

**MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL
January 10, 2024**

The Marceline City Council met in regular session on January 10, 2024, at 5:30 p.m. in the Council Chamber of Marceline City Hall, Mayor Sallie Buck presiding. Council members present were Brian Baker, Shelly Milford, Gary Carlson (6:12 pm) and Josh Shoemaker (6:32 pm). Staff attending: City Attorney Robert Cowherd, City Manager Richard Hoon, City Clerk Lindsay Krumpelman, Police Chief John Wright, and Water/Wastewater Superintendent Matt Gibson. Others present: Richard Switzer, Dave Tavres, Tracey Lane, Josh Moore and Jami Markov.

Mayor Sallie Buck led the assembly in the Pledge of Allegiance and called the meeting to order at 5:30 pm.

APPROVAL OF THE MINUTES, AND FINANCIAL REPORTS:

Councilman Baker moved to approve the minutes as presented. Councilwoman Milford seconded the motion. The motion carried. Councilman Baker moved to approve the financials as presented. Mayor Buck seconded the motion. The motion carried.

REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES:

City Clerk Update: City Clerk Krumpelman reported she has continued working on the record retention project and grant projects. She reported she is working on the RFP for Insurance Broker Services and one of the requirements will be to have the ability to offer the City's current health, vision, dental and life plans to include a Missouri Chamber Federation Benefit Plan. City Clerk Krumpelman reported she has received a few spam emails that were oddly specific and recommended staff and Council read their emails carefully, check the actual email addresses of emails received, and if in doubt call City Hall to verify. City Clerk Krumpelman stated the budget document is complete. She concluded, stating she will be out of the office for the next two days.

City Manager Update: City Manager Hoon stated all departments were affected effected by the recent snow event, stating the Street and Electric Departments are the heroes during this time. City Manager Hoon stated the City is preparing for round two (2) of bad weather that is supposed to start the next evening. Mayor Buck inquired how often is the airport cleared. City Manager Hoon responded the airport is cleared after the streets are cleared.

Council Update: Councilwoman Milford stated the employees have done an exemplary job this week. Councilman Baker concurred with Councilwoman Milford. Councilman Baker thanked the City for their condolences the previous month for the loss of his father. Mayor Buck stated she did the welcome at a Coffee Tree Group event.

APPOINTMENTS TO BOARDS AND COMMITTEES:

Housing Authority Board: Mayor Buck stated they have received a resignation from Jackie Schmitt from the Housing Authority Board and there is one (1) application to fill the vacancy from Larry Franklin. The Mayor appointed Larry Franklin to fill the vacancy with the term expiring May 31, 2024.

CITIZENS PARTICIPATION:

Dave Tavres stated he agreed with everything said about the Street and Electric Departments. He provided a proposal for him to make a new website for the City. He said he believes that is something that needs to be done but understands there may be a Request For Proposal process that has to be completed. City Manager Hoon stated a new website was discussed during the budget process but was determined it was not a high priority at the time compared to the other needs of the City. City Manager Hoon stated once budgeted, a Request for Proposals will be issued. City Manager Hoon informed the Council that the City Clerk has access to the website for future updates.

City Manager Hoon informed the Council the Police Department has submitted an annual traffic report for their review. Police Chief Wright went over the report with the Council, stating there were 30 total vehicle accidents in the City of Marceline in 2023. He described the different classifications of accidents.

UNFINISHED BUSINESS:

Schedule V – No Parking Zones (Chestnut Street) – Bill No. 24-01-001: City Manager Hoon stated staff is recommending that both sides of Chestnut be added to the No Parking schedule from the intersection of Curtis Street to Holmes Street. He informed the Council the driving lanes on Chestnut are ten (10) feet wide making the road surface twenty (20) feet wide with steep drop offs for drainage in some spots. He stated Chestnut is a designated Snow and Ice Route for evacuation and unhindered travel. Councilman Baker moved that Bill No. 24-01-001 repealing and enacting a new Schedule V of Chapter 300 of the Municipal Code relating to No Parking Zones be read twice by title only. Councilwoman Milford seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 24-01-001 twice by title only. Councilwoman Milford moved that Bill No. 24-01-001 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 24-01-001: Councilwoman Milford – aye, Councilman Baker – aye, and Mayor Buck – aye. This Bill is assigned Ordinance Number 24-01.01.

Travel Expense Policy – Bill No. 24-01-002: City Clerk Krumpelman explained that the City does not have a formal travel expense policy and Bill No. 24-01-002 puts one in place. She went over the proposed policy with the Council. Councilwoman Milford moved that Bill No. 24-01-002 amending Section 503: Travel / Training under Chapter 5 Compensation of the Marceline Personnel Manual be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 24-01-002 twice by title only. Councilwoman Milford moved that Bill No. 24-01-002 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 24-01-001: Councilwoman Milford – aye, Councilman Baker – aye, and Mayor Buck – aye. This Bill is assigned Ordinance Number 24-01.02.

NEW BUSINESS:

Moore Fans Expansion Project – Bill No. 35-2401: City Manager Hoon stated part of the Moore Fan Expansion project is the proposal to move the current sewer line, which has not received formal approval from the Council to date. City Manager Hoon stated Bill No. 35-2401 provides for that approval. The Council discussed the topic. Councilman Baker moved that Bill No. 35-2401 to provide for the exchange of an existing City utility easement for a new City utility easement on property owned by Moore Fans, LLC be read twice by title only. Councilwoman Milford seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2401 twice by title only. Councilman Baker moved that Bill No. 35-2401 be passed. Councilwoman Milford seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2401: Councilman Baker – aye, Councilwoman Milford – aye, and Mayor Buck – aye. This Bill is assigned Ordinance Number 35.2401.

Water Distribution Contracting Proposal Discussion: City Manager Hoon opened discussion by stating the City has had a retention issue in the Water and Wastewater Departments, stating employees would earn their certification(s) and then leave for higher wages somewhere else. He stated Water / Wastewater Superintendent Gibson brought up the topic of contracting out distribution repairs. Water / Wastewater Superintendent Gibson stated he got the idea from other towns and water districts who are contracting these services such as Bucklin, Mendon, PWSD # 3 water district, and Chariton #2 water district. He went over his proposal with the Council which was to contract out for distribution repairs such as water main leaks, valve replacement, hydrant repairs, customer service line and sewer line repairs and lift station repairs in lieu of filling the two open positions. He stated the contractor would have to have the ability to respond within two (2) hours and be available 24 hours a day, seven days a week. The City would supply the materials and a licensed city-employee on the jobsite. City Manager Hoon stated if the Council was open, the City could request bids and try it for a year. The Council discussed the topic, including estimated costs of contracting versus personnel costs of positions. The Council provided a consensus to explore the option.

City Hall Copier Agreement – Bill No. 35-2402: City Clerk Krumpelman stated the lease on copier at City Hall is set to expire on February 1, 2024. She stated she has two proposals, one from MARCO and one from GFI Digital. She went over the two (2) proposals, including references from current local customers of each company. The Council discussed the two (2) proposals. Councilwoman Milford stated GFI Digital proposal had the lowest overall cost. Councilwoman Milford moved that Bill No. 35-2402 authorizing the City Manager to enter into an agreement between the City of Marceline and GFI Digital for a copier lease and managed services be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2402 twice by title only. Councilwoman Milford moved that Bill No. 35-2402 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2402: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Carlson – aye, Councilman Shoemaker – aye, and Mayor Buck – aye. This Bill is assigned Ordinance Number 35.2402.

March Meeting Date: City Clerk Krumpelman stated the March meeting date falls during the Missouri City Clerks and Finance Officers Association Spring Institute. She inquired if the Council would be willing to move the regular Council meeting date to the next evening to avoid the conflict. After a brief discussion, Councilwoman Milford moved to move the regular March City Council meeting from Wednesday, March 13th to Thursday, March 14th at 5:30 pm. Councilman Baker seconded the motion. The motion carried.

At 6:41 pm, Councilman Baker moved to adjourn to Executive Session pursuant to RSMo 610.021 Paragraph (3) Personnel and Paragraph (12) Contractual. Councilwoman Milford seconded the motion. The following roll call vote carried the motion: Councilman Baker – aye, Councilwoman Milford – aye, Councilman Carlson – aye, Councilman Shoemaker – aye, and Mayor Buck – aye.

Upon returning from Executive Session, with no further business Councilman Shoemaker moved to adjourn the meeting. Councilwoman Milford seconded the motion. The motion carried. The meeting adjourned at 8:38 pm.

Recorded by City Clerk Lindsay Krumpelman.
Approved by Marceline City Council on February 14, 2024