

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

Aldermen Present: Kent Shoemaker, Marvin Viloría, Jason Osbourne, Jeff Botkins, Adrian Saunders, Juben Moss

Aldermen Absent:

Others Present: Mayor Melissa Hays, Kevin O’Bryan, Terry Osbourn, Dawn Walters, Brian Walters, Rich Enochs, Zach James, Brad Pfanner, Gwen Major

Mayor Melissa Hays called the meeting to order.

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

The Board of Alderman reviewed the consent agenda:

- Alderman Botkins made a motion to approve the minutes from the January 5, 2023; Alderman Osbourne seconded with all in favor. Alderman Viloría motioned to approve the bills payable from January 19, 2023; Alderman Saunders seconded with all in favor.

**Open Forum:**

- None

**Mayor’s Report**

- First Street House – the deed is officially in the City’s name. Kevin O’Bryan has given estimates for rock and asphalt to make it a parking lot once demolished. Klingner has been contacted to do an asbestos inspection. The estimated cost will be under \$1200. Alderman Botkins made a motion to allow Klingner to do the asbestos inspection with a cost of up to \$1200; Alderman Osbourne seconded with all in favor.
- An Ordinance Combining the Existing Waterworks System Existing Electrical System and Existing Gas System in City of Monroe City, Missouri and All Future Improvements and Extensions Thereto, and Providing for the Operation and Maintenance Thereof as a Combined Utility System was introduced as bill 2.

The first reading of bill # 2 was read and approved on a motion by Alderman Botkins; a second by Alderman Osbourne, with all in favor.

The second reading of bill #2 was read and approved on a motion by Alderman Saunders, a second by Alderman Viloría, with all in favor.

A roll call vote as follows:

Kent Shoemaker ..... Yes

Jeff Botkins ..... Yes

Marvin Viloría ..... Yes  
Jason Osbourne..... Yes

Adrian Saunders..... Yes  
Juben Moss ..... Yes

Motion passes

- An Ordinance Calling a Bond Election in the City of Monroe City, Missouri and Authorizing Certain Actions in Connection Therewith was introduced as bill 3.

The first reading of bill # 3 was read and approved on a motion by Alderman Moss; a second by Alderman Viloría, with all in favor.

The second reading of bill #3 was read and approved on a motion by Alderman Saunders, a second by Alderman Botkins, with all in favor.

A roll call vote as follows:

Kent Shoemaker ..... Yes  
Marvin Viloría ..... Yes  
Jason Osbourne..... Yes

Jeff Botkins..... Yes  
Adrian Saunders..... Yes  
Juben Moss ..... Yes

Motion passes

**Planning and Zoning**

- No report.

**Public Works**

- General updates were given for each department.
- Terry Osborn stated that Robbie Bohrer has completed his probationary period. He recommends removing him from probation and giving him a \$0.50 increase effective January 16, 2023. Alderman Botkins made a motion to approve this recommendation; Alderman Viloría seconds with all in favor.
- An agreement with Panhandle Eastern was discussed. This agreement needs to be signed in order for the City to get more odorant. This agreement has been discussed previously and the City was advised by MIRMA and our City Attorney to cross out the last paragraph that discusses liability. Alderman Saunders made a motion to allow the Mayor to sign this agreement with the paragraph marked out; Alderman Viloría seconded with all in favor.
- Mr. Osborn received documents on an odorizer that was budgeted. The cost is roughly \$56,000 which is under budget. Alderman Saunders made a motion to purchase the odorizer; Alderman Moss seconded with all in favor.
- Stop signs have been put up on Oak Street.
- Eaton – in order to get to 30% design needed for grants, the Site Survey needs to be completed which is \$8,570. Alderman Osbourne made a motion to approve this Site Survey; Alderman Moss seconded with all in favor.

- The Electric Department will be going out for bids for a transformer needed for Rickett's. Rickett's will reimburse the City for this purchase.

### **Public Safety**

- Chief Rich Enochs stated he has received invoices for this year's fireworks show. Aerial FX is \$7,282.18 and A.M. Pyrotechnics is \$794.64 for the 8" mortars. Alderman Saunders made a motion to approve these purchases; Alderman Shoemaker seconded with all in favor.
- Chief Zach James discussed the quotes received for radars for the new police cars. The current radars have reached their expected service life of 6 years. Also, in 2020, NHTSA had regulations for cybersecurity of vehicles that does not allow radar units to utilize the OBD-2 port as they have in the past. Our current radars are starting to be rejected by the OBD-2 port in our new patrol vehicles, and the only permanent correction of this problem is to upgrade our radar systems to be compatible with vehicles that are 2020 production year or newer. Alderman Viloría made a motion approve the bid from MPH for \$6,840; Alderman Moss seconded with all in favor.
- The Neighborhood Watch and Business Liaison programs will be starting again. They will also be trying to partner up with other cities. Solar radar speed signs with traffic analysis were also discussed. They could be used in different areas of the city.
- ITI - the police reporting system, some changes have been made to different modules to save some money. Officers also now have access to MULES in their cars that saves time with traffic stops.
- Chief James they have been talking with MoDOT and will be patrolling the highway a little more often due to recent wrong way drivers. This will only be temporary until new signage can be figured out.
- The lights on Main Street are still being discussed – there needs to be better lighting for pedestrian traffic.
- Mock extrication class will be held at the high school on April 14, 2023 at 1:00 p.m.

### **Administration Report**

- The revisions to the Employee Handbook have been reviewed. Alderman Saunders made a motion to approve the changes to the handbook; Alderman Osbourne seconded with all in favor. It was also mentioned that moving forward, anyone hired from here on needs a CDL.
- The furnace at the airport has been having issues. Two quotes were received:
  - Peter's \$6,208
  - CW Heating & Cooling \$3,800Alderman Osbourne made a motion to approve the quote from CW Heating & Cooling; Alderman Saunders seconded. Aldermen Shoemaker, Osbourne, Botkins, Saunders, Moss in favor; Alderman Viloría opposed. Motion passes.

### **Park Board**

- No report.

**Economic Development**

- Alderman Botkins will be talking to the Ralls County Commissioners regarding the County Line Road project.
- The property that the City was recently trying to see at the Industrial Park was discussed. The bids received did not meeting the minimum reserve. Alderman Saunders made a motion to hold onto the property for now; Alderman Botkins seconded. Aldermen Shoemaker, Osbourne, Botkins, Saunders, Moss in favor; Alderman Viloría opposed. Motion passes.

**City Attorney Report**

- An Ordinance Establishing New Ward Boundaries in the City of Monroe City, Missouri was introduced as bill 4.

The first reading of bill # 4 was read and approved on a motion by Alderman Osbourne; a second by Alderman Moss, with all in favor.

The second reading of bill #4 was read and approved on a motion by Alderman Moss, a second by Alderman Botkins, with all in favor.

A roll call vote as follows:

Kent Shoemaker .....	Yes	Jeff Botkins .....	Yes
Marvin Viloría .....	Yes	Adrian Saunders.....	Yes
Jason Osbourne.....	Yes	Juben Moss .....	Yes

Motion passes.

- An Ordinance Imposing a Sales Tax at a Rate of Three Percent on All Tangible Personal Property Retail Sales of Adult Use Marijuana Sold Within the City of Monroe City, Missouri was introduced as bill 5.

The first reading of bill # 5 was read and approved on a motion by Alderman Viloría; a second by Alderman Shoemaker, with all in favor.

The second reading of bill #5 was read and approved on a motion by Alderman Moss, a second by Alderman Osbourne, with all in favor.

A roll call vote as follows:

Kent Shoemaker .....	Yes	Jeff Botkins .....	Yes
Marvin Viloría .....	Yes	Adrian Saunders.....	Yes
Jason Osbourne.....	Yes	Juben Moss .....	Yes

Motion passes.

- An Ordinance Amending Section 18.04.020 of the Monroe City Municipal Code was introduced as bill 6.

The first reading of bill # 6 was read and approved on a motion by Alderman Moss; a second by Alderman Botkins, with all in favor.

The second reading of bill #6 was read and approved on a motion by Alderman Botkins, a second by Alderman Saunders, with all in favor.

A roll call vote as follows:

Kent Shoemaker .....	Yes	Jeff Botkins .....	Yes
Marvin Vioria .....	Yes	Adrian Saunders.....	Yes
Jason Osbourne.....	Yes	Juben Moss .....	Yes

Motion passes.

The Administration Committee met recently to discuss the vacant City Administrator position. Alderman Osbourne made a motion to advertise for this position in the paper, MML, MPUA, Indeed, etc.; Alderman Moss seconded with all in favor.

There being no more business to discuss, Alderman Botkins made a motion to adjourn the meeting; Alderman Osbourne seconded with all in favor. Meeting ended at 7:35 p.m.

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Melissa Hays, Mayor

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Christine Ellison, City Clerk