

MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL
December 13, 2023

The Marceline City Council met in regular session on December 13, 2023, at 5:30 p.m. in the Council Chamber of Marceline City Hall, Mayor Sallie Buck presiding. Council members present were Josh Shoemaker, Brian Baker, Gary Carlson, and Shelly Milford. Staff attending: City Attorney Robert Cowherd, City Manager Richard Hoon, City Clerk Lindsay Krumpelman, Street Superintendent Adam Lichtenberg, Police Chief John Wright, Water/Wastewater Superintendent Matt Gibson, Assistant Fire Chief Don Henke, and Fireman Michael Wright. Others present: IDA Ex. Director Richard Switzer, DM Ex. Director Dave Tavres, Tracey Lane, Megan Wilson and E. Russ Comber.

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

REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES:

City Clerk Update: City Clerk Krumpelman reported she has focused on the record retention project and grant projects. She informed the Council that the Customer Surveys for the ARPA Lead Service Line Inventory grant project were sent out the week prior. She gave a big thank you to City Manager Hoon, Collector/Admin Specialist Kasey Milliron and Apprentice Lineman Darren Brammer whom all helped prepare the approximately 1,400 surveys to be mailed. She stated there are Change Orders related to the LWCF Grant (Ripley Park) project. She stated they have started working on the FY 23-24 budget document.

City Manager Update: City Manager Hoon reported to the Council that someone had parked along Chestnut recently and were asked to move since they were within 30 feet of an intersection. He stated Chestnut Street is an evacuation/snow route and is only 20 feet wide. City Manager Hoon stated he will be making a recommendation at the next meeting to add Chestnut Street to the “No Parking” schedule. He stated the Street and Electric Departments are working on trees in the Right Of Way of utilities and that meet one of the following four (4) criteria: dead, dying, diseased, or danger to utilities. City Manager Hoon concluded stating he will be out of the area from Christmas to New Years.

Council Update: Councilwoman Milford stated a visitor was very complimentary of the improvements to the City in the last four (4) years. Councilman Baker announced he was engaged and had a tooth pulled. Councilman Shoemaker stated Peanut Night was a great night and commended all those involved. Mayor Buck thanked everyone for their thoughts, prayers, and kind words on the passing of her brother.

Organizational Updates – DM & IDA: *Downtown Marceline:* Downtown Marceline Ex. Director Dave Tavres informed those present they are still doing ornaments and Downtown Marceline is sponsoring the Mt. Rushmore trip. He stated the Grocery Grab and BBQ Auction were successful events and they received 111 completed Elves cards. DM Ex. Dir Tavres gave a big thank you to Street Superintendent Lichtenberg and his department for drilling the holes for the flutter flags for the Downtown businesses, stating there are only nine (9) left to finish. He reported there is something in the windows of the Past Times building now, there is a new business called Buckaroos & Ballerinas in the building next to City Hall, and he thanked the IDA for their façade grant program that has led to several improvements to buildings/businesses on Main Street USA. DM Ex. Dir Tavres stated Missouri Main Street Connection won a Paul Bruin Grant (federal grant) that may be good for those on the national register or in process. He stated the Marketing Marceline Committee was created and Downtown Marceline has had their first call on the MO Humanities Showcase award. He reported Paula Wright is a new board member for Downtown Marceline and the Zurcher Suite is open and available for rent. He stated he is working with the owner of the storage units across from Ripley Park to have banners placed on the doors that make it appear trains are parked there. He concluded that Amtrack is still a possibility.

IDA: IDA Ex. Director Richard Switzer read their new mission statement to those present. He stated Nature's Grace is at full production and adding employees. He stated they had a General Management change. IDA Ex. Dir. Switzer stated the second floor of CoffeeTree is almost done and once completed they will bring more employees in-house. He reported that Karv'd has new processes in place and 13 current employees. He stated Walsworth, Moore Fans, and Hurtt Fabricating all have top of the line automation at their facilities. IDA Ex. Dir. Switzer reported they are partnering with Downtown Marceline for the SBC seminar. He informed the Council that the IDA façade grants approved for OliveSage, OK Tavern, Allen Hotel, and Lowell Schreiner resulted in \$14,000.00 of improvements to downtown. IDA Ex. Dir Switzer informed the Council an ad campaign is being worked on for economic vitality through the partnership of the IDA, Chamber, Downtown Marceline and the City. He concluded stating the Great Northwest Days will be February 6th and 7th. Councilwoman Milford inquired about the increase of parking needs when CoffeeTree brings more of their employees to their downtown location. City Manager Hoon stated they will have a shift schedule and that was part of the reason the City did the expanded parking on Ritchie Street.

PRESENTATION – FIRE DEPARTMENT KNOX BOXES: Fireman Michael Wright and Assistant Fire Chief Don Henke presented on the Knox Box program that the Fire Department will begin the start of the new year. They showed the Knox boxes and said they were boxes that would be installed at businesses and residences at their request to secure a key to allow the firemen into their building without having to damage a door/window to gain access in an emergency. They explained how the program worked and the cost of a Commercial Knox Box is \$550.00 and for a Residential Knox Box is \$250.00. Anyone interested in purchasing a Knox Box needs to contact Fireman Michael Wright, so they get the correct one for their system. City Manager Hoon stated the City will assist with a marketing campaign.

APPOINTMENTS TO BOARDS AND COMMITTEES:

Recreation and Park Board: Mayor Buck stated they have received two (2) resignations from the Recreation and Park Board and there are three (3) applicants to fill the vacancies. City Clerk Krumpelman informed the Council the Recreation and Park Board is recommending the appointment of Kayle Lichtenberg and Amanda Johnson. The Mayor appointed Amanda Johnson to the vacancy with the term expiring May 31, 2026, and Kayle Lichtenberg to the term expiring May 31, 2024.

CITIZENS PARTICIPATION: None.

UNFINISHED BUSINESS:

S&A Change Order #2 (LWCF – Ripley Park Project) – Bill No. 35-2340: City Manager Hoon stated Change Order #4 is being withdrawn as it was determined that was a design error. City Manager Hoon stated Change Order #2 and #3 are for electrical changes. Street Superintendent Lichtenberg explained the electrical changes to the Council. Councilwoman Milford moved that Bill No. 35-2340 authorizing the City Manager to execute Change Order #2 between the City of Marceline and S&A Equipment and Builders LLC in the amount of \$1,496.14 be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2340 twice by title only. Councilwoman Milford moved that Bill No. 35-2340 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2340: Councilwoman Milford – aye, Councilman Baker – aye, Mayor Buck – aye, Councilman Shoemaker – aye, and Councilman Carver – aye. This Bill is assigned Ordinance Number 35-2341.

S&A Change Order #3 (LWCF – Ripley Park Project) – Bill No. 35-2342: Councilwoman Milford moved that Bill No. 35-2342 authorizing the City Manager to execute Change Order #3 between the City of Marceline and S&A Equipment and Builders LLC in the amount of \$5,709.66 be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2342 twice by title only. Councilwoman Milford moved that Bill No. 35-2342 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2342: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Carlson – aye, Councilman Shoemaker – aye, and Mayor Buck – aye. This Bill is assigned Ordinance Number 35-2342.

S&A Change Order #4 (LWCF – Ripley Park Project) – Bill No. 35-2343: Withdrawn.

NEW BUSINESS:

Historic Preservation Nominations – Resolution Nos. 23-05, 23-06, 23-07, 23-08: Mayor Buck stated there are four (4) Historic Preservation Nominations before the Council and they are for the First Christian Church, Gucker Coal Company, Lincoln School, and Masonic Lodge. City Manager Hoon stated Mr. Comber put in a lot of time on these nominations. He stated the State Historic Preservation Office (SHPO) sent a letter just like before. He stated once it was received, an ad for the public hearing was advertised in the newspaper and letters were sent to surrounding properties. He stated the Historic Preservation Commission's public hearing on these properties was held the night before. City Manager Hoon reported the Historic Preservation Commission is recommending the Council approve all the nominations via the approval of the resolutions. Councilman Shoemaker moved to approve the following resolutions to accept the Historic Preservation Commission's recommendation nomination for the National Register of Historic Places and authorizing the Mayor to sign associated documents: Resolution No. 23-05 – First Christian Church, Resolution No. 23-06 – Gucker Coal Company, Resolution No. 23-07 – Lincoln School, and Resolution No. 23-08 – Masonic Lodge. Councilwoman Milford seconded the motion. The motion carried.

Moore Fans Rezone Request – Bill No. 35-2344: City Manager Hoon informed the Council that Moore Fans plans to expand to the North and is requesting to rezone the property from C-1 to M (Manufacturing). He stated the required public hearing was held on Monday, December 4th after publication of the notice was made in the Linn County Leader on November 10, 2023, with letters sent to surrounding property owners. City Manager Hoon stated the Planning Commission recommends the Council approve Moore Fans' request. City Manager Hoon stated before they build a city-owned high pressure sewer line would need to be moved and a liftstation would have to be installed, which would all need to be approved by MoDNR. City Attorney Robert Cowherd recommended the City have a contract with Moore Fans for the maintenance of the liftstation. The Council discussed the topic. City Manager Hoon will broach the subject with Moore Fans. Councilwoman Milford moved that Bill No. 35-2344 rezoning certain property from "C-1" General Commercial District to "M" Manufacturing District be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2344 twice by title only. Councilwoman Milford moved that Bill No. 35-2344 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2344: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Shoemaker – aye, Councilman Carlson – aye, and Mayor Buck – aye. This Bill is assigned Ordinance Number 35-2343.

Wells Street Vacation Request – Bill No. 35-2345: City Manager Hoon informed the Council Moore Fans has submitted a request to vacate the westerly 168' of Wells Street adjacent to Block 58 of The Original Town of Marceline, providing for a utility easement. City Manager Hoon stated if vacated, this would split the vacated portion between the property owners, with plans for Moore Fans to buy the other owner's half. He stated the required public hearing was held on Monday, December 4th after publication of the notice was made in the Linn County Leader on November 10, 2023 with letters sent to surrounding property owners. City Manager Hoon stated the Planning Commission recommends the Council approve the street vacation request. Councilman Shoemaker moved that Bill No. 35-2345 to vacate the westerly 168 feet of Wells Street adjacent to Block 58 of the original town of Marceline, providing for a utility easement and effective date be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2345 twice by title only. Councilman Shoemaker moved that Bill No. 35-2345 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2342: Councilman Shoemaker – aye, Councilman Baker – aye, Councilman Carlson – aye, Councilwoman Milford – aye, and Mayor Buck – aye. This Bill is assigned Ordinance Number 35-2344.

North Industrial Park Plat Request – Bill No. 35-2346: Mayor Buck stated this Bill is to approve the final plat for the Marceline Industrial Park. City Manager Hoon stated this is the fourth rendition of the plat. He said reported one condition of the Nature Grace's contract was to plat a road. He stated the platted road follows the water line. Councilman Shoemaker moved that Bill No. 35-2346 approving and accepting the final plat for the Marceline North Industrial Park Plat 4 be read twice by title only. Councilman Baker seconded the motion. The motion

carried. City Clerk Krumpelman read Bill No. 35-2346 twice by title only. Councilwoman Milford moved that Bill No. 35-2346 be passed. Councilman Shoemaker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2346: Councilwoman Milford – aye, Councilman Shoemaker – aye, Councilman Baker – aye, Mayor Buck – aye, and Councilman Carlson – aye. This Bill is assigned Ordinance Number 35-2345.

NCMR Airport Block Grant Amendment #2 – Bill No. 35-2347: Mayor Buck introduced the topic. City Manager Hoon stated this amendment is for increased costs for the airfield pavement maintenance project. Councilwoman Milford moved that Bill No. 35-2347 authorizing the Mayor to execute the Missouri Highways and Transportation Commission Amendment to State Block Grant Agreement (Amendment #2) between the Missouri Highways and Transportation Commission and the Cities of Brookfield and Marceline and the North Central Regional Airport Authority be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2347 twice by title only. Councilman Baker moved that Bill No. 35-2347 be passed. Councilwoman Milford seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2347: Councilman Baker – aye, Councilwoman Milford – aye, Councilman Carlson – abstained, Mayor Buck – aye, and Councilman Shoemaker – aye. This Bill is assigned Ordinance Number 35-2346.

Marijuana 3% Sales Tax Ballot Issue – Bill No. 35-2348: City Clerk Krumpelman stated this ballot issue is for a 3% sales tax on all tangible personal property retail sales of adult use marijuana sold in the City in the event a dispensary opens within city limits. She stated the request to put this item on the ballot was brought up during the budget process. There was a brief discussion on the lawsuit in the court system to determine whether the County can collect the 3% sales tax inside city limits if the City has one. Councilwoman Milford moved that Bill No. 35-2348 imposing a sales tax at a rate of three percent (3%) on all tangible personal property retail sales of adult use marijuana sold within the City of Marceline subject to the approval by the voters at the General Municipal Election to be held on April 2, 2024 be read twice by title only. Councilman Shoemaker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2348 twice by title only. Councilwoman Milford moved that Bill No. 35-2348 be passed. Councilman Shoemaker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2348: Councilwoman Milford – aye, Councilman Shoemaker – aye, Mayor Buck – aye, Councilman Carlson – aye, and Councilman Baker – aye. This Bill is assigned Ordinance Number 35-2347.

Record Retention – Destruction of Records: City Clerk Krumpelman presented her updated list of records to be destroyed based on the State’s record retention schedule. She stated if approved, those records listed will be destroyed by being burned when the annual dump clean-up / burn occurs by the Street Department. Councilman Shoemaker moved to approve the destruction of the records listed. Councilman Carlson seconded the motion. The motion carried.

With no further business, Councilman Baker moved to adjourn the meeting. Councilwoman Milford seconded the motion. The motion carried. The meeting adjourned at 7:01 pm.

Recorded by City Clerk Lindsay Krumpelman.
Approved by Marceline City Council on January 10, 2024