

City of Monroe City

Meeting of the Board of Alderman July 25, 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 6:06pm; 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-absent	Alderman Adrian Saunders-(arrived at 6:10pm)
Alderman Jason Osbourne	Alderman Robin Simpson
Alderman Mike Schneider	Alderman Greg Smith

Other Staff/Personnel in Attendance:

Danette Henderson	Kim Beers	Phoebe Ransom
Zach James	Kerry Lee	Larry Johnson
Attorney John Russell		

IV. Review & Approval of Minutes (July 11, 2024)

Motion was made by Alderman Simpson, seconded by Alderman Smith approving the meeting minutes for July 11, 2024, as presented. Motion passed unanimously.

V. Mayors Report

- a. **Annual People Service Review of Monthly Compensation**-Notice was received and upon review, Mayor Miller noticed the numbers referenced on the current rate were incorrect. Once the final document is received, it will be presented to the council for review.

VI. City Clerk Report - City Clerk Henderson provided a report to the council for review. Interest from the public was expressed in the purchase of Gordon Hill Park; therefore, Henderson has requested a notice for bids to be placed in the local newspaper. Bids are due by 2pm August 16, 2024. Henderson reported bid opening for the lead service line inventory was held at 9am July 22, 2024. Dan Dover was leading the bidding process for the city and tabulated the bids listing all qualified bidders. At this time, Dover recommends Byrne & Jones who submitted the lowest qualified bid at \$237,250.00.

Motion was made by Alderman Smith, seconded by Alderman Saunders recommending Byrne and Jones to complete the lead service line inventory for Monroe City with a bid of \$237,250.00. Motion passed unanimously.

Henderson reported her office has reviewed the current utility collection policy and presented several recommended changes. Henderson touched on a few of the suggested updates; and asked the council review all the updates and report back at the next meeting with any questions.

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

VIII. Authorized Guest Speakers - none

IX. Council Committee Report

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

43 b. **Parks & Cemetery** – Mayor Miller reported Mary Kendrick with LOQW will be the
44 administrator of the grant for North Park and will work with Henderson and O’Brian as needed.

45 c. **Economic Development** – Meeting minutes were provided for the 7/22 meeting.

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

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

48 **X. Department Reports**

49 a. **Police** – Alderman Osbourne reported the Monroe City for Youth group will be collecting
50 donations at the four-way stop on Saturday; donations will be used for back-to-school items.

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

52 c. **Water** – Hausdorf provided a report for the month of June.

53 d. **Electric** – Report was provided by Lee as well as three quotes on a transformer for the
54 Farmer’s Elevator new location. Lee reported the city will purchase the transformer and
55 Farmer’s Elevator will reimburse for the cost once we have it. Farmer’s Elevator has
56 indicated they prefer the transformer from UTB.

57 Motion was made by Alderman Smith, seconded by Alderman Simpson approving the quote of \$17,850.00
58 from UTB on a 75 kva 3 phase padmount transformer. Motion passed unanimously.

59 e. **Gas** – Report was provided by Osborn.

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

61 g. **Airport** – An updated fixed base operator agreement was presented to the council for
62 review.

63 Motion was made by Alderman Simpson, seconded by Alderman Smith approving the Fixed Base
64 Operator Agreement as presented. Motion passed unanimously.

65
66 Henderson reported Buckman asked about cleaning services for the airport lobby area as it is not done on
67 a regular basis. Henderson will reach out to LOQW as we currently contract with them for janitorial
68 services.

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

70 i. **Pool** – No report at this time.

71 **XI. Presentation of Bills & Approval of Payments**

72 Motion was made by Alderman Simpson, seconded by Alderman Smith approving the accounts payable
73 presented for July 25, 2024, and considered warrants approved by the Mayor since the last council
74 meeting. Motion passed unanimously.

75 **XII. New Business**

76 a. **Bill No. 5: An Ordinance Amending a Portion of Section 2.12.280 of the Code of**
77 **Ordinances**

78 Bill No. 5 was read in its entirety by Mayor Miller and titled:

79 AN ORDINANCE AMENDING A PORTION OF SECTION 2.12.280 OF THE CODE
80 OF ORDINANCES OF THE CITY OF MONROE CITY IN ORDER TO MATCH
81 RSMO 77.042 CITY ADMINISTRATOR, EMPLOYMENT AUTHORIZED

82 Motion was made by Alderman Smith, seconded by Alderman Simpson approving the first
83 reading of Bill No. 5 in its entirety. Motion passed unanimously.

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85 Bill No. 5 was then read by title only by Alderman Osbourne.
86 Motion was made by Alderman Smith, seconded by Alderman Saunders approving the second reading of
87 Bill No. 5 by title only. City Clerk called roll and the votes were as follows: Alderman Saunders-yes,
88 Alderman Osbourne-yes, Alderman Simpson-yes, Alderman Schneider-yes, Alderman Smith-yes. The
89 bill having the affirmative vote was then and there duly signed and became ordinance number 05-2024.

90 **b. Bill No. 6: An Ordinance Addressing Official Conduct of Aldermen Requirement**
91 **Added to Division 1, Section 2.08 of the Code of Ordinances**

92 Bill No. 6 was read in its entirety by Alderman Simpson and titled:

93 AN ORDINANCE ADDRESSING OFFICIAL CONDUCT OF
94 ALDERMEN, REQUIREMENT ADDED TO DIVISION 1, SECTION 2.08
95 OF THE CODE OF ORDINANCES OF THE CITY OF MONROE CITY,
96 STATE LAW REFERENCE RSMO 79.110

97 Motion was made by Alderman Osbourne, seconded by Alderman Smith approving the
98 first reading of Bill No. 6 in its entirety. Motion passed unanimously.

99 Motion was made by Alderman Simpson, seconded by Alderman Smith approving the
100 second reading of Bill No. 6 by title only. City Clerk called roll and the votes were as
101 follows: Alderman Osbourne-yes, Alderman Simpson-yes, Alderman Schneider-yes,
102 Alderman Smith-yes, and Alderman Saunders-yes. The bill having the affirmative vote
103 was then and there duly signed and became ordinance number 06-2024.

104 **Unfinished Business**

105 **XIII. Adjournment**

106 Motion was made by Alderman Simpson, seconded by Alderman Saunders to adjourn at 7:42pm.
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109
110

111 _____
112 Mayor

_____ City Clerk