

**MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL
January 21, 2020**

The Marceline City Council met in regular session on January 21, 2020 at 5:30 p.m. in the Council Chambers of City Hall, Mayor Sallie Buck presiding. Council members present were Jeri Holt, Tyson Brammer, Liz Cupp, and Lacey Meissen. Staff attending: City Attorney William Devoy, City Manager Richard Hoon, City Clerk Lindsay Krumpelman, Street Foreman Adam Lichtenberg, Electric Superintendent Dean Gauthier, and Police Chief Bob Donelson. Others Present: none.

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 Brammer moved to approve the minutes. Councilwoman Meissen seconded the motion. The motion carried unanimously. Councilman Brammer moved to approve the financial reports. Councilman Holt seconded the motion. The motion carried with Councilwoman Cupp voting in the negative.

REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES:

City Department Updates: City Manager Hoon reported the Water Department is currently working on a water leak.

Police Chief Donelson reported that DARE has started, and they are two (2) weeks in. He reported that they have met with Marceline R-V School Superintendent Brain Sherrow about new policies concerning lockdowns due to circumstances outside the school campus. He reported they are working on draft policies with Superintendent Sherrow and once a final version is complete, it will be shared with Father McCartan, E-911 and other law agencies.

City Manager Hoon reported tonight is the first night of swim lessons, which is why Pool Manager Birdsong is not in attendance at the meeting.

Electric Superintendent Dean Gauthier reported they were lucky with Mother Nature lately but expressed concern for when the Spring season starts. He reported they had an outage on January 16th due to a recloser switch and that switch is now bypassed, but they are lucky to have a recloser in inventory and are working with Bob Harbour to resolve the issue. Electric Superintendent Gauthier reported they are working with Ameren to plan a two (2) to three (3) hour outage for Ameren to fix their equipment. When the planned outage occurs, the department will do a test of the backup generators to bring the City on-line. He concluded stating the City and Ameren are in agreement to schedule the outage when there is reasonably good weather.

Street Foreman Adam Lichtenberg reported they trying to keep the roads drivable with the weather conditions and the ice has caused issues. Mayor Buck inquired what they do when there is ice on the roads. Street Foreman Lichtenberg responded with the ice the past weekend, they busted it up Friday night and spread a mix over it. He reported they are trying to address alleys today. He stated they are staying busy with the winter tree list and equipment maintenance. Street Foreman Lichtenberg reported they utilized the second salt spreader with the most recent weather event and are keeping an eye on the current weather situation.

City Clerk Update: City Clerk Lindsay Krumpelman stated election filing closed at 5:00 pm that day and three (3) have filed for the one (1) open Council seat, Shawn Cowell, John Carver, and Gary Carlson. City Clerk Krumpelman reported the auditors are expected the week of February 3, 2020. She reported that she is very busy with grants at the moment and may require a special meeting to review bids for the fire equipment for the USDA-RD grant. She concluded stating John Moore's seat on the Airport Board is expiring at the end of February.

City Manager Update: City Manager Richard Hoon reported there is a serious situation at 318 E Curtis with violations of the minimum housing standards and electric and safety code violations that were found after crews responded to an outlet fire at the location. He reported there is a family living there and 30-day notice was given. City Manager Hoon reported he will be attending the Great Northwest Days on February 4th and 5th and will be discussing many topics with the City's state representatives and senator to include MODOT and why the City is not on any of their long-range plans. He reported he will also discuss the business complex and the EPA status on the Chastain's building with them. City Manager Hoon concluded by stating that the Purple Wave sales of the impala and dump truck and purchase of an oiler truck are complete and will be looking to declare the old oiler truck as surplus at the next meeting now that a replacement is purchased.

Council Update: None.

BOARD APPOINTMENTS:

Historic Preservation Board: City Manager Hoon explained that the board is a five (5) member board who are residents of the existing Marceline R-V School District to be appointed by the Mayor and approved by the City Council. He reported, in addition, the board also includes two ex-officio members, one from the City Council and one from the City Planning Commission. He stated the City Manager serves as the City's Staff Liaison to the Board. City Manager Hoon stated four (4) applications were received. He stated that due to this being the start of the board, two (2) would need to be appointed to three (3) year terms and the remaining two (2) to two (2) year terms. Once the fifth member is appointed it will be for a one (1) year term so the terms are staggered. Once those initial terms expire the terms shall be for three (3) years each. There was discussion on the applicants. Mayor Buck appointed Terri Hoover and Tracy Carlson to three (3) year terms and Kaye Malins and Dennis Van Dyke to two (2) year terms. After discussion the Council decided to hold the Council appointment until after the election. The Planning Commission will make their representative recommendation at their next meeting.

PRESENTATION / ACTION – MARCELINE PARKS IMPROVEMENTS:

LWCF Grant Application: City Clerk Krumpelman explained they received notice that the Land and Water Conservation Fund Grant application cycle opened up and she attended the grant workshop. She reported the LWCF Grant is a 50/50 grant through the Missouri State Parks Division and is funded by the National Park Service. She reported staff would like to apply for the grant for Phase 1 of a three (3) phase project and once funding is secured for Phase 1 to apply for funding for Phase 2 and Phase 3 through the same program in consecutive years and are requesting permission from the Council to do so. City Clerk Krumpelman presented the three (3) phases to the Council as follows:

- Phase 1:** ADA Restroom / Multi-Purpose Facility in Ripley Park and possibly the Fishing Dock on Country Club Lake in Walt Disney Park
- Phase 2:** Basketball/Tennis Courts at both Ripley Park and Walt Disney Parks, ADA All Inclusive Playground in Ripley Park
- Phase 3:** ADA sidewalks and benches in Ripley Park

City Clerk Krumpelman reported she attended the Recreation and Park meeting and they have agreed to donate \$10,000.00 towards Phase 1 of the project. She stated she will be attending Alpha Nu Beta's meeting on Feb. 5th to inquire if they would commit to the project and be open to including the fishing dock as part of Phase 1.

City Manager Hoon stated if the Council would like to move forward, the City would need to go back to the architect to change the design to reflect a more sustainable and manageable restroom and picnic shelter facility that still meets the needs of the community. He stated the architect is willing to continue to work under the current contract and make the needed design changes with Council approval. The Council discussed the application and project. Councilman Brammer moved for City Staff to move forward and apply for the grant and to receive updated designs from the architect. Councilwoman Cupp seconded the motion. The motion carried

with the following roll call vote: Councilman Brammer – aye, Councilwoman Cupp – aye, Councilwoman Meissen – aye, Councilman Holt – aye, and Mayor Buck – aye.

CITIZENS PARTICIPATION: None.

UNFINISHED BUSINESS:

Tower Lease Agreement – Bill No. 35-1933: City Manager Hoon reported City Attorney William Devoy made the changes to the agreement to reflect there would be no payments the first year and Aaron Ervie is agreeable to the terms of the contract. After a brief discussion, Councilman Brammer moved Bill No. 35-1933 to authorize the Mayor to sign the lease agreement with main Street USA Communications be read twice by title only.

Councilwoman Cupp seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 35-1933 twice by title only. Councilman Brammer moved Bill No. 35-1933 be approved. Councilwoman Meissen seconded the motion. The following roll call vote carried the motion: Councilman Brammer – aye, Councilwoman Meissen – aye, Councilwoman Cupp – aye, Mayor Buck – aye, and Councilman Holt – aye. This bill is assigned Ordinance Number 35.1201. City Manager Hoon reported the radio station is moving to the building that used to house Mother of Boards.

Use Tax Ballot – Bill No. 35-2001: City Clerk Krumpelman stated Bill No. 35-2001 is to put the Use Tax on the ballot and the ballot language is from the Missouri Municipal League and was reviewed by legal counsel. The Council discussed the topic. Councilwoman Cupp recommended staff attend organizational meetings such as the Chamber to inform them on the ballot issue. City Manager concurred. Councilman Brammer moved Bill No. 35-2001 to place the Use Tax on the April ballot be read twice by title only. Councilwoman Cupp seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 35-2001 twice by title only. Councilman Brammer moved Bill No. 35-2001 be approved. Councilwoman Meissen seconded the motion. The following roll call vote carried the motion: Councilman Brammer – aye, Councilwoman Meissen – aye, Councilwoman Cupp – aye, Councilman Holt – aye, and Mayor Buck – aye. This bill is assigned Ordinance Number 35.2002.

MDC CAP Agreement – Bill No. 35-2002: City Manager Hoon reported this is a project for improvements the New Reservoir City Clerk Krumpelman the City received notification that the state approved the City’s project, but the City needs to proceed with the RFQ process for final engineering services for the project, apply for a Clean Water Section 404 permit, and complete Section 106 Form, before the application can be sent on for federal approval. After a brief discussion, Councilwoman Cupp moved Bill No. 35-2002 to authorize the Mayor to execute a Community Assistance Agreement and associated documents with Missouri Department of Conservation be read twice by title only. Councilman Brammer seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 35-2002 twice by title only. Councilwoman Cupp moved Bill No. 35-2002 be approved. Councilman Brammer seconded the motion. The following roll call vote carried the motion: Councilwoman Cupp – aye, Councilman Brammer – aye, Mayor Buck – aye, Councilman Holt – aye, and Councilwoman Meissen – aye. This bill is assigned Ordinance Number 35.2003.

USDA-RD SEARCH Grant Agreement – Bill No. 35-2003: City Manager Hoon explained the City has received the grant agreement and signed Request for Obligation of Funds for the \$30,000.00 no match USDA-RD grant for a preliminary engineering report for water line replacement/upgrades. After a brief discussion, Councilwoman Meissen moved Bill No. 35-2003 to authorize the Mayor to execute the grant agreement and associated documents with United States Department of Agriculture – Rural Utilities Service be read twice by title only. Councilman Brammer seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 35-2003 twice by title only. Councilwoman Meissen moved Bill No. 35-2003 be approved. Councilman Brammer seconded the motion. The following roll call vote carried the motion: Councilwoman Meissen – aye, Councilman Brammer – aye, Councilwoman Cupp – aye, Mayor Buck – aye, and Councilman Holt – aye. This bill is assigned Ordinance Number 35.2004.

NEW BUSINESS:

Snowplow Bid(s): Mayor Buck stated only one bid was received for a new 12' heavy weight snowplow in the amount of \$12,670.0 from Viking Civies Midwest. She reported this is under the \$18500.00 budget. Councilman Brammer moved to accept the \$12,670.00 bid from Viking Civies Midwest for the 12' snowplow. Councilwoman Meissen seconded the motion. The motion carried.

Street Vacation – Bill No. 35-2004: City Manager Hoon informed the Council that it was recently discovered that a portion of Oak Street from E. California Avenue to the alley that was thought to be vacated is actually not. He discussed the options with the Council. Councilman Brammer moved Bill No. 35-2004 to vacate approximately 180 feet of Oak Street between E California avenue and the established alley, providing for a utility easement be read twice by title only. Councilwoman Cupp seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 35-2004 twice by title only. Councilman Brammer moved Bill No. 35-2004 be approved. Councilwoman Meissen seconded the motion. The following roll call vote carried the motion: Councilman Brammer – aye, Councilwoman Meissen – aye, Councilwoman Cupp – aye, Councilman Holt – aye, and Mayor Buck – aye. This bill is assigned Ordinance Number 35.2005.

Personnel Policy Amendment – Direct Deposit – Bill No. 20-01.001: City Clerk Krumpelman stated she is requesting the personnel policy be amended to add part-time and seasonal employees to those that are paid via direct deposit. She reported both supervisors of those employees were asked if there were issues and she reported Pool Manager Birdsong stated the current pool part-time employees want to be paid via direct deposit. The Council discussed the topic, expressing concerns on possible issues. Councilwoman Meissen moved Bill No. 20-01.001 to amend the personnel policy be read twice by title only. Councilman Brammer seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 20-01.001 twice by title only. Councilwoman Meissen moved Bill No. 20-01.001 be approved. Councilman Brammer seconded the motion. The following roll call vote carried the motion: Councilwoman Meissen – aye, Councilman Brammer – aye, Mayor Buck – aye, Councilwoman Cupp – aye, and Councilman Holt – aye. This bill is assigned Ordinance Number 20-01.01.

Repeal Zone Ordinance – Bill No. 20-01.002: City Manager Hoon reported that a public hearing on the ordinance was not held as required by MO State Statutes before the Council approved it and the City was made aware of the requirement after the fact. City Manager Hoon informed the Council that a legal opinion was provided by Mr. Robert Cowherd of Chapman and Cowherd, P.C. that an amendment to our zoning code was not necessary as those requirements have been met. City Manager Hoon stated if the Council wishes the City can repeat the process to approve the ordinance in the future to include a Public Hearing. Councilwoman Meissen moved Bill No. 20-01.002 to repeal Ordinance 19-07.05 be read twice by title only. Councilman Brammer seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 20-01.002 twice by title only. Councilwoman Meissen moved Bill No. 20-01.002 be approved. Councilman Brammer seconded the motion. The following roll call vote carried the motion: Councilwoman Meissen – aye, Councilman Brammer – aye, Councilman Holt – aye, Councilwoman Cupp – aye, and Mayor Buck – aye. This bill is assigned Ordinance Number 20-01.02.

Street Closure – Car Show: City Manager reported Patrick Dorrell has submitted a street closure request for the Annual Car Show to be held on May 9, 2020. He informed the Council the request is for the closure of Main Street USA from Ritchie Avenue to California Street and the 100 block of California from Main Street USA to the Museum from 6:00 am to 3:00pm. Councilman Brammer moved to approve the street closure request as stated. Councilwoman Meissen seconded the motion. The motion carried.

Downtown Marceline – Liquor Permit: Mayor Buck reported the event was cancelled due to time constraints to plan the event.

Retirement Plan Broker: City Clerk Krumpelman informed the Council that the City received a call from Retirement Plan Advisors (RPA) that they and the City's Security Benefit 401/457 retirement plans broker, Jill Woods, have parted ways and a new broker is being assigned by them. She further reported that Jill Woods contacted the City the following day to report the change, but that she wished to remain as the broker of record. City Clerk Krumpelman reported staff and legal counsel are trying to determine if there are any contractual obligations to RPA. Councilwoman Cupp stated Jill Woods has been the City's broker since 2007. There was discussion on the topic.

Councilwoman Cupp inquired on the Codification project. City Clerk Krumpelman reported the City has received the final draft and is reviewing it.

At 7:08 pm Councilwoman Meissen moved to adjourn to Executive Session pursuant to RSMo 610.021 Paragraph (3) Personnel. Councilwoman Cupp seconded the motion. The following roll call vote carried the motion: Councilwoman Meissen – aye, Councilwoman Cupp – aye, Councilman Brammer – aye, Councilman Holt – aye and Mayor Buck – aye.

Recorded by City Clerk Lindsay Krumpelman
Approved on February 18, 2020 by Marceline City Council.