

MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL
August 21, 2018

The Marceline City Council met in regular session on August 21, 2018 at 5:30 p.m. in the Council Chambers of City Hall, Mayor Tyson Brammer presiding. Council members present were: Jeri Holt, Sallie Buck, Natalie Wellman and Liz Cupp. Staff attending: City Attorney William Devoy, City Manager Richard Hoon, City Clerk Lindsay Krumpelman, Street Superintendent Ed Ewigman, Electric Superintendent Dean Gauthier, Water / Wastewater Superintendent Roger Sullivan, Pool Manager Gary Birdsong, Police Chief Robert Donelson, Officer Christopher Murray and Officer Jim Woolfolk. Others present: Charles Jobson, Joyce Robinson, Julie Sheerman, Toni Sportsman, Dorretta Harrison, and Brian Sherrow.

Mayor Tyson Brammer 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 Holt moved to approve the minutes. Councilwoman Buck seconded the motion. The motion carried unanimously. Councilman Holt moved to approve the financial reports. Councilwoman Buck seconded the motion. The motion carried by voice vote with Councilwoman Cupp voting against.

REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES:

City Department Updates: Water/ Wastewater Superintendent Roger Sullivan reported the California Water Line Project is almost complete; all that is left is to flush the line and send off Bact-T samples. He expects the project to be finished next week. Water/Wastewater Superintendent Sullivan informed the Council that Eric Thurman has resigned to go work for another town. He reported that MoDNR has asked the City to pump from Mussel Fork to the Old Reservoir and he is working with them about damming it as there is little water in Mussel Fork. Water/Wastewater Superintendent Sullivan concluded by informing the Council that they are postponing the annual burnout until next spring due to the current drought conditions.

Police Chief Bob Donelson thanked everyone for their well wishes while he was in the hospital. He reported they have hit their three (3) month certification for NIBRS and as of September 1st the Police Department will be NIBRS certified with the MO Highway Patrol. They only have a few close out reports to complete for the NIBRS grant. Police Chief Donelson stated that while it may look like their crime statistics are increasing, they actually are not. He stated with NIBRS they are just being reported differently. Police Chief Donelson reported they department is having an issue with their server, and the Department of Justice was allocating additional funds through the MO Highway Patrol to replace the server. Police Chief Donelson informed the assembly that Officer Carlton's new baby boy was born. Police Chief Donelson reported he met with new School Superintendent Brian Sherrow. He reported that with NIBRS they will begin to do electronic tickets. He concluded by stating that the tornado siren on top of the electric plant will be tested tomorrow at 10:00 am to ensure it is functional.

Pool Manager Gary Birdsong stated that polices was reviewed and some were updated, except for those in place for safety. He reported that the vent was moved last week and the vestibule door will be installed tomorrow to improve the condensation issue that occurs when the dome is in place. Pool Manager Birdsong reported that the selection for Winter Lifeguard Team is almost complete. He reported that he has worked on the dome installation schedule and they will begin the installation process on September 4th. Pool Manager Birdsong reported two security cameras were installed with more to come. He reported they are working on a Senior Campaign and hope to present it at Pioneer in the near future. He concluded, by stating they are working on additional special events to possibly include volleyball on Sundays from 7:00 pm to 9:00 pm. Councilwoman Buck inquired how the updated policies were being communicated. Pool Manager Birdsong responded new signage was being done.

Electric Superintendent Dean Gauthier reported that the Power Plant has a three (3) year capacity permit and that Units 1, 2, 5 & 6 were all qualified and generated 7.3 mwh. He reported that the Pioneer project is complete. The

Electric Department can now access the new power line. Electric Superintendent Gauthier reported that the Highway WW and Highway 5 transformers were taken down, tested and recycled.

Street Superintendent Ed Ewigman reported the 47 block Chip and Seal project is complete and the excess material was swept using the street sweeper. He reported they were able to do an additional 20 blocks by completing the project themselves. Street Superintendent Ewigman reported they are currently working on budget, repairing water cuts, and, with the additional rain, mowing.

City Manager Richard Hoon reported Linn County is still under a burn ban.

City Clerk Update: City Clerk Lindsay Krumpelman reported she attended a MOCCFOA -Central Division Clerk Meeting the prior week and heard a legislative update and the big thing is the change to the Prevailing Wage Law which exempts public use projects under \$75,000.00 from prevailing wage and also changes how prevailing wage is calculated. It will go into effect August 28th. She reported that staff budget request sheets are due on September 4th and the first staff budget meeting will be September 11th. City Clerk Krumpelman informed the Council the expected first Council budget work session will be the first week of October and requested they bring their calendars to the September Council meeting. She reminded those present that the September Council meeting was moved to the fourth Tuesday, September 25th at 5:30 pm due to a quorum of the Council will be in attendance to the Annual MML Conference.

City Manager Update: City Manager Richard Hoon reported to the Council that he met with new School Superintendent Brian Sherrow and is looking forward to improved communication and cooperation with the School. He stated looking ahead, September is a busy month. He inquired if two Council members would like to assist City Staff in selecting a painting at the Wine & Art Stroll. He informed the Council if more than two were to select the painting that would constitute a meeting and it would have to be posted. City Manager Hoon stated that the Electric crew has set up three (3) LED solar lights on the trail. He stated they will move those lights back another few feet and spread a little farther apart. Once the right spacing is determined they will move forward with the installation. Council inquired on the number of lights. City Manager Hoon reported they have 47 lights to install.

Council Update: Councilwoman Wellman reported she attended the Cardinal Baseball game sponsored by NextEra. Councilwoman Cupp stated while working on the budget, staff should be looking at how to trim, as the cash accounts need to get out of the red. Councilman / Fire Chief Holt stated the old Fire Truck is repaired. The shaft was pitted and it cost approximately \$12,000.00 to fix it which will be paid for from funds in Capital Expenditures in lieu of Air Packs.

CITIZENS PARTICIPATION:

New Marceline R-V School Superintendent Brian Sherrow introduced himself to the Council and reported he was looking forward to a good working relationship with the City.

New Downtown Marceline Executive Director Toni Sportsman stated she began her position last week. She reported she attended her first Downtown Main Street Workshop and has spent time organizing her office, which is located at the Toonfest Office. She reported she will be meeting with Keith Winge on August 29th and is spending her time reviewing the Master Plan. She will pLan on attending the monthly Council meetings.

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

Recreation and Park Request: City Manager Hoon reported they have received a recommendation from the Recreation and Park Board to halt the boat ramp project and move toward putting in a fishing dock. Recreation and Park Board President Charles Jobson stated he thought this recommendation was brought to Council last year

and recently found out it was not. He stated the Board believes a fishing dock will be utilized more than a boat ramp. Street Superintendent Ewigman reported the boat ramp is budgeted to be \$3,500.00 and that a 16x20 floating fishing dock is estimated to be \$16,000.00 plus the additional costs for the approach and anchoring system. He went on to explain that it is shallow at the boat ramp location and that is due to how the lake was built. He recommends signs be installed to notify the public about the shallow depth at the boat ramp. The Council discussed the topic with staff and Charles Jobson. Council provided consensus to continue with the budgeted boat ramp project and to include the floating fishing dock in the FY19-20 budget discussion. Recreation and Park Board President Jobson stated that the Recreation and Park Board would be willing to go 50/50 on a fishing dock with the City up to a maximum project cost of \$20,000.00.

Planning Commission - Bill No. 18-08.037: City Manager Hoon explained that the purpose of Bill #18-08.037 is repeal and replace Chapter 405 associated with the Planning Commission. He reported that the City's Code, City's Ordinance and Missouri State Statutes do not match. This will put the City in compliance with State Statute. Councilwoman Cupp inquired if the number of members on the Commission was reduced as well. City Manager Hoon confirmed it lowers the number of members to seven citizens with the option of the Mayor and/ or appointed Council member. The Council discussed the topic. Councilwoman Buck moved that Bill #18-08.037 be read twice by title only. Councilwoman Wellman seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 18-08.037 twice by title only. Councilwoman Buck moved that Bill No. 18-08.037 be approved. Councilwoman Wellman seconded the motion. The following roll call vote carried the motion: Councilwoman Buck – aye, Councilwoman Wellman – aye, Councilwoman Cupp – aye, Councilman Holt – aye and Mayor Brammer – aye. This bill is assigned Ordinance Number 18-08.37.

Cemetery - Open/Close Fees: City Clerk Krumpelman explained that in October 2012, the Cemetery Board recommended the open / close fees for graves and cremations be increased in addition to the sale of lots. At the time, the City Attorney advised the Cemetery Board could change the rates, so no action was taken by Council and City Staff began using the new rates as recommended. She reported the current Cemetery Board recommends increasing the open / close fees by \$100.00 for weekends and holidays. She also stated that the fee schedule is not currently included in the City's Code. Street Superintendent Ewigman stated that more people are scheduling burials for weekends and holidays and other cemeteries are increasing their fees because of this. Burials that are on the weekends and holidays require increased costs due to having to pay overtime. The Council discussed the topic. City Clerk Krumpelman reported a Bill to repeal and replace the Cemetery section of the Code will be presented in September and that the sale of lots ordinance will be updated to reflect the fee change made in October 2012. City Manager Hoon stated the number of Cemetery Board members will also be changed with that bill. The Council provided consensus to move forward with adding the open / close fees to the code and with the Cemetery's recommendation to increase the fees for weekend and holidays.

Live Scan - Bill No: 18-08.038: City Manager Hoon reported the City was awarded an equipment grant from the Missouri Police Chiefs Charitable Foundation for Live Scan equipment worth approximately \$18,125.00. Police Chief Donelson stated the Live Scan equipment will be used to take digital fingerprints which will be dumped into the MO Highway Patrol's database and AFIS. He stated this technology will prevent bad fingerprints from being taken and that the maintenance fees will be paid for by a fund through the Police Chiefs Association. There was discussion on the topic. Councilwoman Wellman moved that Bill #18-08.038 authorizing the Mayor to sign the award acceptance letter be read twice by title only. Councilwoman Buck seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 18-08.038 twice by title only. Councilwoman Wellman moved that Bill No. 18-08.038 be approved. Councilwoman Buck seconded the motion. The following roll call vote carried the motion: Councilwoman Wellman – aye, Councilwoman Buck – aye, Mayor Brammer – aye, Councilwoman Cupp – aye and Councilman Holt – aye. This bill is assigned Ordinance Number 18-08.38.

Street Closure Requests - Block Party & Toonfest: City Manager Hoon stated this is a two part request, one for the Block Party and one for Toonfest as both annual events occur on the same day. The Council discussed the requests. Councilwoman Wellman moved to approve the temporary closure of Main Street USA from California

Avenue to Ritchie Ave on September 15, 2018 from 7:00 am to 10:00 pm for the Annual Block Party and for the temporary closure of Main Street USA from Santa Fe to Gracia and of California Avenue from Main Street USA to the alley between the storage units and the Carnegie Library from 6:00 am to 11:00 am on September 15, 2018 for Toonfest. Councilwoman Cupp seconded the motion. The motion carried unanimously.

Street Closure Request - Homecoming: City Manager Hoon reported they have received a request for a temporary street closure for the Homecoming Parade. The Council discussed the request. Councilwoman Cupp moved to approve the temporary closure of Main Street USA from Santa Fe Avenue to Walker Street, and the 100 block of West Walker the 300 block of South Chestnut Street and the 100 block of West Lake Street from 1:45 pm to 3:00 pm on September 28, 2018 for the Homecoming Parade. Councilwoman Wellman seconded the motion. The motion carried unanimously.

ACH Addendum - Bill No: 18-08.039: City Clerk Krumpelman stated Regional Missouri Bank is offering same day ACH origination for a \$20.00 fee and updated security procedures as an addendum to the City's ACH Origination Contract. She stated that the ACH Origination Contract allows for payroll direct deposit and automatic utility bill pay and same day origination would be a useful contingency option. The Council briefly discussed the topic. Councilwoman Wellman moved that Bill #18-08.039 authorizing the Mayor to sign all documents associated with the ACH Addendum and Schedule A be read twice by title only. Councilwoman Buck seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 18-08.039 twice by title only. Councilwoman Wellman moved that Bill No. 18-08.039 be approved. Councilwoman Buck seconded the motion. The following roll call vote carried the motion: Councilwoman Wellman – aye, Councilwoman Buck – aye, Councilman Holt – aye, Mayor Brammer – aye and Councilwoman Cupp – aye. This bill is assigned Ordinance Number 18-08.39.

Tax Levy - Bill No: 18-08.040: City Clerk Krumpelman reported that the General Fund and Library Fund levies are remaining the same and the Debt Service Levy decreased slightly. She reported a public hearing was held the previous Tuesday, September 14th and only she and Administrative Assistant Kasey Milliron attended. City Clerk Krumpelman reminded the Council, the levy ceiling is set by the Missouri State Auditor's office. The Council briefly discussed the topic. Councilwoman Buck moved that Bill #18-08.040 setting the 2018 Tax Levy be read twice by title only. Councilwoman Wellman seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 18-08.040 twice by title only. Councilwoman Buck moved that Bill No. 18-08.040 be approved. Councilwoman Wellman seconded the motion. The following roll call vote carried the motion: Councilwoman Buck – aye, Councilwoman Wellman – aye, Councilwoman Cupp – aye, Mayor Brammer – aye and Councilman Holt – aye. This bill is assigned Ordinance Number 18-08.40.

MO Ethics Commission - PFD Resolution #18-01: City Clerk Krumpelman reported the City is required to readopt their Conflict of Interest and Personal Financial Disclosure Ordinance every two years by the Missouri Ethics Commission. If the Council does not readopt said ordinance than all elected, appointed and decision-making personnel as well as candidates will be required to file a long-form Personal Financial Disclosure statement. Councilman Holt moved to approve Resolution # 18-01. Councilwoman Wellman seconded the motion. The motion carried unanimously.

At 6:33 pm Councilman Holt moved to adjourn. Councilwoman Wellman seconded the motion. The motion carried unanimously.

Recorded by City Clerk Lindsay Krumpelman
Approved on September 25, 2018 by Marceline City Council.