

City of Monroe City

Meeting of the Board of Alderman September 5, 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 6:03pm; 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- absent
Alderman Jason Osbourne	Alderman Robin Simpson
Alderman Mike Schneider	Alderman Greg Smith

Other Staff/Personnel in Attendance:

Kim Beers	Phoebe Ransom	Zach James	Del Buckman
Kerry Lee	Larry Johnson	Alex Seibert	Rich Enochs
Mindy Knapp	George Hausdorf		

IV. Review & Approval of Minutes (August 22, 2024)

Motion was made by Alderman Simpson, seconded by Alderman Quinn approving the meeting minutes for August 22, 2024, as presented. Motion passed unanimously.

V. Mayors Report –

- a. **Black & Veach Contract** – Mayor Miller presented the council a contract from Black and Veach which adds scope and budget to provide engineering design and permit coordination efforts for a permanent Chlorine Dioxide and Liquid Ammonia Sulfate Design at the Monroe City Water Treatment Plant (WTP) to address redundancies with the current system and meet DNR requirements.

Motion was made by Alderman Simpson, seconded by Alderman Quinn to accept the contract with Black & Veach to conduct a Water Plant Evaluation Study. Motion passed unanimously.

VI. City Clerk Report – Administrative Assistant Alex Seibert filling in for Danette Henderson provided a report to the council for review with a copy of the bank statement. Seibert informed the council that he had been reaching out to other municipalities to obtain information on how to set up a municipal Facebook page, as well as informing the council on the issue of being unable to create and account to set up the page.

Seibert reported to the council that the Administrative Staff would be taking part in an online demonstration with Edmunds GovTech to learn about their software systems on, September 11 at 2:00 pm. Seibert explained to the council the of issues city administrative staff had been experiencing with the current Gworks software and the challenges presented by Frontdesk Software.

Seibert informed the council that health screenings were done by HIC and will be sent back to carriers in order for the City to get the best rate for insurance.

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

- 39 **VII. Authorized Guest Speakers –**
40 **a. Meco Engineering** – Ryan Huseman was not present to speak but will be present at the
41 September 19th meeting.
42 **b. Shelter Workshop** – Connie Thurman with the Monroe City Shelter Workshop
43 presented to the council a request to add an item to the utility bill to cover the costs of
44 recycling. Thurman provided an example from the city of Hannibal of what they do
45 with charging for recycling. Mayor Miller informed Thurman that the city would reach
46 out to the City Attorney for more information and would follow up.

47 **VIII. Council Committee Report**

- 48 **a. Planning & Zoning** – Mayor Miller presented to the council the approved site plan review
49 for Farmers Elevator. Kerry Lee informed the council that the poles were installed and
50 ready to be strung with wire and that the pad for the transformer was also in place and ready
51 for work to be done.

52 Motion was made by Alderman Osbourne, seconded by Alderman Smith approving the Site Plan for
53 Farmers Elevator. Motion passed unanimously.

54 Mayor Miller presented to the council the approved site plan review for Kathy Troy’s
55 property. Kerry Lee informed the council that there would need to be a street cut at the
56 property and a line put in for water and sewer to the property.

57 Motion was made by Alderman Smith, seconded by Alderman Quinn to approve the site plan for Kathy
58 Troy’s property. Motion passed unanimously.

- 59 **b. Parks & Cemetery** – No report at this time.
60 **c. Economic Development** – No report at this time.
61 **d. Administrative** – No report at this time.
62 **e. Nuisance Review Board/Public Safety** – No report at this time.

63 **IX. Department Reports**

- 64 **a. Police** – Chief Zach James presented quotes for three sets of pursuit tires for the police
65 department vehicles.

66 Motion was made by Alderman Smith, seconded by Alderman Quinn to accept the quote from Turpins
67 Automotive and Towing for \$923.32 for each of the three sets of pursuit tires. Motion passed unanimously.

68 Chief James presented to the council a pocket jet printer to replace a broken one in one of
69 the police vehicles. Chief James informed the council this would be used to print tickets in
70 vehicles.

71 Motion was made by Alderman Simpson, seconded by Alderman Smith to accept the quote of a pocket jet
72 printer for the price of \$474.75. Motion passed unanimously.

- 73 **b. Fire** – Chief Enochs presented to the council a request for a new command vehicle for the
74 Fire Department as the old command vehicle was totaled in an accident. Chief Enochs
75 informed the council after the deductible there would be a \$29,000 check from VFIS.
76 Enochs has been speaking with a company out of Illinois that has a Tahoe they are selling
77 for \$32,850. Chief Enochs requested an amount of \$3,850 from the city of Monroe City to
78 purchase the Tahoe. A discussion was held regarding the importance of the command
79 vehicle and its purpose within the Fire Department.

80 Motion was made by Alderman Smith, seconded by Alderman Quinn to purchase the Tahoe upon receipt of
81 the insurance check from VFIS, and after a careful inspection of the vehicle. Alderman Osbourne opposed.
82 Motion passed.

83 c. **Water** – Hausdorf presented quotes for the last water meter that needed to be replaced. He
84 informed the council this one meter that does not get a lot of use other than for a couple
85 residents.

86 Motion was made by Alderman Smith, seconded by Alderman Simpson to accept the quote for the
87 Coremark drop-in meter for the price of \$1,195. Motion passed unanimously.

88 Hausdorf also presented to the council quotes for 3” and 4” trash pumps that would help
89 with maintenance at the water treatment plant.

90 Motion was made by Alderman Smith, seconded by Alderman Schneider to accept the quote for the 4”
91 pump from Velocity for the price of \$5,297.13. Motion passed unanimously.

92 d. **Electric** – Kerry Lee provided a verbal report to the council of the Electric Departments
93 daily operations.

94 Kerry Lee presented to the council three quotes for remote switching kits.

95 Motion was made by Alderman Smith, seconded by Alderman Schneider, to accept the quote of \$5,925
96 from CBS Arc Safe. Motion passed unanimously.

97 Kerry Lee also informed the council that Aaron Plumb has left the city of Monroe City for
98 other employment opportunities and requested from the council permission to look for a
99 replacement.

100 Motion was made by Alderman Simpson, seconded by Alderman Osbourne to approve Kerry Lee to search
101 for a replacement for the Electric Department. Motion passed unanimously.

102 Kerry Lee informed the council that 30 batteries at the East Substation will need to be
103 replaced and that quotes would be provided at the next meeting.

104 e. **Gas** – Report was provided by Osborn, will follow up at the next meeting with estimates for
105 the F-350 repair.

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

107 i. **Airport** – Buckman informed the council that he was working with Meco Engineering to
108 help secure federal funds for the airport to help the finances of the city and that Ryan
109 Huseman would be present at the next meeting.

110 g. **Mosswood** – No report at this time.

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

112 X. **Presentation of Bills & Approval of Payments**

113 Motion was made by Alderman Osbourne, seconded by Alderman Simpson approving the accounts
114 payable presented for September 5, 2024, and considered warrants approved by the Mayor since the last
115 council meeting. Motion passed unanimously.

116 XI. **New Business**

117 a. **Bill No. 7: An Ordinance Amending section 86.08.050 of the Code of Ordinances of**
118 **the Monroe City Municipal Code.**

119 b. Bill No. 7 was read in its entirety by Mayor Miller and titled:
120 AN ORDINANCE AMENDING SECTION 86.08.050 OF THE CODE OF
121 ORDINANCES OF THE MONROE CITY MUNICIPAL CODE

122 Motion was made by, Alderman Smith, seconded by Alderman Quinn approving the first
123 reading of Bill No. 7 in its entirety. Motion passed unanimously.
124 Motion was made by, Alderman Simpson, seconded by Alderman Schneider approving
125 the second reading of Bill No. 7 by title only. Seibert called roll and the votes were as
126 follows: Alderman Osbourne-yes, Alderman Simpson-yes, Alderman Schneider-yes,
127 Alderman Smith-yes, and Alderman Saunders-yes. The bill having the affirmative vote
128 was then and there duly signed and became ordinance number 10-2024.

129 **c. Bill No. 10: An Ordinance Authorizing the Execution of a Real Estate**
130 **Contract by and Between the City of Monroe City, Missouri and**
131 **Lorrie Buckman, and the execution of a Quit Claim Deed to city**
132 **property to Lorrie Buckman, Purchaser under said Real Estate**
133 **Contract**

134 **d. Bill No. 10 was read in its entirety by Mayor Miller and titled:**
135 **AN ORDINANCE AUTHORIZING THE EXECUTION OF A REAL**
136 **ESTATE CONTRACT BY AND BETWEEN THE CITY OF MONROE**
137 **CITY, MISSOURI AND LORRIE BUCKMAN, AND THE**
138 **EXECUTION OF A QUIT CLAIM DEED TO CITY PROPERTY TO**
139 **LORRIE BUCKMAN, PURCHASER UNDER THE SAID REAL**
140 **ESTATE CONTRACT.**

141 Motion was made by Alderman Schneider, seconded by Alderman Smith, approving the
142 first reading of Bill No. 10 in its entirety. Motion passed unanimously.

143 Motion was made by Alderman Smith, seconded by Alderman Simpson approving the
144 second reading of Bill No. 10 by title only. Seibert called roll and the votes were as
145 follows: Alderman Osbourne-yes, Alderman Simpson-yes, Alderman Schneider-yes,
146 Alderman Smith-yes, and Alderman Saunders-yes. The bill having the affirmative vote
147 was then and there duly signed and became ordinance number 9-2024.

148 Seibert presented to the council quotes for websites for the city of Monroe
149 City explaining that the current site was severely outdated and would be a
150 benefit for the city to have an updated website. Alderman Schneider
151 confirmed many of the issues he was having as well with changes and
152 updates to the website.

153 Motion was made by Alderman Smith, seconded by Alderman Quinn accepting the quote
154 from Civicplus for the price of \$3,795.00 for the creation of a new website for the city of
155 Monroe City. Motion passed unanimously.

156 **Unfinished Business**

157 **XII. Adjournment**

158 Motion was made by Alderman Quinn, seconded by Alderman Smith to adjourn regular session at 8:07pm.

159 Motion passed unanimously.
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Mayor

City Clerk