

MAY 2024

A FEW TIDBITS OF INFORMATION FROM THE CITY OF MONROE CITY . . .

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- REAL TIME WEATHER
- BUILDING/CONSTRUCTION/REMODELING
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- ST. JUDE'S CEMETERY DECORATION POLICY
- PAD MOUNT TRANSFORMERS
- CITY CONTACT INFORMATION
- NATURAL GAS NOTICE/DOT RULE
- RESIDENT INFO/GAS SURVEY
- MONROE CITY ACCESSIBLE/INCLUSIVE PLAYGROUND SURVEY

BE WATCHING FOR INFORMATION COMING SOON REGARDING ACCESSING YOUR UTILITY ACCOUNT ONLINE!!

CHANGE TO CITY BRUSH PICK UP:

Every Friday April thru November – must be at the curb by 7:30 a.m.

- The items must be at the curb by 7:30 a.m. on the 2nd Monday morning during the months of April through November only. There will be no brush pickup December through March unless there is storm damage.
- Limbs are not to be longer than 12' (twelve feet). Pieces less than 1' should be in a container or box that can be easily dumped into the truck. Put all sticks in one pile – do not create smaller separate piles around your residence.
- Only brush, leaves and grass clippings will be picked up. Leaves and grass clippings (no cat litter) must be in a plastic bag or container. No wood, fence, tin, concrete, cat litter, animal waste, etc. will be picked up.
- If someone is hired to cut down a tree or just trim limbs, the contractor must haul brush off.
- No brush will be picked up if it is in an alley – unless the alley is paved.
- If you cut down a tree, limbs should be put in one pile and chunks of wood should be put in another pile.
- When piling a big pile of brush – pile should not exceed 10' in height.
- Stack the limbs in the ditch parallel with the road & keep a 2' gap between brush piles so they don't become entangled.
- Keep brush piles in the ditch and away from obstacles such as poles (electric and other), guide wires, water meters, fire hydrants, other trees, etc.
- No brush is to be in the street.
- *Yard wastes, leaves, clippings & small limbs can be burned in April, October, and November. DO NOT burn directly on the city street – burning must be done in the ditch.*
- Citizens can take brush, leaves and grass trimmings to the City Barn at 100 South Monroe Street and dump them in the designated area. The leaves and grass trimmings must be removed from the bags.

Recycling – Tuesday of each week – must be at the curb by 7:00 a.m. – MUST BE IN CLEAR

BAGS Recycling will be picked up for the entire City on Tuesday of each week. Please have your recyclables out by 7:00 a.m. by the curb in **clear** bags. It is very important that all recycling be in clear bags and be placed approximately 5' from the regular trash. The solid waste pickup company has been instructed to NOT pick up any clear bags. The Sheltered Workshop will ONLY pick up clear bags. If it appears to the Workshop that the content of the bag is regular trash instead of recyclables, they will NOT pick it up – and they will not pick up glass. Contact the Monroe City Sheltered Workshop at 573-735-4751 if you have questions on what is accepted as recycling.

Take precautions in work zones or work areas

Throughout the entire year, our City workers find themselves in situations that could become serious if the proper steps are not taken to protect them and our citizens. Therefore, we wanted to take this opportunity to remind people to pay special attention when you are going down the street and see equipment, trucks, fluorescent vests, etc. in or near the road. Slow down and be aware of what is going on and take an alternate route if possible. This not only includes people in vehicles, but people walking, on bikes, scooters, or any other means of transportation. If you find yourself following them down one of the streets, alleys, etc., please maintain a safe distance behind them. These precautions are not only for the safety of our employees but also for you as well.

Tree Planting Guidelines

Trees are a beautiful asset to our landscapes. However, they need to be planted away from power lines.

- “No Planting Zone” is located beneath power lines and for 20’ to either side of them – please do not plant any trees or bushes in this area.
- The “Medium Zone” is located adjacent to the No Planting Zone and the purpose is to avoid high branches that overhang power lines or trees that could topple into the lines during severe storms. Trees in this area should not exceed 40’ in height when full grown.
- The “Tall Zone” is located anywhere outside of 50’ from either side of the power lines. Taller trees can be planted in this area can provide significant energy benefits by providing cooling shade in the summer and protection from winter winds.

St. Jude’s Cemetery Decoration Policy

Flowers and decorations are only allowed on the ground from December 1st to March 1st and no more than 5 days past the day of internment.

Except as stated above, all flowers and decorations must be kept in a vase on the monument or in a device that is attached to the monument. Flowers and decorations are not permitted on the ground at any other times, or they will be removed UNLESS they are in a pre-approved container. Samples are attached to the Information Board located at the main entrance of the Cemetery. If anything attached to the monument interferes with the mowing, it will also be removed.

The only objects that are allowed to be installed permanently in St. Jude’s Cemetery are head stones and foot stones. All foot stones must be installed in such a manner that an engaged mower may pass over them without causing damage to the items or the mower. Shrubbery/bushes, everlasting lights and other permanently installed items are not permitted and will be removed. Shrubbery/bushes that were planted prior to 2/17/11 will be grandfathered in and will not be removed as long as they are maintained. However, should they come untended or overgrown they will be removed at the City’s discretion. Any items on the ground, around the stone, items that make a boundary around the plot or generally interfere with the mowing/maintenance process will need to be removed by when the mowing season begins the 3rd Monday in March and ends the 4th Friday in October.

Pad Mount Transformers - There is a required clearance on these transformers in order for the City crews to make repairs, observe defects, etc. Please keep the three sides of the transformer clear of obstructions (landscaping, flowers, bushes, etc.) within 3’ of the transformer; on the side of the transformer that has the latch there needs to be a 10’ clearance. If there is a situation, please be advised that any landscaping may have to be removed in order to make the necessary repairs and it will not be replaced.

City Contact Information

City Hall – 8 a.m. to 5 p.m. Monday thru Friday	573-735-4585
City Administrator	573-735-7052
City Clerk	573-735-4585
Municipal Court Clerk.....	660-327-3021
Building Inspector.....	573-735-4585
Library – 11:00 a.m. to 6:00 p.m. Monday-Friday; 9 a.m. to noon Saturday	573-735-2665
Police Department – 8 a.m. to 4 p.m. Monday thru Friday.....	573-735-4431
After hours, call 911 for emergencies or 735-4411 for non-emergencies	
City Street Department – 7:30 a.m. to 4:00 p.m. Monday thru Friday	573-735-4585
City Gas	573-735-2488
City Humane Officer – 8 a.m. to 4 p.m. Monday thru Friday	573-735-4431
City Electric Plant – 7:30 a.m. to 4:00 a.m. Monday thru Friday.....	573-735-4441
City Sewer Plant – 7:30 a.m. to 4:00 p.m. Monday thru Friday	573-735-4451
City Water Plant – 7:30 a.m. to 4:00 p.m. Monday thru Sunday	573-735-2822
City License Office – 8 a.m. to 5 p.m. Monday thru Friday	573-735-2330
Monroe City Fire Department -	911 Emergency, 735-4405 Non-Emergency

Mayor – Ronald E. Miller
Ward I Aldermen – Jason Osbourne & Robin Simpson
Ward II Aldermen –Adrian Saunders & Mike Schneider
Ward III Aldermen –Loree Quinn & Greg Smith

City Council meetings are normally the first and third Thursday of each month. Please contact City Hall to confirm.

Emergency Services Reminders

- ✓ Facilities that are utilized during tornadoes and storms are the Holy Rosary Catholic Church basement, the First Baptist Church basement, and the City Hall basement.
- ✓ Always keep your homes and vehicles locked.
- ✓ Make sure that you have a house number on your residence/business that can be seen from the road.
- ✓ Change out your fire alarm batteries every year.
- ✓ Carbon Monoxide is a silent killer – test your alarms monthly, professionally clean your chimney/heating system annually, keep your vents clear for your furnace, clothes dryer, stove and fireplace, use only battery-powered lights in confined areas, have a home inspected for CO before you purchase it, do not run cars in attached garages and do not use barbecue grills or run an internal-combustion engine indoors or near buildings.

Real Time Weather -This information can be obtained at www.agebb.missouri.edu/weather/realtime/monroe.asp.

Building, Construction, Remodeling, etc. – If you have plans to do an addition, upgrade your electric, remodel, build a garage, new residence, etc., please contact City Hall at 573.735.4585 BEFORE anything is done. There may be certain permits that need to be issued before anything can be started.

Utility Meters - Every month City personnel read the meters at each residence and business in town. If there are fences that prohibit the meters from being read, it is requested that there be some way for our personnel to get inside the gate to read the meters. If there are dogs that roam inside a fenced area, the personnel may not go inside the fence, and it is requested that the dogs be chained far enough away from the meters so that the personnel can safely read the meters. Please keep meters free from brush and debris.

Utility Service/Bill Issues - Should you have an issue with a utility service – electric, gas, water or sewer – please contact the City of Monroe City at 573-735-4585 or contact Monroe County 911 at 573-735-4411 so that a utility employee can be called out to review the situation to determine if it is a City issue or the citizen's issue. The City of Monroe City will NOT be responsible for any bills citizens incur for review/repair of utility services. The City is only responsible for the utility services to the resident's meter. Residents are responsible for any repairs or services needed from the meter to their residency. Residents are prohibited from tampering with the City's utility meters. **As a reminder, Utility Bills are due INSIDE City Hall by 5 p.m. on the due date. Any bills put in the box after 5 p.m. on the due date will receive a 5% penalty.**

Culvert Replacement Program

The City has a culvert replacement program for those that have a culvert that needs to be replaced. The resident is to purchase the new culvert that meets City specifications, and the City will remove the old culvert and install the new culvert. Contact Kevin O'Bryan at 573-735-4585 for additional information.

Sidewalk Replacement Program

The City has a sidewalk replacement program for residential sidewalks that are generally used by pedestrians, run parallel with the street, and that are in a deteriorated state and need to be replaced. The City will remove the existing sidewalk and order and pay for the concrete for the new sidewalk. An application and a complete listing of rules and regulations can be picked up at City Hall. Contact Kevin O'Bryan at 573-735-4585 for additional information.

Agricultural Equipment - When operating agricultural equipment in the streets of Monroe City, please take caution and pay attention to low hanging cables – electric, cable TV, phone, etc. All safety and driving practices of agricultural equipment are required to observe and uphold Missouri Department of Transportation requirements.

**City of Monroe City Municipal Gas System
100 S. Monroe St. / PO Box 67
Monroe City, MO 63456**

Dear Natural Gas Customer,

SUBJECT: Notification letter for Existing Service line Customers

In accordance with the regulations of the Missouri Public Service Commission, specifically 4 CSR 240-40.030 (8)(P), we are notifying you by this letter that, as natural gas service lines are replaced, or a new service line is installed an excess flow valve which meets the requirements of 4 CSR 240-40.030 (8)(P) will be installed in your gas service line at our cost. This rule applies to a service line serving only one residential customer, multi-family residences with a known customer load not exceeding 1,000 standard cubic feet per hour (scfh) and small commercial customer service lines with a known customer load not exceeding 1,000 std cubic feet per hour.

Excess flow valves are installed in gas service as close to the location where the service is connected to the gas main as possible. The function of the valve is to stop the flow of natural gas should the gas service line be broken between the main and the gas meter set location. This situation would arise if someone were excavating in the area between the gas main and the meter location and accidentally struck the gas line. In that situation, an excess flow valve would reduce, but not eliminate, the danger of an accident.

Excess flow valves are not intended to operate if:

- The broken line is on the customer's house piping (after the meter).
- Not designed to provide protection in case of earthquakes.
- Customer appliance gas leaks
- Small gas service line punctures
- Gas meter set leaks

NOTE: Installation of an excess flow valve is mandatory on new and replaced service lines, and will be provided by the city, at the City's cost.

- Installation is optional only on existing service lines that are not scheduled for replacement.

The Cost of installing an excess flow valve on your existing service line that is not scheduled for replacement can vary, contact will have to be made with the Monroe City Gas Department. If the street must be cut, there will be a \$1,000.00 street cut fee. If the service is steel, there will be an additional cost and will be determined by the Monroe City Gas Department. The valve will not be installed until payment is made. This includes all the costs of installation, future maintenance costs, the cost of the valve, and the labor to install it. The City of Monroe City Gas System makes no express warranty for continued proper excess flow valve operation under normal use conditions and/or false valve closure under any gas system operating conditions.

Please respond to this notice by circling yes or no, below. If we do not hear from you by that date, we will assume that you do not desire to have an excess flow valve installed on your existing service line that is not scheduled for replacement. If you do desire to have an excess flow valve installed on your existing service line, please sign the agreement below and include your check as payment. We will install the valve within (6) six months of notification.

NO -I DECLINE THE OFER TO INSTALL AN EXCESS FLOW VALVE ON MY NATURAL GAS SERVICE LINE.

YES -I DESIRE AN EXCESS FLOW VALVE INSTALLATION ON MY NATURAL GAS SERVICE LINE

ADDRESS: _____

NAME: _____ **DATE** _____

PUBLIC NOTICE

A PUBLIC SERVICE ANNOUNCEMENT FROM YOUR NATURAL GAS COMPANY

The Monroe City Gas Department continually evaluates its security procedures to ensure the highest levels of security. Also, the City works diligently to ensure pipeline safety through a variety of measures including inspection programs, public education programs, pipeline markers, facility mapping, leak surveys, patrolling, pressure monitoring, odorization and liaison with public officials.

The City of Monroe City Gas Department operates 55 miles of natural gas pipelines in its territory. These pipelines reliably and efficiently deliver natural gas throughout the City's territory. Natural gas energy is the most popular heating fuel in America and its pipeline system is among the safest and most secure methods of transporting energy.

Natural Gas is lighter than air, non-toxic and contains no poisonous ingredients. Breathing natural gas is not harmful as long as there is an adequate supply of air to breathe along with it.

Natural gas by itself will not burn. Combustion can occur only when there is a mixture of gas and air containing between 5 percent and 15 percent natural gas and between 95 percent and 85 percent air.

An odor that smells like rotten eggs is added to natural gas so that you can smell it.

Because of its unique qualities of being lighter than air with a narrow band of combustions, natural gas is one of the safest energy sources available. Understanding and following safety procedures will make it even safer.

IF YOU SMELL A FAINT ODOR OF NATURAL GAS INSIDE YOUR HOME OR BUILDING:

1. Investigate immediately.
2. If the source of odor cannot be located or corrected, call the Monroe City Gas Department's emergency number immediately at **573-735-4411, 24 hours a day**. A representative from the Monroe City Gas Department will inspect your home or building at no cost to you.

IF A STRONG OR PERSISTENT ODOR OF GAS IS PRESENT IN YOUR HOME OR BUILDING, OR IF YOU HEAR A HISSING SOUND OF ESCAPING NATURAL GAS:

1. GET EVERYONE OUT OF THE BUILDING IMMEDIATELY.
2. LEAVE THE DOORS OPEN.
3. USE A NEIGHBOR'S PHONE OR CELLULAR PHONE OUTSIDE OF THE BUILDING AND CALL 573-735-4411.
4. **DO NOT** OPERATE ANY ELECTRICAL SWITCHES, APPLIANCE CONTROLS, OR PULL ANY PLUGS FROM THE OUTLETS.
5. **DO NOT** USE THE TELEPHONE IN THE HOUSE OR BUILDING CONTAINING THE ODOR.
6. **DO NOT SMOKE.**

IF YOU SMELL OR DETECT NATURAL GAS OUTSIDE CALL IMMEDIATELY:

The Monroe City Natural Gas Department's 24-Hour emergency phone number is **573-735-4411**.

FOR YOUR SAFETY: FLAMMABLES AND APPLIANCES – DO NOT MIX:

1. DO NOT use and/or store flammable products such as gasoline, solvents or adhesives in any room or area near the water heater or any other gas appliances.
2. Water temperatures over 125 degrees Fahrenheit can cause severe burns instantly from scalds.

**Call the Monroe City Gas Department If You Smell Natural Gas at
our 24 – Hour Emergency Number 573-735-4411
Before you DIG call 811**

PIPELINE PURPOSE AND RELIABILITY

The City of Monroe City Gas Department operates 55 miles of natural gas pipelines in its territory. These pipelines quietly, reliably, and efficiently deliver natural gas throughout the service territory for household, commercial, and industrial use. Natural Gas energy is the most popular home heating fuel in America and its pipeline system is among the safest and most secure methods of transporting energy. The natural gas industry works very closely with governments and stays abreast of new security methods and technologies to ensure the highest level of security. The City of Monroe City Gas Department also evaluates our security procedures on a regular basis and continually enhances security programs as necessary and appropriate to meet our needs.

IMPORTANT NOTICE TO CUSTOMERS REGARDING BURIED NATURAL GAS PIPING

This notice is being provided in accordance with Rule 49 CFR 192.16 of the United States Department of Transportation ("DOT Rule").

In accordance with the "DOT Rule" listed above, the gas utility is hereby giving notice to all customers who have buried natural gas piping, which is not maintained by the gas utility, of the following information:

1. If the customer's buried piping is not maintained it may be subject to the potential hazards of corrosion and leakage.
2. Buried Gas piping should be:
 - a. Periodically inspected for leaks
 - b. Periodically inspected for corrosion if the piping is metallic, and
 - c. Repaired if any unsafe conditions are discovered
3. When excavating near buried gas piping, the piping should be located, in advance and the excavation done by hand.

Plumbers and heating contractors can assist in locating, inspecting, and repairing the customer's buried piping.

For your guidance in determining whether this notice applies to you please be informed that in most cases the gas utility maintains buried gas piping from the processing facility up to the gas meter on the customer's premises. In addition, if the piping leaving the meter up to the principal gas utilization equipment is above ground when entering the customer's premises this rule does not apply. However, if any customer that has any gas lines (secondary line) that branch off the principal gas line and goes underground such as a garage, BBQ grill, pool, etc., the above listed precautions should be noted. If you are uncertain as to whether this notice applies to you, please contact the gas utility at (573) 735-2488 or City Hall at (573) 735-4585.

PLEASE RETURN BOTTOM TO CITY HALL IF YOU HAVEN'T ALREADY DONE SO.

CITY OF MONROE CITY RESIDENT INFORMATION SHEET

Please complete the information below and return it to City Hall at your earliest convenience so that we can update our files with your contact information.

Name:

Address:

Best Contact Number:

E-Mail Address:

AWARENESS OF HAZARDS AND PREVENTION MEASURES UNDERTAKEN

The United States natural gas transmission and distribution system has the best safety record of any type of transportation system in the country. Natural gas is clean, convenient, and efficient, which makes it the popular energy choice. Like all forms of energy, however, it must be handled properly. Despite an excellent safety record, a gas leak caused by damage to a pipeline may pose a hazard and has the potential to ignite. We work diligently to ensure pipeline safety through a variety of measures including:

One-Call program, Inspection programs, Design and construction practices, Workforce qualifications, Public education programs, Industry safety practices and Government oversight; Pipeline markers and facility mapping, Leak surveys, Patrol of critical facilities, Pressure monitoring, Odorization, Liaison with City Agencies and Security measures.

LEAK RECOGNITION AND RESPONSE

A gas leak is usually recognized by smell, sight, or sound.

Smell – Natural gas is colorless and odorless. Before it reaches you, we add a distinctive, pungent odor, which most people associate as smelling like rotten eggs, so that you'll recognize it quickly.

Sight – You may see a white cloud, mist, fog, bubbles in standing water, or vegetation that appears to be dead or dying for no apparent reason.

Sound – You may hear an unusual noise like roaring, hissing, or whistling.

WHAT SHOULD YOU DO IF YOU SUSPECT A LEAK?

Move - to a safe environment.

Do Not - strike a match, use telephone; switch on/off appliances, lights or even a flashlight in the area where you smell gas.

Call - 573-735-4585 during normal business hours, 735-4411 after hours & on weekends to report the leak. A serviceman will be dispatched right away to investigate. There is no charge for this service.

DAMAGE PREVENTION AWARENESS

An important part of maintaining the City of Monroe City Gas Department's safety record is an effective damage prevention program. Ours includes regular patrols of the pipeline, increasing public awareness of the existence of the pipeline, and participation in the Missouri One Call Program.

The greatest risk to underground pipelines is accidental damage during excavation. To protect the City of Monroe City's natural Gas pipeline and other underground facilities, it is critical that individuals use the One Call System prior to any excavation-related activities on public or private property. The law requires that all persons planning to do any excavating notify the One Call System at least three working days and no more than 10 working days before digging.

CALL THE MISSOURI ONE CALL SYSTEM BEFORE YOU DIG 1-800-DIGRITE (1-800-344-7483) OR 811

The One Call Center will contact the City of Monroe City and owners of other underground facilities in the immediate area so that we can mark the location of our facilities prior to excavation. There is no charge for this service. Excavators are required by law to take certain precautions when working in the immediate area of underground facilities; the One Call Center can provide the details of what is required. Failure to comply with this law can jeopardize public safety and result in costly damage and substantial fines for the excavator.

Any Damage of our underground facilities, even if it appears to be minor, should be reported to the City of Monroe City Gas Department immediately. A gouge, scrape, dent, or crease to the pipe or its coating may cause a future leak or failure. It is imperative that the City of Monroe City Gas Department and other owners inspect and repair any damage to their facilities.

HOW TO GET ADDITIONAL INFORMATION

You may call us at (573) 735-2488 from 7:30 AM to 4:00 PM to get additional information about natural gas and the proper use of it.