

The Board of Aldermen met in regular session at 6:00 P.M.

Aldermen Present: Connie Painter, Marvin Vioria, Jason Osbourne, Jeremy Moss, John Long and Gary Thompson

Others Present: Tyler Wheeler, Jackie Pangborn, Mandy Kindhart, Rich Enochs, Kevin O'Bryan, Phil Mann, Judy Mann, Brandon Brickhaus, Ryan Johnson, Butch Pennewell and John Wilcox

Mayor Minor called the meeting to order.

Mayor Minor asked everyone to stand and recite the Pledge of Allegiance.

The Consent Agenda was reviewed and approved on a motion by Alderman Painter; a second by Alderman Long, with all in favor.

Alderman Moss asked Jackie Pangborn to present the Director of Administration's report to the Board of Aldermen:

- The contractor has completed the treatment of the Multi Floral Rose at Route J. Reservoir. DNR has approved the contractor's work and will be sending the City a reimbursement check in the amount of \$600.00. She will contact the contractor to determine which chemical that was used and reimburse them for the amount of their bid.
- Ewell Lawson of the MGCM wanted to give the City one more opportunity to enter into a five year contract with them to purchase gas. All of the other cities in MGCM have agreed to a five year contract. Mayor Minor said that with the five year contract, MGCM can lock in the price of gas for a five year period. If the City does not enter into the five year contract, they will probably have to pay market price for gas after their two year contract expires. This price could be more or less than the price secured by MGCM on a five year contract. After further discussion, Alderman Painter motioned to enter into a five year contract with MGCM, Alderman Moss seconded it, with Aldermen Painter, Vioria, Osbourne and Moss in favor and Aldermen Long and Thompson opposed.
- The current utility policy is in the Council packets. The Council has expressed interest in reviewing this policy to determine if there are ways to reduce the amount of utilities being written off as uncollectible.
- The Crider property at 209 First Street was on the tax sale. The City was going to purchase it and clean it up; however the cost of the property was more than she was allowed to spend at that time. Monroe County said that the property is still available at a cost of \$1,119.96. If purchased, the City

would have to have it recorded at a cost of \$27.00. If the Board has no objections, she is going to purchase this property for the City in order to have it cleaned up.

- There will be a Town Hall Meeting on November 16, 2017 at 6:00 pm in the Middle School Auditorium for the Missouri Main Street Program.
- She and Aldermen Painter are continuing to work on the Monroe City History project. They have started a Facebook page for this project. She asked if they could use the pictures on other Facebook pages for their Facebook page. Attorney Wilcox said that it should not be an issue using other pictures on Facebook as long as they acknowledge the owner of the pictures and it is not for commercial gain.
- Quotes were solicited for removing the brush under the 69 KV line east of Monroe City. LanraCorp would be able to be in Monroe City within the next two weeks to cut back the trees along this line without shutting down the line. Their cost would be \$5,475.00. After they are finished, the City can safely remove the rest of the brush and take steps to insure that it does not grow up again. Asplundh quoted this project at \$4,375.00; however they were not sure when they could be here to do the work. Kerry Lee recommended that the quote from LanraCorp be accepted since they can be here soon and they do not require the 69 KV line to be shut-down. After discussion, Alderman Long motioned to accept the quote from LanraCorp to cut the trees back for \$5,475.00; Alderman Thompson seconded it, with all in favor.
- She presented the following bids for a fuel management system for the Airport:

<u>Vendor</u>	<u>Amount</u>	
Mid-State Petroleum Equipment Equipment & Installation	\$20,487.75	Fuel Master
R.L. Hoener Company Equipment & Installation	\$18,250.65	OPW Fuel Management

After review and discussion, Alderman Moss motioned to accept the bid from R.L. Hoener Company contingent upon approval from the Airport Advisory Committee; Alderman Thompson seconded it, with all in favor.

- She presented the following adjustments to the 2017-18 budget:

<u>Description</u>	<u>Original Budget</u>	<u>Revised Budget</u>
Water Tower Maintenance	\$0.00	\$36,392
Fire Dept. Vehicle Maintenance	\$10,000	\$25,000

Electric Dept. R.R. Easement	\$1,300	\$1,657
Sewer Plant Training	\$500	\$1,000
Park Capital Improvement Allowance	\$0	\$10,000
Multi-Floral Rose Removal	\$0	\$550

These adjustments were some items that were missed during the budget process and other items that cost more than anticipated. After review and discussion, Alderman Thompson motioned to approve the budget adjustments; Alderman Moss seconded it, with all in favor.

- She presented the following list of delinquent utilities that are to be written off for accounting purposes only and forwarded to the City's Collection Agency:

<u>Name</u>	<u>Address</u>	<u>Amount</u>
Bottoms, Ashley	620 S. Monroe St. # 206	\$179.37
Burch, Whitney	303 Sunset Dr. # 24	\$647.38
Bursell, Calvin	529 E. Dover St.	\$813.26
Cody, Justin	1024 Park St. Apt. A	\$466.91
Cook, Jessica	309 Sunset Dr. # 18	\$510.16
Crites, Penny	726 Gypsy Row # 44	\$616.10
Dill, Stephanie	204 Winter St. A	\$18.91
Fessenden, William	2 Sycamore Lane	\$474.21
Fortner, Donald	729 Fortune St. # 40	\$982.34
Williams, Matt	620 First St.	\$13.46
Winters, Charlotte	516 E. Dover St.	45.11
Zumwalt, Catina	222 E. Dover St.	594.51

Alderman Moss motioned to write off the utilities for accounting purposes only and refer them to the Collection Agency; Alderman Thompson seconded it, with all in favor except Alderman Painter. Alderman Moss called an Administration Committee meeting for 5:00 pm, November 30, 2017 to review the City's utility collection policy in an effort to reduce the amount of utility write-offs.

Alderman Moss motioned to authorize Jackie Pangborn to purchase the Crider property at 209 First Street in Monroe County at a cost of \$1,119.96 plus \$27.00 recording fee; Alderman Long seconded it, with all in favor.

Mayor Minor opened the floor or open forum. Phillip and Judy Mann said that they had a water leak recently. They asked if their sewer bill can be adjusted to their average amount for last month's billing. Alderman Long motioned to authorize Jackie Pangborn to adjust this sewer charge in accordance with the City's policy; Alderman Moss seconded it, with all in favor except Alderman Thompson who abstained.

Carrie Cooper of the LaRue Insurance Agency presented information on the renewal of the City's property and liability insurance from MOPERM. The amount quoted reflects a 10.7% increase. This increase is due to a company increase from MOPERM, an increase in coverage of \$300,000 on the City Hall facility and a regular 2.7% increase. She presented information on the City's claims losses. The City's loss ratio over a five year period is estimated at 18% which is acceptable. She recommended that the City have their operations reviewed by the risk department at MOPERM. This would entail a visit from their safety/risk specialist to perform an onsite visit, talk to employees and evaluate the procedures/facilities.

Brandon Brickhaus and Ryan Johnson of Chariton Valley updated the Board of Aldermen on their company's expansion plans. They have put money in their budget to extend their fiber optic cable down Highway 36 to Hannibal, Missouri. Early in 2018 they will have fiber optic installed at the tower on Cemetery Road. Mayor Minor said that Jackie Pangborn is putting together the current costs for the City's telephone and internet services. If they are comparable to amount that Chariton Valley would charge, the City would consider switching in order to obtain faster internet service.

Alderman Thompson updated the Board of Aldermen on the Planning & Zoning Commission meeting held earlier in the evening. The Commission reviewed a site plan filed by Monroe City Ready to Mix to move their batch plant from 622 Highway 24 & 36 East to the Ralls County Industrial Park. The Commission recommends that this site plan be approved. Alderman Thompson motioned to accept the Commission's recommendation and approve the site plan from Monroe City Ready Mix; Alderman Vioria seconded it, with all in favor.

The Board of Aldermen reviewed the following bids for 2,500' of underground wire for the Electric Distribution Department:

<u>Vendor</u>	<u>Amount</u>	
Anixter	\$2.54 per ft	\$6,350.00
Arkansas Electric Coop	\$2.818 per ft	\$7,045.00

Kerry Lee recommended that the low bid from Anixter be accepted. Alderman Thompson motioned to accept the bid from Anixter in the amount of \$2.54 per foot for a total of \$6,350.00; Alderman Long seconded it, with all in favor.

The Board of Aldermen reviewed the following bids for a Car Lift for the Street Department:

<u>Vendor</u>	<u>Amount</u>	
Corky's Equipment Installation	\$4,000.93 \$ 640.00	Warranty: 2 years parts, 1 year labor Model # CL10V3

Hometown Auto	\$2,713.99	Warranty: 6 months labor, 18 months on functional parts & 5 years on structural parts Forward F10 Lit
	\$2,700.99	Warranty: 1 year on labor, 1 year on functional parts & 5 years on structural parts Challenger Lift LE10
	\$585.00	Cost for installation
	\$3838,55	Warranty: 1 year on labor, 1 year on functional parts, 5 years on structural parts Two post symmetric lift SPO10
JC's	\$2,815.99	Warranty: 1 year Challenger Lift

Kevin O'Bryan recommended that the low bid from Hometown Auto in the amount of \$2,700.99 plus \$585.00 installation be accepted. Alderman Long motioned to accept the bid from Hometown Auto in the amount of \$2,700.99 plus \$585.00 installation; Alderman Moss seconded it, with all in favor. Kevin O'Bryan said that this lift will be used to service the City's vehicles at the Public Work's building.

Kevin O'Bryan said that he and Jackie Pangborn met with a representative of Woody's Municipal Supply who sells Schwarze street sweepers off of the State's bid. They can provide the City with a new street sweeper for \$126,500.00. Kevin O'Bryan said that he has \$100,000.00 budgeted for a new street sweeper and \$100,000 for a new dump truck. He said that he would like to take \$26,500 from the dump truck budget and apply it to the street sweeper budget and purchase the Schwarze street sweeper from Woody's Municipal Supply. He said that he will either make due with a lower priced dump truck or postpone this purchase until the next fiscal year. After discussion, Alderman Thompson motioned to take \$26,500 from the dump truck budget and apply it to the street sweeper budget and authorize the purchase of the Schwarze street sweeper from Woody's Municipal Supply for \$126,500.00; Alderman Moss seconded it, with all in favor.

Alderman Thompson updated that Board of Aldermen on the Public Works Department projects. He reminded the Board that the City's Thanksgiving Dinner will be on November 10, 2017 from 12:00 noon to 1:30 pm, at the Public Works Building.

The Board of Aldermen discussed a concern from a local business owner who is located along the Burlington Northern Railroad tracks. There is tall grass on their right of way. The railroad will not mow it and does not want anyone to go on their right of way to mow the grass. After discussion, the Board of Aldermen agreed to send them a letter telling them that they need to mow their weeds.

Alderman Painter presented the Public Safety Committee report to the Board of Aldermen. Tyler Wheeler presented bid specifications for the sale of the three old police cars that were recently taken out of service. Alderman Thompson motioned to approve the bid specifications and authorize soliciting bids for the sale of the police cars; Alderman Viloría seconded it, with all in favor.

Rich Enochs requested authorization to solicit bids for seven portable radios for the Fire Department. Funds have been appropriated for this expenditure. After discussion, Alderman Painter motioned to authorize soliciting bids for the seven portable radios; Alderman Thompson seconded it, with all in favor.

Rich Enochs said that the Rural Board agreed to purchase four sets of turnout gear for the Fire Department.

Alderman Osbourne updated the Board of Aldermen on the Nuisance Committee meeting held earlier in the evening. Chief Tyler Wheeler and Attorney Wilcox are going to meet to update the nuisance ordinances and procedures. After they have completed their review a Nuisance Committee meeting can be held to review the revised ordinances and procedures.

Alderman Painter said that Chris Alcorn is upset because all of the steps involved in obtaining sound equipment for the Movie in the Park Program. Alderman Long said that SAMS has a one day sale on the sound equipment that they would need for less than \$500.00. The Board agreed that since the amount is \$500.00 they can purchase it outright.

Alderman Moss motioned to go into executive session as authorized by RSMO 610.021 (1) legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys and RSMO 610.021 (3) hiring, firing, disciplining or promotion of particular employees, Alderman Thompson seconded it with a vote as follows:

Connie Painter.....	Yea	Jeremy Moss.....	Yea
Marvin Viloría.....	Yea	John Long .....	Yea
Jason Osbourne .....	Yea	Gary Thompson .....	Yea

After the adjournment of the executive session, the open meeting was reconvened.

Alderman Thompson motioned to promote Officer Gloria Jennings to Investigator and give her a pay increase for completing her probationary period. Her pay increase will be \$0.75/hour; seconded by Alderman Painter, with all in favor.

November 9, 2017

Alderman Long motioned to appropriate \$3,500 for the completion of the CDBG application for infrastructure improvements; seconded by Alderman Thompson, with all in favor.

Alderman Long motioned to adjourn the meeting; Alderman Moss seconded it with all in favor.

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Neal Minor, Mayor

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Gary Osbourne, City Clerk