

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

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

Others Present: Neal Minor, Kevin O'Bryan, Jamie Allen, Michael Williams, Robert Dowell, Mandi Kindhart, Zach James, Rich Enochs, and Jackie Pangborn

Mayor Minor called the meeting to order, stood and did Pledge of Allegiance.

The Consent Agenda was reviewed and approved on a motion by Alderman Thompson, a second by Alderman Viloría with all in favor.

Robert Dowell attended on behalf of Mosswood Golf Course. He expressed sincere thanks and appreciation to the Board for helping out the golf course. He stated that the City loaned them money and they have paid it back. He thanked Kevin O'Bryan's group for fixing the culvert on Hole 5, he thanked Gary Osbourne for helping him out a lot with the books, he appreciated the \$10,000 that was put in the budget for capital expenditures which will most likely be for the purchase of a sprayer. They did purchase a new mower by extending an existing loan at the bank. They are increasing prices a bit and changing how the Course is managed and should save around \$10,000 between those to modifications. He again thanked the Board and the City for their assistance.

Alderman Thompson presented the Public Works report. He stated that the Street Department is still pushing dirt and assisting the GWS with the hydrant flushing – which is completed.

Jackie Pangborn stated that Kerry Lee would like to solicit bids for wire for stock as well as the Monroe City Ready Mix project and she presented the bid specifications. Alderman Thompson motioned to approve the specifications and go out for bid; Alderman Moss seconded it with all in favor.

Jackie Pangborn stated that the Street Department would like to solicit bids for a car lift and she presented the bid specifications. Alderman Thompson motioned to approve the specifications and go out for bid; Alderman Moss seconded it with all in favor.

Jackie Pangborn stated that the bid specifications for a street sweeper are being held at this time as they are looking into state bids.

Jamie Allen stated that he had \$6,000 in the budget for pressure recording charts for gas; he presented a quotation for \$5,208 from Heath Consultants. He requested that these be purchased from this company as it is a sole source item. Alderman Thompson motioned to allow Mr. Allen to purchase the charts from Heath Consultants; Alderman Moss seconded it with all in favor.

Alderman Long questioned how things were going with hauling the dirt from the Industrial Park. Kevin O'Bryan stated that they are hauling it out as weather allows.

Jackie Pangborn also stated that in the packet was a copy of a letter that was sent to the Missouri Public Service Commission as a response to their inspection. All items have been corrected by making modifications to the Operator Qualification manual.

Alderman Painter presented the Public Safety Report. She stated that Chief Wheeler had nothing for this meeting. Chief Enochs stated that the tanker is in and they are working on getting the lettering/signage finalized. They have been busy with Fire Prevention week, open house, the hay ride and hot dog roast. Mayor Minor stated that the open house was very nice.

Alderman Moss asked Jackie Pangborn to present the Administration Report.

- Route J – Mr. Gatson has completed the project at Route J with regards to spraying the multiflora rose. David Vance (Dept. of Conservation) has been contacted and he will give it a couple of weeks before he does his inspection to give the product time to work. Once he approves it then we can pay Mr. Gatson.
- 69 KVA Line – Kerry Lee is obtaining pricing on getting the trees along that line taken down to a level where Kerry's crew can then go in and safely remove the rest.
- South Lake/Musgrave Project – Ms. Pangborn has received their proposals and is going to discuss the pricing with them before bringing the contracts to the Council.
- Mosswood Farm Ground – Neal stated that acreage that will be sold is 7.4 acres; Jackie will run the ad and make the necessary modifications for acreage.
- Employee Engagement – Ms. Pangborn and Mr. O'Bryan attended a short seminar on getting employees engaged in a company. Due to some staffing changes, Ms. Pangborn would like to address this at a later date.
- Airport – Ms. Pangborn presented bid specifications for a fuel management system at the airport. Alderman Long motioned to approve the bid specifications and to go out for bid; Alderman Painter seconded it with all in favor.
- The Water Plant has obtained a Construction Permit from DNR to make the necessary chemical treatment changes to improve operations.
- Jon Rogers is requesting a step-down transformer to be installed for the bridge at the sewer plant to make operations more efficient and safe. The cost is \$2,400 from Richard's Electric – they do the electrical work. Alderman Viloria motioned to purchase the transformer and installation from Richard's Electric in the amount of \$2,400 with the funds to come from equipment maintenance; Alderman Moss seconded it with all in favor.
- Ms. Pangborn stated that she put the City's name on a list requesting that Congress continue tax-exempt municipal bonds.
- DNR conducted a compliance visit at the Water Plant. This information was given to the Council for their information.
- Jon Rogers is requesting to purchase a pH/DO meter as budgeted at \$2,200.00. This piece of equipment ties in with the rest of the equipment at the Water Plant that we have purchased from Hach; therefore he is requesting that this be considered a sole source item and to proceed with the purchase. The extra funds will come from the equipment maintenance account. Alderman Painter motioned to purchase the pH/DO meter from Hach at \$2,750; Alderman Viloria seconded it with all in favor.
- Jon Rogers is requesting to purchase the BOD incubator (6.1 cu ft.) as budgeted at \$3,900.00. Mr. Rogers has obtained four quotes ranging in prices from \$2,789.95 to \$4,500. He is requesting that he be allowed to purchase the BOD incubator from USA Blue Book which was the low quote in the amount of \$2,789.95. Alderman Moss motioned to purchase the BOD Incubator from USA Blue Book in the amount of \$2,789.95; Alderman Painter seconded it with all in favor.

- Ms. Pangborn stated that the Hannibal Board of Public Works is hosting three trainings covering Board Governance and Finance Management. She is planning to attend these meetings. If others wish to attend please let her know so that she can get them registered.
- Ms. Pangborn presented a listing of three utility customers that have been sent to the collection agency. These individuals are Whitney Burch for \$994.78, Joseph Madonia III for \$1,099.38 and Spencer Lewis for \$286.74. Alderman Painter would like to meet with Ms. Pangborn, Mr. Gary Osbourne and the City attorney to devise a new payment procedure so that people can't get behind as much; this should decrease the amounts that are being written up. Ms. Pangborn will get the Board a copy of the existing policy so that they can review it. Alderman Thompson motioned to write off the mentioned utility bills for accounting purpose only, Alderman Moss seconded it with Aldermen Osbourne, Viloría, Thompson, Long and Moss in favor and Alderman Painter against, the motion carried.

Alderman Painter presented the Park Board report. She stated that the Park Board met the other night and Chris Alcorn and Melissa Utterback requested that the Park Board purchase the sound system for the movies in the park with an estimate of \$600-\$700 but not to exceed \$1000. As there were only three members in attendance, they wanted input from the remaining Board members. Ms. Pangborn sent an e-mail to all of the Park Board to find out their thoughts. Alderman Painter explained that the sound system could be used at the pool and could also be available for the Chamber to use as well. Alderman Painter stated that she was disappointed in the response they have had from Make a Difference Day. She also stated that she and Ms. Pangborn will begin working on the history project in the near future and will keep the Council updated. The next Park Board meeting is scheduled for January 16, 2018.

Alderman Osbourne presented the Nuisance Committee report. He felt that we have not had a real response on the Make a Difference Day; people have been given an opportunity to clean up their businesses and residences and haven't taken advantage of the assistance that would have been provided. The Nuisance Committee will meet in the near future to address and follow through with these issues.

Alderman Long stated that issues with Economic Development will be discussed in executive session.

The Board of Aldermen reviewed a proposed ordinance which would allow the Mayor to sign the necessary documents to sell land in the Industrial Park to Monroe City Ready Mix. The proposed ordinance was assigned bill # 8. The first reading of bill #8 was read and approved on a motion by Alderman Thompson, a second by Alderman Osbourne, with all in favor. The second reading of bill # 8 was read and approved on a motion by Alderman Long, a second by Alderman Painter, with all in favor. Alderman Painter motioned to approve the final passage of bill # 8; Alderman Moss 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

Bill # 8 became ordinance # 8-2017.

Mayor Minor had nothing to report.

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 Osbourne 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 ratify decisions made in executive session with regards to employees in the Gas, Water Sewer Department, the Street Department and the City Clerk, Alderman Painter seconded it with all in favor.

Alderman Long motioned to ratify the decision made in executive session to enter into a lease agreement with Monroe City Ready Mix that will terminate no later than June 1, 2018; Alderman Painter seconded it with all in favor.

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

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Neal Minor, Mayor

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Jackie Pangborn, Director of Administration