

City of Monroe City

Meeting of the Board of Alderman November 21, 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 6:00 pm; 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 Adrain Saunders
Alderman Jason Osbourne	Alderman Robin Simpson
Alderman Mike Schneider	Alderman Greg Smith-absent

Other Staff/Personnel in Attendance

Danette Henderson	Phoebe Ransom	Alex Seibert	Zach James
George Hausdorf	Del Buckman		

IV. Review & Approval of Minutes (November 7, 2024)

Motion made by Alderman Simpson, seconded by Alderman Quinn approving the meeting minutes for November 7, 2024, as presented. Motion passed unanimously.

V. Mayor Report

a. **CCWWC Repayment Agreement** – Mayor Miller presented a repayment agreement to the council for review.

Motion made by Alderman Simpson, seconded by Alderman Quinn to accept the repayment agreement to CCWWC. Motion passed unanimously.

b. **Building Inspector** - Mayor Miller presented a building inspector job description requirement.

Motion made by Alderman Schneider, seconded by Alderman Quinn to approve the job description for building inspector. Motion passed unanimously.

c. **Electric Department** – Mayor Miller reported Dan Stokes with MPUA would be coming to assist the electric department with the installation of poles and switches that would allow the city to recover from outages in a timely manner. Mayor Miller also informed the board that he would be working on the job description for the electric department supervisor. Danette Henderson informed the board MML may have some resources to help with a salary range for the position.

d. **Budget Meeting** - Mayor Miller informed the board of the need for a budget work session. A discussion was held, and a meeting would be held on December 3, 2024 at 6:00 pm.

VI. City Clerk Report

a. **New Employee** – Henderson informed the board the license office clerk/ utility clerk would be starting work on Monday.

b. **Williams Keepers** – Henderson informed the board while working on the payroll audit for MIRMA that the 941 forms were not filled for the 1st, 2nd, and 3rd quarters for 2023. Henderson informed the board there would be penalties and she would work on getting this resolved.

- 45 c. **April 8 Election** – Henderson informed the council filing dates for the April
46 election are December 10th to the 31st.
47 d. **Meter Obstruction Ordinance** - Henderson informed the council there is a lot of
48 push back from residents regarding the new meter obstruction ordinance and there
49 have been several shut offs due to obstructions. Henderson also reported that she is
50 putting a copy of the ordinance on the paper.

51 Motion made by Alderman Simpson, seconded by Alderman Saunders to send out a mass mailing
52 with information about the meter obstruction ordinance and the new rates for the building permits.
53 Motion passed unanimously.

54 **VII. City Attorneys Report** – No report at this time.

55 **VIII. Authorized Guest Speakers**

56 **IX. Council Committee Report**

57 a. **Planning & Zoning** – Meeting has been scheduled for November 27, 2024, at 6:00
58 pm.

59 b. **Parks & Recreation**

60 i. **LWCF Playground Grant Bid review** - Steve Yates presented to the
61 council the bids for the North Park Project from Hutchinson Recreation for
62 \$264,000.00 for plan A, and plan B for \$235,250.00, and All-Inclusive Rec
63 for \$499,900.00.

64 Motion made by Alderman Simpson, seconded by Alderman Quinn accepting the bid from
65 Hutchinson Recreation plan A for \$264,000.00. Motion passed unanimously.

66 ii. **St. Jude's Church Roof replacement bids** – Yates presented to the council
67 quotes with updated informed for St. Jude's Roof replacement. A discussion
68 was held.

69 Motion made by Alderman Schneider, seconded by Alderman Saunders accepting the quote from
70 MHE for \$18,400.00 and an additional 20% to cover any unknown issues. Motion passed
71 unanimously.

72 c. **Economic Development** - No report at this time

73 d. **Administrative** - No report at this time.

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

75 **X. Department Reports**

76 a. **Police** – Chief James presented a quote for a computer for patrol car 101.

77 Motion made by Alderman Quinn, seconded by Alderman Saunders to authorize the purchase of
78 the computer for patrol car 101 for \$263.00. Motion passed unanimously.

79 James presented to the council invoices for repairs to patrol car 103. James
80 informed the council most had been covered under the warranty and the invoice
81 presented would be for what was not covered.

82 James informed the council the K-9 Q & A would be November 22, 2024, at 6:00
83 pm.

84 b. **Water**

85 **Black & Veech** – George Hausdorf informed the council he reached out to
86 Black & Veech about upgrades to the water plant and was told that they
87 were waiting for DNR to allow the city to have the chemicals at the water
88 plant and that it was taking longer than expected.

89 **Pump Issues** – Hausdorf reported one of the pumps located at Mosswood
90 lift station has been damaged and Vendeventer is looking at the pump and
91 will provide a repair quote.

92 Hausdorf reported to the council that one of the pumps at the water plant
93 has gone out and the estimated cost of repair is between 4 to 6 thousand to
94 repair, while a new motor is an estimated \$7,000.00.

95 Motion made by Alderman Simpson, seconded by Alderman Saunders authorizing up to
96 \$10,000.00 for replacement of the 50hp vertical turbine pump at the water plant. Motion passed
97 unanimously.

98 c. **Electric** – No report at this time.

99 d. **Gas** – Written report provided.

100 e. **Street** - Written report provided.

101 f. **Airport** – Del Buckman informed the council someone from Homeland Security
102 inspected the airport and installed safety signage.

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

104 **XI. Presentation of Bills and Approval of Payments**

105 Motion made by Alderman Simpson, seconded by Alderman Quinn approving the accounts
106 payable presented for November 21, 2024, and considered warrants approved by the Mayor since
107 the last council meeting. Motion passed unanimously.

108 **XII. New Business**

109 a. **Bill No. 16: AN ORDINANCE AUTHORIZING AND DIRECTING THE**
110 **MAYOR OF THE CITY OF MONROE CITY, MISSOURI TO QUIT CLAIM**
111 **CERTAIN REAL ESTATE TO MONROE CITY FIRE PROTECTION**
112 **DISTRICT**

113 Bill No. 16 was read in its entirety by Mayor Miller and titled:

114 AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY
115 OF MONROE CITY, MISSOURI TO QUIT CLAIM CERTAIN REAL ESTATE TO
116 MONROE CITY FIRE PROTECTION DISTRICT

117 Motion made by Alderman Simpson, seconded by Alderman Quinn, approving the first reading of
118 Bill No. 16 in its entirety. Motion passed unanimously.

119 Motion made by Alderman Schneider, seconded by Alderman Saunders, approving the second
120 reading of Bill No. 16 in its entirety. Henderson called roll and the votes were as follows: Alderman
121 Quinn-yes, Alderman Saunders-yes, Alderman Osbourne-yes, Alderman Simpson-yes, and
122 Alderman Schneider-yes. The Bill having the affirmative vote was then and there duly signed and
123 became ordinance 16-2024.

124 **XIII. Unfinished Business**

125 **XIV. Adjournment**

126 Motion made by Alderman Simpson, seconded by Alderman Saunders to adjourn. Motion passed
127 unanimously.

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City Clerk

Mayor