

September 8, 2014

The regular meeting of the Monroe City Council was called to order by Mayor Briles at 7:00 P.M. at the Monroe City Hall on September 8, 2014. Roll Call was taken, present – Hansen, Nickelson, Shannon, Wilson, Vriezelaar. Matt Mardesen, City Administrator; Kim Thomas, City Clerk; Terry Buckingham, Public Works Director; Nicholas Chambers, Police Chief; were in attendance. The Mayor announced the meeting was being recorded.

Visitors at the meeting were: Twila Vriezelaar, Larry Diekema, Kathleen Darrach, Jeff Hegwood, Cheryl Price, Patty Duinink, Glen Duinink, Rich Deheer, Patty Deheer, Kathy Van Veen, Sara Kappos, Deanna Shannon, Diana Illingworth, and Nate Bradbury.

Council Member Vriezelaar moved and was seconded by Council Member Wilson to approve the consent agenda. Items on the agenda included the bills and minutes from the August meeting and the clerk and treasurers report. Motion carried 5-0. There were no committee and board reports.

August 2014 Bills		
Salaries	Net:	32058.46
EFTPS	Federal Tax Payment	10667.32
Iowa Department of Revenue	Withholding/Sales Tax	7518.00
IPERS	Police/Regular	6392.04
AFSCME	Union Dues	34.46
City of Monroe	Health Insurance	397.34
United Healthcare	Health Insurance	2648.62
Monroe Postmaster	Mailing	234.99
Cardmember Services	Subscription/Hotel/Books/Fuel	426.07
Airgas	Oxygen	115.42
Altoona Fire Department	Tier	225.00
Baker and Taylor	Books	687.35
Becky Curtis	Certification Reimbursements	130.00
Breckenridge Graphics	Graphics	325.00
Caldwell, Briery, Chapula, and Nuzum	Legal Services	596.50
Casey's	Fuel	1855.85
Central Iowa Water	Usage Fee/Principal/Interest	12044.45
City of Prairie City	Shirt Reimbursement	91.00
Corsen Cemetery Restoration	Stone Repairs	7500.00
Cummins Central Power	Generator Repair/Labor	1795.60
DEMCO	Labels/Book Cards/Book Bags	80.86
Electronic Engineering	Pager Repairs	109.95
EMP Emergency Medical Products	Medical Supplies	186.00
Four Seasons Yard Care	Mowing	975.00
Girls Life Magazine	2 Year Subscription	14.95
Guideposts	Books	70.96
Hewitt's Service Center	Tire Repair/Bulb/Supplies	108.69
Iowa Dept. of Natural Resources	Wastewater Permits	420.00
Iowa Dept. of Agriculture	Animal Welfare License	75.00
Iowa Municipal Finance Officers Assoc.	Registration	55.00
Jacobs Electric	Solenoid/Labor	175.99
Jasper County Animal Rescue League	Participation Fee/Service	254.87
KAL Services	Sanitation Contract	10061.25
Keltek	Antenna	20.68
Keystone Laboratories	Testing	517.00
Kim Thomas	Mileage	67.93
Marco Inc.	Copier Usage	62.91
Mediacom	Internet Service	54.95
Meredith Books	Book	35.87
Mid American Energy	Utilities	4157.29
Midwest Wheel	Mats/Tool Box/Light	746.66
Monroe Foods	Academy Lunch Items/Towels	58.74
Monroe Mirror	Publications	220.82
Monroe Public Library	Petty Cash Expense	83.02
Mowboys Lawn Care	Mowing	2500.00
Municipal Supply	Storm Sewer Repairs	4127.70
National Notary Assoc.	Dues	139.00
News Printing Company	Publications	166.00
Newton Fire Department	Billing Service	570.00
Nicholas Chambers	Tape Reimbursement	3.49
Noble All American	Ambulance Repairs	1426.23
Pumpkin Books	Books	123.44
Quill Corporation	Towels/Tape/Pens/Envelopes	129.23

Racom	Explorer Wiring/Camera Installation	5685.89
Readers Digest	Subscription	29.96
Secretary of State	Notary Dues	30.00
Shekar Engineering	Consulting Services	300.00
Shop Smart	Subscription	22.95
Southern Living	Subscription	36.00
Sports Illustrated for Kids	Subscription	25.00
SVPA Architects Inc.	Professional Services	225.00
Safe Building and Compliance	Permit Fees	789.15
The Oskaloosa Herald	Publications	166.00
Two Rivers Coop	LP Gas	168.00
US Cellular	Phone Service	280.12
Utility Service Co. Inc.	Quarterly Tower Maintenance	3411.95
Van Gorp Insurance	Insurance Additions	1712.00
Van Ryswyk Plumbing and Heating	Rock	2574.00
Veenstra & Kimm, Inc.	Professional Services	4203.76
Wal-Mart	File Cabinet/Cleaning Supplies	95.73
WP Barber Lumber	Wood/Tile/Misc.	112.84
Iowa Department of Natural Resources	Water Permit	347.00
Windstream	Phone Service	592.35
True North Prepaid Life		27.18
Total August Expense:		\$ 134,377.83
Total August Revenue:		\$ 136,103.18

<u>Total Revenue</u>	
General Fund	21886.00
Road Use Fund	20759.34
Special Revenue Fund	11664.31
Capital Project Fund	320.73
Enterprise Fund	81467.30
Fiduciary Fund	0.00
Debt Service Fund	5.5
Revenue Total:	\$ 136,103.18

<u>Total Expense</u>	
General Fund	65197.73
Road Use Fund	11393.11
Special Revenue Fund	6959.11
Capital Project Fund	0.00
Enterprise Fund	50827.88
Fiduciary Fund	0.00
Debt Service Fund	0.00
Expense Total:	\$ 134,377.83

Council Member Hansen moved and was seconded by Council Member Shannon to approve the Class C Beer, Class B Wine and Sunday sales permit for the Casey's store located at 509 S Monroe Street. Motion carried 5-0.

Vriezelaar moved and was seconded by Hansen to approve the Class B Beer and Sunday sales permit for Mustang Lanes located at 112 W Sherman. Motion carried 5-0.

Shannon moved and was seconded by Hansen to approve the 5 day Class B Beer permit request from the Monroe Old Settlers Celebration Inc. for a fundraising event to be held on October 4, 2014. Upon roll call vote, ayes - Shannon, Hansen, Nickelson, Wilson, nays - Vriezelaar. Motion carried 4-1.

Upon recommendation of the Library Board Vriezelaar moved and was seconded by Shannon to approve the recommended appointment of Stacy Geer to the Monroe Public Library Board. Motion carried 5-0.

Vriezelaar moved and was seconded by Shannon to approve **RESOLUTION NO. 21-2014**. A resolution approving the City Street Financial Report for July 1, 2013 to June 30, 2014. Motion carried 5-0.

Vriezelaar moved and was seconded by Shannon to approve **RESOLUTION NO. 22-2014**. A resolution approving the full time hiring of Gabriel Wilson effective August 26, 2014 as an officer for the Monroe Police Department. Motion carried 5-0.

Vriezelaar moved and was seconded by Council Member Nickelson to approve **RESOLUTION NO. 23-2014**. A resolution approving the appointment of Nicholas Chambers as the Monroe Police Chief effective August 26, 2014. Motion carried 5-0.

Per the August 11, 2014 regular meeting the Council requested the Hometown Pride Partnership/Keep Iowa Beautiful discussion be put on the September agenda for reconsideration.

The Monroe Economic Development Group is willing to pay the 1st year's membership fee and the city would then be responsible for the remaining 4 years. Mardesen stated that if joining the Keep Iowa Beautiful Contract it needs to be for the 5 year period. If the city would bail out after 1 year the burden would be felt by the other cities that have joined which would not be fair to them. Mardesen also stated that he felt like the Monroe Development Group has found enough volunteers to help and that looking at finishing the bike trail would be a project possibility. Shannon moved and was seconded by Hansen to sign the Keep Iowa Beautiful/Hometown Pride Partnership Agreement. Motion carried 5-0.

7:15 Public Hearing for 2014 Water Main Project – Mayor Briles opened the public hearing at 7:15 p.m. for the 2014 Water Main Project. Sara Kappos of Veenstra & Kimm was in attendance. Sara stated 3 bids were received and were as follows: Jackson Creek Enterprises, L.C. @ \$740,152.00, Morris & Company, Inc. @ \$795,245.00 and Synergy Contracting LLC @ \$869,411.00. The time frame in getting the project completed was one reason for higher bids. The engineers estimate for the project was \$650,000.00. Since bids were significantly higher than expected it was recommended by Veenstra & Kimm to reject all bids and rebid the project for spring 2015 completion. Sara suggested setting another bid date at the November 2014 meeting. The public hearing was closed at 7:20 p.m. Shannon moved and was seconded by Wilson to reject all bids for the 2014 Water Main Project and rebid the project for spring. Motion carried 5-0.

Monroe Recreation Park Update - Mardesen updated the council regarding the September MRP Board meeting. Priorities at the MRP that were discussed was the utilization of the former little league concession stand being move to the soccer area. Fall tasks include: grading the dirt by the sidewalk and concession stand area, and inter-seeding of the common areas. Question was raised about past aeration and seeding, which was done by Four Season's Lawn Care last fall, which had helped level the playing surface of the baseball and soccer fields. The MRP board has requested to have Four Seasons aerate and inter-seed again this fall as the NE demo field looks much better than the other fields. Mardesen did discuss the need to move trees to create space for the parking on the west side of the baseball fields. The plan is now in question since new discussion at the MRP board meeting to relocate the soccer fields was discussed. Kathy Van Veen did speak up as to Prairie City of rents their fields to metro teams needing a field. Van Veen thinks it might be a way to pay for some of the project. Van Veen explained how the current park met the needs at the time the park was planned with the three small fields. Discussion was brought up at about the cost of grading the area, as Mardesen addressed the issue at it will take some grading but the cost is unknown at this time. Multiple people discussed the cost of potentially adding a regulation soccer field and the demand for such a field. Van Veen also asked that the MRP Board should determine what plans are possible before putting the additional rock parking west of the ball fields. Briles reiterated that the MRP is the responsibility of the city to maintain and efforts to maintain the park must be increased by recommending the city appoint one of the public works staff as the point person.

Board of Adjustment/Variance for John and Kay Van Ryswyk – At 6:00 p.m. on September 8, 2014 the Board of adjustment met to hold a public hearing for approval of variance for placement of a lean too garage at 501 S Monroe Street. John Van Ryswyk is requesting permission to put the lean too garage 1 foot from the property line. Per Matt Mardesen the Board of Adjustment approved the requested variance at the meeting prior the regular scheduled council meeting. Nickelson moved and was seconded by Wilson to approve the permit for a lean too garage 1 foot from the property line for 501 S Monroe Street. Upon roll call vote, ayes – Nickelson, Wilson, Hansen, Shannon, nays – Vriezelaar (abstained). Motion carried 4-1.

Parking Concerns on Nevada Street – Glen and Patty Duinink would like to see the city make no parking on at least one side of Nevada Street do to safety concerns. Shannon moved and was seconded by Vriezelaar to make the north side of Nevada Street from Hwy 14 to Main Street no parking. Motion carried 5-0. Ordinance will be done at the October meeting for no parking.

Hiring of Part Time Employee – Mardesen spoke to say that the office is in need of a permanent part time office assistant to help with daily duties. Some days the office does nothing but answer phones and take utility payments. A concern with hiring another person is space needs and equipment stated Thomas. Larry Diekema spoke to say he does not feel like Thomas and Mardesen should both be gone at the same time and that vacation times should be planned accordingly. Thomas and Shannon both spoke up to say this item will be addressed at budget time. Vriezelaar is in favor of hiring an office assistant.

Ordinance Amending Official Zoning – Council Member Shannon moved and was seconded by Council Member Nickelson to approve the 1st reading of AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF MONROE, IOWA, BY REZONING PROPERTY FROM “RM” RESIDENTIAL MULTI-FAMILY TO “CM” COMMERCIAL DISTRICT. MOTION CARRIED 5-0. Council Member Shannon moved and was seconded by Council Member Nickelson that the statutory rule requiring the said ordinance to be considered and voted on for passage at two council meetings prior to the meeting at which it is to be finally passed be suspended. MOTION CARRIED 5-0. Council Member Shannon moved and was seconded by Council Member Nickelson to approve the 3rd and final reading of AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF MONROE, IOWA, BY REZONING PROPERTY FROM “RM” RESIDENTIAL MULTI-FAMILY TO “CM” COMMERCIAL DISTRICT. MOTION CARRIED 5-0. Whereupon, Mayor Briles declared the said ordinance duly adopted and signed approval. ORDINANCE NO. 262. Be It Enacted by the City Council of the City of Monroe, Iowa. SECTION 1. The Official Zoning Map of the City of Monroe, Iowa, is amended by rezoning the following described property from “RM” to “CM”. LEGAL DESCRIPTION: Original Plat Lot 4 & North 15' Blk 86 and Original Plat South 45' Lot 5 BLK 86. Parcel ID Numbers: 17.36.279.008 and 17.36.279.009. SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as

a whole or any section, provision or part thereof not adjudged invalid or unconstitutional. SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law. Passed by the City Council of the City of Monroe, Iowa on this 11th day of August, 2014, and approved this 8th day of September, 2014. Signed: Brian D. Briles, Mayor and Attested by: Kim K Thomas, City Clerk

504 N Main Property – Hansen moved and was seconded by Shannon to approve RESOLUTION NO. 24-2014. A resolution proposing sale and authorizing public hearing for September 15, 2014 at 6:00 p.m. for sale of 504 N Main Street, in the City of Monroe, Iowa. Upon roll call vote motion carried 5-0.

City Property West of 711 W Washington Street – Dean Wood is interested in purchasing the city owned area west of his property located at 711 W Washington Street. The parcel number for this property is 17.36-101.003. Public Works Director Buckingham is not in favor of selling this property because there is a large sanitary sewer line that runs down the middle of the property and two man holes are also located there. Hanson moved and was seconded by Shannon to deny the request to sale the city owned property west of 711 W Washington Street due to a sanitary sewer line and manholes located there. Motion carried 5-0.

Engagement Letter With Piper Jaffray in reference to the 2014 Water Main Project – Shannon moved and was seconded by Vriezelaar to approve the Private Placement Engagement Agreement between the City of Monroe and Piper Jaffray for the sale of securities related to the issuance of General Obligation Water Improvement Loan Agreement. Motion carried 5-0.

Disclosure Required for the Issuing of Bonds – Vriezelaar moved and was seconded by Nickelson to sign the disclosure for issuing of bonds for the General Obligation Water Improvement Loan Agreement between the City of Monroe and Piper Jaffray. Motion carried 5-0.

Open Forum – Public Works Director Buckingham apologized for the condition of the MRP and will try to keep up with the spraying of weeds and general upkeep at the MRP. Deanna Shannon questioned the location of the playground area at the MRP. Hansen would like to see a tree trimming letter sent to Robert Breckenridge for his property located along Lincoln and Hwy 14. Thomas asked if there were any objections to having trick or treat night October 31st from 6 to 8 p.m. There were no objections. Mayor Briles reminded everyone about the PCM Food Pantry Challenge.

Hanson moved and was seconded by Nickelson to adjourn at 9:00 p.m. Motion carried 5-0. A full copy of minutes may be seen at the Monroe City Hall or www.MonroeIA.com.

Brian D. Briles, Mayor

Kim K. Thomas, City Clerk