



CITY OF MONROE CITY COUNCIL MINUTES
SEPTEMBER 25, 2017 6PM CITY HALL

1. **CALL TO ORDER:** Mayor Canter called the city council meeting to order at 6:00PM. Pledge of Allegiance: Mayor Canter asked Council President Myers to lead the council and audience in the Pledge.
Roll Call: Mayor Canter, Council President Myers, Councilors Billings and, Howard, Cuthbertson were present. Councilors Thayer and Canter were excused. Staff present included Rick Hohnbaum, Dave Claborn, Tracy Jensen and RJ Theofield. Also present was Planning Commission Chair Smith, Vice Chair Salot and Commissioner Eastridge. Budget Committee members Hayler and Chuck Scholz were in attendance. Chief Rick Smith was present. Citizens present included Amy and Todd Nystrom, Emma Crane and Mr. Eastridge. Chief Morris arrived at 6:05. Councilor Cuthbertson arrived at 6:07. Commissioner Cuthbertson arrived at 6:59pm.
2. **PUBLIC INPUT AND COMMENTS:** None
3. **STAFF REPORTS AND UPDATES:**
 - a. Mr. Claborn reviewed his written staff report including public work service figures and the variety of projects that public works had performed during the month of September including a major storm water project
 - b. CA Hohnbaum presented his written report. He provided an update as to planning files and projects. CA Hohnbaum updated the status as to the historical house options for the City. CP Myers inquired about the electrical costs for the HVAC unit repairs for the library.
 - c. Police Report, Junction City: Chief Morris distributed a law enforcement activity report and shared updates on major incidents happening within the area including a counterfeiting case. Chief Morris shared the accomplishment of the department becoming an accredited police

department and recent honors from the Tri-County Chamber. Councilor Billings asked for additional coverage for bus arrival time at the high school in the mornings and Chief Morris stated that they would get some additional staffing out there.

4. **CONSENT AGENDA:** Councilor Billings moved to approve the consent agenda as presented and the ink cartridges. CP Myers seconded the motion. CP asked about the sprinkler costs involved and network expenses. Ayes: All.

5. **NEW BUSINESS:**

- a. Resolution 2017-18 A Resolution authorizing and accepting a \$4,800 from Ford Family Foundation for City Visioning Facilitation and Community Meetings-CP Myers moved to approve Resolution 2017-18. Councilor Billings seconded the motion. The council discussed the process and development for the comp plan working in partnership with the Planning Commission. Ayes: All.
- b. City Finance Software Update Recommendations and Options-Tracy Jensen shared the written report regarding potential finance software programs that is being recommended by staff for council consideration. The council asked Tracy Jensen to speak in regards to her research and recommendation. The city council reviewed the material, discussed some options and questions with staff. CP Myers asked if there was a problem if only one person at a time would it limit office operations. Tracy and council discussed concurrent users. Mayor Canter inquired about online bill paying. Ms. Jansen stated that all three software's will integrate with the automatic meter reading. CP Myers inquired if it was online or data source. CA Hohnbaum stated that this was an unbudgeted expense. That funds were available but it could mean a budget modification in June. Councilor Billing moved forward with bias. CP Myers seconded the motion. Mayor Canter inquired as soon as feasible possible. Ayes: All.
- c. City Administrator Vacation Request for one week in December-CA Hohnbaum stated that he was requesting a week off in December and in order to make travel plans was asking for council approval. CP Myers moved to approve the PTO request from CA Hohnbaum. Councilor Billings seconded the motion. Billings inquired of the finance and personnel committee and CP Myers stated that there was no need for a motion but acknowledgement. Granted by council consensus.
- d. Utility Forgiveness Request-CA Hohnbaum introduced the request from a customer for some forgiveness on their water bill. He stated that staff always shares that there is an opportunity for the customer to make the request. CP inquired of Tracy the amount of the bill and Ms. Jansen

provided insights. CP Myers moved to accept the forgiveness request forgiveness to the amount of \$197.14. Councilor Billings seconded the motion. Ayes: All

- e. Recommendation from Planning Commission: To engage the city engineer in developing the planning and standardization for infrastructure development to occur during the land partition development process prior to the building permit process. CA Hohnbaum stated his recommendation for streets master plan. Mayor Canter and Council discussed staff's recommendation. Councilor Howard stated that there was need for the city but to keep in mind the current buildability. Mayor Canter asked that this item stay as old business until it is accomplished. Councilor Billings inquired about the concept of combining well sites to create the water quality and quantity that the city needs.


6. OTHER BUSINESS:

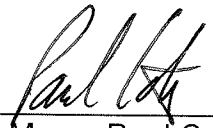
- a. Councilor Comments and Committee Reports:
- b. Mayor's Comments: Mayor Canter stated that there was a very good planning seminar Saturday which city had several representatives attended. CP Myer stated that he learned a lot and that the facilitators kept every one engaged. Mayor Canter stated that the next agenda would include three ordinances.
- c. Council and audience discussed problems with Republic Services within the City of Monroe. Councilor Cuthbertson inquired about performance clause I their franchise agreement.
- d. Councilor Comments: Cuthbertson asked PWS Dave Claborn to explain the fix that the city did for the tripping hazard by the Legion Hall. Councilor Billings stated that he had attended the recent school board meeting and shared about the back pack program, Dollar General and Brew Pub Projects as well as potential development at Wilber Ellis meeting. Councilor Billings inquired about the water source project and council agreed to have the public works committee address the issue.

7. ADJOURN: Mayor Canter adjourned the meeting at 7:23 PM.

Respectfully Submitted; Rick Hohnbaum City Administrator/City Recorder

Approved by Council adoption November 27, 2017

Attest: 
Rick Hohnbaum, City Recorder



Mayor Paul Canter