



MONROE CITY COUNCIL MINUTES

August 23, 2021

6:00 PM

City Hall Meeting Room

1. **CALL TO ORDER:** Mayor Sheets called the City Council meeting to order at 6:00 P.M.

Pledge of Allegiance: Mayor Sheets asked Councilor Ritch to lead the Pledge of Allegiance.

Roll Call: Present: Mayor Sheets, Councilors: Baker, Cuthbertson, Lindner, Knott, Ritch
Staff present: Administration Specialist Jennifer Foster
Present: Chief Bob Morris, Junction City PD; Sheriff Jef van Arsdale, Benton County SO.

2. **PUBLIC COMMENTS:** None

3. **Staff Reports and RESENTATIONS:** None

3.1. CA Martinenko was not present for the City Administrator report.

4. **CONSENT AGENDA:**

Mayor Sheets noted that previous minutes were not in the packet so the approval is for bills only. Councilor Lindner asked about the Accounting Specialist pay appearing to be lower. Councilor Ritch replied that is because that person takes a mid-month draw and he was absent due to quarantine. Councilor Cuthbertson noted there was a change in Janitorial staff. Mayor Sheets called for a motion to approve the consent calendar. Councilor Baker motioned to approve the accounts payable and Councilor Cuthbertson seconded. No further discussion. Vote: Baker: Yes; Lindner: Yes; Cuthbertson: Yes; Ritch: Yes; Knott: Yes. Motion Passed.

5. **Public Hearing**

Law Enforcement Selection

Mayor Sheets opened a public hearing for selecting a law enforcement agency to serve Monroe and noted there was previously a Special Council Session specially to discuss law enforcement. Councilor Lindner motioned to accept the Benton County Intergovernmental Agreement (IGA) for law enforcement Services. Councilor Cuthbertson seconded.

Mayor Sheets called for discussion and commented that both Chief Morris and Sheriff van Arsdale were present for questions. Councilor Ritch commented that the IGA would be adjusted for the correct start date and end at the end of the current fiscal year and asked what did the Council want for a community law enforcement presence? There was discussion about the scope of work for the IGA, whether the selected law enforcement agency would focus on traffic citations and ordinance enforcement and/or have more community presence. Sheriff van Arsdale said he wanted community presence, such as demonstrations at the upcoming park opening. Councilor Linder said she wanted community engagement and more presence in the public view.



Mayor Sheets ask if there were more questions or discussion. With no further discussion, Mayor Sheets called for the vote: Baker: Yes; Lindner: Yes; Cuthbertson: Yes; Ritch: Yes; Knott: Yes. Motion passed to select the Benton County Sheriff's Office for City Law Enforcement services.

5.1 Resolution 2021-07 – Law Enforcement

Mayor Sheets opened a public hearing for adopting resolution 2021-07 naming the Benton County Sheriff's Office as the City's law enforcement agency and accepting the Benton County IGA for services. Councilor Lindner read the resolution that also authorized the Mayor to sign the IGA document. Mayor Sheets then called for discussion or comments. Councilor Baker commented that he would also like the Sheriff to look for expired auto insurance in addition to the other activities they are doing such as people speeding on city streets, especially when there are children out. Laurie O'Hare requested additional presence at the elementary school, especially during children drop off and pickup. Council Baker noted that we would have to see how far the 10.5 hours would go and Sheriff van Arsdale said that knowing that could be part of the expectation of their services. Council Lindner mentioned how much the Sheriff's office professionalism has been appreciated. Staff Jennifer Foster commented that calls for assistance at the park has been exceptional, quick, and appreciated. Councilor Baker asked about a deputy for a school resource and Sheriff van Arsdale said that is in the works. Councilor Cuthbertson also commented that is refreshing to see the Sheriff and deputies down by her home after years of seeing no one.

Mayor Sheets then closed the public hearing and called for a motion to approve resolution 2021-07, authorizing an intergovernmental agreement between the city of Monroe and the Benton County Sheriff's Office for law enforcement services. Councilor Ritch so motioned and Councilor Lindner seconded. There was no further discussion. Vote Baker: Yes; Lindner: Yes; Cuthbertson: Yes; Ritch: Yes; Knott: Yes. Resolution 2021-07 is adopted, approving the IGA for law enforcement services with the Benton County Sheriff's Office.

5.2 Resolution 2021-08 – Surplus Properties

Mayor Sheets opened a public hearing on selling surplus properties. Mayor Sheets noted that attachment A of the Resolution, listing the specific properties, was not available for this meeting but has not changed since the last review by Council. Councilors Ritch and Lindner commented that they would not be comfortable voting for a Resolution without seeing the attachment and accompanying properties citing it would not be transparent.

Mayor Sheets called for a break while staff looked for the attachments.

Mayor Sheets called the hearing back to order and staff distributed copies of the real property list to Council. Councilor Lindner asked if there were any appraisals or title issues and Mayor Sheets replied that the properties just north of Kelly St would have to be surveyed and recorded correctly before issuing title insurance. Councilor Knott asked if this resolution would just be to give us the ability to sell and that we don't necessarily have to sell? Mayor Sheets answered that is correct.



Laurie O’Hare asked about why the City was selling the property. Mayor Sheets, Councilor Baker, Councilor Cuthbertson and Councilor Ritch all commented that the water system is in need of repairs that have been put off too long and also upgrades/repairs to meet regulatory requirements. Laurie O’Hare then asked if selling the Belchambers property would impact any well water supply the City was required to have. Councilor Baker replied no, that any well water would be for emergencies at best, did not enough water to supply current needs, and would require separate treatment.

Mayor Sheets closed the public hearing and called for a motion to approve Resolution 2020-08. Councilor Baker so motioned and Councilor Cuthbertson seconded. There was no further discussion. Vote Baker: Yes; Lindner: Yes; Cuthbertson: Yes; Ritch: Yes; Knott: Yes. Resolution 2021-08 is adopted, approving staff to sell surplus City property.

5.3 Resolution 2021-09 – Surplus Equipment

Mayor Sheets opened a public hearing on selling surplus equipment. The Council discussed the various items and noted that many of them appear to be antiques or was acquired by the City for a very low cost. It was noted the Christmas light ornaments for the light poles were purchased with donated funds and staff would need to check into that.

Mayor Sheets closed the public hearing and called for a motion to approve the resolution. Councilor Ritch so moved and Councilor Baker Seconded. There was no further discussion. Vote Baker: Yes; Lindner: Yes; Cuthbertson: Yes; Ritch: Yes; Knott: Yes. Resolution 2021-09 is adopted, approving staff to sell surplus City equipment.

6. NEW BUSINESS:

- 6.1. Mayor Sheets commented on the need for volunteers at the Park Opening event on September 11. There was general discussion of the planning for the event and possible activities. After Council discussion, it was recommended to post again on the City’s social media and web pages for the event. Councilor Knott then discussed a Halloween event the Council would put on at the legion Hall and that the final preparation would be dependent on COVID. Mayor Sheets also described several fall events such as the light parade that would be coordinated with the Tri-Chamber of Commerce and Fire Department.
- 6.2. Mayor Sheets talked about a visit from State and Federal legislator staff to hear about Monroe’s water and infrastructure issues. Mayor Sheets invited any Councilor to attend if able.
- 6.3. Mayor’s Office Hours. Mayor Sheets said he was going to start monthly office hours starting August 25th from 5-6PM. These would be 15-minute windows and scheduled through staff.

7. OLD BUSINESS:

- 7.1. Planning Commission Update: tabled.



- 7.2. Safe routes to School Update: tabled.
- 7.3. Codification Process Update: tabled.
- 7.4. Garbage Services RFP update: tabled.
- 7.5. Economic development grant update. Mayor Sheets said we received the grant to develop a City Economic Development plan and that he was in the process of appointing members to a new Economic Development Committee to meet in October.
- 7.6. Infrastructure Update: tabled.
- 7.7. Council vacancies. Mayor Sheets said that interviews would be held on Thursday, August 26 to fill the vacancy left by Katy Larkin. Mayor Sheets commented he might draft new questions and Councilor Lindner mentioned that from an HR perspective, the questions should remain the same to ensure it was equitable. Mayor Sheets agreed.

8. OTHER BUSINESS:

8.1. Committee Reports:

- Budget/Finance Committee. Councilor Ritch said they are continuing to monitor the budget and accounts and is in order.
- City Parks and Facilities. Councilor Cuthbertson commented on the park host reports and how helpful they are. In addition, Councilor Cuthbertson discussed expanded parking for events and received comments about the possibility of busses to transport people to and from the park. Staff Jennifer Foster said Public Works is in the process of expanding parking with gravel and also noting areas where parking can be on existing grounds. For old business, the committee talked about the ball club and general city park use to figure out scheduling the park with reservations. For new business, the VFW post volunteers and Tommy Houston have had discussions about cleaning and reservation. The VFW also was talking about if the city could purchase like six more flags and if the City grant would apply. The committee wants to recommend to council that we talk as a group about the park situation, schedule and fees.
- Economic Development Committee. Mayor Sheets reiterated he is appointing members and will tentatively meet in October.
- Beautification Sub-Committee. Councilor Linder reported that Dallas Davis is now the Beautification Sub-committee chair.
- Community Engagement Committee. Councilor Knott reported on the Halloween event and also the Old Mill School open house event on September 19th.
- Monroe Festival Committee. Mayor Sheets reported there was not much activity yet but was still planned for April 2022.
- Human Resources Committee. Councilor Lindner reported the committee was reviewing employee policies and collecting salary data for a position salary study including a possible position for facilities cleaning and maintenance.



- Ordinance Ad-Hoc Committee. Mayor Sheets reported no update since the committee completed its work and is disbanded. The next report is from CA Martinenko in regard to the publishing process.
- Public Works. Councilor Baker discussed dead trees in the easement for possible removal, manhole sealing, and new water meters that need to be replaced.

8.2 Councilor Comments: Council Cuthbertson talked about Community Engagement and how important it is to look out for each other and as a community.

8.3 Mayor's Comments. Mayor Sheets made appointments to the Economic Development Committee including Stan Salot, Liz Doyle, David Mills, and Eliza Mason. They have accepted. Mayor Sheets said he asked a few more folks and is waiting for a reply. Mayor Sheets also read a proclamation that will be read at the park opening ceremony on September 11 commemorating first responders and the military for their sacrifices during and after the 9/11 terrorist attacks.

8. **ADJOURN:** Mayor Sheets adjourned the meeting at 7:30 P.M.

Approved by Council Action on September 27, 2021.

Mayor Dan Sheets

Date:

9/27/21

Attest:

Steve Martinenko, City Recorder