

# City of Monroe City

## Meeting of the Board of Alderman August 8, 2024, 6:00 PM Monroe City Hall Council Chambers – 109 Second Street Monroe City, MO 63456

### I. Call to Order

Mayor Ronald Miller called the meeting to order at 6:00pm; due notice had been given.

### II. Pledge of Allegiance

### III. Roll Call & Announcement of Quorum

Mayor Ronald Miller called roll and the following were in attendance:

Alderman Loree Quinn

Alderman Adrian Saunders

Alderman Jason Osbourne

Alderman Robin Simpson-absent

Alderman Mike Schneider

Alderman Greg Smith

Other Staff/Personnel in Attendance:

Danette Henderson

Kim Beers

Phoebe Ransom

Mindy Knapp

Zach James

Kerry Lee

Larry Johnson

Attorney John Russell

### IV. Review & Approval of Minutes (July 25, 2024)

Motion was made by Alderman Smith, seconded by Alderman Osbourne approving the meeting minutes for July 25, 2024, as presented. Motion passed unanimously.

### V. Mayors Report

- a. **Civic Plus-Siebert** provided a quote to upgrade to full service; there was a one-time fee of \$1000.00 and an annual fee of \$3495.00. By using full service, Civic Plus will update the codes online on a quarterly basis going forward.

Motion was made by Alderman Schneider, seconded by Alderman Saunders to upgrade Civic Plus to full service and pay the annual fee and one-time fee for a total of \$4495.00. Motion passed unanimously.

- b. **Working Meeting – August 14, 2024, 6:30pm**-several topics will be discussed to determine what is needed moving forward.

- c. **CCWWC Update**-Deadline to provide a decision for the city is September 30, 2024.

**VI. City Clerk Report** - City Clerk Henderson provided a report to the council for review as well as department budgets and line items that are over expended. The council agreed to advise department heads to stop spending on the line items that are over expended. Alderman Saunders reported we are on a spending freeze. It was suggested Henderson provide a budget report to each department supervisor on a quarterly basis so they are aware of their budget spending.

The utility policy revisions will be discussed under new business.

**VII. City Attorney Report** – No report at this time.

**VIII. Authorized Guest Speakers** - none

**IX. Council Committee Report**

- a. **Planning & Zoning** – No report at this time.

41           **b. Parks & Cemetery** – Henderson reported a meeting for the North Park grant will take  
42 place on August 16, 2024.

43           **c. Economic Development** – Meeting minutes were provided for the 8/5 meeting. At this  
44 time, Mayor Miller nominated Alderman Loree Quinn to serve as the city liaison for the  
45 Monroe City Economic Empowerment Political Action Committee and asked for approval  
46 of his nomination.

47 Motion was made by Alderman Osbourne, seconded by Alderman Smith approving Mayor Miller’s  
48 nomination of Alderman Loree Quinn to serve as the city liaison for the Monroe City Economic  
49 Empowerment Political Action Committee. Motion passed unanimously.

50           **d. Administrative** – No report at this time.

51           **e. Nuisance Review Board/Public Safety** – No report at this time.

52       **X. Department Reports**

53           **a. Police** – No report at this time.

54           **b. Fire** – No report at this time.

55           **c. Water** – No report at this time.

56           **d. Electric** – Report was provided by Lee.

57           **e. Gas** – Report was provided by Osborn. Osborn also presented the Operation and  
58 Maintenance Emergency Response Manual which was approved by the State; it now needs to be adopted  
59 by the city.

60 Motion was made by Alderman Smith, seconded by Alderman Saunders approving the Monroe City  
61 Operation and Maintenance Manual Including Emergency Response Manual dated 7-10-24. Motion  
62 passed unanimously.

63           **f. Street** – Report was provided by O’Bryan.

64           **g. Airport** – Buckman reported the GWPA next weekend and asked to have picnic tables  
65 delivered to the airport for the event. Henderson reported she reached out to LOQW to clean at the airport  
66 and their charge would be \$13.83/hr.

67 Motion was made by Alderman Quinn, seconded by Alderman Osbourne approving the LOQW proposal  
68 for janitorial services at the airport for \$13.83/hr. Motion passed unanimously.

69           **h. Mosswood** – No report at this time.

70       **XI. Pool**– Moss and the council discussed closing date for the pool.

71 Motion was made by Alderman Smith, seconded by Alderman Quinn the last day for the pool to be open  
72 will be August 18, 2024. Motion passed unanimously.

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74 Moss then asked for funds to hold an end of summer celebration with prizes, games, etc.

75 Motion was made by Alderman Smith, seconded by Alderman Saunders approving up to \$200 for prizes  
76 and to also provide 1-family pass and 1-individual pass for the 2025 season. Motion passed unanimously.

77       **XII. Presentation of Bills & Approval of Payments**

78 Motion was made by Alderman Osbourne, seconded by Alderman Smith approving the accounts payable  
79 presented for August 8, 2024, and considered warrants approved by the Mayor since the last council  
80 meeting. Motion passed unanimously.

81       **XIII. New Business**

82           **a. Bill No. 7: An Ordinance Amending Section 86.08.050 of the Code of Ordinances**

83 Bill No. 7 was read by title only by Mayor Miller and titled:

84 AN ORDINANCE AMENDING SECTION 86.08.0505 OF THE CODE OF  
85 ORDINANCES OF THE MONROE CITY MUNICIPAL CODE

86 Motion was made by Alderman Osbourne, seconded by Alderman Smith approving the first  
87 reading of Bill No. 7 by title only. Motion passed unanimously.

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89 The second reading of Bill No. 7 was tabled to the August 22, 2024, council meeting.

90 **b. Bill No. 8: An Ordinance Addressing Access to Utility Meters**

91 Bill No. 8 was read in its entirety by Mayor Miller and titled:

92 AN ORDINANCE ADDRESSING ACCESS TO UTILITY METERS

93 Motion was made by Alderman Smith, seconded by Alderman Osbourne approving the  
94 first reading of Bill No. 8 in its entirety. Motion passed unanimously.

95 Motion was made by Alderman Osbourne, seconded by Alderman Smith approving the  
96 second reading of Bill No. 8 by title only. City Clerk called roll and the votes were as  
97 follows: Alderman Smith-yes, Alderman Schneider-yes, Alderman Osbourne-yes,  
98 Alderman Saunders-yes, and Alderman Quinn-yes. The bill having the affirmative vote  
99 was then and there duly signed and became ordinance number 07-2024.

100 **c. Bill No. 9 – An Ordinance Addressing Tampering or Damage to**  
101 **Utility Meters**

102 Bill No. 9 was read in its entirety by Mayor Miller and titled:

103 AN ORDINANCE ADDRESSING TAMPERING OR DAMAGE  
104 TO UTILITY METERS

105 Motion was made by Alderman Smith, seconded by Alderman Quinn approving the  
106 first reading of Bill No. 9 in its entirety. Motion passed unanimously.

107 Motion was made by Alderman Schneider, seconded by Alderman Saunders approving  
108 the second reading of Bill No. 9 by title only. City Clerk called roll and the votes were  
109 as follows: Alderman Schneider-yes, Alderman Osbourne-yes, Alderman Saunders-yes,  
110 Alderman Quinn-yes, Alderman Smith-yes. The bill having the affirmative vote was then  
111 and there duly signed and became ordinance number 08-2024.

112  
113 **Unfinished Business**

114 **XIV. Closed Session & Adjournment**

115 Motion was made by Alderman Osbourne, seconded by Alderman Smith to adjourn regular session and  
116 enter closed session pursuant RSMo 610.021(1) and (3).

117 City Clerk called roll and the results are as follows: Osbourne-yes, Alderman Saunders-yes, Alderman  
118 Quinn-yes, Alderman Smith-yes, Alderman Schneider-yes. Motion passed unanimously.

119 The council adjourned into closed session at 7:15pm

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Mayor

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City Clerk