

November 13, 2023

The regular November 13, 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: Andrea Steenhoek, Jennifer St. Peter, Jean Goemaat, Stacie McCoy and Sean Wilson. City employees in attendance were: Public Works Director – Marc Van Wyk, Police Chief – Nicholas Chambers, Jake Nolin – Public Works, 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, Andy Algreen, Butch Umble, Janis Cameron and Jamee Pierson.

Council Member Andrea Steenhoek moved and was seconded by Council Member Stacie McCoy to approve the consent agenda. Items included were: October bills and minutes and the clerk and treasurer report for October. All council members were in favor. Motion carried 5-0.

For committee and board reports, Library Board Member Jeanette Rankin reported for the library that the PBS Trailer was a huge success. Rankin stated that 191 kids visited the learning trailer and that Jeff Timmins has installed the sidewalk going around the library. Director Van Wyk reported that the cemetery fencing was installed and that the MRP Walking Trail Project is getting close to being complete. Public Works continues to mulch leaves in the parks and on other city property. President of the Monroe Fire Department Sean Wilson reported that all the October Fire Prevention Month activities including the Lights and Fights event was a huge success.

Steenhoek moved and was seconded by Jennifer St. Peter to approve RESOLUTION NO. 43-2023. A resolution approving the transfer of funds within the City of Monroe. Funds are going from the American Rescue Plan Fund to the Sewer Fund in the amount of \$73,681.00. Upon roll call vote, motion carried unanimously 5-0.

McCoy moved and was seconded by Council Member Sean Wilson to approve RESOLUTION NO. 44-2023. A resolution approving the hiring of a part-time library intern for the Monroe Public Library. Motion carried unanimously 5-0.

Wilson moved and was seconded by Goemaat to approve RESOLUTION NO. 45-2023. A resolution expressing the support for a single family residential housing development within the City of Monroe, Jasper County, Iowa. Upon roll call vote, motion carried unanimously 5-0.

Steenhoek moved and was seconded by Goemaat to approve RESOLUTION NO. 46-2023. A resolution assigning addresses within the City of Monroe, Jasper County, Iowa. Motion carried unanimously 5-0.

The public hearing for the Monroe Urban Renewal Area Amendment was called to order by Mayor Duinink at 7:09 p.m. Steenhoek moved and was seconded by St. Peter to open the public hearing. Administrator Kim Thomas reported that there were no written or oral objections to the 2023 Monroe Urban Renewal Area Amendment. Steenhoek moved and was seconded by McCoy to close the public hearing for the 2023 Monroe Urban Renewal Area Amendment at 7:10 p.m. Motion carried unanimously 5-0.

McCoy moved and was seconded by St. Peter to approve RESOLUTION NO. 47-2023. A resolution to approve the Urban Renewal Plan Amendment for the Monroe Urban Renewal Area. Motion carried unanimously 5-0.

St. Peter moved and was seconded by Steenhoek to approve RESOLUTION NO. 48-2023. A resolution authorizing the internal advances for funding of the Monroe Urban Renewal Programs. Upon roll call vote, motion carried unanimously 5-0.

Steenhoek moved and was seconded by McCoy to approve the 2nd & 3rd 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. Upon roll call vote, motion carried unanimously 5-0. ORDINANCE NO. 321. Signed: Douglas P. Duinink and attested by: Kim Thomas, City Clerk/Administrator. A copy of the ordinance in its entirety may be seen at the Monroe City Hall, Monroe Post Office, and Monroe Public Library or online at www.MonroelA.com.

St. Peter moved and was seconded by Steenhoek to approve the 2nd & 3rd reading of AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MONROE, IOWA, BY AMENDING PROVISIONS PERTAINING TO FISCAL MANAGEMENT. Upon roll call vote, motion carried unanimously 5-0. ORDINANCE NO. 322. Signed: Douglas P. Duinink and attested by: Kim Thomas, City Clerk/Administrator. A copy of the ordinance in its entirety may be seen at the Monroe City Hall, Monroe Post Office, and Monroe Public Library or online at www.MonroelA.com.

Steenhoek moved and was seconded by St. Peter to approve Partial Pay Estimate No. 2 for the 2023/2024 Street Improvements Project to Grimes Asphalt for \$248,676.10. Upon roll call vote, motion carried 5-0.

Steenhoek moved and was seconded by Goemaat to allow \$1200.00 annually to go toward senior meal rent at The Gathering Place through a 28E Agreement between the City of Monroe and The Gathering Place, pending the Iowa Department of Inspection and Appeals Food Service Establishment License which will be filed by Kelli Van Manen at Jasper County Elderly Nutrition. Upon roll call vote, motion carried unanimously 5-0.

Goemaat moved and was seconded by McCoy to decline a citizen request to hold flea markets on Madsen Field during the months of April through July 2024 at this time. Motion carried unanimously 5-0.

St. Peter moved and was seconded by McCoy to approve the LED lighting proposal update for the city maintenance shop and police and fire station from ROI Energy. The total cost for the project is \$20,875. The city portion after incentives is \$7,685. MidAmerican Energy will pay up 65% of the project. Upon roll call vote, motion carried unanimously 5-0.

Chief Chambers would like to implement a new reserve program to help with staffing concerns during different times of the year. Chief Chambers stated that the training period could range from 3-4 months or up

to 1 year. Cost for the program would be for uniforms. Chambers plans to advertise for certified reserves first. Wilson moved and was seconded by McCoy to allow Chief Chambers to advertise for reserve officers for the Monroe Police Department Reserve Officer Program. Upon roll call vote, motion carried unanimously 5-0.

Chief Chambers was directed to get pricing on a used police vehicle and report back to the council at the December meeting. The 2016 Dodge Charger purchased in 2018 is in need of some expensive repairs.

The City received one estimate for the construction of a new shelter at the Monroe Recreation Park. The estimate was from Curry's Custom Carpentry for \$19,280.10. The council directed Director Van Wyk to look for other less expensive options. A \$7500.00 grant was received from Prairie Meadows for the shelter and must be completed by July 1, 2024.

An estimate was received from Gritters Electric for lighting upgrades to the city square for \$27,000.00. Thomas stated she would like to wait until the next budget year to do the updates but this item will be added to the agenda for discussion at the upcoming budget workshop meetings.

Wilson moved and was seconded by Goemaat to approve a raise from \$27.50 to \$30.00 per hour for Jamie Hofer for passing his Grade 2 Water Distribution and Grade 2 Wastewater Operator test. Upon roll call vote, motion carried unanimously 5-0.

Jacob Nolin was the first employee to pass his Grade 2 Wastewater Operator test to make the City of Monroe compliant with the IDNR requirement to have a certified operator for the city wastewater system by November 1, 2023. McCoy moved and was seconded by Goamaat to approve a raise from \$28.00 to \$29.50 per hour for Jacob Nolin for passing his Grade 2 Wastewater Operator Test. Upon roll call vote, motion carried unanimously 5-0.

The council agreed to have a special meeting to review the Final Plat 3 of "The Meadows". A meeting was scheduled for November 30th, 2023 right after the Planning and Zoning meeting at 5:00 p.m.

Open Forum: Daryl Phifer mentioned it was a pleasure to drive on E. Lincoln Street. Mayor Duinink thanked Wilson and McCoy for being on the council and congratulated Andy Algreen and Earl (Butch) Umble for being elected at the November 7th election to replace Wilson and McCoy. After the open forum comments Mayor Duinink announced the last item on the agenda would be in closed session. The audience exited the meeting at 8:08 p.m.

St. Peter moved and was seconded by Wilson to move into closed session at 8:10 p.m., under Iowa Code Section 21.5 (c) (j). Iowa Code Section 21.5 (c) states to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Chapter 21.5 (j) states to discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property. Motion carried 5-0. St. Peter moved and was seconded by McCoy to exit closed session at 8:31 p.m. No formal action was taken after closed session.

Steenhoek moved and was seconded by Wilson to adjourn the meeting at 8:32 p.m. Motion carried unanimously 5-0. A full copy of the minutes can be seen at the Monroe City Hall or at www.MonroelA.com.

Douglas P. Duinink, Mayor

Kim K. Thomas, City Clerk/Administrator

October 2023 Bills

SALARIES	NET	52020.83
EFTPS	FEDERAL TAX	18915.53
IA DEPT OF REVENUE	SALES/WITHHOLDING TAX	4835.11
IPERS	POLICE/REGULAR	11638.24
CITY OF MONROE	HEALTH INSURANCE	2058.39
USCELLULAR	PHONES/TABLETS	347.86
MIDAMERICAN ENERGY	UTILITIES	5766.79
POST OFFICE	SEPTEMBER MAILING	341.78
UNITED HEALTHCARE	INSURANCE	8160.61
VERIZON	PHONES	668.00
DELTA DENTAL	DENTAL INSURANCE	472.84
CASEY'S BUSINESS MASTERCARD	GAS/OIL	2626.15
THE HARTFORD	INSURANCE	111.76
CODY BOAS	DEPOSIT REFUND	46.17
LORI RICHARDS	DEPOSIT REFUND	100.00
WINDSTREAM	TELEPHONES	288.59

POST OFFICE	BOX RENEWAL FEE	118.00
TRIONFO	INSURANCE	100.38
AIRGAS	OXYGEN	18.15
ANDREA LANPHIER	MILEAGE	18.60
BITUMINOUS MATERIALS	CRS-2	554.16
CAPITAL ONE	PAPER TOWELS/LYSOL/CLOROX WIPES	56.37
CD BODY	RECHARGE AC IN MOWER/AD EXT TAPE	381.10
IA REGIONAL UTILITIES ASSOC	RURAL WATER	15975.14
DENNISON RACING TEE'S	SWEATSHIRTS/COAT	278.26
FARVER TRUE VALUE	SERVICE LABOR/REPAIR SHOP	94.50
GRIMES ASPHALT	PARTIAL PAY NO 1/2023 STREET IMPROVEMENTS	218972.00
HEWITTS	OIL/FLUID FILTER/BATTERY	264.70
HOT SEWP VIDEO KITCHEN	SOCIAL MEDIA/VIDEO PRODUCTION	500.00
IMFOA	FALL 2023 CONFERENCE FEE(S)	300.00
IA LAW ENFORCEMENT ACADEMY	IMPLICIT BIAS/DE ESCALATION TRAINING	100.00
IOWA LEAGUE OF CITIES	VIRTUAL WORKSHOP	50.00
IOWA ONE CALL	LOCATES	28.80
JASPER CO SPEED SHOP	ROTOR/BATTERY/RADIATOR	2064.25
JASPER COUNTY EMG MGMT	2023/2024 FEE(S) PER CAPITA	2950.50
KAL SERVICES	CITY TRASH CONTRACT	15015.00
LEXIPOL	POLICEONE ACADEMY ANNUAL RATE	600.00
MANATTS	PATCHING/SEALCOAT/MOBILIZATION	93630.40
MARCO INC NW 7128	COPIER CONTRACT	168.40
MARTIN MARIETTA MATERIALS	3/4 RD ST	151.03
MENARDS	POTHOLE PATCH/CHAINS/NOZZLE	182.66
MENNINGA PEST CONTROL	PEST CONTROL/AIR CARE	199.00
MERCYONE	PHARMACY SUPPLIES	251.02
MONROE FOODS	BATTERIES/DRINKING WATER	13.70
MOWBILITY	COUPLER/QUICK PF3/8	48.34
NEWTON DAILY NEWS	PUBLISHING	326.14
SANDRY FIRE SUPPLY	STANDARD CRESCENT REFLECTIVE	45.80
SHRED IT	SHREDDING SERVICE	193.20
SMITH FERTILIZER & GRAIN	BULK SALT	3053.68
VAN RYSWYK P&H	ROADSTONE/SUPPLY FAUCET	1751.42
VEENSTRA & KIMM, INC	ENGINEERING SERVICES	13631.83
CARDMEMBER SERVICES	BOOKS/POSTAGE/DEERY BROS CHEVROLET	3437.00
BAKER & TAYLOR	BOOKS	242.82
CAPITAL ONE	BOOKS/SPIDER RINGS	162.19
CENTER POINT LARGE PRINT	BOOKS	138.42
FAMILY HANDYMAN	SUBSCRIPTION	41.02
GUIDEPOSTS	MAGAZINE	81.86
KADETH INC	COMPUTER SERVICE	128.74
MOTHER EARTH NEWS	SUBSCRIPTION	18.00
NEWTON DAILY NEWS	BUSINESS DIRECTORY	47.00
PENWORTHY	BOOKS	334.36
POPULAR MECHANICS	SUBSCRIPTION	32.07
ROZENDAAL DRAIN CLEANING	DRAIN CLEAN LIBRARY	165.00
WILLOW LANE	6 BOOKS	145.94
IA DEPT OF NATURAL RESOURCES	APPLICATION FEE	80.00
MEDIACOM	INTERNET	98.99
MEDIACOM	INTERNET	155.94
IA DEPT OF NATURAL RESOURCES	WWT2 CERTIFICATION	80.00
AFLAC	INSURANCE	99.90
IA RURAL WATER	VISION INSURANCE	74.99
TOTAL OCTOBER EXPENSE:		\$ 486,049.42
TOTAL OCTOBER REVENUE:		\$ 574,538.51

TOTAL REVENUE:	
GENERAL	281132.45
ROAD USE	22083.65
SPECIAL REVENUE	164165.58
CAPITAL PROJECT	10810.27
ENTERPRISE	62170.89
FIDUCIARY	1207.19
DEBT SERVICE	32968.48
TOTAL:	\$ 574,538.51

TOTAL EXPENSE:	
GENERAL	74168.04
ROAD USE	345903.25
SPECIAL REVENUE	16454.53
CAPITAL PROJECT	0.00
ENTERPRISE	48639.9
FIDUCIARY	883.7
DEBT SERVICE	0.00
TOTAL:	\$ 486,049.42