

MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL  
**April 12, 2023**

The Marceline City Council met in regular session on April 12, 2023, at 5:30 p.m. in the Council Chamber of Marceline City Hall, Mayor Sallie Buck presiding. Council members present were Gary Carlson, Brian Baker, and Shelly Milford. Councilman Josh Shoemaker was absent. Staff attending: City Attorney Robert Cowherd, City Manager Richard Hoon, City Clerk Lindsay Krumpelman, Pool Manager Gary Birdsong, Street Superintendent Adam Lichtenberg, and Fire Chief Jeri Holt. Others Present Dave Tavres, Jason Weydert, Donna Moore, and Reporter Russ Comber.

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

**ELECTION RESULTS AND COUNCIL ORGANIZATION:**

Bill No: 35-2308 Certification of Election Results: City Clerk Krumpelman provided the election results as follows: Gary Carlson received 195 votes for the three (3) year term seat and Shelly Milford received 191 votes for the one (1) year term seat. She reported the ballot question for the continuation of the one-half of one percent (1/2%) for transportation purposes passed with a vote of 162 in favor and 70 against. Councilman Baker moved Bill No. 35-2308 to certify/declare the election results electing Gary Carlson and Shelly Milford to the Council and the passage of the ballot question be read twice by title only. Councilwoman Milford seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 35-2308 twice by title only. Councilman Baker moved that Bill No. 35-2308 be approved. Councilman Milford seconded the motion. The following roll call vote carried the motion: Councilman Baker – aye, Councilwoman Milford – aye, Councilman Carlson – aye, and Mayor Buck – aye. This bill is assigned Ordinance Number 35.2308.

Oath of Office: City Clerk Krumpelman gave the Oath of Office to newly elected Councilman Gary Carlson and Councilwoman Shelly Milford.

Mayor / Mayor Pro-Tem Selection: Councilman Carlson moved for Councilwoman Sallie Buck to serve as Mayor. Councilman Brian Baker seconded the motion. The motion carried. Councilman Baker nominated Councilman Josh Shoemaker as Mayor Pro-Tem, seconded by Councilman Carlson. The motion carried.

Bank Account Signatures: No action required with the selection of Councilwoman Buck as Mayor.

**APPROVAL OF THE MINUTES, AND FINANCIAL REPORTS:**

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

City Manager Update: Fire Chief Jeri Holt informed the Council that 4<sup>th</sup> of July Celebration will run from June 30<sup>th</sup> to July 4<sup>th</sup>. He stated the Carnival will be moving into town on June 26<sup>th</sup> and will park at the old hospital, the porta-potties will arrive on the 27<sup>th</sup> and he will work with Street Superintendent Adam Lichtenberg concerning mowing the park before the Carnival sets up.

**PRESENTATION – Jason Weydert, Health Insurance Broker:**

The City's broker for health insurance, Jason Weydert of Weydert Insurance Services, Inc., presented the health insurance renewal for the City's MO Chamber Federation plan at a rate of 6.9%. He went over the other quote for a similar plan stating it is significantly higher than the renewal plan. Councilman Baker moved to renew the City's current health insurance plan. Councilwoman Milford seconded the motion. The motion carried.

## **REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES:**

City Clerk Update: City Clerk Krumpelman reported grants and Requests For Proposals have kept her busy this month. She stated she had a meeting with CoffeeTree to complete the PCI compliance requirement for accepting credit cards. City Clerk Krumpelman concluded stating the auditors were on site the week of March 20<sup>th</sup> and will return after tax day.

City Manager Update: City Manager Hoon stated that with Spring comes the “now requests” which spreads resources thin and some of the responses to the requests have to be scheduled. City Manager Hoon informed the Council the City has received numerous building permits the last few days. He reported he recently received a request from an individual from Phoenix, AZ who wants to do a shipping container house and he is working with them on their request. City Manager Hoon informed the Council that the City had to reject the first round of bids/proposals received for HACH equipment and the lead line survey inventory to refine the scope of work. City Manager Hoon stated there is a lot of interest concerning signs recently. He reported Downtown Marceline has taken an interest on Way-Finding signs which is turning into a bigger project than initially anticipated due to having to follow MoDOT requirements. City Manager stated another resident expressed concern on the lack of signage for the pool. He informed the Council those types of signs may have to go through MoDOT depending on their location. He is working with the Street Superintendent on placement to try to avoid having to involve MoDOT and he will keep the Council updated. City Manager Hoon concluded stating that the road closure approved in March for the Disney event will need to be brought back as the event has expanded from the original request. Donna Moore stated she did talk to MoDOT about the sign and the application requires a \$200.00 fee. She provided a copy of the application form.

Council Update: Councilman Carlson requested that the Electric Department tracks the number of outages during the year on their activity reports. Councilman Baker inquired if the City has a ‘City Flag’. City Manager Hoon stated the City does not. Councilman Baker requested costs be looked into for a City Flag.

## **APPOINTMENTS TO BOARDS AND COMMITTEES:**

Historic Preservation Board: City Manager Hoon reported at the March 20, 2023 Planning & Zoning Commission meeting, Jacob Clay was nominated to serve as their Ex-Officio member on the Historic Preservation Board. Mayor Buck appointed Jacob Clay as the Planning & Zoning Commission Ex-Officio member on the Historic Preservation Board.

**CITIZENS PARTICIPATION: None.**

## **UNFINISHED BUSINESS:**

LWCF Grant Discussion – Ripley Park Multi-Purpose Facility Bids: City Clerk Krumpelman presented the three (3) bids received for the Ripley Park Multi-Purpose Facility LWCF grant project, stating one was late. She stated the lowest bidder is also the bidder recommended by the project architect/engineer. The lowest bidder was S&A Equipment and Builders, LLC with a bid of \$578,092.00. City Clerk Krumpelman stated this is over the current grant project budget of \$296,855.00 for both the facility and fishing dock. She stated even after the reallocation of funds and utilization of reserves, the City will still have a shortfall of approximately \$120,000.00. City Manager Hoon and City Clerk Krumpelman explained the low bidder has indicated they would be willing to work with the City to value-engineer the project to reduce costs provided the City can provide a goal number to reach. City Clerk Krumpelman and City Manager Hoon went over the different options to the Council concerning moving forward with the project or requesting through the State and National Park Service to either reduce the grant scope or drop from the grant completely. City Attorney Robert Cowherd stated the Council could borrow funds through a lease purchase if needed as well. The Council discussed the project and the options with city staff. Councilman Baker moved to select S&A Equipment and Builders, LLC as the project contractor, to move forward to value-engineer said project to try to reduce costs up to \$120,000.00 and to explore finance options of the shortfall if the grant program allows. Councilwoman Milford seconded the motion. The motion carried.

Pool Fees – Bill No. 23-04-001 & Resolution No. 23-01: City Manager Hoon stated the purpose of Bill No. 23-04-001 is to repeal the current fee schedule for the pool and Resolution No. 23-01 will set a new fee schedule with updated pool rental fees as discussed by the Council at the March meeting. Pool Manager Gary Birdsong went over the new pool rental fee schedule with the Council. Councilwoman Milford moved that Bill No. 23-04-001 repealing Title I, Chapter 155, Section 155.020 concerning municipal pool fees and charges be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 23-04-001 twice by title only. Councilman Baker moved that Bill No. 23-04-001 be passed. Councilwoman Milford seconded the motion. The following roll call vote carried motion: Councilman Baker – aye, Councilwoman Milford – aye, Councilman Carlson – aye, and Mayor Buck – aye. This Bill was assigned Ordinance Number 23-04.01. City Manager Hoon went over Resolution No. 23-01 with the Council. Councilwoman Milford moved to approve Resolution No. 23-01 setting the level of fees and charges for use of the Marceline Municipal Swimming Pool. Councilman Baker seconded the motion. The motion carried.

Delinquent Utilities – Bill No. 23-04-002: Mayor Buck introduced the topic stating the approval of this Bill will put the responsibility of unpaid water and sewer utilities back onto the landlords of rental properties. City Manager Hoon stated this provision used to be in the City’s code and was a useful tool. He stated it was repealed in 2015 due to a landlord complaint which took a tool away from the City. The Council discussed the topic. Councilman Baker moved that Bill No. 23-04-002 repealing and replacing Title VII, Chapter 720, Section 720.080 relating to delinquency / termination of service notice be read twice by title only. Councilwoman Milford seconded the motion. Councilman Carlson inquired if notice could be given to the landlords of passing the ordinance. There was a brief discussion. The motion concerning the reading of Bill No. 23-04-002 twice by title only carried. City Clerk Krumpelman read Bill No. 23-04-002 twice by title only. Councilwoman Milford moved that Bill No. 23-04-002 be passed. Councilman Baker seconded the motion. The following roll call vote carried motion: Councilwoman Milford – aye, Councilman Baker – aye, Mayor Buck – aye, and Councilman Carlson – nay. This Bill was assigned Ordinance Number 23-04.02.

Utility Connection Deposits – Bill No. 23-04-003: City Manager Hoon stated the request to increase the deposit came from the discussion of delinquent utilities at the March Council meeting. He stated the proposed increase is \$25.00 per utility. Councilman Carlson inquired as to when the last time utility deposits were increased. City Manager Hoon responded it was in 2006. The Council discussed the topic. Councilwoman Milford moved that Bill No. 23-04-003 amending Chapter 720, Section 720.030 Paragraph A of Title VII of the Municipal Code relating to electric and water utility connection deposits be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 23-04-003 twice by title only. Councilwoman Milford moved that Bill No. 23-04-003 be passed. Councilman Baker seconded the motion. The following roll call vote carried motion: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Carlson – aye, and Mayor Buck – aye. This Bill was assigned Ordinance Number 23-04.03.

**NEW BUSINESS:**

BBQ Block Party – Road Closure & Temporary Caterer’s Permit Request: City Manager Hoon went over the street closure request for Main Street USA to be closed from Howell to Gracia from 10:00 am to 10:00 pm on June 24<sup>th</sup>. He stated they are also requesting a temporary caterer’s permit. Mayor Buck stated this is a different request than an event like the Wine Stroll which is from a non-profit and a City wide event not just a business event. Councilman Carlson stated the City approved street closures for the OK Tavern in the past. City Manager Hoon stated that closure was for the end of a dead-end street that they own and not a MoDOT road. He stated there are already several events through the year requiring the closure of Main Street USA (Hwy JJ) and he is apprehensive of opening a wider net of possible private events that would put additional strain on City resources and possibly be denied by MoDOT if they feel their road is being closed too often. City Attorney Cowherd stated the closure would also affect other businesses that are opened on Saturdays. There was discussion of the topic for alternatives such as marking off parking spots for outdoor dining/serving however there would not be enough room for the event being discussed or working with other businesses on Main Street for one large event instead of

several requests for small events from individual business owners. There was a consensus to direct the requester to work with Downtown Marceline to coordinate their event with other established events.

Cemetery Grounds keeping – Bill No. 23-04-004: City Manager Hoon stated the topic concerning decorative items in the cemetery has been discussed for the past two (2) years. He stated with the variety of decorations being displayed at gravesites is making maintenance of the Cemetery cumbersome. Street Superintendent Lichtenberg stated the main issue is fake flowers that are being stuck in the ground and not contained in a vase attached to the monument which are scattered about following a mowing. He stated it will take time for people to adapt to the new rules if the Bill is adopted. City Manager Hoon stated the VFW could still put out their flags. There was discussion on the topic. Councilman Baker moved that Bill No. 23-04-004 adding Section 135.125 Cemetery Groundskeeping to Title I, Chapter 135, Article 1 and amending Section 135.140 paragraph D of the Marceline Code of Ordinances be read twice by title only. Councilwoman Milford seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 23-04-004 twice by title only. Councilman Baker moved that Bill No. 23-04-004 be passed. Councilwoman Milford seconded the motion. The following roll call vote carried motion: Councilman Baker – aye, Councilwoman Milford – aye, Councilman Carlson – aye, and Mayor Buck – aye. This Bill was assigned Ordinance Number 23-04.04.

Temporary Caterer’s Permit(s) – Disney Farm (Private) Event: City Clerk Krumpelman stated they received an application, fee, and property owner permission letter from Tessa Tate Mauzey with UpRiver Investments for a Temporary Caterer’s Permit to set up a cash / mobile bar at the Disney Farm, 100 W Broadway on June 3<sup>rd</sup> from 8:00 am to 12:00 pm (midnight). She stated this would be a private event. Councilman Baker moved to approve the Temporary Caterer’s Permit for Tessa Tate Mauzey with UpRiver Investments for an event on June 3<sup>rd</sup> at 100 W Broadway from 8:00 am to 12:00 pm (midnight). Councilwoman Milford seconded the motion. The motion carried.

Lodder Variance Request – Bill No. 35-2309: City Manager Hoon informed the Council, the City has received a variance request from Lodder Up Camping located at 630 N Pine Street to put five (5) cabins on the campground. City Manager Hoon stated these would be separate buildings and the variance request is due to the size of the cabins. He stated the Planning and Zoning Commission recommends the Council approve the variance. The Council discussed the topic. Councilman Baker moved that Bill No. 35-2309 authorizing a variance to the minimum floor area requirements of the construction of five (5) cabin structures on the property located at 630 N Pine Street and authorizing the City Manager to sign a building permit application be read twice by title only. Councilwoman Milford seconded the motion. The motion carried. Councilman Carlson inquired if the neighbors are aware. City Manager Hoon responded they are since they were notified in advance of the Planning and Zoning Commission meeting. City Clerk Krumpelman read Bill No. 35-2309 twice by title only. Councilman Baker moved that Bill No. 35-2309 be passed. Councilwoman Milford seconded the motion. The following roll call vote carried motion: Councilman Baker – aye, Councilwoman Milford – aye, Mayor Buck – aye, and Councilman Carlson – aye. This Bill was assigned Ordinance Number 35.2309.

Allstate Consultants, LLC Platting Agreement – Bill No. 35-2310: City Manager Hoon stated when the City signed the Economic Development agreement with Nature’s Grace, one of the City’s requirements was to have a road engineered / designed and it had to be initiated by June 1<sup>st</sup>. He stated this agreement with Allstate Consultants, LLC would meet that requirement. Street Superintendent Lichtenberg stated they will design the road to eventually be asphalt. There was discussion on the topic. Councilman Baker moved that Bill No. 35-2310 authorizing the City Manager to execute a professional services agreement between the City and Allstate Consultants, LLC for the purposes of platting and street design within the North Industrial Park be read twice by title only. Councilwoman Milford seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2310 twice by title only. Councilman Baker moved that Bill No. 35-2310 be passed. Councilwoman Milford seconded the motion. The following roll call vote carried motion: Councilman Baker – aye, Councilwoman Milford – aye, Mayor Buck – aye, and Councilman Carlson – aye. This Bill was assigned Ordinance Number 35.2310.

Fire Department Budget Amendment (Grant) – Bill No. 35-2311: City Clerk Krumpelman stated Bill No. 35-2311 is to amend the fire department budget to accommodate the recently approved FY 2023 ARPA SLRF Fire Protection Grant to purchase three (3) additional MOSWIN Radios for first responders. She stated the City would utilize \$10,536.01 from the City’s reserves for the grant which is to be reimbursed by the Public Safety Tax revenues by the end of the year. Councilwoman Milford moved that Bill No. 35-2311 amending the 2022-2023 fiscal year budget to recognize the revenue and expense of the FY 2023 American Rescue Plan Act State and Local Fiscal Recover Funds Fire Protection Grant and to utilize \$10,536.01 from the General Reserve Account be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2311 twice by title only. Councilwoman Milford moved that Bill No. 35-2311 be passed. Councilman Baker seconded the motion. The following roll call vote carried motion: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Carlson – aye, and Mayor Buck – aye. This Bill was assigned Ordinance Number 35.2311.

At 8:07 pm, Councilman Baker moved to adjourn to Executive Session pursuant to RSMo 610.021 Paragraph (2) Real Estate and Paragraph (12) Contracts and to include guest Adam Lichtenberg. Councilwoman Milford seconded the motion. The following roll call vote carried the motion: Councilman Baker – aye, Councilwoman Milford – aye, Councilman Carlson – aye, and Mayor Buck – aye.

Upon returning from Executive Session, with no further business Councilman Baker moved to adjourn the meeting. Councilwoman Milford seconded the motion. The motion carried. The meeting adjourned at 9:00 pm.

Recorded by City Clerk Lindsay Krumpelman.  
Approved by Marceline City Council on May 11, 2023