

**DRAFT CITY OF MONROE CITY COUNCIL MINUTES
MARCH 27, 2017 6PM CITY COUNCIL CHAMBERS**

1. Call to Order: Mayor Canter called the city council meeting to order at 6:00PM.
2. Pledge of Allegiance: Mayor Canter asked Councilor Cuthbertson to lead the council and audience in the Pledge.
3. Roll Call: Mayor Canter declared all members of the council were present except for Council President Myers who had notified city hall of a medical situation that required him to miss the meeting and Councilor Flory who had previously shared that he would be on vacation this week. Present was Mayor Canter, Councilors Cuthbertson, Thayer, Billings and Canter.
4. Public Input: Tim Eastridge commented on potholes on Commercial above 11th Street and suggested the city look at the situation. Mr. David Claborn, Public Works Superintendent, stated that he would review the situation and contact the county regarding this issue.
5. Staff Reports and Updates
 - a. Mr. Claborn presented his written staff report updating the council on February statistics relating to water and wastewater operations. The report included the recent move he made from liquid to dry soda ash which would save about \$4,000 annually. Mr. Claborn also shared the plans relating to an intern from LBCC working in the plants to get some training. Mr. Claborn shared the information relating to maintaining his certification for cross connection with state which will include motel expenses and council gave their approval. Mayor Canter inquired as to the library HVAC issue and Mr. Claborn referred to the City Administrator who provided an update to the council.
 - b. CA Hohnbaum presented his written report and stated that he was available to respond to any questions relating to the report or city operations. CA Hohnbaum requested direction from council as to whether or not they wanted to conduct a public hearing to review the upcoming planning commission

decision on a land use application to combine two existing lots in the city. The council agreed that they did not need to conduct a public hearing in this matter.

6. Consent Agenda: Councilor Thayer moved to hold the check for the Wells Fargo for additional information. Councilor Billings seconded the motion. Ayes-all. The council reviewed the bills and Councilor Canter moved to pay the bills and approve the minutes. Councilor Billings seconded the motion. Ayes-all.

7. New Business:

7.1 Authorization request for laptop computer: CA Hohnbaum presented his request for a city owned laptop computer. He reminded the council he was using his personal laptop for city business and that the amount of time to do minutes was significantly less over the practice of doing minutes from the recording of the meetings. In addition, Stan Salot had donated a PowerPoint projector to the city and it would be good to have a laptop to work with that projector. Councilor Canter made a motion to approve the acquisition of the laptop computer not to exceed \$1,750. Councilor Cuthbertson seconded the motion. Ayes: Canter, Thayer, Billings, Cuthbertson. Councilor Cuthbertson inquired of the sheriff's report. Councilor Thayer provided the background and stated that the report is supposed to only have city related activities. Council discussed the need for a more detailed or concise report. They also looked at the percentage of warnings verse citations which seemed out of line. The suggestion was that the address of incidents (street and block location) should be on the report provided by the county. The council asked Councilor Thayer to continue the work updating the enforcement ordinances of the City so that Sheriff's offices could provide a higher level of enforcement of city ordinances. Council discussed potential law enforcement development options. The Council requested that staff invite the Sheriff to their next council meeting to discuss law enforcement issues.

7.2 Code regulation relating to livestock allowed: Councilor Billings stated that he had been approached by citizen concerns about livestock in the city and that the city does not have an ordinance limiting livestock. Councilor Billings asked if CA Hohnbaum could draft an ordinance and have Councilor Thayer ordinance committee consider it.

7.3 City policy development relating to marijuana dispensaries: Councilor Billings moved that the city put forth an ordinance that does not allow the dispensing of marijuana within the City of Monroe and Councilor Thayer seconded the motion.

Billings, Cuthbertson yes. Canter Thayer and Mayor Canter no. Motion failed. Council asked staff to provide some additional information about the ability of the city to limit the growth of marijuana.

7.4 Staff transition plan for Utility Finance Position: CA Hohnbaum shared with the council his plan for the transition stating that he was seeking council consensus on maintaining Dave Williams as an employee on the books for a limited amount of days and hours. Councilor Thayer moved and Councilor Cantor seconded a motion to affirm the transition plan as proposed. All ayes. Council discussed recognizing Mr. Williams for his service for the City.

8. Old Business:

8.1 Payment of annual \$2,000 for support of Legion Hall expenses by South Benton Nutrition Program: Mr. and Mrs. Prowse provided the annual check for utility assistance to the City giving it to City Administrator Hohnbaum.

8.2 Budget Committee Appointments: CA Hohnbaum stated that the City had at least two empty seats and had advertised for volunteers and to date had only received one affirmative response from Fred Cuthbertson. Staff is recommending the city council appoint Mr. Cuthbertson to a vacant budget committee seat term for one year. Councilor Thayer moved to appoint Fred Cuthbertson to the City of Monroe Budget Committee. Councilor Canter seconded the motion. Ayes: Canter, Billings, Thayer, Cuthbertson. Councilor Thayer suggested that Ron Vick would accept an appointment. Councilor Cuthbertson moved to appoint Ron Vick to the budget committee pending his acceptance. Councilor Canter seconded. Ayes all.

8.3 Committee reviewing Emergency Preparedness Plan: Mayor Canter inquired as to an update for this project previously discussed by the Council. Councilor Thayer stated that he had been working on this project and that an update would be forthcoming.

8.4 Designation of assignment for Hull Bequest Funds: CA Hohnbaum shared the staff report from Dave Williams and recommended that the council make a formal motion taking action. Council discuss the potential major projects that could be used to expend the funds. Council directed staff to research potential needs and projects which could increase the level of service and longevity of the building use and tabled the recommendation until the next

council meeting. The council discussed several potential projects including a hot water heater which is above the ceiling, roof, stove and range hood.

9. Other Business

Councilor Comments and Committee Reports: Councilor Billings discussed the recent Public Works and Safety Committee meeting. Councilor Billings also shared his report from the recent school board meeting which he attended as a representative for the City. Councilor Thayer inquired as to various development projects being considered within the City. CA Hohnbaum stated that he had been expecting a rezone application for the brickyard project and that the Dollar General Store project has been active with recent requests. Commissioner Salot stated that application for the brickyard rezone was to be done by the owners prior to the developer being directly involved.

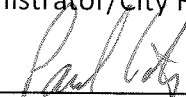
10. Mayor Comments: Mayor Canter shared a draft map from Dollar General and stated that they are asking the city to fix the issue for the alley which they want vacated. CA Hohnbaum shared the status of the alley in the other part of the block, the unknown issues, the utilities in the alley, the vacation process and shared that there was still considerable questions that needed to be checked out since this issue arose earlier in the day. Staff was directed to proceed with research.

CA Hohnbaum reminded the council that his 90 day review would be on the next council agenda and inquired as to the process. Mayor Canter stated that the Personnel and Finance Committee was going to conduct the review by ranking elements of the job description and provide a score for the review.

11. Adjournment: Mayor Canter adjourned the meeting at 7:41pm.

Respectfully Submitted; Rick Hohnbaum City Administrator/City Recorder

Approved by Council adoption April 24, 2017



Mayor Paul Canter