

September 11, 2023

The regular September 11, 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, Andrea Steenhoek, Stacie McCoy, Sean Wilson and Jean Goemaat. There were no members absent from the meeting. City employees in attendance were: Public Works Director – Marc Van Wyk, Police Chief – Nicholas Chambers, Library Director – Brenda Lanser, Deputy Clerk - Andrea Lanphier and City Clerk/Administrator-Kim Thomas.

Visitors at the meeting were Jeanette Rankin, Missy Phifer, Michael Conejo, Daryl Phifer, Scott Van Ryswyk, Dean Van Ryswyk, Darin Pendroy, Karen Bollhoefer, Mia Diekema, Suzanne Johnson, Delmar Johnson, Eric Anderson and Jamee Pierson.

Council Member Andrea Steenhoek moved and was seconded by Council Member Jean Goemaat to approve the consent agenda. Items included were: August bills and minutes and the clerk and treasurer report for August. Motion carried 5-0.

Chief Chambers reported the School Resource Officer - Carter Reichmann, is glad to be back in the schools and has just completed SRO training. Director Van Wyk reported that new employee Jake Nolin is happy and working out great. Manatt's just completed seal coating some of the city streets. Library Director, Brenda Lanser is working on long range planning at the MPL and thanked public works for getting the no parking signs up at the library recently. The annual Fire Prevention lighted parade and Lights and Fights Event will take place on the city square October 14th, reported FD President Wilson.

Council Member St. Peter moved and was seconded by Council Member McCoy to approve RESOLUTION NO. 37-2023. A resolution allowing for the transfer of funds within the City of Monroe, Iowa. Upon roll call vote, motion carried 5-0.

Steenhoek moved and was seconded by St. Peter to approve RESOLUTION NO. 38-2023. A resolution approving the annual Iowa Department of Transportation 2023 Street Financial Report. Motion carried 5-0.

Steenhoek moved and was seconded by St. Peter to approve RESOLUTION NO. 39-2023. A resolution approving the 2023 Annual Urban Renewal Tax Increment Financing report as presented. Motion carried 5-0.

Steenhoek moved and was seconded by Goemaat to approve the 1st reading of AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF MONROE, IOWA, BY AMENDING PROVISIONS PERTAINING TO LIQUOR LICENSES AND CIGARETTE AND TOBACCO PERMITS. Steenhoek requested the 2nd and 3rd reading of the ordinance be put on the October 2023 agenda. Upon roll call vote, motion carried 5-0. Copies of the proposed ordinance can be seen at the Monroe City Hall.

St. Peter moved and was seconded by McCoy to approve the 1st reading of AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MONROE, IOWA, BY AMENDING PROVISIONS PERTAINING TO FISCAL MANAGEMENT. St. Peter requested the 2nd and 3rd reading of the ordinance be put on the October 2023 agenda. Upon roll call vote, ayes – St. Peter, McCoy, Steenhoek, Goemaat, nays - Wilson, motion carried 4-1. Copies of the proposed ordinance can be seen at the Monroe City Hall.

Mia Diekema was in attendance to ask permission to close 3 sides of the city square for the annual Trunk or Treat event on October 28, 2023, from 3-7 p.m. Steenhoek moved and was seconded by Goemaat to approve the request for street closing on October 28, 2023, from 3-7 p.m. for the annual PTO Trunk or Treat event. Motion carried 5-0.

Council Member Wilson moved and was seconded by Goemaat to set Beggars Night for Sunday, October 29th from 6 – 8 p.m. Motion carried 5-0.

Wilson moved and was seconded by Steenhoek to accept the Board of Adjustments recommendation to grant permission to Timothy and Kristy Terrell at 515 N. York Street for a garage 7 foot from the house. Monroe zoning regulations state 10 feet from a primary structure. Motion carried 5-0.

Wilson moved and was seconded by Goemaat to approve Suzanne Johnson's request for a 20x40 addition to the south and/or east of the existing community garden located behind city hall and the storage of the vegetable stand in the shed at the Monroe Recreation Park. Motion carried 5-0. Suzanne stated that they would like to have canning classes at the Gathering Place in the future and are looking for more volunteers to help with the garden next year.

The council agreed to take bids for a shelter at the Monroe Recreation Park by the disc golf area. Bids will be considered at the October meeting.

St. Peter moved and was seconded by Wilson to proceed with the sign order for the Monroe Trailhead location at Red Rock Park. Motion carried 5-0.

Monroe has been asked to partake in the NLC Service Line Program endorsed by the Iowa and National League of Cities. This NLC Service Program by HomeServe offers repair protection to residents in Monroe for internal plumbing repairs and external water and sewer line repairs. The City of Monroe would be required to sign a marketing agreement to allow them to use the city letterhead/branding so residents would know we approved the service. Currently 119 other Iowa cities have endorsed the program. There is no cost to the City of Monroe. Steenhoek moved and was seconded by Goemaat to approve the marketing agreement with NLC Service Program by HomeServe offering internal/external repair services for water and sewer repairs to Monroe residents at no cost to the City of Monroe. Motion carried 5-0.

Wilson moved and was seconded by Steenhoek to approve the \$.50 increase in pay for SRO Carter Reichmann. Upon roll vote, motion carried 5-0.

Steenhoek moved and was seconded by St. Peter to approve EMS Management and Consultants to provide medical billing services to the Monroe Ambulance. The cost for this service is a one-time onboarding fee of \$1500.00 and \$22.00 per claim. Motion carried 5-0.

Scott Van Ryswyk President of Lane Properties, LLC. is asking the City of Monroe for a developer reimbursement after 14 residential lots have been developed along S. Taylor Street. The city in the past has reimbursed up to \$250,000 for other projects. Thomas suggested the city and Lane Properties have a meeting with both sets of engineers and discuss the project in more detail before a reimbursement amount be considered. Dean Van Ryswyk stressed that the S. Taylor Street Project would be done by contractors from the PCM Community and would like to see the city help as much as possible to get the project going. Thomas stated she would get a meeting scheduled as soon as possible.

Open Forum: Director Van Wyk is not pleased with the service Grimes Asphalt is doing on the E. Lincoln Street Project. Van Wyk stated the road has been 95% torn up and only 20% has been poured to date. Van Wyk has addressed his concerns with Veenstra & Kimm’s inspector on the street project. Thomas reminded Van Wyk about the DNR water line survey that needs done. Windstream would like the city to consider to allow the burying of shallow depth cable to provide better internet services to Monroe customers. Windstream has said that most peds will be located along utility easements located along the back of most properties however, some will be in front. Since the project is just in the designing stages Thomas has asked Windstream to notify the city after the project gets further along in the process. Thomas recently spoke to MidAmerican Energy about the number of power outages since the first of the year. MidAmerican has agreed to bump the Monroe to Otley Service Line Project up and will start this month.

Wilson moved and was seconded by Steenhoek to adjourn the meeting at 8:09 p.m. Motion carried 5-0. A full copy of minutes can be seen at the Monroe City Hall or www.MONROEIA.com.

Douglas P. Duinink, Mayor

Kim K. Thomas, City Administrator

August 2023 Bills

SALARIES	NET	33417.20
EFTPS	FEDERAL TAX	11507.41
IA DEPT OF REVENUE	SALES/WITHHOLDING TAX	4133.57
IPERS	POLICE/REGULAR	6966.52
CITY OF MONROE	HEALTH INSURANCE	1277.91
MIDAMERICAN	UTILITIES	4743.47
POST OFFICE	JULY MAILING	344.21
UNITED HEALTHCARE	HEALTH INSURANCE	5502.67
VERIZON	PHONES	397.07
DELTA DENTAL	DENTAL INSURANCE	283.64
JEFF TIMMINS	CONCRETE WORK-FIRE STATION	32633.50
AFLAC	INSURANCE	66.60
THE HARTFORD	INSURANCE	96.16
WINDSTREAM	PHONES	288.59
USCELLULAR	PHONES/TABLETS	364.52
MEDIACOM	INTERNET	249.93
CASEY'S BUSINESS MASTERCARD	GAS/OIL	2056.70
TRIONFO	INSURANCE	113.18
AIRGAS	OXYGEN	22.56
ALTOONA FIRE DEPT	PARAMEDIC TIER	300.00
BAKER & TAYLOR	BOOKS/SUPPLIES	266.81
BOLAND RECREATION	PARK BENCH LEGS	1201.68
BRECKENRIDGE GRAPHICS	BANDSTAND GRAPHICS	175.00
CALDWELL,BRIERLY,CHALUPA	LEGAL SERVICES	458.00
CAPITAL ONE	LIBRARY BILL	75.70
CD BODY SHOP	TAILGATE ASSY,HANDLE W/REAR CAMERA	1193.83
CENTERPOINT LARGE PRINT	BOOKS	138.42
IA REGIONAL UTILITIES ASSOC	RURAL WATER	15130.26
CLIA LABORATORY	CLIA USER FEE	180.00

CORSON CEMETERY RESTORATION	MONUMENT REPAIRS	7500.00
DEMCO	BOOK/SUPPLIES	73.08
EMP	MEDICAL SUPPLIES	1127.85
GALLS	WHISTLE/SHIRTS	159.93
GUIDEPOSTS	3 LIB COPIES	41.88
HEWITTS SERVICE CENTER	TIRE REPAIRS,AIR FILTER/SWIVEL	167.42
HOT SEWP VIDEO KITCHEN	SOCIAL MEDIA/VIDEO PRODUCTION	500.00
IA DEPT OF NATURAL RESOURCES	ANNUAL NPDES PERMIT FEE	210.00
INT'L INSTITUTE OF MUNICIPAL CLERKS	MEMBERSHIP DUES	185.00
IOWA LAW ENFORCEMENT ACADEMY	LEO IN-SERVICE TRAINING	10.00
IOWA ONE CALL	LOCATES	42.30
IOWA PRISON INDUSTRIES	SIGNS	219.07
JASPER CO SPEED SHOP	OIL CHANGES	223.87
JENKINS ELECTRIC	1/2" EMT AND LABOR	198.37
KAL SERVICES INC	TRASH CONTRACT/PORT-O-LET	15014.92
MICROBAC LABS	TESTING	438.50
MARCO INC	COPIER CONTRACT	112.82
MARTIN MARIETTA MATERIALS	3/4 RD STONE	278.76
MENARDS	RED MULCH	39.96
MENNINGA	PEST CONTROL	199.00
MISSION COMMUNICATIONS	SERVICE PACKAGE	694.80
MONROE FOODS	DRY CLEANING/BATTERIES/ICE	107.78
MONROE MIRROR	ENVELOPES	124.00
MOTHER EARTH NEWS	SUBSCRIPTION	18.00
MUNICIPAL SUPPLY	MARKING PAINT/FLAGS	219.64
NEWTON DAILY NEWS	PUBLICATIONS/ADVERTISING	368.39
OVERDRIVE INC	YEARLY FEE	713.07
PELLA ENGRAVING	DISC GOLF SIGNS	1096.50
PENWORTHY	LIBRARY-26 ITEMS	497.63
RADAR ROAD TEC	RADAR CERT x 3	105.00
RANGEMASTERS UNIFORMS	TACTICAL PANTS	138.68
SHRED IT	SHREDDING SERVICE	185.83
SIMMERING-CORY INC	JULY 2023 SUPPLEMENT	76.00
ULINE	PICNIC TABLE/RECEPTACLES	4136.72
VAN RYSWYK P&H	FREON,STOP LEAK/CAN & LABOR	431.16
VAN WALL	HOSE/FREIGHT/V-BELT	202.60
VEENSTRA & KIMM INC	ENGINEERING SERVICES	4625.42
OVERHEAD DOOR CO OF DES MOINES	SPRING BOX ASSY/LIMIT SWITCH LIFTMASTER	388.05
PREMIER POLYSTEEL	MEMORIAL BENCH	710.00
IA RURAL WATER ASSOC	VISION INSURANCE	74.99
CARDMEMBER SERVICES	IDRIVE/VACUUM/BOOKS	1866.40
TRIONFO	PREPAID INSURANCE	9.24
TOTAL AUGUST EXPENSE:		\$ 167,117.74
TOTAL AUGUST REVENUE:		\$ 211,299.28

TOTAL REVENUE:	
GENERAL	88456.43
ROAD USE	21872.25
SPECIAL REVENUE	25414.78
CAPITAL PROJECT	318.75
ENTERPRISE	59500.43
FIDUCIARY	15736.64
DEBT SERVICE	0.00
TOTAL:	\$ 211,299.28

TOTAL EXPENSE:	
GENERAL	102669.94

ROAD USE	14731.21
SPECIAL REVENUE	12508.09
CAPITAL PROJECT	0.00
ENTERPRISE	35596.82
FIDUCIARY	1611.68
DEBT SERVICE	0.00
TOTAL:	\$ 167,117.74