

September 12, 2016

The regular meeting of the Monroe City Council was called to order by Mayor Duinink at 7:00 p.m. at the Monroe City Hall on September 12, 2016. Roll Call was taken, present – Bradbury, Goemaat, Hegwood, Nickelson, Hansen, absent - none. Matt Mardesen, City Administrator & Economic Development Director; Kim Thomas, City Clerk; Jeff Timmins, Public Works Director, and Nicholas Chambers, Monroe Police Chief; were in attendance. Mayor Duinink announced the meeting was being recorded.

Visitors at the meeting were: Kathleen Darrach, Shirley Lanphier, Nikki Ulrey, Jeremiah Ulrey, Lyn Munson, Dawn Morecock, Terry Buckingham, Delmar Johnson, Libby Patton, Sara Kappos, Glen Duinink.

Consent Agenda – Council Member Nickelson moved and was seconded by Council Member Hegwood to approve the consent agenda. Items on the agenda included the clerk and treasurer’s report and bills and minutes from the August meeting. Motion carried 5-0. There were no committee or board reports. Jeff Timmins, Public Works Director; mentioned that there will be a softball tournament at the Monroe Recreation Park this coming weekend.

	August 2016 Bills	
Salaries	Net:	34911.79
EFTPS	Federal Tax Payment	12216.58
Iowa Department of Revenue	Withholding/Sales Tax	2088.00
IPERS	Police/Regular	7177.49
City of Monroe	Health Ins Reimbursement	375.66
AFSCME	Union Dues	72.20
Ankle High Tree Service	Tree Removal	800.00
Monroe Postmaster	Mailing/Stamps	372.78
Star Equipment	DuraPatcher Machine	62345.00
United Healthcare	Health Insurance	2504.24
GIS Benefits	Life Insurance	169.54
Pella Glass	MRP Sealer	169.70
Cardmember Services	Registration/Books/Supplies/Postage/Hotel	2432.64
6 FT	IT Work	215.00
Airgas	Cylinder Oxygen/Rental	117.01
Baker & Taylor	Books	553.67
Caldwell, Brierty, Chapula, Nuzum	Legal Services	2312.25
Casey's	Gas	1037.53
Center Point Large Books	Books	84.48
Central Iowa Water	Payment/Principal/Interest	13043.69
EMP Emergency Medical Products	Ambulance Supplies	1087.23
Farver True Value	Parts	19.50
Forbes	Supplies	20.99
Guideposts	Books	19.80
Hewitt's Service Center	Tire Repair/Oil Filter/Misc	88.41
Iowa Department of Public Safety	Terminal Billing Fee	453.00
IDALS	Licensing	75.00
Iowa Department of Natural Resources	Annual Fees	420.00
Jasper County Animal Rescue League	Monthly Fee	181.27
Josh Hansen	Website Host	353.94
Gerald Schnepf	Program Fees	1168.82
Keltek	Conv Kit/Flash White/Ambulance Repairs	524.78
Keystone Laboratories	Testing	1464.70
Kim Thomas	Mileage	55.21
Marco Inc.	Copier Usage	180.76
Mediacom	Internet	54.95
Metro Electric	Electrical Service/Repairs	990.00
Mid American Energy	Utilities	4321.35
Midwest Wheel	Hitch Pin/Bump Step	36.50
Monroe Foods	Batteries/Youth Academy Meals/Misc.	179.95
Monroe Mirror Inc	Publications/Paper	307.78
Mowboys	Mowing Contract	2037.50
Municipal Supply Inc	Repair Clamps	348.25
Newton Landfill	Fees	27.04
Overdrive	Subscription	406.70

Penworthy	Books	478.37
Prairie Ag Supply	Hose Shank	12.60
Alan Guy	Sampling	250.00
Roberts Brothers True Value	Service Call MRP	75.00
Shred It	Service	89.72
State Library of Iowa	EBSCO Fee/Bridges	174.50
Storey Kenworthy	Checks	209.00
Safe Building and Compliance	Inspections	150.00
Trans-Iowa Equipment	Sweeper Segment	152.36
Two Rivers Coop	LP Tank/Round Up	212.60
US Cellular	Phone Service	143.68
Utility Service Co	Quarterly Tank Maintenance	2790.05
Van Gorp - Edwards Insurance	Insurance	89.00
Van Ryswyk Plumbing and Heating	Valves/Backhoe/Repairs/Labor	1329.49
Veenstra & Kimm	Engineering Service	1620.00
Wal-Mart	Supplies	136.35
Wal-Mart	Library Supplies	73.72
Western Leak Detection	Leak Survey	900.00
WP Barber Lumber	Washer/Glasses/Drill Bit/Conduct/Keys/Misc.	79.66
Kal Services	Sanitation Contract	13429.98
Windstream	Phone Service	658.81
GIS Benefits	Sept Life Insurance	84.77
GIS Benefits	Prepaid Insurance	27.18
Total August Expense:		\$ 180,989.52
Total August Revenue:		\$ 188,773.23

Total Revenue

General	51341.04
Road Use	25026.52
Special Revenue	12257.01
Capital Project	253.95
Enterprise	99894.71
Fiduciary	0.00
Debt Service	0.00
Total:	\$ 188,773.23

Total Expense

General	56096.79
Road Use	51494.18
Special Revenue	7553.16
Capital Project	0.00
Enterprise	65845.39
Fiduciary	0.00
Debt Service	0.00
Total:	\$ 180,989.52

Council Member Hansen moved and was seconded by Hegwood to approve Casey's request for Class C Beer, Class B Native Wine and Sunday Sales for 509 S Monroe Street. Motion carried 5-0.

Hegwood moved and was seconded by Nickelson to approve Old Settlers request for permission to allow alcohol in the city park for the 3rd Annual Smoker Showdown on September 17, 2016. Motion carried 5-0.

Hansen moved and was seconded by Nickelson to allow the PCM Cheer Squad to have a 5k fundraising event on November 12, 2016 at 9:00 a.m. The route for the 5k race will be the same as the Jersey Freeze 5k. Lori Schakel stated the organization will be asking for volunteers, and the Monroe Police and Fire for help with road closings during the race. Motion carried 5-0.

Hegwood moved and was seconded by Nickelson to set beggars night for Sunday, October 30th from 6 to 8 p.m. Motion carried 5-0.

Sara Kappos and Libby Patton from Veenstra & Kimm Engineering were in attendance to discuss future options concerning wastewater treatment. Due to new IDNR regulations the city has until June 2019 to make the required necessary changes to meet the new IDNR regulations for effluent limitations such as

ammonia and e-coli. Options for meeting these regulations can be done by updating our existing lagoons, building a controlled discharge lagoon with updates to the east lagoon, combining our wastewater plants or building a new mechanical wastewater plant. A cost summary for each option was given to the council. The cost for a controlled discharge lagoon is \$1,600,000 but an additional 25 acres of land would have to be purchased adjoining the west lagoon and updates to the east lagoon would cost \$1,750,000 for a total project cost of \$3,350,000. A Lemtec/Lemna System combining our existing plants would cost \$3,050,000 and a SAGR System combining the two plants would cost \$4,010,000. A new mechanical wastewater treatment plant would cost \$5,300,000 and was not advised. At this time Veenstra and Kimm are recommending a combined Lemna Facility at the east lagoon with holding tanks at the west lagoon site.

The electrical service request for Jeremiah and Nikki Ulrey was back on the agenda for the property located at 608 N Mechanic. Safe Building and Compliance, Veenstra and Kimm, and Caldwell, Brierly, Chapula and Nuzum PLLC. all advised the city that the request should be denied for electrical service because no primary residence is located on the property. Bradbury would like to have the zoning ordinances looked at and revised and stated that the zoning book does not address the issue at hand and is not spelled out clearly. Mardesen stated that guidelines were set for residential district and that r-5 (page 68) in the zoning book clearly states that a primary structure must be present on a lot before recreational vehicles may be parked there. It was also brought up that zoning is in place to govern certain areas and to maintain a level of consistency that protects surrounding property owner's investments such as properties they own. Council Member Bradbury moved to take no action on the issue at hand and allow the Ulrey's to leave their camper parked on the lot for the remainder of the summer before storing it for the winter months. The motion by Bradbury died due to lack of a second vote. Hegwood stated he would recommend to the remaining council to deny the request due to feedback from legal counsel and our building inspectors. By approving one request it would set precedence for future similar requests stated Hegwood. Hegwood moved and was seconded by Nickelson to deny the request for electrical service and the parking of campers located at 608 N Mechanic Street based on the recommendation made by the City Attorney. Upon roll call vote, ayes – Hegwood, Nickelson, Hansen, Goemaat, Bradbury abstained from voting on the issue. Motion carried 4-1.

Dan Ashworth from Municipal Supply was at the meeting to give a presentation on water meters and monthly billing procedures for the City. Dan was concerned that the RFP process that was done in August was not comparing apples to apples. Municipal Supply supplies meters to many neighboring cities around the metro area and state including Colfax and Prairie City. A handout was given to the council on meter options and cost estimates. The city already has about 200 meters installed with this system. Along with the Municipal presentation no third party vendor would be needed for the meters and installation would be done within 60 days. Clerk Thomas would be able to shut water supply off via her computer if needed. Drive by and cellular systems are available through Municipal Supply. Meters are guaranteed for a 20 year period. Municipal Supply is also familiar with Data Technology software and has numerous cities working with Data Technologies. Dan Sinclair from Metering Technologies was also in attendance and did a presentation on cellular meters that require a 3rd party vendor and can detect leaks as they occur. This option would allow residences to track water usage via the web cloud by the city providing a password to them. Dan Sinclair has systems in NE, CA and a couple small towns in Iowa. The meter system Dan spoke to the council about does far more than what is needed to do monthly billing and additional cost would be needed for software storage purposes. Cellular systems are much more expensive than drive up systems and will require additional software interface costs along with a monthly 3rd party vendor fee. At this time the council has not made a decision on either company or system. Monthly billing and meter options will be on the October agenda for further decision.

A City Hall rental agreement with Jasper County Congregate Meals was signed in 1988 for \$15.00 per month for the use of the community room and kitchen at City Hall. The council has decided that the \$15.00 monthly rental fee is no longer adequate. The Council agreed that the rent for the building needs to be raised. Numerous times during the month inquiries are made concerning availability of the community room. Rental fees are currently \$50.00 per day without the kitchen or \$65.00 with the kitchen for those renting the building on weekends. Mardesen and Thomas both met with Congregate Meals and asked them to consider moving to the Senior Housing Building located on Sherman Street. Thomas stated that years ago the city donated funds for a community kitchen for that purpose. Congregate Meal employees feel that the space at senior housing is too small and that parking may be a concern there and would like to continue to use City Hall if possible. Mardesen stated that with upcoming water, sewer and street projects the room will not be available at times for them. Thomas stated that going to monthly billing additional staffing may be needed and the city will need the use of the community room at that time. Hansen moved and was seconded by Nickelson to raise the rent for Jasper County Congregate meals to \$200.00 per month. Upon roll call vote, motion carried 5-0.

Nickelson moved and was seconded by Hegwood to approve 4 members to the 7 member Zoning Board. The new members are: Nick Steenhoek, Brian Briles, Kathy Van Veen and Leroy Kinart. Kathy Macy and Brad Woody both resigned off the board effective this month. Upon roll call vote, motion carried 5-0.

The council was in agreement to allow Chief Chambers and City Administrator Mardesen do the first set of interviews on the applications received for the full time police officer position for the MPD.

Hansen moved and was seconded by Council Member Goemaat to approve RESOLUTION NO. 26-2016. A resolution approving the annual City Street Financial Report for year ending June 30, 2016. Motion carried 5-0.

Hansen moved and was seconded by Goemaat to approve RESOLUTION NO. 27-2016. A resolution authorizing the Public Works Director to sign checks or agreements as directed by the City Council of the City of Monroe, Iowa. Motion carried 5-0.

Hansen moved and was seconded by Nickelson to approve the 1st reading of AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MONROE, IOWA, BY AMENDING THE PROVISIONS PERTAINING TO LITTER. Motion carried 5-0.

Hansen moved and was seconded by Goemaat to approve the 1st reading of AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MONROE, IOWA, BY AMENDING THE PROVISIONS PERTAINING TO INTERFERENCE WITH OFFICIAL ACTS. Motion carried 5-0.

Hansen moved and was seconded by Goemaat to approve the 1st reading of AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MONROE, IOWA, BY AMENDING PROVISIONS PERTAINING TO LIEN EXEMPTION. Motion carried 5-0.

Open Forum – Terry Buckingham attended the meeting and would like to be involved in the Waste Water Treatment Plant upgrades if it is ok with the Council. Bradbury asked about the status of the last vote concerning the sale of Madsen Field to Dollar General. Mardesen stated he has requested phone records but has not received them to date. Hegwood, Nickelson and Hansen all stated that it did not affect the way they voted regardless of the outcome. A comment was made about an investigation being done but that was not confirmed or requested by anyone on the council or Mayor Duinink. Mardesen stated that a special meeting will be held sometime before the October meeting to approve the Southside permit, change the October meeting date, along with a couple other items. Mardesen also asked the Council if there would be any interest in purchasing land on South Commerce Street. The land is for sale by the DOT for \$15,000.00. There was no interest in that land. Hegwood asked the status of a nuisance abatement issue concerning a garage on the north side of town and also about use of equipment at the MRP for the upcoming weekend tournament.

Council Member Bradbury moved and was seconded by Hegwood to adjourn the meeting at 9:37 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

Kim K. Thomas, City Clerk