

August 12, 2024

The regular meeting of the Monroe City Council was called to order by Mayor Douglas Duinink on August 12, 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, Andy Algreen and Butch Umble. Absent: Jean Goemaat. City employees in attendance were: Deputy Clerk Andrea Lanphier, Public Works Director Marc Van Wyk and Police Chief Nick Chambers. Mayor Duinink announced that the meeting was being recorded.

Visitors at the meeting were: Jeanette Rankin, Stacie McCoy, Brian D. Briles, Brett Jennings, Jason Birkenholtz, Thad Nearmyer and Jamee Pierson.

Council Member Steenhoek moved and was seconded by Council Member St. Peter to approve the Consent Agenda. Items on the agenda included Bills and Minutes from the July meeting and the Clerk and Treasurer Report for July. Motion carried 4-0.

Chief Chambers mentioned that he will be on vacation the week of August 19th and that all shifts are covered. Sergeant Blom will be the point-of-contact for his department. Mayor Duinink stated that he attended the last school board meeting to address the concerns that School Resource Officer Riechmann had going into the next school year and was told that the school would be getting in touch with Chambers. Chambers replied that he had already had a meeting with the new superintendent. Public Works Director Van Wyk said his department has been busy with day-to-day stuff and that there were no big projects going on. Stacy McCoy and Jeanette Rankin were present to bring the Council up to date on the library. McCoy stated that the library-sponsored events at this year's Old Settlers were very successful. The pet parade had 17 entries which was the most ever and that The Friends of the Library made \$400.00 from Spin the Wheel which replaced Plinko. Rankin added that the new book on the bike trail is The Little Red Puppy by an Iowa author, the library will be involved in a back-to-school reading program with both Prairie City and Monroe elementary schools and that an offsite evening book club is in the works for those who are unable to participate in the daytime book club. Council Member Umble reported that the Monroe Fire Department will be participating in a couple of water fights and is looking to form a committee for the purchase of a new ambulance.

St. Peter moved and was seconded by Council Member Umble to approve RESOLUTION NO. 25-2024. A RESOLUTION APPROVING THE STREET FINANCIAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2024. Motioned carried 4-0.

Steenhoek moved and was seconded by St. Peter to approve RESOLUTION NO. 26-2024. A RESOLUTION ADOPTING A BUILDING PERMIT FEE AND FEE SCHEDULE BETWEEN THE CITY OF MONROE, IOWA AND JASPER COUNTY, IOWA. Brett Jennings, a representative for Jasper County Community Development, was in attendance to answer questions and stated that this increase is the first increase since Jasper County put the fee schedule in place in 2010. Motion carried 4-0.

St. Peter moved and was seconded by Umble to approve the first reading of AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MONROE, IOWA, BY AMENDING SECTION 106.08 (1). OF CHAPTER 106 IN THE CITY OF MONROE, IOWA. This ordinance, after its final reading, will increase the fee for regular curbside collection and disposal of solid waste from \$19.25 to \$20.60 per month. Upon roll call vote, motion carried 4-0.

Steenhoek reminded the council that the next meeting regarding the city hall building remodel is scheduled for August 28, 2024 at 1:00 p.m. at City Hall. St. Peter reported that there was a good turnout for the Old Settlers parade regardless of the extreme heat. Steenhoek added that the carnival pricing will be increasing 20% next year and Chambers reported that the police department had no problems. Steenhoek mentioned that the Friends of the Red Rock Prairie Trail will have their next meeting at Monroe City Hall on August 21, 2024 at 5:30 p.m. should anyone want to attend.

Mayor Duinink would like to see the current policy for vacation carry over and vacation payout requests changed to reflect a cap on the maximum number of hours banked. He proposed city employees amass no more than 200 hours of vacation, forcing them to either use accrued vacation or lose it each year. He also proposed that the maximum payout for unused vacation be no more than 2 weeks. Steenhoek stated that there is currently a policy in place but some employees have been grandfathered in and that is a change the new policy would have to show. The discussion concerning vacation carry over and payout requests was tabled until the September meeting for more clarification prior to updating any new personnel policy.

The approval of an amendment to the Monroe Personnel Policy adding cell phone reimbursement to all full-time employees was tabled for next month's meeting.

Steenhoek moved and Umble seconded the approval of pay request no. 3 to Grimes Asphalt for \$8,638.86 and acceptance of the 2023/2024 Street Improvement Project. This final payment is for curb and gutter replacement, sidewalk removal and seeding. Upon roll call vote, motion carried 4-0.

Open Forum: The Monroe American Legion is sponsoring a 5K Run and Pull-Up Competition on Saturday, September 28th at 4:00 p.m. Legion Member Jason Birkenholtz was present to request the closure of Marion Street, between HWY 14 and Commerce Street from 2:00 p.m. to 6:00 p.m. that day, as the run begins and finishes at The Monroe American Legion. Council Member Algreen is helping with the event and can be contacted for more information. The Council granted the request. Brian Briles updated the Council regarding his continued interest in planting trees at Silent City Cemetery. His committee has marked areas with orange flags where they feel trees could be planted and are ready to move forward with fundraising. He asked that the issue be put on next month's agenda so the Council can make a final decision as to whether or not they will allow it. Jamee Pierson voiced her concern for those people on golf carts who are driving in the dark without lights on. St. Peter asked Chief Chambers to post a reminder regarding the golf carts on Facebook. Thad Nearmyer, a resident of Monroe, is running for Jasper County Supervisor and would appreciate everyone's support. If elected, he plans to have a closer working relationship with the City.

Steenhoek moved and St. Peter seconded to adjourn the meeting at 7:42 p.m. Motion carried unanimously.

Douglas P. Duinink, Mayor

Andrea N. Lanphier, Deputy Clerk

JULY 2024 BILLS

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|---------------------------------|-------------------------------|----------|
| SALARIES | NET | 44925.80 |
| EFTPS | FEDERAL TAX | 16556.86 |
| IA DEPT OF REVENUE | SALES/WITHHOLDING TAX | 4799.40 |
| IPERS | POLICE/REGULAR | 8165.15 |
| CITY OF MONROE | HEALTH INSURANCE | 1892.89 |
| ACCUJET | ARP FUND/SEWER LINING | 51544.56 |
| EMS/MC | AMBULANCE BILLING | 220.00 |
| JASPER CO COMMUNITY DEVELOPMENT | DUES/ANIMAL CONTROL FEE | 2893.00 |
| MAGUIRE IRON | WATER TOWER MAINTENANCE | 25536.38 |
| MIDAMERICAN ENERGY | UTILITIES | 6268.60 |
| POST OFFICE | JUNE MAILING | 340.63 |
| ROB SAND AUDITOR | ANNUAL EXAM | 8238.76 |
| UNITED HEALTHCARE | INSURANCE | 7824.92 |
| VERIZON | PHONES | 396.25 |
| HANNAH BELTMAN | DEPOSIT REFUND | 60.65 |
| LOGAN DIBKEY | DEPOSIT REFUND | 59.26 |
| WINDSTREAM | PHONES | 293.56 |
| THE HARTFORD | INSURANCE | 111.76 |
| USCELLULAR | PHONES/TABLETS | 350.28 |
| DELTA DENTAL | INSURANCE | 289.40 |
| CASEY'S | GAS/OIL | 2726.17 |
| BAKER & TAYLOR | BOOKS | 582.09 |
| CAPITAL ONE | CUPS/DVDS/MOSS | 32.72 |
| CENTER POINT | BOOKS | 138.42 |
| FORBES | OFFICE SUPPLIES | 373.36 |
| GUIDEPOSTS | BOOKS | 41.88 |
| NEWTON DAILY NEWS | BUSINESS DIRECTORY | 24.00 |
| PENWORTHY | BOOKS/SUPPLIES | 280.48 |
| POPULAR MECHANICS | SUBSCRIPTION | 36.38 |
| CARDMEMBER SERVICES | BOOKS/SUPPLIES/SECURITY | 719.56 |
| AIRGAS | CYLINDER RENT | 18.77 |
| ANDREA LANPHIER | MILEAGE | 33.50 |
| CALDWELL & BRIERLY | LEGAL SERVICES | 488.00 |
| CAPITAL ONE | PRINTER INK | 83.68 |
| IA REGIONAL UTILITIES ASSOC | RURAL WATER | 16754.56 |
| CITY OF PLEASANT HILL | EMS TIER | 300.00 |
| DORSEY & WHITNEY | LEGAL FEES | 5103.50 |
| FIRST NAT'L BANK OF OMAHA | STAMPS/TOILET PAPER/WIPES | 313.22 |
| HEWITTS | TIRE REPAIRS/OIL/HOSE | 276.91 |
| HOT SEWP | SOCIAL MEDIA/VIDEO PRODUCTION | 500.00 |
| IMAGETREND | ANNUAL SUPPORT FEE | 1583.47 |
| IOWA DNR | PUBLIC WATER SUPPLY FEE | 220.20 |
| IA LEAGUE OF CITIES | MEMBERSHIP DUES | 1614.00 |
| IA PRISON INDUSTRIES | WEEDEATING | 1668.00 |

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| MIDWEST SANITATION | TRASH CONTRACT | 15065.00 |
| KERN DOOR & FENCE | LABOR | 1500.00 |
| MICROBAC LABS | TESTING | 461.00 |
| MARCO | COPIER CONTRACT | 126.32 |
| MARTIN MARIETTA | ROCK | 332.69 |
| MEDIACOM | INTERNET | 103.99 |
| MENARDS | TOOLS/PARTS/BAGS | 71.96 |
| MERCYONE | OMNI SERVICE | 50.00 |
| MIDAMERICAN ENERGY | DAMAGE REPAIR | 197.50 |
| MONROE FOODS | BATTERIES | 7.65 |
| MOWBILITY | TRACTOR REPAIR | 1739.01 |
| NEWTON DAILY NEWS | PUBLICATIONS | 234.03 |
| PFM FINANCIAL ADVISORS | 2024 ANNUAL RETAINER | 7048.39 |
| PCS | SOFTWARE LEASE | 2640.00 |
| RACOM | RADIOS/SIREN REPAIR | 7711.25 |
| SHRED IT | SHREDDING SERVICE | 203.68 |
| SIMMERING-CORY | JUNE SUPPLEMENT | 134.00 |
| SMITH FERTILIZER & GRAIN | DUST CONTROL | 404.80 |
| TOWNCRIER | DOOR HANGERS | 189.00 |
| VEENSTRA & KIMM | GIS SERVICES | 16833.21 |
| WELD WORKS | TRUCK REPAIR | 878.46 |
| VAN GORP EDWARDS INS | INSURANCE AUDIT | 946.00 |
| MEDIACOM | INTERNET | 175.94 |
| TRIONFO | INSURANCE | 115.38 |
| AFLAC | INSURANCE | 66.60 |
| JOE'S OLD FASHIONED FUN | RIDES/CONCESSIONS | 5000.00 |
| IA RURAL WATER ASSOC | INSURANCE | 87.91 |

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| TOTAL JULY EXPENSES: | | \$277,004.75 |
| TOTAL JULY REVENUES: | | \$151,918.82 |

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| TOTAL REVENUE: | |
| GENERAL | 42998.46 |
| ROAD USE | 22381.35 |
| SPECIAL REVENUE | 25861.95 |
| CAPITAL PROJECT | 316.93 |
| ENTERPRISE | 59955.96 |
| FIDUCIARY | 15.11 |
| DEBT SERVICE | 389.06 |
| TOTAL: | 151918.82 |

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| TOTAL EXPENSE: | |
| GENERAL | 89964.00 |
| ROAD USE | 19826.34 |
| SPECIAL REVENUE | 14219.28 |
| CAPITAL PROJECT | 0.00 |
| ENTERPRISE | 148364.86 |
| FIDUCIARY | 4630.27 |
| DEBT SERVICE | 0.00 |
| TOTAL: | 277004.75 |