

MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL August 13, 2025

The Marceline City Council met in regular session on August 13, 2025, at 5:30 p.m. in the Council Chamber of Marceline City Hall, Mayor Shelly Milford presiding. Council members present were Sallie Buck, Gary Carlson, Clarence Gibson and Jacob Clay. Staff attending: City Attorney Robert Cowherd, City Manager Jesse Wallis, City Clerk/Assistant City Manager (ACM) Lindsay Krumpelman, Water Superintendent Mikeal Thompson, Water Plant Operator Brad Engelhard, Wastewater Superintendent Justin Griffin. Others present: Auditor John Gillum, Joey McLiney, Daniel McLiney, John Siecinski, Don Paahler, Jordan Best, Kelsey Best, James “Boogie” Jenkins, Doretta Harrison, Lawanda Hull, and Dave Tavres.

Mayor Shelly Milford 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:

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

PRESENTATION (Action Items):

FY 24-25 Audit, John Gillum, Auditor: Auditor John Gillum presented the FY 23-24 audited financials to the Council. He stated there was a change in total net position of an increase of \$344,801.00. He stated the City has met all their debt obligations and the City had a good year and funded projects as needed. He stated there were no internal control issues except the separation of duties, which is a given for small cities and that the City should keep doing what they are doing. He concluded, stating he appreciates the opportunity to work with the City. He continued, stating the personnel are good to work with and respond quickly to their requests. Councilwoman Buck moved to accept the audit report as presented. Councilman Gibson seconded the motion. The motion carried.

Utility Revenue Bond Issue, Daniel McLiney, McLiney and Company: Joey McLiney with McLiney and Company thanked the Council for hiring McLiney and Company as their municipal financial advisors. He reported he is recommending that the water and wastewater systems are combined to make it a stronger bond if the city has to go to the regular market. He stated this would be in name only and the financials would remain separated. If the Council elects this option, there would only be one (1) ballot question instead of two (2), one each for water and wastewater. Joey McLiney recommended the Council put \$30 million dollars on the ballot to take care of both systems. He stated that the City will need bonds in place to get grants and low interest financing. Joey McLiney stated that the City would be asking the citizens to borrow funds for these needed projects the most efficient way possible as the City can borrow through certificates of participation without a vote. He informed the Council they would be available to attend meetings to assist in presenting information on the bonds elections. The Council discussed the topic with Joey McLiney and Daneil McLiney. The Council provided a consensus to move forward with a November election for the ballot issue.

REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES:

City Clerk Update: City Clerk/Assistant City Manager (ACM) Krumpelman informed the Council the Fire Department wants to apply for a Missouri Department of Public Safety (MO DPS) grant for seven (7) MOSWIN radios for \$75,000.00. She stated it was reported to her that the grant is a no-match grant but there is a short window for them to apply and will most likely be a reimbursable grant. City Clerk / ACM Krumpelman stated the grant was released earlier this week and the application is due August 22, 2025. The Council discussed the grant. Councilman Gibson moved to allow the Fire Department to apply for the MO DPS grant. Councilman Clay seconded the motion. The motion was approved. City Clerk / ACM Krumpelman reported that budget requests are due on August 25th from the department superintendents with the first staff budget meeting to be held in early September. She requested the Council provide their availability for budget work sessions at their September council meeting. City Clerk / ACM Krumpelman reported that Addendum #1 for the AMI Request

for Proposals (RFP) was posted that day which, among other things, extends the proposal deadline to October 17, 2025. She stated this was based on feedback from the vendors wishing to provide a proposal. She informed the Council, the public hearing on the 2025 tax levy is scheduled for Monday, August 18th at 10:00 am and later in the meeting she will be asking to schedule a special meeting in August for the Council to set that levy along with the calling for the bond election in November. She stated the responses to the RFPs for audit services and the outdoor warning siren system are due on August 19, 2025. City Clerk / ACM Krumpelman concluded, stating the annual tax sale will be on Monday, August 25th at 10:00 am at the Linn County Courthouse.

City Manager Update: City Manager Wallis stated they are short-handed in the sewer system so he has spent time assisting that department. He reported the emergency sewer repair under the railroad is complete. City Manager Wallis reported the staff is doing a great job. He reported that Anthony Witt was hired to fill the open position in the Electric Department and his first day was August 1, 2025. He informed the Council that Eric Thurman will be coming back to work in the Wastewater Department and Josh Bailey moved from part-time to full-time earlier this week in the Police Department. Mayor Milford asked that the pool attendance report be added back into the Department Activity Reports. City Clerk / ACM Krumpelman stated she will do so. Mayor Milford inquired about the outages listed in the Electric Department. The Council discussed the outage tracking in Electric Department with City Manager Wallis.

Council Update: Mayor Milford stated she cannot say enough about the City's entire crew from the City Manager helping in the sewer department, office staff and the other departments. She stated they put in several hours getting the City ready for the 4th of July Celebration and for the Fox and Friends segment. Mayor Milford stated Police Chief Wright represented the City well during that interview. She concluded stated she is continuously amazed at what they can do with the limited resources the City has available. City Manager Wallis commented that the City Staff does well with what they have and they get assistance from the community as well. Councilwoman Buck stated the city is a small crew, but they get a lot accomplished. She inquired about why the electric department are painting poles. City Manager Wallis responded they are painting the fiberglass poles to apply UV protection and to seal them, which extends the life of the pole. Councilmen Clay, Gibson and Carlson echoed Mayor Milford's comments concerning the city staff. Councilman Carlson inquired if the date for the dome was set. City Manager Wallis responded not at this time.

APPOINTMENTS TO BOARDS AND COMMITTEES:

Mayor Milford stated there were two (2) recent resignations on the Recreation and Park Board. She stated the City currently has two (2) applications for the Board. She appointed Nancy Anne Peterson to fill the vacant seat to expire on May 31, 2028 and Michelle Peck to fill the vacant seat to expire on May 31, 2027 with the consensus of the Council.

CITIZENS PARTICIPATION:

Dave Tavres reported Marketing Marceline is working on a tourism website, visitmarceline.com. He reported two (2) individuals from the Missouri Department of Tourism attended their last meeting and gave positive feedback on the website. Mayor Milford inquired if there was any web traffic data concerning the website he could share. He responded the data is being collected, but he does not have figures at this time. He stated he would prefer to wait until the website is up for a year before presenting that data. Dave Tavres stated they are trying to do an event calendar and asked everyone to submit their events to them so all the events can be listed on one site. Dave Tavres stated he presented a google form that the City could use to collect power outage reports to former City Manager Hoon about three (3) years ago and spoke to current City Manager Wallis about it to see if the City would be interested in utilizing it.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Re-zone Request – 501 S Kansas (R-1 to C-1) – Bill No. 35-2518: Kelsey Best went over the site map of the area they are requesting to rezone from “R-1” General Low Density Residential District to “C-1” General Commercial District, that has the property address of 501 S Kansas. She stated they want to open a small wine manufacturing / distribution business at the location. Kelsey Best stated there is already a driveway through the property that allows truck access and utilities are at the location. Councilman Carlson inquired about their manufacturing procedure and what they would do with the waste products. Jared Best explained the licensing they would eventually be seeking and their manufacturing processes. They shared they are exploring composting some of the waste. Kelsey Best stated they have spent the last two (2) years on their product development and are ready to take the next steps towards setting up their businesses with the rezone is the first step. The Council inquired about what their plans would be if the manufacturing plan did not work out. Kelsey Best presented a few options, but that their goal is to create a business that can possibly be passed down to their children and be a contribution to the community. Councilman Clay inquired if employees were part of their future goals. Kelsey Best responded, eventually yes. The Council discussed the topic. Councilman Gibson moved that Bill No. 35-2518 rezoning of certain property from “R-1” General Low Density District to “C-1” General Commercial District be read twice by title only. Councilman Clay seconded the motion. The motion carried. City Clerk / ACM Krumpelman read Bill No. 35-2518 twice by title only. Councilman Gibson moved that Bill No. 35-2518 be passed. Councilman Clay seconded the motion. The following roll call vote carried the motion to pass Bill No. 35-2518: Councilman Gibson – aye, Councilman Clay – aye, Councilman Carlson – abstained, Mayor Milford – aye, and Councilwoman Buck – aye. This Bill is assigned Ordinance Number 35.2516.

Special Use Permit Request – Vacant Lot at Eunis Street and North Missouri Avenue: Kelsey Best stated the site is a vacant lot located by Miner Hill. She stated they are wanting to install storage units at the location. She stated they believe they can fit 64 units that are 8’ x 20’ in size, but they would start with eight (8) and add more as they are filled. They described the units to the Council. Mayor Milford inquired about the requirement for a large culvert and movement of a gate. Kelsey Best stated they would be responsible for the cost of the culvert. City Manager Wallis stated the City would install the culvert and the moving of the gate is the gate to the city dump. He stated it currently sits at the beginning of the gravel road from Highway 5 but will need to be moved back to allow access to the area being discussed. The Council inquired about whether the units would be on concrete pads and if there would be lighting in the area. Don Paalhar responded the land would be leveled, graveled and pavers would be used under the units. Kelsey Best stated solar lighting would be used for the outside of each unit. The Council inquired about set-backs and spacing between units and discussed the topic with Jared and Kelsey Best and Don Paahler. The Council expressed concerns about fire department access in the event of a fire. The council discussed the topic with the applicants. Councilman Gibson moved to table the request until the next regular Council meeting in September. Councilman Clay seconded the motion. The motion carried.

Minium Floor Area Variance Request – Bill No. 35-2519: Mayor Milford stated this request was pulled back as the applicant decided to go with a residence that meets the minimum floor area requirement of 700 square feet.

Street Vacate Request – Hamilton Street: Mayor Milford introduced the topic stating a request was received to vacate Hamilton Street and the Planning and Zoning have recommended it be approved. The superintendents present stated there were no utility issues. City Clerk / ACM Krumpelman stated it is assumed that the street was not vacated at the times the others in the area were due to a power line that has since been removed. The Council discussed the topic. Councilman Clay moved to vacate Hamilton Street. Councilman Gibson seconded the motion. Councilwoman Buck inquired about how much of Hamilton Street was being vacated. City Attorney Cowherd stated usually that is in the advertisement. He stated the city plat needs to be reviewed so only the certain portion of Hamilton Street is vacated and it goes back to where it came from. The Council

discussed the topic. The motion to vacate Hamilton Street failed. Councilwoman Buck moved to table the Street Vacate Request for Hamilton Street until the next regular Council meeting in September. Councilman Clay seconded the motion. The motion carried.

Budget Amendment (Electric) – Bill No. 35-2520: City Clerk / ACM Krumpelman stated they are requesting to amend the Electric Department Budget to reallocate \$72,010.00 from Capital Expenses to Repairs and Maintenance – System. She stated currently Repairs and Maintenance – System is over budget by approximately \$10,000 and with the AMI proposal submission deadline changed to October 17th, the budgeted funds for that project under Capital Expenses will not be utilized during this fiscal year. After a brief discussion, Councilman Gibson moved that Bill No. 35-2520 to amend the 2024-2025 fiscal year budget to reallocate funds in the Electric Fund in the amount of \$72,010.00 read twice by title only. Councilwoman Buck seconded the motion. The motion carried. City Clerk / ACM Krumpelman read Bill No. 35-2520 twice by title only. Councilman Gibson moved that Bill No. 35-2520 be passed. Councilman Clay seconded the motion. The following roll call vote carried the motion to pass Bill No. 35-2520: Councilman Gibson – aye, Councilwoman Buck – aye, Councilman Clay – aye, Councilman Carlson – aye, and Mayor Milford – aye. This Bill is assigned Ordinance Number 35.2517.

Natural Gas Agreement Renewal (Blue Mark Energy) – Bill No. 35-2521: City Clerk / ACM Krumpelman stated with the anticipated winter dome season for the pool, staff is recommending the Council renew the agreement with BlueMark Energy for large volume natural gas this year. She stated the City saved \$8,265.24 (31%) in 2024 by utilizing BlueMark Energy. She stated the term on the renewal is for September 1, 2025 until August 31, 2026 with a contracted volume of 4,666 MMBtus. The Council discussed the topic. Councilwoman Buck moved that Bill No. 35-2521 to authorize the Mayor to renew the Natural Gas Sales Agreement between the City and BlueMark Energy, LLC for the large volume purchase of natural gas for the Marceline Municipal Swimming Pool read twice by title only. Councilman Gibson seconded the motion. The motion carried. City Clerk / ACM Krumpelman read Bill No. 35-2521 twice by title only. Councilwoman Buck moved that Bill No. 35-2521 be passed. Councilman Gibson seconded the motion. The following roll call vote carried the motion to pass Bill No. 35-2521: Councilwoman Buck – aye, Councilman Gibson – aye, Mayor Milford – aye, Councilman Clay – aye, and Councilman Carlson – aye. This Bill is assigned Ordinance Number 35.2518.

Purchasing Policy – City Manager Approval Discussion: City Clerk / ACM Krumpelman stated she inquired at the July meeting if the Council would consider discussing the City Manager's current purchase approval level. The Council provided a consensus to bring it back this month for discussion. She stated several cities' purchasing level is at \$10,000.00 or below. She stated she noticed the majority of those cities' codes were not recently updated or were a different class city than Marceline. She stated that cities that have updated their code in recent years have set their levels at \$25,000.00. Moberly and Kirksville have both updated their policies in 2025 and the level of purchasing requiring Council approval is \$30,000.00 and \$40,000.00, respectively. Councilman Gibson inquired about reviewing the department head purchasing authority as well. Mayor Milford stated the City should explore contracting recurring costs, such as chemicals for the water plant, on an annual basis. The Council discussed the topic. City Attorney Cowherd stated there is language in the current policy that needs to be updated to match the City's current practices. The Council requested staff look at other purchasing policies for Cities to see what other areas need to be addressed and to bring back a proposal at the next regular meeting.

Conflict of Interest Resolution – Res No. 25-02: City Clerk / ACM Krumpelman explained the City is required to re-adopt their Conflict of Interest Ordinance every two (2) years by the Missouri Ethics Commission. She stated if they do not, those required to file financial disclosures would be required to fill out the long form

instead of the short form. Councilwoman Buck moved to approve Resolution Number 25-02. Councilman Clay seconded the motion. The motion carried.

August Special Meeting Date: City Clerk / ACM Krumpelman recommended the Council sets a Special Meeting on August 25, 2025 to take action on the 2025 tax levy, November bond election items, and possibly the responses to the audit services and outdoor warning siren system RFPs. She stated she would hand deliver the election documents to the County Clerks the next morning to ensure it is submitted before the 5:00 pm deadline on August 26, 2025. The Council discussed the topic. The Council set a special meeting for Monday, August 25, 2025 at 5:30 pm.

At 7:17 pm, Councilwoman Buck moved to adjourn to Executive session pursuant to RSMo 610.021 Paragraph (12) Contractual. Councilman Clay seconded the motion. The following roll call vote carried the motion: Councilwoman Buck – aye, Councilman Clay – aye, Councilman Gibson – aye, Councilman Carlson – aye, and Mayor Milford – aye.

Council returned from Executive Session at 7:43 pm.

Retention Agreement – Legal Services – Bill No. 35-2522: Councilman Gibson moved that Bill No. 35-2522 to authorize the City Manager to sign a retention agreement between the City and Spiegel & McDiarmid, LLP for providing legal services read twice by title only. Councilman Clay seconded the motion. The motion carried. City Clerk / ACM Krumpelman read Bill No. 35-2522 twice by title only. Councilman Gibson moved that Bill No. 35-2522 be approved with a cap of \$20,000.00. Councilman Clay seconded the motion. The following roll call vote carried the motion to pass Bill No. 35-2522: Councilman Gibson – aye, Councilman Clay – aye, Councilman Carlson – aye, Mayor Milford – aye, and Councilwoman Buck – aye. This Bill is assigned Ordinance Number 35.2519.

With no further business, Councilwoman Buck moved to adjourn the meeting. Councilman Gibson seconded the motion. The following roll call vote carried the motion to adjourn: Councilwoman Buck – aye, Councilman Gibson – aye, Mayor Milford – aye, Councilman Clay – aye, and Councilman Carlson – aye. The meeting adjourned at 7:48 pm.

Recorded by City Clerk Lindsay Krumpelman.
Approved by Marceline City Council on September 10, 2025