

City Council Minutes  
April 22, 2013

Mayor Thayer called the meeting to order at 6:00 PM. Present: Councilors Paul Canter, Lonnie Koroush, Brandy Rainey and Carol McGlasson. Councilor Harry Myers was excused.

**PUBLIC COMMENT:**

Tim Eastridge noted his family owns a considerable amount of property in Monroe, though not a resident, and suggested the Council put up parking stops at the Legion Hall; install new windows at City Hall, clean the drainage ditches, install a park on the railroad property west of 99W and north of Ash.

**STAFF REPORTS:** Councilor McGlasson asked how the City produced more water than it sold last month as reflected in the OMI report. Minard stated it was unknown, but he would get back to the Council.

Minard noted that the manufacturer of the water plant was working on the computer system, but there were no improvements to the raw water intake pump. The library contractor had informed him that the flowering cherry trees adjacent to the library were to be replaced and inquired if the City had a location for replanting the existing trees. Minard suggested replacing two dead trees on the highway north of the library. Habitat for Humanity was hoping to open N. 9<sup>th</sup> Street with a driveway to serve the proposed dwelling as agreed to by the Council last year; Minard noted some paperwork still needed to be completed prior to allowing this.

**CONSENT AGENDA:**

Approval of Minutes, 3<sup>rd</sup> Quarter Financials, and Bills. Mr. Minard noted he had one item to add to the bills for the new mats purchased for City Hall in the amount of \$199.99. Councilor Koroush moved to accept the consent agenda as amended, which was seconded by Councilor Rainey and unanimously approved.

**NEW BUSINESS:**

Request for Cancellation of Water Bills: Ms. Von Koroush requested the Council provide for some waiver of the utility bill for her brother James, who was ill and unable to stay in his residence on 410 Main Street. Mayor Thayer explained some of the history on how the minimum had been set and the affects it had on other property owners. He felt the rates needed to be enforced the same for all and no waiver was currently available. Ms. Koroush felt the minimum was a hardship and suggested the Council look into reducing the minimum for non-occupied residences. Mayor Thayer stated it would be done.

Liquor License Renewal: D's Diner, Long Branch, and Dari Mart: Councilor McGlasson pointed out that the operator at the Long Branch had changed last month and felt the OLCC should be notified. Councilor Koroush moved to recommend approval of these three liquor licenses, which was seconded by Councilor Canter and unanimously approved.

2013 Audit Report: Mr. Minard spoke briefly on the audit, noting that for the most part it reflected an improving financial position. There are significant deficiencies noted in the end of the audit that he stated would be fully responded to at the Council's next meeting, after getting together with the staff, accounting firm, and financial software company.

Resolution 2013-01: A Resolution Clarifying Time-Off Benefits for Part-time Employees:

Mr. Minard noted this was a clarifying item that regular part-time employees needed to work, on average, 24 hours per week to receive time-off benefits. Councilor Rainey moved to approve this resolution, which was seconded by Councilor McGlasson and unanimously approved.

Amending Chief Operating Officer Contract to Eliminate Time-Off Benefits: Mr. Minard noted his contract allowed for time off benefits he felt it appropriate to amend his employment contract be amended to reflect the Council's decision. He was suggesting that Section 4 of his employment contract be deleted to eliminate time-off benefits. He noted that he would truly be a "salaried" employee, and expected to work what ever hours were needed to successfully perform the duties of his position. However, he would still get time off during office closure and afforded the opportunity to take time off or sick days. His accumulated time off for sick leave and vacation that he had earned would remain on the books, but he would not accrue any new time. If the accrued time off was not fully used by June 30, as previously discussed by the Council, it would be reevaluated. Councilor Canter moved to approve the employee contract amendment as presented, which was seconded by Councilor McGlasson and unanimously approved.

**OLD BUSINESS:**

Water System on Territorial – Dan Werner: No one was present to discuss this matter.

Renewal of Contract with Benton County Sheriff's Office: There remained questions from the Council on the financial aspects of this contract and it was tabled to the May meeting.

**OTHER BUSINESS:**

Councilor Comments and Committee Reports: Councilor Canter informed the Council on activities at the COG. He spoke about the Small Business Administration loan program that the COG administered and suggested a link to it be placed on the City website. It was noted that the handrail at the Legion Hall needed painting, as did the foyer, and the gate was not functioning.

Councilor Koroush noted a correction on his email as [ldkoroush@yahoo.com](mailto:ldkoroush@yahoo.com).

Mayor Thayer noted the persons running the haunted house were asking to replace a rear window with a door. The consensus of the Council was to allow. There was some general discussion on the minimum city utility rates and agreed this matter needed further discussion.

It was recognized that the May meeting fell on Memorial Day and the Council agreed to move the meeting to May 20<sup>th</sup>.

**ADJOURN:**

There being no further business Mayor Thayer adjourned the meeting at 8:00 PM.

Signed: \_\_\_\_\_  
Mayor Frank Thayer

Attest: \_\_\_\_\_  
Chief Operating Officer Jim Minard