

The Board of Aldermen met in regular session at 6 PM.

Aldermen Present: Jason Osbourne, Marvin Viloría, Jeremy Moss and Dane Foster

Aldermen Absent: Connie Painter and Melissa Hays

Others Present: John Long, Michael Williams, Jackie Pangborn, Jerry Potterfield, Angela Lechtenburg-LAGERS, Terry Gibbs, Lee Zell – National League of Cities, Linda Geist, Adam Yager, Brett Shively, Daren Dowell, Debbie Kendrick, Penny DeLaporte, Loree Quinn, Keith Winge-MMSC, Randy Wilson-MMSC, George Hausdorf, Kevin O'Bryan, Darren Hays, Jim Shoemate, Tyler Wheeler, Zach James

Mayor Long called the meeting to order at 6 pm.

Mayor Long asked that all stand and recite the Pledge of Allegiance.

Mayor Long requested a motion to approve the consent agenda. Alderman Moss motioned to approve the Consent Agenda that includes the minutes from September 19, September 23 and September 26 and the bills payable; Alderman Foster seconded it with all in favor.

Open Forum

- DownTown Monroe City – Representatives from the DTMC group as well as the Missouri Main Street Connection were present to let the Council know there are three businesses that have received grants for upgrading their storefront. Those include the Dugout, Opera House Antiques and A&S Printing. Randy Wilson from MMSC also stated there would be two more businesses added. There is a presentation at 8:00 a.m. on Friday, October 4, 2019. It will also be recorded and sent to all of the Alderman.
- Knights of Columbus – Brett Shively and Adam Yager were present to request permission to use the 4-way stop for their annual Tootsie Roll Drive. Alderman Foster made a motion to allow the Knights of Columbus to use the 4-way stop on October 26, 2019 at 8:00 a.m. to 12:00 p.m.; Alderman Moss seconded with all in favor.
- Jim Shoemate – Mr. Shoemate addressed the Council with more information regarding the area to possibly be used for trap shooting. He would like 4 trap houses, approximately 40-50 feet apart. Normal season runs September and October, however, he would like the area to be used more often for practice. Alderman Viloría stated that this area is very close to the golf course, and the noise could cause an issue with those trying to play golf. Attorney Williams said there are ways to get around that such as limiting practice days and coordinating with the golf course on tournament days, league nights, etc. There are some other concerns such as insurance and zoning that will need to be checked into first before anything can be decided. There would also have to be an update to the ordinance regarding shooting in the city limits.

- National League of Cities- Mr. Lee Zell made a presentation to the Council regarding the National League of Cities Service Line Warranty program. The National League of Cities (NLC) Service Line Warranty Program is administered by Utility Service Partners, Inc., a HomeServe Company. Offered at no cost to municipalities, the program educates homeowners about their service line responsibilities and offers affordable protection from unanticipated service line repair costs. Homeowners in participating cities and towns are eligible to purchase low-cost repair service plans for broken or leaking outside water and sewer lines, covering up to \$8,500 per occurrence. This program uses no money from the City or tax dollars. Anyone in residential areas can use this program but no one is required to. Property owners must have the insurance for 30 days before any claims can be made, but it can be cancelled at any time. The NLC does not solicit this program on their own because they want to partner with cities. The Missouri Municipal League also recommends this program. Alderman Moss made a motion to allow Mayor Long to enter into a marketing agreement with NLC for the Service Line Warranty Program; Alderman Osbourne seconded with all in favor.
- Lagers - Ms. Angela Lechtenberg, Public Information Officer from Missouri Lagers made a presentation regarding the cost study that was done recently for Monroe City. She stated the cost is based on a formula, not an account balance. This formula is made up of three components – the amount of benefits, the credited service and salary of employees. The costs that were presented were based on the City buying 100% of the employees credited service but that can be recalculated as well. The Council thanked Ms. Lechtenberg for her time and this will be discussed again at a later time.

Public Works:

- Alderman Vilorio gave a general update on work the departments have been doing.
- Kevin O'Bryan asked for permission to go out for bids for the post hole digger that was budgeted; Alderman Moss made a motion to allow the Street Department to solicit bids for a post hole digger, Alderman Osbourne seconded with all in favor.

Public Safety Report

- Chief Wheeler stated this weekend is going to be very busy. There are city wide garage sales, a Marching Band event and the Fall Festival. Main Street will be blocked off for about 3 hours on Saturday morning for the Marching Bands.
- Officer Erin Brown has successfully completed her probationary period. Chief Wheeler would like to remove her from probationary status and give her a \$0.50 increase retroactive to September 14, 2019. Alderman Foster made a motion to remove Officer Brown from probation and increase her pay by \$0.50 retroactive to September 14, 2019; Alderman Osbourne seconded with all in favor.
- Alderman Osbourne made a motion to approve the minutes from the September 12, 2019 Public Safety meeting; Alderman Foster seconded with all in favor.

Administration Report

- Jackie Pangborn stated she will be contacting Babby Williams to follow-up on the yard repair.
- Initial surveying will be done this week on the Mill Street intersection.
- The High School has asked the City to purchase an ad for the yearbook. There are two packages available. A Gold package is \$100 and will include the City logo on a banner that will be displayed during football, track & basketball seasons as well as listed in their sponsorship page in the yearbook. A Silver package is \$50 and will only be an ad in the yearbook. Alderman Moss made a motion to purchase a Silver package for \$50 as well as a yearbook for \$50; Alderman Foster seconded with all in favor.
- A maintenance agreement for the HVAC system is included in the budget for this year. The documents for this agreement have been received and Ms. Pangborn would like to go ahead and get this signed. The cost is \$2720 for preventative maintenance and \$1700 for condenser coil cleaning. Alderman Foster made a motion to allow Ms. Pangborn to purchase the maintenance agreement through TMI; Alderman Osbourne seconded with all in favor.
- The Department of Conservation is revamping their Community Assistance Program to remove any construction verbiage from the contract. They will have an open grant period and the City can apply at that time. The existing agreement is cancelled and a new agreement needs to be signed. If the City applies for and receives a grant, the City will be responsible for the entire construction project with regards to selecting the engineer, overseeing the design and construction, etc. and the DOC will reimburse 75% of the cost. This is a 25-year agreement and the City will have to make sure this is covered in our insurance policy. Alderman Moss made a motion to sign the agreement with the Missouri Department of Conservation; Alderman Foster seconded with all in favor.
- It is time to start thinking about health insurance for next year and the City has been with the same company for many years. It was discussed previously to go out for bids for health insurance since that has been the process for other insurances. Ms. Pangborn has been contacted by a couple of different individuals regarding health benefits management which would include a variety of support. It has been suggested to do a Request for Qualifications/Proposal for an insurance broker to work with; a broker would be allowed to look into a variety of options. Alderman Osbourne made a motion to solicit RFQ's for an insurance broker; Alderman Moss seconded with all in favor.
- A resolution has been put together as requested by Mr. Merle Whiteside to provide support for a federal holiday for the Native American Indians. Alderman Vilorio made a motion to approve this resolution; Alderman Moss seconded with all in favor.
- One bid for the sale of 105 North Main was received. Alderman Moss made a motion to accept the bid from Matthew Perrine for \$20 for 105 North Main with his plans for abating the nuisance at that property; Alderman Osbourne seconded with all in favor.

Nuisance Committee Report

- Michael Williams stated he needs a couple of signatures from Nuisance Committee Chair Melissa Hays and then he will get the findings of facts letters sent to the property owners.

Park Board

- The Park Board met Tuesday, September 17, 2019 at 4:30 p.m. Alderman Moss made a motion to approve the minutes from that meeting; Alderman Foster seconded with all in favor.

Economic Development Report

- Alderman Osbourne made a motion to approve the minutes from the Economic Development meetings on September 16 and September 21, 2019; Alderman Foster seconded with all in favor.
- Alderman Moss also stated they are working on developing RFQ's for Economic Development consultants.

City Attorney Report

- Attorney Williams stated that he was still working on the real estate policy.
- He also stated there is a Medical Marijuana ordinance in the works.

Mayor's Report

- Mayor Long reminded everyone that Make A Difference Day is October 26, 2019.
- Hannibal Clinic Open House was this past weekend. He stated the place looks great and Dr. Yager thanked the City for everything that was done to get the project completed.
- Census – Mayor Long stated he is asking for help from the community. Getting a complete count for the census has a great impact on the amount of financial assistance that the City can receive.

George Hausdorf requested permission to solicit bids for a sewer camera and a wart hog jetter head. Both items are in the budget. Alderman Foster made a motion to allow Mr. Hausdorf to solicit bids as requested; Alderman Moss seconded with all in favor.

There being no additional business to discuss, Alderman Foster motioned to adjourn the meeting; Alderman Moss seconded it with all in favor. The meeting adjourned at 7:35 p.m.

John Long, Mayor

Christine Ellison, City Clerk

October 3, 2019