

January 13, 2025

The regular meeting of the Monroe City Council was called to order by Mayor Douglas Duinink on January 13, 2025, at 7:00 p.m. at the Monroe City Hall. Roll call was taken. Council members in attendance were: Andrea Steenhoek, Jennifer St. Peter, Jeff Shannon, 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, Police Chief Nick Chambers and Officer Brad Sheeder. Mayor Duinink announced that the meeting was being recorded.

Visitors at the meeting were: Daryl Phifer, Alicia Hansen, Amber Nickelson, Jordan Kappos 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 December meeting, the Clerk and Treasurer Report for December and the Fishin Hole, LLC Class C Retail Alcohol License. Motion carried 5-0.

Public Works Director Van Wyk stated that his department was working on small improvements to the bathrooms at the fire station. All in all, things were slow and they were keeping busy by working on inside jobs due to the cold. Chief Chambers mentioned that there wasn't a lot to report for his department. Officer Brad Sheeder, Brandon Blom's replacement, started in November. Council Member Umble reported that the fire department appointed an ambulance selection committee to begin the process of ordering a new ambulance. He said sixty kids attended the Christmas party, some of the firemen planned to attend the winter water fights at Coralville in February, CPR certification was scheduled for February 8th, the annual firemen's Christmas party was to be held on February 1st and the fire department would have representation at the PCM job fair. There were no library reports.

St. Peter moved and was seconded by Umble to approve RESOLUTION NO. 1-2025. A resolution to accept Mayor Duinink's appointments. Motion carried 5-0.

Steenhoek moved and was seconded by St. Peter to approve RESOLUTION NO. 2-2025. A resolution to accept council appointments. Motion carried 5-0.

St. Peter moved and was seconded by Steenhoek to approve RESOLUTION NO. 3-2025. A resolution to accept board appointments for the City of Monroe. Motion carried 5-0.

St. Peter moved and was seconded by Council Member Algreen to approve RESOLUTION 4-2025. A resolution appointing a city attorney for the City of Monroe. Motion carried 5-0.

St. Peter moved and was seconded by Umble to approve RESOLUTION NO. 5-2025. A resolution designating official newspapers for the City of Monroe. Motion carried 5-0.

Steenhoek moved and was seconded by St. Peter to approve RESOLUTION NO. 6-2025. A resolution naming depositories for the City of Monroe. Motion carried 5-0.

There was no old business to discuss, however, Van Wyk asked why, for curiosity sake, the fire department purchased new ambulances versus slightly used like he has done for city equipment? Duinink speculated that it was because the fire department wanted the future ambulance to be set up exactly like the existing ambulance which could only be done by buying new. Umble was unsure but said he could ask at the next fire department meeting and report back.

Umble moved and was seconded by Council Member Shannon to approve the renewal of a 28E Agreement between the Monroe Senior Community Center and the City of Monroe. The City of Monroe agrees to pay the Monroe Senior Community Center Inc. a one-time payment of \$2400.00 for services provided to the community from March 1, 2025 through February 28, 2026. Upon roll call vote, motion passed 5-0.

Council Member Shannon moved and was seconded by Umble to pay up to \$8500.00 toward the cost of carnival rides for Monroe Old Settlers. Alicia Hansen and Amber Nickelson were in attendance on behalf of the Monroe Old Settlers Committee to request additional funding from the City to help with the increased cost of Joe's Old Fashioned Fun Carnival Rides. The cost is increasing from \$5000.00 to \$8500.00 this year in large part due to Joe's increasing insurance costs. Upon roll call vote, motion carried 5-0.

St. Peter moved and Algreen seconded to table a discussion regarding deNovo Marketing Company's Proposal for Elevating Monroe. Motion carried 5-0.

Steenhoek moved and was seconded by St. Peter to renew the City Administrator Kim Thomas's employment contract. This agreement shall be effective the 13th day of January 2025 and continue for a period of two years. Upon roll call vote, motion carried 5-0.

The Council set the next budget work session for Tuesday, January 28th at 5:00 p.m.

Steenhoek moved and was seconded by St. Peter to approve the proposed engineering agreement for the City Hall and police department project. Jordan Kappos with Veenstra & Kimm Engineering was present to answer any questions regarding the plans. Thomas would like to have plans in place by May or June so that the City has pictures to show the public. Shannon would like to see them on display at Old Settlers. Steenhoek would like to see pictures of the existing police department facility and City Hall also on display so the public better understands the need for a new building/remodel. Duinink likes the floorplan that has a separate entrance to the council chambers but is on the fence about a third garage stall for the police department. Van Wyk thinks it's cheaper to build it now versus later. Chambers believes it will come in handy for other things such as lost/stolen bicycles. Officer Sheeder sees it as an opportunity to house seized vehicles rather than keeping them offsite. Upon roll call vote, motion carried 5-0.

St. Peter moved and was seconded by Steenhoek to approve the proposed engineering services agreement between the City of Monroe and Veenstra & Kimm Inc. for the 2025 Westview Street Improvements project. Van Wyk stated that this project will be in conjunction with a County Line Road project. Upon roll call vote, motion carried 5-0.

The Council agreed to table discussion regarding a recent stop sign survey the police department conducted so they could do more research.

Open Forum: Kappos stated Veenstra & Kimm was about done with the GIS Mapping project and would be meeting with Thomas and Van Wyk within the next month or two to instruct them on how to navigate the system. Umble inquired as to where the City was with Accujet to which Thomas replied that the new city attorney would now be handling it.

Steenhoek moved and was seconded by St. Peter to adjourn the meeting at 8:02 p.m. Motion carried 5-0. 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

December 2024 Bills

SALARIES	NET	43582.56
EFTPS	FEDERAL TAX	14814.96
IA DEPT OF REVENUE	SALES/WITHHOLDING TAX	4376.06
IPERS	POLICE/REGULAR	9259.94
CITY OF MONROE	HEALTH INSURANCE	1771.97
MIDAMERICAN ENERGY	UTILITIES	4366.68
UNITED HEALTHCARE	INSURANCE	7266.10
POST OFFICE	NOVEMBER MAILING	367.58
VERIZON	PHONES	398.56
DELTA DENTAL	INSURANCE	252.30
USCELLULAR	PHONES/TABLETS	295.25
CASEY'S	GAS/OIL	1713.47
TEEGEN GILES	DEPOSIT REFUND	4.78
THE HARTFORD	INSURANCE	111.76
TRIONFO	INSURANCE	115.38
TRANSFERS		105251.25
BAKER & TAYLOR	BOOKS/SUPPLIES	468.33
CAPITAL ONE	BOOKS/GROCERIES/ORNAMENTS	110.23
CENTER POINT	BOOKS	142.62
GUIDEPOSTS	MAGAZINES	41.88
WILLOW LANE	BOOKS/SUPPLIES	236.90
FIRST NAT'L BANK OF OMAHA	BOOKS/SECURITY SERVICES/W2 FORMS	1362.72
AIRGAS	CYLINDER RENT	18.77
BOUND TREE	MEDICAL SUPPLIES	168.85
CALDWELL & BRIERLY	LEGAL SERVICES	762.00
IA REGIONAL UTILITIES ASSOC	RURAL WATER	3760.00
CITY OF ALTOONA	MOSQUITO SPRAYING	2049.95
DARYL HORMANN	DOWNTOWN FAÇADE GRANT	2100.00
DB EQUIPMENT	BATTERY	183.05
DISPLAY SALES	CHRISTMAS LIGHT BULBS	262.00
ELECTRIC PUMP	SEWER REPAIR	614.00
EMS/MC	AMBULANCE BILLING	264.00
NIEMANN HARDWARE	CHAINSAW SHARPENING	32.00
GWORKS	ANNUAL SOFTWARE SUBSCRIPTION	11690.00
HAMM INC	ROAD STONE	525.69
HEWITT'S	PARTS/HAUL SERVICE/HYDAGRUCULTURE FLUID	453.49
HOT SEWP	VIDEO/SOCIAL MEDIA PRODUCTION	500.00
IA LAW ENFORCEMENT ACADEMY	TRAINING	95.00
JASPER CO SPEED SHOP	OIL CHANGE/REPAIRS	2738.83
KAL SERVICES	TRASH CONTRACT/PORTOLETS	16177.75
MICROBAC LABS	TESTING	461.00
MARCO	COPIER CONTRACT	120.15
MENARDS	POTHOLE PATCH	287.25
MENNINGA	PEST CONTROL	199.00

MERCYONE	PHARMACY SUPPLIES/OMNI SERVICE	162.31
MMIT BUSINESS SOLUTIONS	COPIER CONTRACT	45.37
MPH INDUSTRIES	GPS PUCK	304.95
MUNICIPAL	ANNUAL FLXNT SUPPORT	3150.00
NEWTON DAILY NEWS	1 YR SUBSCRIPTION/PUBLICATIONS	463.10
OSKALOOSA HERALD	ADVERTISING	80.29
SERVPRO	FIRE/SMOKE RESTORATION	1983.65
SFG	SALT	6582.82
STOREY KENWORTHY	UTILITY BILLS	1100.00
TOWNCRIER	ADVERTISING/ENVELOPES/BUSINESS CARDS	367.00
TRUE NORTH	INSURANCE	399.00
VEENSTRA & KIMM	GIS MAPPING SERVICES	2280.00
WINGER COMPANIES	ANNUAL CLOUD BACKUP LICENSE	119.76
CAPITAL ONE	THERMOMETER/FILING CABINET/RUBBER BANDS	80.01
WINDSTREAM	PHONES	295.22
MEDIACOM	INTERNET	278.98
MIDAMERICAN ENERGY	UTILITIES	10.00
WEST OF THE FOUNTAIN	DOWNTOWN FAÇADE GRANT	6800.00
AFLAC	INSURANCE	66.60
TOWNCLOUD	3YR SUBSCRIPTION	2281.05
MIKE LAGERGREN	AC PERMIT REFUND	715.00
IOWA RURAL WATER	VISION INSURANCE	87.91
TOTAL DECEMBER EXPENSES:		\$267427.08
TOTAL DECEMBER REVENUES:		\$276101.95

TOTAL REVENUE:	
GENERAL	73864.04
ROAD USE	32900.89
SPECIAL REVENUE	79491.69
CAPITAL PROJECT	33900.00
ENTERPRISE	46382.11
FIDUCIARY	888.35
DEBT SERVICE	0
TOTAL:	\$267427.08

TOTAL EXPENSE:	
GENERAL	46874.08
ROAD USE	22570.28
SPECIAL REVENUE	26785.21
CAPITAL PROJECT	1917.80
ENTERPRISE	60156.48
FIDUCIARY	10286.69
DEBT SERVICE	107511.41
TOTAL:	\$276101.95