

**MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL
June 16, 2020**

The Marceline City Council met in regular session on June 16, 2020 at 5:30 p.m. in the Council Chambers of City Hall, Mayor Sallie Buck presiding. Council members present were Tyson Brammer, Jeri Holt, Lacey Meissen and Gary Carlson. Staff attending: City Attorney William Devoy, City Manager Richard Hoon, City Clerk Lindsay Krumpelman, Street Superintendent Ed Ewigman, Water / Wastewater Roger Sullivan, Pool Manager Gary Birdsong and Police Chief Bob Donelson. Others Present: John Gillum, Linda Linebaugh, Toni Sportsman, and Darrell Gardner.

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

AUDIT PRESENTATION – JOHN GILLUM, CPA: Auditor John Gillum presented the audit to the Council. He stated with the movement of the rates, the utility funds are improving in the water and sewer, but the General Fund has a substantial loss. He stated he knows efforts are being made, but recommends the Council pursue further efforts to correct the General Fund with the upcoming budget and directed the Council to review the state statues concerning fund balances. Councilman Carlson inquired on Cash on Hand balances to which Auditor John Gillum, responded he does have one for the utility funds, but not one for the General Fund, but it can be obtained. Auditor John Gillum concluded that he is always appreciative of city staff and their quick response to their questions or for documentation. Councilman Brammer moved to accept the audit report. Councilman Holt seconded the motion. The motion carried.

APPROVAL OF THE MINUTES, AND FINANCIAL REPORTS:

Councilman Brammer moved to approve the minutes. Councilwoman Meissen seconded the motion. The motion carried unanimously. Councilman Holt moved to approve the financial reports. Councilman Brammer seconded the motion. The motion carried unanimously.

REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES:

Organizational Update: *Downtown Marceline* – Downtown Marceline Director (DM Dir.) Toni Sportsman stated during the COVID-19 stay at home order she did several webinars through Missouri Main Street Commission to learn how Downtown Marceline can help local businesses, but is back in the office now. She reported she also worked on the TRIM Grant for the trees along Main Street and it is a matching grant. DM Dir. Sportsman stated she is continuing to apply for small grants, but Downtown Marceline is shifting its focus to help secure Downtown Marceline in future years. She reported the report on Zurcher North was received and the list of what needs to be addressed is everything they thought it would be. She reported the Marceline Rotary Club partnered with Downtown Marceline for their District Grant to financially assist in putting a new roof, gutter and fascia on Zurcher South and they put in volunteer hours to clean up Zurcher South. DM Dir. Sportsman stated the Coke Wall is in jeopardy due to incorrect paint being used and is eating away at the brick. She stated they are documenting by taking pictures in the event it needs to be recreated. She reported the bed tax will have to wait until the next Missouri Legislative Session. DM Dir. Sportsman reported they are upgrading the Downtown Marceline website and focusing it on all of Marceline. She concluded giving a shout out to all the Downtown Marceline Committees and their work to boost the Shop Local initiative. There was some discussion on the Coke Wall.

Marceline IDA – Marceline IDA Director (IDA Dir.) Darrell Gardner stated he was involved with assisting local business with COVID-19 relief and described those efforts. He reported there were eight (8) applications for the IDA Business Grant this year which totals \$7,800.00 in improvements with one (1) project completed to date. IDA Dir. Gardner reported he has received five (5) calls on the Sonic building and there is a showing scheduled at 3:00 pm tomorrow. He stated Hurtt Fab will have a ribbon cutting on July 2nd at their building in the North Industrial Park. He informed the Council Hurtt Fab is moving their drafting department to that building and is working with the school on a teaching program. IDA Dir. Gardner stated Blake Cagle's machining building is cleared out and new machinery is installed. He stated he is part of a group that is developing a website for all of Northwest Missouri to

do spotlight videos on Northwest Missouri manufacturers and businesses. IDA Dir. Gardner informed the Council, Larry O'Hern with Nature's Grace is going through the appeal process and is the first case to be heard and has former MO Governor Jay Nixon as his attorney. Mr. O'Hern is hopeful for a favorable outcome and would like to be pouring concrete this fall. City Manager Hoon stated the zoning ordinance will possibly need to be addressed. IDA Dir. Gardner stated Senator Cindy O'Laughlin was in the County today and toured several locations and she is highly interested in the VA project for the St. Francis Hospital (aka Busines Complex). He concluded stating the legislative tour for the St. Francis Hospital went very well. Councilman Brammer inquired how Gulley Cove was doing. IDA Dir. Gardner responded he has not had a chance to visit yet.

Department Updates: Water/Wastewater Superintendent Roger Sullivan stated a new pump was installed at the Wilson Street Lift station. He reported they are working on installing the new water line on Fairview Dr, but due to the fiber optics and other lines in the ground it will be slow moving. He reported there was a sewer collapse the day prior and the City was able to use their new trench boxes to safely complete the repair.

Street Superintendent Ed Ewigman reported they are working on the 2020 Street Program. He stated the storm drain is in on California Avenue and Notices to Proceed were provided to the Curb and Gutter and Asphalt contractors to allow the work to be completed by the deadline. Street Superintendent Ewigman stated the Asphalt contractor has verbally told the City they would work with us if there is a delay in the asphalt work. Street Superintendent Ewigman concluded that he is trying to make headway for the Chip and Seal but is difficult due to the availability of equipment.

Pool Manager Gary Birdsong reported the pool opened June 1st. He stated he assisted the school and food bank along with some landscaping while the pool was closed during COVID-19. He stated the heater is fixed. Pool Manager Birdsong stated he is working on scheduling private swimming lessons and pool party rentals will resume in July. He reported they are doing what they can for social distancing due to COVID-19, such as marks on the deck. Pool Manager Birdsong stated with the pool party rentals starting in July, open swim will be from 1:00 pm to 6:00 pm beginning July 1st. He concluded by thanking the Street Department for their help with the foundation under the dumpster.

Police Chief Bob Donelson stated the officers were elated to remove the tape out of the park. He informed the Council they have seen an increase in call volumes and arrests which is normal for big weather changes. Police Chief Donelson stated they are worked with nuisances in conjunction with bulk pick up and had 35 active cases, with some of them now completed. He reported they have noticed several unlicensed vehicles as well. Police Chief Donelson stated the Judge requested he relay the City is encouraged to address the size of the 20-mph hour speed limit signs to meet state standards as its been an issue in court cases. Councilwoman Meissen inquired about the high grass of a particular house. City Manager Hoon explained the weed/high grass mowing process. Councilwoman Meissen inquired as to why it is 20-mph Downtown versus 25-mph in a school zone. City Manager Hoon responded it is most likely due to the narrowness of the road in the 20-mph zone.

City Clerk Update: City Clerk Krumpelman reported the pool admission and concession sales are up compared to last year for the last fifteen days for the same time period. City Clerk Krumpelman reported the paperwork for the approved Use Tax was submitted to the MO Department of Revenue. She reported the following on the grant projects: (1) USDA-RD Fire Grant - final paperwork is submitted, (2) USDA-RD SEARCH Grant – waiting on USDA-RD review and concurrence of 5-year plan, (3) LWCF Grant – in second round of application process, the City had to provide documentation to prove tower in Disney Park existed before 1979, and (4) MDC CAP Grant – application was submitted to the MDC federal aid section, once submitted to the US Fish and Wildlife Service bidding process will begin. City Clerk Krumpelman stated based on the Auditor's recommendation concerning the General Fund, staff will be sending out an email for Council availability for a pre-budget work session in July and/or August.

City Manager Update: City Manager Hoon stated City Hall is open to the public once again. He stated the Marceline Nutrition Site will be open on July 1st for meals. City Manager Hoon informed the Council the City's Declaration of Emergency is still active and will be until the State's is no longer active. City Manager Hoon informed the Council the County has received their CARES Act funding and is accepting applications for funding distribution on a reimbursable basis until July 10th. He stated the stipulations are strict and he forwarded the information to other organizations it may benefit. City Manager Hoon stated bulk pick-up was split over two (2) days and Dan Buckley with Advanced Disposal, liked the process and thought it may be done again in the future.

City Council Update: Councilman Jeri Holt inquired about 510 E Lake as he sees there is work going on once in a while. City Manager Hoon stated that the owners, Easy-Own Homes, is attempting to pawn-off the property to someone else. He went on to state that they have until July 1st to fix the issues, otherwise the City will continue the process towards demolition. Councilman Holt inquired about the pager noise that began once the work was done on the tower. He stated Motorola may need to be called. Councilman Gary Carlson stated he is glad to be here and inquired as to what is the MDC CAP Grant. City Clerk Krumpelman explained it was the Missouri Department of Conservation Community Assistance Program grant for improvements to the New Reservoir.

CITIZENS PARTICIPATION: Linda Linebaugh congratulated Councilman Gary Carlson for winning the election. She stated she understood the VA tour went well and is so excited and hopeful the St. Francis Hospital (aka Business Complex) will be turned into a VA Home. She concluded stating she really missed being at the Council meetings.

UNFINISHED BUSINESS:

Historic Preservation Board: City Manager Hoon stated a member of the Council needs to be appointed to sit on the Historic Preservation Board as ex-officio (non-voting) member. After discussion, Councilman Gary Carlson volunteered to be the Council member on the Historic Preservation Board. Mayor Buck appointed him with the consensus of the Council.

NEW BUSINESS:

Liquor License Renewals: City Clerk Krumpelman reported that they have received renewal applications and fees for all the current liquor license holders. She noted G & T Grill did not re-apply for a 'Liquor By the Drink on Sundays' license. She noted that the new restaurant in town has not submitted their application or fee for their liquor license(s) and inquired if the Council would be willing to have either a special session when they are received or approve the liquor license(s) contingent upon submission of satisfactory applications and fee. Council discussed the renewals and the request. Councilwoman Meissen moved to approve the liquor license renewal applicants. Councilman Brammer seconded the motion. The motion carried. Councilwoman Meissen moved to approve the Mexican restaurant's (name unknown at this time) liquor license application(s) upon submission contingent that the application(s) and fee are satisfactory. Councilman Brammer seconded the motion. The motion carried.

Special Use Permit: City Manager Hoon informed the Council that Tracy Niemeier is seeking approval for a Special Use Permit for the operation of a hair salon called "Salon 529 Curl Up & Dye" to be located at her residence on Lake Street. He stated the permit is not transferable and is recommended to be approved by the Planning Commission. He informed the Council that the neighbors were present at the meeting to learn how parking would be handled. City Manager Hoon stated that the salon is a single-chair salon and parking will be available to off-street for those with appointments. The Council discussed the request. Councilwoman Meissen moved to approve the Special Use Permit for Tracy Niemeier and her hair salon, "Salon 529 Curl Up & Dye". Councilman Holt seconded the motion. The motion carried with Councilman Carlson abstaining due to being a member of the Planning Commission at the time of the recommendation.

Control of Animals (Fence) – Bill No. 35-2019: City Manager Hoon stated the proposed Bill provides for a fencing/containment requirement, modifies the animal at large section to close the loop hole of having to be on a complainant's property to file a complaint, and reorders contents for ease of understanding. He

reported there has been an increase in complaints of animals not staying on their owner's property and being in roadways. These changes would address that issue. The Council discussed the proposed bill. Council requested the changes be made to change hog for swine, to include rabbits in definitions, and to change 'any dwelling' to 'other person's dwelling' and be brought back for consideration at the July meeting.

Downtown Traffic Discussion – Passing: City Manager Hoon opened the discussion about a proposed “no passing” restriction on Main Street USA by sharing his experience of being passed on Main Street USA and provided four (4) options to the Council to consider. There was discussion on the topic including signage, road marking, MODOT involvement, and traffic – passing farm equipment. Council provided consensus to bring forth a bill prohibiting passing from Santa Fe to Centennial Drive, which would include the Catholic Church area and ballfields.

Sidewalk Repair: Mayor Buck stated staff is looking for direction from Council on how to move forward concerning a sidewalk that was removed at 211 W. Lake Street. City Manager Hoon stated that during the course of construction of a building at 211 W. Lake Street in early 2019, a large section of sidewalk on the East side of the property along Chestnut was damaged by the construction equipment. He reported that the building permit applicant and property owner were both informed that the sidewalk would have to be replaced, but that has yet to happen. There has been little to no response from the applicant or property owner when contacted about the repair status. City Manager Hoon inquired if staff should follow Section 500.070 of the municipal code and send a 15-day notice via registered mail and follow enforcement procedure, provide the 15-day notice, but give direction for extension requests, or do nothing. Councilman Holt stated he would like to approach them first before sending the 15-day notice. There was discussion on the topic. The Council provided consensus to allow Councilman Holt to contact them first before moving forward with a 15-day notice.

Business Complex Discussion: City Manager Hoon inquired as to how the Council would like staff to proceed concerning building maintenance for the Business Complex as a viable structure for sale with the renewed interest of it being used as a potential Veteran's Home. He provided different maintenance options to the Council depending on the amount of investment the Council was willing to make. The Council discussed the topic. They provided consensus to take the initial steps to try to slow deterioration.

Cafeteria Plan Resolution No 20-05: City Clerk Krumpelman reported the City set up their current Cafeteria Plan in 2012 and no changes have been made. She stated staff is requesting the Council approve Resolution No 20-05 to re-adopt the plan for the plan year of 06/01/2020-5/31/2020. After a brief discussion, Councilman Carlson moved to approve Resolution No. 20-05. Councilwoman Meissen seconded the motion. The motion carried.

With no further business, Councilman Holt moved to adjourn. Councilman Brammer seconded the motion. The motion carried. The meeting adjourned at 7:42 pm.

Recorded by City Clerk Lindsay Krumpelman
Approved on July 21, 2020 by Marceline City Council.