

April 1, 2024

The regular meeting of the Monroe City Council was called to order by Mayor Doug Duinink on April 1, 2024, 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, Andy Algreen and Butch Umble. City employees in attendance were: City Administrator/Clerk Kim Thomas, Deputy Clerk Andrea Lanphier, Public Works Director Marc Van Wyk and Police Chief Nick Chambers.

Visitors at the meeting were: Missy Phifer, Michael Conejo, Daryl Phifer, Nicki Tapps, Jordan Kappos and Luke Swank.

Council Member Steenhoek moved and was seconded by Council Member Goemaat to approve the consent agenda. Items on the agenda included bills and minutes from the March meeting and the Clerk and Treasurer's Report for March. Motion carried 5-0.

Public Works Director Van Wyk commented that it has been pretty quiet for his department. The grass is growing so they will be mowing soon. Chief Chambers stated that his department has two GTSB waves this month, April 1st-8th and April 18th-24th, so extra patrol will be out. Nicki Tapps reported that the summer reading program theme is Reading Garden: Grow a Reader. She also mentioned that there is a new story installed on the bike trail and the foam cannon will be returning in August.

Steenhoek moved and was seconded by Council Member St. Peter to waive the requirement that an ordinance must be considered and voted on for passage at two council meetings prior to the meeting at which it is to be finally passed and to approve the 2nd and 3rd reading of AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MONROE, IOWA, BY DELETING SECTION 92.05(4) AND REPLACING IT WITH THE FOLLOWING: 92.05(4) Fees. If a delinquent customer is notified of non-payment for water service by door hanger/placard, the account shall be charged a late fee of twenty-five dollars (\$25.00) in addition to any other fees imposed for the delinquency or termination. If water service is terminated, the account shall be charged an additional disconnection fee of twenty-five dollars (\$25.00). If, following termination, water service is restored, the account shall be charged an additional reconnection fee of twenty-five dollars (\$25.00). Water service will be restored during normal working hours but may remain unavailable for up to twenty-four (24) hours following payment. All fees shall be paid prior to restoration of service. No fee shall be charged for the usual or customary trips in the regular changes in occupancies of property. ORDINANCE NO. 323. Signed: Douglas P. Duinink, Mayor, and attested by Kim Thomas, City Administrator/Clerk. Upon roll call vote, motion carried 5-0.

The public hearing for the proposal to vacate property in the City of Monroe, Iowa, was called to order by Mayor Douglas Duinink at 7:06 p.m. Steenhoek moved and was seconded by St. Peter to open the hearing. Motion carried 5-0. Administrator/Clerk Kim Thomas stated there were no written or oral public objections to the sale of the East Grant Street property, from N. Monroe Street to N. Commerce Street, to the Cary and Wendy Diekema Trust. Steenhoek motioned and was seconded by St. Peter to close the public hearing for the proposal to vacate property in the City of Monroe, Iowa, at 7:07 p.m. Motion carried 5-0.

St. Peter moved and was seconded by Goemaat to approve RESOLUTION NO. 16-2024. A resolution approving the vacation of property and conveyance of real property at E. Grant Street to the Cary and Wendy Diekema Trust. Upon roll call vote, motion carried unanimously 5-0.

Steenhoek moved and was seconded by Goemaat to approve the first reading of AN ORDINANCE AMENDING SECTION 2 OF CHAPTER 92 OF THE MONROE CODE OF ORDINANCES OF THE CITY OF MONROE, IOWA, BY AMENDING PROVISIONS PERTAINING TO WATER RATES. The first reading of this ordinance will increase water rates in and outside city limits by 5%. Upon roll call vote, motion carried 5-0.

St. Peter moved and Steenhoek seconded to approve the first reading of AN ORDINANCE AMENDING SECTION 1 OF CHAPTER 99 OF THE MONROE CODE OF ORDINANCES OF THE CITY OF MONROE, IOWA, BY AMENDING PROVISIONS PERTAINING TO SEWER RATES. The first reading of this ordinance will increase sewer rates in and outside city limits by 3%. Upon roll call vote, motion carried 5-0.

There was no old business to discuss.

Jordan Kappos with Veenstra & Kimm Engineering was in attendance to discuss city hall building plans. The preliminary plans for a new building, including a new parking lot, were estimated to cost \$1.6 million. The preliminary plans for a remodel of the existing building which would be ADA compliant were estimated to cost \$300,000 less. City Administrator Thomas stated the next step would be to secure drawings to promote it to the public and then put in on the November ballot. Future meetings will take place with Kappos, Thomas, Van Wyk and Chambers.

Veenstra & Kimm's Luke Swank was also in attendance to give a demonstration on the geographic information mapping services (GIS) their company offers. Public Works Director Van Wyk would like to have V & K convert our existing paper maps to electronic files so his department is able to access them via their phones, citing it would save them not only time but money when it comes to street, water and sewer projects. Swank stated his firm offered three options: Option A would include pipes, Option B would include lower level manholes, curb stops, etc. and Option C would be just converting the information from the existing paper maps. The City would have the option of paying in full or paying in two installments. The Council agreed it would be a beneficial tool to have. Goemaat moved and was seconded by Council Member Umble to move forward with Option A and to divide the payment between two budget years. Upon roll call, motion carried 5-0.

Kappos gave an update on the East Lincoln Street project. He mentioned that there is one section of curb and gutter to replace and areas where they rebuilt the sidewalk that will need regrading. When asked about dormant seeding, he stated that he will have them reseed everything.

The Board of Adjustment met at 6:00 p.m., prior to the city council meeting, to consider a recommendation for variance at 313 E. American Street. Six members were in favor and one member did not

respond. Steenhoek motioned and was seconded by St. Peter to go along with the recommendation. Motion carried unanimously 5-0.

As the City only received one application for seasonal help and prefer to hire three, Thomas stated she reran the advertisement and will repost on the City's Facebook page. Steenhoek motioned and was seconded by St. Peter to hire the first applicant. Motion carried 5-0.

The council considered the approval of a 28E agreement for the Safety Coalition of Central Cities Shared 29E Service Agreement. The SCCIC was established to share services, to improve or enhance existing services and to share each community's resources for better utilization of taxpayer dollars. Van Wyk stated that it was a paid membership and that joining would look good for the City's safety audit. Thomas added that the City would also benefit from a deduction on insurance. St. Peter motioned to enter into the agreement and Goemaat seconded. Motion carried 5-0.

Open Forum: Eric Anderson plans to start the Taylor Street Project next week, weather permitting. Letters will be going out to homeowners in the neighborhood.

Steenhoek motioned and Goemaat seconded to adjourn the meeting at 7:50 p.m. A full copy of minutes may be seen at the Monroe City Hall or www.MonroelA.com.

Douglas P. Duinink, Mayor

Andrea N. Lanphier, Deputy Clerk

March 2024 Bills

SALARIES	NET	38579.19
EFTPS	FEDERAL TAX	12876.14
IA DEPT OF REVENUE	SALES/WITHHOLDING TAX	3818.14
IPERS	POLICE/REGULAR	7970.00
CITY OF MONROE	HEALTH INSURANCE	1989.39
MIDAMERICAN ENERGY	UTILITIES	5586.70
POST OFFICE	JANUARY MAILING	448.38
UNITED HEALTHCARE	INSURANCE	7824.92
VERIZON	PHONES	411.31
USCELLULAR	PHONES	365.08
THE HARTFORD	INSURANCE	111.76
CASEY'S MASTERCARD	OIL/GAS	1733.69
CARDMEMBER SERVICES	TONER/PAPER/TESTS	494.76
CALDWELL & BRIERLY	LEGAL SERVICES	1133.75
CAPITAL ONE	PAPER TOWELS/PRINTER/BATTERIES	228.68
IA REGIONAL UTILITIES ASSOC	RURAL WATER	13445.76
DUTCH MILL SUPPLY	BUILDING MATERIALS	3792.28
EMP	MEDICAL PRODUCTS	652.14
NIEMANN HARDWARE	SERVICE/REPAIR	79.25
FBI-LEEDA	2024 DUES	50.00
FORBES	OFFICE SUPPLIES	112.52
GCMOA	FY25 ANNUAL DUES	25.00
HEWITT'S	HOSE/CLAMPS/OIL	15.89
IA DEPT OF PUBLIC SAFETY	QUARTERLY SYSTEM INVOICE	300.00
INDUSTRIAL CHEM LABS	DEGREASER	507.96
IOWA ONE CALL	LOCATES	26.10
MICROBAC LABS	TESTING	545.50
KINNAMON SERVICES	LIFT & MOWER RENT/LIGHT SENSORS	850.00
MARCO	COPIER CONTRACT	116.14
MENNINGA	PEST CONTROL	199.00
MERCYONE	OMNI SERVICE	50.00
MISSION COMMUNICATIONS	SERVICE PACKAGE RENEWAL	563.40
NEWTON DAILY NEWS	PUBLISHING	175.46
RACOM	BEON ACCESS	164.40

SIRCHIE	EVIDENCE BAGS	111.41
TOWNCRIER	RUN REPORTS	46.00
USABLUEBOOK	UV BULBS	1933.41
IAWEA	REGISTRATION FEE	50.00
RACHEL SCHEEPERS	DEPOSIT REFUND	60.65
NATHANIEL FAGG	DEPOSIT REFUND	51.68
AFLAC	INSURANCE	66.60
EMS/MC	AMBULANCE BILLING	1059.64
HOT SEWP	SOCIAL MEDIA/VIDEO PRODUCTION	500.00
WINDSTREAM	PHONES	294.55
MEDIACOM	INTERNET	254.93
DELTA DENTAL	INSURANCE	385.90
IA RURAL WATER ASSOC	INSURANCE	87.91
CARDMEMBER SERVICES	BOOKS/CRAFT SUPPLIES/PROGRAMS	794.99
TRIONFO	INSURANCE	115.38
TOTAL MARCH EXPENSES:		\$111055.74

TOTAL REVENUE:	
GENERAL	44946.35
ROAD USE	16038.31
SPECIAL REVENUE	24494.29
CAPITAL PROJECT	4774.26
ENTERPRISE	58636.60
FIDUCIARY	95.15
DEBT SERVICE	1789.55
TOTAL:	\$150774.51

TOTAL EXPENSE:	
GENERAL	44,730.00
ROAD USE	11349.77
SPECIAL REVENUE	13328.29
CAPITAL PROJECT	0
ENTERPRISE	40583.69
FIDUCIARY	1063.99
DEBT SERVICE	0
TOTAL:	\$111,055.74