONAL UTILITIES ASSOC	RURAL WATER	30155.52
EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	1663.96
FARVER TRUE VALUE	DOWEL/HUMIDIFIER FILTER/DRIFT PENCIL	30.06
FORBES	MINUTES BOOK	428.16
HEWITTS SERVICE CENTER	TIRE REPAIR/V-BELT/THREADLOCKER	172.38
HOT SEWP VIDEO KITCHEN	SOCIAL MEDIA/VIDEO PRODUCTION	500.00
IOWA MUNICIPAL FINANCE	IMFOA DUES	100.00
IOWA ONE CALL	LOCATES	20.70
KAL SERVICES	TRASH CONTRACT	14632.40
MICROBAC LABORATORIES	TESTING	443.50
KIESLER POLICE SUPPLY	AMMUNITION	188.70
MARCO INC	COPIER CONTRACT	74.61
MENARDS	BOOT SCRAPER/POTHOLE PATCH/ICE MELT	473.01
MENNINGA PEST CONTROL	PEST CONTROL/AIR CARE	199.00
MERCYONE	MEDICAL SUPPLIES	688.11
NEWTON DAILY NEWS	PUBLICATIONS	333.64
RACOM CORP	CONNECTOR CRIMP/LABOR	755.78
ROZENDAAL DRAIN CLEANING	CAMERA MAIN/LOCATE MAINS	650.00
SANDRY FIRE SUPPLY	HOOKLOKS/HANDLELOKS/BOLT CUTTERS	1644.60
SIGN PRO	ATV PERMIT DECALS	120.00
SIMMERING-CORY INC	JANUARY 2023 SUPPLEMENT	144.00
SPAHN & ROSE LUMBER	OSB SHEATHING	60.36
STAR EQUIPMENT	WATER PUMP	348.00
STOREY KENWORTHY	LASER CHECKS	286.00
USA BLUE BOOK	HACH DPD 1/HACH DPD 4	532.54
VAN RYSWYK P&H	LABOR/ROADSTONE/CURB STOP	3665.05

VEENSTRA & KIMM	ENGINEERING SERVICES	3063.89
BAKER & TAYLOR	BOOKS/SUPPLIES	491.15
CARDMEMBER SERVICES	STAMPS/GODADDY SUBSCRIPTION/BOOKS	2461.54
CENTER POINT	BOOKS	138.42
DEMCO	LIBRARY SUPPLIES	197.86
GUIDEPOSTS	BOOK	15.94
NEWTON DAILY NEWS	BUSINESS DIRECTORY	47.00
PENWORTHY	BOOKS	454.28
PHILIP ASCHEMAN PHD	PSYCH EVAL	265.00
TRICARE	PAYMENT REFUND	105.90
FIRST NAT'L BANK OF OMAHA	BOP FEE(S)/NEEDLE SET/STABILIZER	764.75
AFLAC	INSURANCE	66.60
IA RURAL WATER ASSOC	VISION INSURANCE	74.99
TOTAL FEBRUARY EXPENSE:		\$ 135,917.44
TOTAL FEBRUARY REVENUE:		\$ 130,883.04

TOTAL REVENUE:	
GENERAL	49475.54
ROAD USE	0.00
SPECIAL REVENUE	26152.28
CAPITAL PROJECT	324.97
ENTERPRISE	48726.57
FIDUCIARY	6156.67
DEBT SERVICE	47.01
TOTAL:	\$ 130,883.04

TOTAL EXPENSE:	
GENERAL	58913.92
ROAD USE	7054.48
SPECIAL REVENUE	10156.76
CAPITAL PROJECT	634.63
ENTERPRISE	54082.88
FIDUCIARY	5074.77
DEBT SERVICE	0
TOTAL:	\$ 135,917.44