

December 9, 2024

The regular meeting of the Monroe City Council was called to order by Mayor Douglas Duinink on December 9, 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. 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. Mayor Duinink announced that the meeting was being recorded.

Visitors at the meeting were: Daryl Phifer, Delmar Johnson, Jeff Shannon, Deanna Shannon, Stephanie Phifer, Shawn Sunvold 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 November meetings, the Clerk and Treasurer Report for November and El Maguey Mexican Grill and Bar Inc. Annual Class C Permit Pending Application Renewal Process. Motion carried 4-0.

Board Reports: Police Chief Chambers informed the Council that they will notice more law enforcement patrolling the roads toward the end of the month and into the New Year marking another wave of GTSB. He also mentioned his new officer is doing well. Public Works Director Van Wyk reported his department has been mulching leaves and that the Monroe Rec Park bathrooms, which had been vandalized this fall, are now fixed and closed for the season. Council Member Umble stated that Santa Claus will be at the fire station on December 14th and that the fire department is looking for people to help stuff treat bags on December 13th should anyone be interested in helping. He expressed concern that the firemen were experiencing problems with their new radios. Chief Chambers believed it could be a software issue related to recent programming updates. There were no library reports.

Steenhoek moved and was seconded by St. Peter to approve RESOLUTION NO. 30-2024. A RESOLUTION ACCEPTING THE STATE OF IOWA AUDITOR'S INDEPENDENT REPORT FOR YEAR ENDING JUNE 30, 2024. Motion carried 4-0.

St. Peter moved and was seconded by Umble to approve RESOLUTION NO. 31-2024. A RESOLUTION ALLOWING FOR THE TRANSFER OF FUNDS WITHIN THE CITY OF MONROE, IOWA. Upon roll call vote, motion carried 4-0.

St. Peter moved and was seconded by Steenhoek to move forward with the plans submitted by Veenstra & Kimm for the possible City Hall building project. Deanna Shannon inquired as to what the City planned to do with the existing building, should a new building be built. City Administrator/Clerk Thomas stated that the existing building could become a community building and rented out or, if not used, torn down. She reminded the Council and all in attendance that any building project costing more than \$520,000 would have to be put to a vote; hence, the plan is to have it on the November 2025 ballot. Mayor Duinink stated he was not big on remodels because too many things can go wrong, not to mention the building would have to be brought up to code. Van Wyk reminded the Council that the City bought the existing building second hand and repurposed it. Thomas pointed out that in addition to needing more room City Hall needed to be made safer, citing a recent incident in a neighboring town. Upon roll call vote, motion carried 4-0.

St. Peter moved and Algreen seconded to appoint Jeff Shannon to the open City Council Member position previously held by Jean Goemaat. After some discussion, the Council agreed that appointing someone who had previous experience would be more beneficial in budget meetings this winter and encouraged the other applicants to submit papers for the November 2025 election where there will be three council seats on the ballot. Upon roll call vote, motion carried 4-0. Jeff Shannon was sworn in by Mayor Duinink.

St. Peter moved and was seconded by Steenhoek to approve The Monroe Downtown Revitalization Application for 110 N. Commerce Street in the amount of \$2,100.00. Upon roll call vote, motion carried 4-0.

Steenhoek moved and was seconded by St. Peter to approve The Monroe Downtown Revitalization Application for 106 and 108 N. Commerce Street in the amount of \$6,800.00. Stephanie Phifer, co-owner of the buildings, was in attendance to thank the Council, provide photos of the work that had already been done and answer questions regarding their future plans. Upon roll call vote, motion carried 4-0.

St. Peter moved and Algreen seconded to approve the submission of The Monroe Downtown Revitalization Application with Jasper County Façade Improvement Program upon completion of proper paperwork for 108 W. Sherman Street. Upon roll call vote, motion carried 4-0.

The Council discussed reimbursing public works employees for successful completion of professional development courses and testing beyond what is required. The City currently pays for certification renewal fees and testing for required certifications. Since all public works employees are licensed at the grade level required by the DNR and the public works department has been paying their own testing fees for additional certification that is not required for their job, the Council determined that there was nothing that needed to be changed nor voted on.

Steenhoek moved and St. Peter seconded a motion to approve the termination of Caldwell & Brierly, PLLC as City Attorney for the City of Monroe, Iowa. Services will be terminated effective January 10th, 2025. Brick Gentry P.C. will be retained to represent the City. Motion carried 4-0.

Open Forum: St. Peter mentioned that Jersey Freeze will be open the weekend of the December 14th.

Steenhoek moved and was seconded by St. Peter to adjourn the meeting at 7:54 p.m. Motion carried 4-0. A full copy of minutes may be seen at the Monroe City Hall or at www.MonroelA.com.

Douglas P. Duinink, Mayor

Andrea N. Lanphier, Deputy Clerk

November 2024 Bills

SALARIES	NET	42790.65
EFTPS	FEDERAL TAX	15871.83
IA DEPT OF REVENUE	SALES/WITHHOLDING TAX	4454.03
IPERS	POLICE/REGULAR	8631.16
CITY OF MONROE	HEALTH INSURANCE	1832.43
MIDAMERICAN ENERGY	UTILITIES	4829.74
UNITED HEALTHCARE	INSURANCE	7824.92
POST OFFICE	OCTOBER MAILING	368.88
VERIZON	PHONES	398.56
DELTA DENTAL	INSURANCE	289.40
USCELLULAR	PHONES/TABLETS	311.81
CASEY'S	GAS/OIL	2672.29
THE HARTFORD	INSURANCE	111.76
I-PAVE	TAYLOR ST PAVING	118452.38
STACEY MILLER	DEPOSIT REFUND	59.84
TRIONFO	INSURANCE	115.38
WINDSTREAM	PHONES	295.22
MEDIACOM	INTERNET	278.98
BAKER & TAYLOR	BOOKS	666.71
CAPITAL ONE	GROCERIES/CRAFT SUPPLIES	41.71
COUNTRYHOME	SUBSCRIPTION	15.00
DEMCO	BOOK/SUPPLIES	64.60
GUIDEPOSTS	MAGAZINES	60.82
NEWTON DAILY NEWS	BUSINESS DIRECTORY	25.00
PENWORTHY	BOOKS	1583.88
AIRGAS	CYLINDER RENT	18.42
ANDREA LANPHIER	MILEAGE	152.76
BOUND TREE	MEDICAL SUPPLIES	470.26
CALDWELL & BRIERLY	LEGAL SERVICES	512.00
CAPITAL ONE	INK/BATTERIES/TOILET PAPER	186.41
CARTER RIECHMANN	BOOTS REIMBURSEMENT	229.95
IA REGIONAL UTILITIES ASSOC	RURAL WATER	3760.00
EMS/MC	AMBULANCE BILLING	220.00
NIEMANN HARDWARE	KEYS	7.98
HEWITTS	TIRE REPAIR/OIL/FILTER	143.27
HOT SEWP	SOCIAL MEDIA/VIDEO PRODUCTION	500.00
IA DEPT OF PUBLIC SAFETY	QUARTERLY SYSTEM INVOICE	300.00
IA DEPT OF NATURAL RESOURCES	PERMIT APPLICATION FEE	85.00
IOWA LAW ENFORCEMENT ACADEMY	TRANSFER FEE	20.00
IOWA RURAL WATER ASSOC	MEMBERSHIP RENEWAL	355.00
JASPER CO SPEED SHOP	OIL/WATER PUMP/BRAKE PADS	937.84
KAL SERVICES	TRASH CONTRACT	16124.75
MICROBAC LABS	TESTING	586.00
KIM THOMAS	DOOR KNOB REIMBURSEMENT	19.92
MACQUEEN EQUIP	VAC PUMP BELTS	1734.56
MARCO	COPIER CONTRACT	138.14
MARTIN MARIETTA MATERIALS	POR B-FILL	354.20
MERCYONE	PHARMACY SUPPLIES/OMNI SERVICE	525.78
MIDWEST UNDERGROUND SUPPLY	CHIPPER RENTAL	2200.00
MONROE FOODS	BATTERIES	10.39
NEWTON DAILY NEWS	PUBLICATIONS	195.98
OSKALOOSA HERALD	PUBLICATIONS	284.13
QUALITY STRIPING	PAVEMENT MARKING	3420.00
RADAR ROAD TEC	RADAR CERTIFICATIONS	80.00
STERICYCLE	SHREDDING SERVICES	200.65
SPAHN & ROSE	CONCRETE BLOCK/CEMENT/SAND	67.31

TOWNCRIER	ADVERTISEMENTS	60.75
USA BLUEBOOK	SAMPLE VIALS	137.00
VEENSTRA & KIMM	GIS MAPPING SERVICES	2040.00
CENTER POINT	BOOKS	142.62
GALLS	UNIFORMS	376.59
MENARDS	BATTERIES/2X4(S)/ACDELCO	228.85
TWO RIVERS CO-OP	DIESEL	2192.50
IA RURAL WATER ASSOC	CONFERENCE REGISTRATION FEE(S)	1275.00
LEIGHTON STATE BANK	INTEREST	6126.00
AFLAC	INSURANCE	66.60
FIRST NATL BANK OF OMAHA	BOOKS/EARMUFFS/HOTEL	1900.35
MMIT BUSINESS SOLUTIONS	DESKTOP PRINTER	2049.28
IA RURAL WATER ASSOC	INSURANCE	87.91
IOWA FINANCE AUTHORITY	INTEREST	35900.00
TOTAL NOVEMBER EXPENSES:		298471.13
TOTAL NOVEMBER REVENUES:		181745.05

TOTAL REVENUE:	
GENERAL	60731.11
ROAD USE	23452.21
SPECIAL REVENUE	30165.90
CAPITAL PROJECT	1952.90
ENTERPRISE	62372.73
FIDUCIARY	342.47
DEBT SERVICE	2727.73
TOTAL:	181745.05

TOTAL EXPENSE:	
GENERAL	71370.26
ROAD USE	132718.77
SPECIAL REVENUE	14182.37
CAPITAL PROJECT	0.00
ENTERPRISE	48567.32
FIDUCIARY	1166.41
DEBT SERVICE	30466.00
TOTAL:	298471.13