



MONROE CITY COUNCIL MINUTES
December 18, 2017 6PM CITY HALL

1. **CALL TO ORDER:** Mayor Canter called the Monroe 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, Howard, Cuthbertson, Thayer and Student Councilor Rebekah Ballard were present. Staff present included Rick Hohnbaum, Dave Claborn and RJ Theofield. Also present was Planning Commission Chair Smith, Vice-Chair Sheets and Monroe Rural Fire Protection District Board Chair and Planning Commissioner Eastridge. Citizens present included Emma Crane, Julia Jackson (Republic Services), and Mr. Eastridge.

2. **PUBLIC INPUT AND COMMENTS:** Kathy Smith expressed her thanks to Santa/Mayor Canter for his surprise visit to a recent school event.

3. **STAFF REPORTS AND UPDATES:**

- a. Police Report: Mayor Canter stated that due to a family emergency, the chief was not able to attend the meeting.
- b. Rebekah Ballard: Student Councilor: Ms. Ballard provided some updates of school activities and plans for next year including fund raising events for the school and the management of alumni accounts.
- c. Mr. Claborn reviewed his written staff report including public works service figures and projects that public works had performed during the month of

December. He also provided some details on library maintenance projects including inspection of fire sprinkler system next month.

- d. RJ Theofield presented a briefing on his recent work including the vision document and Comp Plan updates highlighting recent Monroe Main Street events. CP Myers inquired of RJ if they had advertised the Holiday House Lighting Contest and RJ affirmed the methods that he had used. Mayor Canter stated that the City advertised as well for the police open house event which no public showed.
 - e. CA Hohnbaum presented his staff report. CA Hohnbaum inquired as the council's interest in a work session with the planning commission and watershed council to discuss the drop structure event. Councilor Howard shared information referring to studies in progress regarding removal of dam or drop structures. Hohnbaum stated that on January 24th city staff plans to start accepting credit card payments with the new finance software. CA Hohnbaum shared that Budget Committee Member Ron Vick declined the invitation to be reappointed and requested council's permission to advertise for letters of interest to serve on the Budget Committee. By consensus the council agreed.
 - f. Street Sweeper Attachment Recommendation from Public Works and Safety Committee: Dave asked this item be moved up on the agenda. Councilor Thayer expressed concern about the existing conditions of the streets being affected by the proposed street sweeping device stating that the streets are not very thick. CA Hohnbaum reminded the council that this is a recommendation coming from the Public Works Committee. PWS Claborn discussed the adjustment options available to the sweeper including the heights of the sweeper. Dave Claborn shared the recommendation from the committee and staff for a sweeper arm unit that would attach to backhoe to sweep streets. Councilor Thayer asked if that there was a demonstrator available and Dave stated no since it was from the east coast. Councilor Howard stated that the committee reviewed the available options. CP Myers moved to approve the acquisition of street sweeper attachment as proposed. Councilor Billings seconded the motion. Councilor Thayer inquired about getting more estimates. Ayes: Myers, Cuthbertson, Billings, Howard. Nay: Thayer
4. **CONSENT AGENDA:** CA Hohnbaum requested that an additional bill of his monthly mileage expense of 122.52 cents be included for the bills to be approved and paid. Councilor Thayer moved to approve the consent agenda as amended. CP Myers seconded the motion. Councilor Billings stated that the sidewalk project on the 7th/8th Street transition was stated by the staff in both the committee and council meeting to be done by city staff and yet the bills included paying a contractor to do the work. CA Hohnbaum stated that he was asked by staff to have a contractor do it who was doing other work for the city as city staff would not have

the opportunity to get it done before the serious rains hit for the season and that he authorized it. Councilor Thayer inquired if there were any issues if the City pursued having Junction City Court serve as the Monroe Municipal Court due to the differences in county jurisdictions. CA Hohnbaum stated that the police chief had cleared it but he would also check with the city attorney. Ayes: All.

5. NEW BUSINESS: NEW BUSINESS:

5.1 Appointment to Vacant Planning Commission Position: CA Hohnbaum stated that no letters of interests had been received at City Hall.

5.2 Planning Staff Intergovernmental Agreement: CA Hohnbaum reviewed the staff report that was included in the council packet regarding the options of sharing a planner with the county and the other small cities within the county. The council discussed the options involved in having a planner on a weekly basis at city hall and the costs and benefits of such a plan. Mayor Canter enlightened the council regarding the existing COG agreement. CP Myers and Councilor Howard expressed the benefit of a collaboration of planning services with Benton County who administer the city building permits. Councilor Billings affirmed their perspective and council consensus was reached for the CA to continue the dialogue with the other cities and county in pursuit of this option for the City of Monroe.

5.3 City's Appointment to the Cascade West Area Commission on Transportation (ACT): CA Hohnbaum shared the current listing of Monroe representation for the ACT and shared some of the history and significance of the volunteer positions. Mayor Canter shared some of the benefits and activities of the ACT. Councilor Thayer stated he would be happy to be alternate. Councilor Howard expressed concerns about being consistent to the meetings. Staff shared the deadline was January 31, 2018 and was asked to place it on the Council January agenda.

6. OTHER BUSINESS

a. Councilor Comments and Committee Reports:

Councilor Billings inquired about the Dollar General development plans. Mayor Canter shared that he spoke with their developer a month ago and that they were thinking of breaking ground in March. Councilor Billings inquired as to an update on the Red Hills project. Councilor Billings shared his report as the council's liaison to the school district including the fact that they are receptive to a meeting after the first of the year to discuss the school district water well at the elementary school with the city administrator, school supt., Councilor Billings and a school board member. Councilor Billings also stated that the school was open to some type of access created along 6th street for the elementary school and that they may have some funding available based upon the school bond and the improvements being done at that site. Commission Eastridge asked about adding staff parking on 6th Street to the

grade school. Councilor Billings stated that he and Councilor Howard examined and determined that there was a pole on 8th street where they felt a street light needed to be reinstalled and recommended that it be replaced. Councilor Thayer moved to put light back on 8th Street and any additional lights that are replaced or repaired be done with LED lighting. Councilor Billings seconded the motion. Ayes: All. Councilor Billings stated that this council has been financially prudent.


b. Mayor's Comments: Ordinance Committee meeting on the 9th of January at 4:30.

7. **ADJOURN:** Mayor Canter adjourned the meeting at 7:20 PM.

Respectfully Submitted; Rick Hohnbaum City Administrator/City Recorder

Approved by Council adoption January 22, 2018.

Attest: 
Rick Hohnbaum, City Recorder



Mayor Paul Canter