

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

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

Aldermen Absent: John Long

Others Present: Tyler Wheeler, Rich Enochs, Kevin O'Bryan, Chris Ellison, Jason Taylor, Kerry Lee, 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 Moss, with all in favor.

Mayor Minor opened the floor for open forum. The Board of Aldermen discussed the City's Utility Collection policy. Alderman Moss said to put this in perspective, that during a recent 12 month period, the City wrote off \$26,611.99 in bad debt. During that same period the City billed out over \$6,500,000.00, which would make the bad debt .0042% of the amount billed. The City of Palmyra was contacted and asked about their bad debt. A customer can get 45 days of utility service in Palmyra before service is terminated for non-payment. In Monroe City a customer can get 55 days. After further discussion, the Board agreed that it would not be worth the added expense of modifying the City's Utility Collection policy.

Alderman Painter thanked everyone who participated in the Christmas parade. The Board of Aldermen thanked Alderman Painter for setting up and coordinating the parade.

Alderman Thompson presented the Public Works report to the Board of Aldermen. The Street Department is still hauling dirt from the Industrial Park. Kevin O'Bryan said that they are almost finished with this project. The company that the City retained to cut back the brush along the 69 KV line will be in Monroe City next week to begin the project. The Water Plant and Sewer Plant are short staffed. The lift has been installed at the Public Works building. The City's new street sweeper will be delivered next week. The City's Christmas dinner will be held December 8, 2017 from 12:00 noon to 1:30 p.m.

Alderman Painter presented the Public Safety report to the Board of Aldermen. Tyler Wheeler said that new radar units have been installed in the patrol cars. The Ralls County Sheriff's department has offered to pay the City \$600.00 for the City's old radar units. After discussion, Alderman Thompson motioned to sell the old radar

units to the Ralls County Sheriff's department for \$600.00; Alderman Moss seconded it, with all in favor.

Tyler Wheeler said that Ryan Cowden has been hired as a full time police officer at a starting salary of \$14.00 per hour. He told the Board that the bids for the sale of old Police cars will be reviewed in January 2018.

Rich Enochs said that he and the Assistant Fire Chief have decided to promote Jason Taylor to the rank of Captain for the Monroe City Fire Department.

The Board of Aldermen reviewed the following bids for portable radios for the Fire Department:

<u>Vendor</u>	<u>Amount</u>	
A & W Communications	\$1,666.00	Kenwood RAD – TK2312LK
Wireless USA	\$3,353.00	Motorola XPR3500E

Alderman Thompson motioned to accept the bid from A & W Communications in the amount of \$1,666.00 for the portable radios; Alderman Viloría seconded it, with all in favor.

Rich Enochs requested authorization for the Fire Department to have their annual Christmas dinner on January 13, 2018. Alderman Painter motioned to grant this authorization; Alderman Thompson seconded it, with all in favor.

Mayor Minor presented the Administration report to the Board of Aldermen:

- Change order # 1 for the airport project is to modify the quantities to the actual amount used. This increases the project cost by \$466.80. Alderman Moss motioned to approve this contract change order; Alderman Viloría seconded it, with all in favor.
- The City has received a pay request from Chester Bross Construction in the amount of \$343,826.51 for the airport project. The project is complete and this invoice is less the 10% retainage. Alderman Painter motioned to approve this pay request; Alderman Osbourne seconded it, with all in favor.
- The reimbursement from State for the airport project in the amount of \$332,067.00 must be approved and signed by the Mayor. Alderman Moss motioned to authorize the Mayor to sign the reimbursement from the State form for the Airport Project in the amount of \$332,067.00; Alderman Thompson seconded it, with all in favor.
- The Board took no action on a request to donate to the United Way.

- The Board reviewed information on a telephone system from Chariton Valley. Attorney Wilcox said that the City would have to solicit bids for a new telephone system.
- The City reviewed a request from the After Prom Committee for a donation. The City has donated \$250.00 to this event in the past. Alderman Thompson motioned to donate \$250.00 to the After Prom Committee; Alderman Painter seconded it, with all in favor.
- The Board reviewed an agreement to enter into the Joint Operating Agreement with the Municipal Gas Commission of Missouri and a natural gas sales agreement with MGCM. Alderman Thompson said that he has some questions about this agreement. Attorney Wilcox said that he has not yet reviewed the agreements. After discussion, the Board of Aldermen agreed to table these agreements until the December 21, 2017 meeting in order to give Attorney Wilcox time to review them.
- The lift station at the Sheltered Workshop is currently operating on 1 pump. Richard's Electric Motor can repair the old pump used at this lift station for \$1,532.00 or provide a new pump for \$1,665.00. Jamie Allen said that this would be an emergency purchase because if the one operating pump goes down, the lift station will not operate. After discussion, Alderman Viloría motioned to declare this an emergency situation and purchase the new pump from Richard's Electric Motor for \$1,665.00; Alderman Moss seconded it, with all in favor.
- The City needs to renew its contract with The Safety Specialists (TSS) to do the City's drug testing. The membership cost is \$175.00. Alderman Moss motioned to renew the City's contract with TSS; Alderman Thompson seconded it, with all in favor.
- Kerry Lee requested authorization to purchase an underground cable fault tester. This equipment is needed to find problems with the City's underground primary wire. Fletcher Reinhardt submitted a quote of \$1,330.00. Anixter submitted a quote of \$1,487.50. Kerry Lee recommended that the quote from Fletcher Reinhardt in the amount of \$1,330.00 be accepted. Alderman Viloría motioned to purchase this equipment from Fletcher Reinhardt for \$1,330.00; Alderman Thompson seconded it, with all in favor.

Mayor Minor said that the City's membership in the Moberly Area Economic Development Corporation goes through Monroe County's IDA. The City pays \$40,000 per year, the county pays \$40,000 per year, the City of Paris and Madison and private entities contribute also. It has been determined that some of the private entities are not going to participate. Some new private entities have been signed up,

but the total is going to be about \$5,000.00 short. Monroe City has been asked to pay \$2,000.00 of this shortfall now and deduct the \$2,000.00 from their annual payment due in February 2018. After discussion, Alderman Thompson motioned to pay \$2,000.00 to Monroe County IDA now and deduct \$2,000.00 from the payment due February 2018; Alderman Moss seconded it, with all in favor.

Mayor Minor said that the filing for the 2018 election begins on December 12, 2017 and closes on January 16, 2018.

Mayor Minor said that the City is taking applications for the position of building inspector. It was planned to have a new building inspector hired by January 1, 2018. However the City will not meet this date. Kerry Lee has agreed to stay on as Building Inspector until a new person is hired. Kerry Lee recommended that the City adopt the 2017 BOCA code. Currently the City is operating on the 2009 BOCA code. Mayor Minor asked that this issue be placed on the January 4, 2018 agenda.

Alderman Thompson 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 Absent
Jason OsbourneYea	Gary Thompson Yea

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

The following decisions were made in executive and are being ratified in open session:

Alderman Moss motioned to approve a 5% Market Correction raise for all employees, Alderman Thompson seconded it, with all in favor. Alderman Viloría abstained.

Alderman Thompson motioned to accept all Manager’s recommendations for staff COLA and merit increases, was seconded by Alderman Moss, with all in favor.

Alderman Painter made a motion to approve Joyce Viloría’s COLA increase, Alderman Moss seconded, with all in favor. Alderman Viloría abstained.

Alderman Painter motioned to approve Kerry Lee’s COLA increase and a 90 day plan, with Alderman Thompson seconding the motion. All were in favor.

Alderman Thompson motioned to approve Jamie Allen's promotion from Gas, Water & Sewer Supervisor to Gas, Water & Sewer Manager with a COLA increase and promotion increase. Alderman Moss seconded, with all in favor.

Alderman Moss motioned to approve Kevin O'Bryan and Jon Rogers' COLA increase, Alderman Painter seconded, with all in favor.

Alderman Painter motioned to promote Jackie Pangborn to City Administrator effective 1/1/18 with a promotion increase and goals to be met in 90 days, and as staffing allows, including regular oversight from mayor and council on delegating tasks. This was seconded by Alderman Moss, with all in favor.

Alderman Thompson motioned to adjourn the meeting; Alderman Osbourne seconded it, with all in favor.

Neal Minor, Mayor

Gary Osbourne, City Clerk