

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

Aldermen Present: Greg Smith, Mark Greening, Roch Buckman, Tyler Wheeler, Michael Purol and Gary Thompson

Others Present: Matt Walker, Marlin McCormick, Ron Dean, Kerry Lee, Connie Painter, Jason Osbourne, Rich Enochs, Jamie Allen, John Albright, Kevin O'Bryan and Jackie Pangborn

Mayor Minor called the meeting to order.

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

The consent agenda was reviewed. Alderman Buckman motioned to approve the consent agenda; Alderman Greening seconded it with all in favor.

There was no one to speak during open forum.

Alderman Buckman provided the Planning and Zoning report. He stated that the Planning and Zoning Commission met at 5:45 p.m. this evening to review a site plan for the Farmer's Elevator and Exchange. They will be constructing a 60' x 100' addition to their existing building. Marlin McCormick stated that this is an expansion of the feed mill and an upgrade of equipment. He further stated that the volume has changed considerably in the last several years and when the addition is completed they will be able to make feed much more efficiently. Their business is increasing; they are generating income and are employing a lot of people. He expressed his appreciation of the City for their support on this project. Kerry Lee stated that the variance issues will be addressed at a later meeting. Alderman Buckman motioned that the Board accept the Commission's recommendation and approve the site plan based on the variance being obtained; Alderman Greening seconded it with all in favor.

Alderman Greening provided the Public Works Department report. He stated that in the packets are the reports from various managers. He stated that Director O'Bryan was in attendance if anyone had any questions.

Alderman Greening stated that Director O'Bryan is requesting to solicit bids to sell two trucks, an old boat and trailer and other surplus property that is located on the lot. Alderman Buckman requested that minimum bids be obtained based on the scrap value; Director O'Bryan is to obtain this information. Alderman Greening motioned to solicit bids for the surplus property, including minimum bids based on scrap prices; Alderman Smith seconded it with all in favor.

Alderman Greening stated that the bids for the backhoe have been modified. He asked if Director O'Bryan had reviewed the specifications and he stated that he was satisfied with them. Alderman Greening stated that the bids previously submitted

exceeded the budgeted amount. Alderman Smith questioned if it was anticipated that the bids would come in less than the original bids submitted. Mayor Minor questioned if the three individuals that previously bid on the backhoe would review these bids and feel that the bids were specifically developed for the machine that we wanted and Jamie Allen said no. Alderman Greening stated that the bids may come in higher; Director O'Bryan stated that most of the items on the bid specifications are standard equipment. It was questioned if there were any state procurement agreements with this type of purchase. Jamie Allen stated that he didn't find anything. He stated that if MoDOT needs equipment they bid it out like we have and purchase it that way. Mayor Minor questioned what "tier 4" meant in the bid specifications. Jamie Allen stated that it was EPA requirements based on emission standards. Jamie Allen also stated that in developing these bid specifications he went off MoDOT's form, compiled what we had from the last ones and that is what the Council has been presented with tonight. Alderman Greening motioned to solicit bids for a backhoe; Alderman Thompson seconded it with all in favor.

Alderman Greening thanked Director O'Bryan for the good job they did on the roads with the ice storm. Director O'Bryan stated that they pretreated them on Friday and that he took care of things on Saturday. Alderman Greening reiterated the point that they did a good job.

Alderman Greening stated that Kerry Lee would like to solicit bids for the transformer for the Farmer's Elevator project. As with all commercial customers, the City will purchase and maintain the transformer. He stated that Farmer's Elevator will be installing part of the circuit underground for the City which will be a great help to the City. Alderman Greening motioned to formalize the bid specification and solicit bids for the transfer as requested by Kerry Lee for Farmer's Elevator; Alderman Thompson seconded it with all in favor.

Jamie Allen stated that the John Deere backhoe has been repaired and will be picked up from Palmyra.

Alderman Wheeler provided the Public Safety report. Fire Chief Enochs stated that their departmental Christmas dinner will be held this Saturday, January 21<sup>st</sup> at the Nutrition Center. The doors will open at 6 p.m. and food will be served at 6:30 p.m. He also stated that there are two fire fighters that will be attending Winter Fire School on February 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup>. He has also hired two new fire fighters – Jeremy McCuskey and Joseph Beaver. Currently there are 18 fire fighters on staff.

Police Chief Albright is interested in purchasing a vehicle from the Shelbina Police Department. He stated that they have a 2012 Dodge Charger with a V8 Hemi engine. They had faulty work done to the motor which caused the bottom of the end of the motor to blow out. They returned it to a dealership and a new engine was installed. Shelbina cycles out their fleet of vehicles and wants to sell this car and are accepting bids on the vehicle. Chief Albright had \$8,500 in his budget for a new car pending being able to receive a grant. Chief Albright has looked at the vehicle and

stated that it is very good condition and has around 57,000 miles on the car and around 200 miles on the motor. If he is able to get this car, he will transfer everything from our 2008 Charger and put it into the 2012 Charger, and he will have to get the detailing work done. Chief Albright was asked to get information on the dealership that did the work and the warranty. This will be brought up later in this meeting once he is able to obtain the information.

Alderman Buckman presented the Administration report. Director Pangborn presented the following:

- The Manager's reports are in the packet.
- Directors O'Bryan and Pangborn requested to solicit applications for summer help for the Public Works Department and the Pool. Applications will be accepted until March 17, 2017. Alderman Purol motioned to solicit applications for summer help for the Public Works Department and the Pool; Alderman Wheeler seconded it with all in favor.
- It was previously mentioned that a traffic count would be done on County Line Road. Director Pangborn contacted the Mark Twain Regional Council of Governments and they have installed the counter across County Line Road just north of the intersection of Lawn and Williams Streets. It will remain in place for 10 days; they will remove it if the weather turns so that it will not be damaged by snow plows.
- Gary Osbourne previously advised that the amount in the sewer funds was \$278,621.01. It was questioned what items were included in the budget with this money besides a backhoe and the lift station repairs. Director Pangborn will find out this information.
- Director Pangborn questioned where the Council wished to have the roof access for the HVAC system. The Council thought that it had been decided that it would be in the closet in the Library. This will be presented to the Library Board at their meeting on Monday, January 23, 2017. Alderman Purol motioned that the access be put in the Library closet contingent on the Library Board's agreement; Aldermen Smith seconded it with all in favor.
- Kerry Lee and Director O'Bryan had meet with a security company regarding cameras at the City facilities and it was going to be extremely costly. Therefore, a camera system will be purchased and tested at a City facility to see if additional cameras want to be purchased.
- Director Pangborn stated that there had been a couple of complaints regarding the City's policy on utility bill penalties. There were three instances in which customers had made arrangements with their bank to have the utility bill payment mailed several days before the due date, but they weren't received until after the due date and therefore received a penalty. There have been several situations in which the banks refunded the citizen the cost of the penalty. However, the last complaint it took 14 days for the check to reach City Hall. The citizen felt that the City should modify its policy so that a person that always pays their bill on time should have the penalty waived. After discussion on this topic, Alderman Greening motioned that no changes be made to this policy; Alderman Thompson seconded it with all in favor.

- The sample ballot for the April election was in the packet.
- A request was received from the Monroe City Community in Action for a donation to the After Prom Activities. Director Pangborn stated that the City usually donates \$250 to this project. Alderman Wheeler motioned that a donation of \$250 be made to the Community in Action for the After Prom Activities; Alderman Purol seconded it with all in favor.

Director Pangborn stated that the Park Board met on January 17, 2017 at 4:30 p.m. The Board discussed maintenance issues in the Park and Director Pangborn stated that she will work with Director O'Bryan on this issue. The Board also made plans for the annual Cemetery Walk that will be held on Memorial Day.

Alderman Thompson stated that there was nothing to report for Economic Development.

The Board of Aldermen reviewed a proposed ordinance which would increase the cap on purchases requiring formal solicitation of bids from \$1,000 to \$1,500. The proposed ordinance was assigned bill # 1. The first reading of bill # 1 was read and approved on a motion by Alderman Purol, a second by Alderman Wheeler, with all in favor. The second reading of bill # 1 was read and approved on a motion by Alderman Buckman, a second by Alderman Smith, with all in favor. Alderman Wheeler motioned to approve the final passage of bill # 1; Alderman Purol seconded it, with a vote as follows:

Greg Smith .....	Yea	Michael Purol .....	Yea
Mark Greening.....	Yea	Tyler Wheeler.....	Yea
Roch Buckman .....	Yea	Gary Thompson .....	Yea

Bill # 1 became ordinance # 1-2017.

Chief Albright returned to the meeting to provide an update on the car that was for sale from the Shelbina Police Department. He stated that the work was done at Poage's Chrysler/Dodge in Hannibal, Missouri. He stated that Chief Fenton's recollection of the warranty on the engine was that it was a 3 year/36,000 mile Chrysler/Dodge warranty (not through Poage). Alderman Wheeler motioned to allow Chief Albright to spend up to the budgeted amount for this car – including the purchase of the car, detailing and accessories; Alderman Purol seconded it with all in favor.

Alderman Smith motioned to go into executive session authorized by RSMO 610.021(3) hiring, firing, disciplining or promoting of particular employees; also 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. Alderman Thompson seconded it the vote as follows.

Greg Smith ..... Yea  
Mark Greening ..... Yea  
Roch Buckman..... Yea

Michael Purol ..... Yea  
Tyler Wheeler..... Yea  
Gary Thompson ..... Yea

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

Alderman Greening motioned to ratify the decision made in executive session to increase the City's contribution for dependent health care to 50%; Alderman Buckman seconded it with all in favor. Alderman Wheeler motioned to appoint Jackie Pangborn as Interim Court Clerk; Alderman Thompson seconded it with all in favor.

There being no additional business to discuss, Alderman Wheeler motioned to adjourn the meeting, Alderman Purol seconded it with all in favor.

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Neal Minor, Mayor

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Jackie Pangborn, Director of Administration