

**MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL  
December 19, 2017**

The Marceline City Council met in regular session on December 19, 2017 at 5:30 p.m. in the Council Chambers of City Hall, Mayor Jeri Holt presiding. Council members present were: Tyson Brammer, Sallie Buck, Natalie Wellman, and Liz Cupp. Staff attending: City Manager Richard Hoon, Administrative Clerk Kasey Milliron, City Attorney Jeff Elson, Electric Superintendent Dean Gauthier, Water / Wastewater Superintendent Roger Sullivan, Police Chief Robert Donelson, Officer Rhonda Gulley, and Officer Christopher Murray. Also in attendance were: Pam Engelhard, Joyce Robinson, Linda Linebaugh, Mary Gibson, and Bill Stuart.

Mayor Jeri Holt 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 Brammer moved to approve the minutes and the absence of the financials due to City Clerk Lindsay Krumpelman being on maternity leave. Councilwoman Liz Cupp seconded the motion. A majority vote carried the motion.

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

City Department Updates: Water/Wastewater Superintendent Roger Sullivan reported they replaced two valves, two fire hydrants, and one water outage. He stated that the crews have cleaned off brush at the Reservoirs, and the Country Club.

Electric Superintendent Dean Gauthier reported they have sat two pole lights at the pool and the walking trail. The concrete for the substation was done by the Street Department now they will be able to set regulators. The lights on the sign at the City Junction are installed with new LED lights.

Street Superintendent Ed Ewigman was absent. City Manager Rich Hoon stated that due to the excessive amounts of leaves on Main St USA, crews went out early morning on December 15, 2017 to clean leaves off Main St. USA roads for safety purposes.

Police Chief Bob Donelson reported that the 5<sup>th</sup> Annual Christmas for kids had approximately 350 people attend. There was plenty of food and gifts for all. Next year they are planning to make the event a 'Hawaiian Christmas for Kids'.

There were no City Clerk updates, due to City Clerk Lindsay Krumpelman out on maternity leave.

City Manager Richard Hoon reported that he had four candidates sign up for City Council: John Carver, Pamela Engelhard, Mary Gibson, and Tyson Brammer. He apologized for the multiple notifications that were sent out for the planed water outage. To help prevent miscommunication to the public about planned water outages he wants there to be a three day advance. Also there will be door knockers placed on locations that are affected. Door knockers will not be hung if it is city-wide.

City Manager Richard Hoon thinks there should be Council updates to the agenda. There were no council updates.

**CITIZENS PARTICIPATION:**

Linda Linebaugh inquired if the City was going to do more with Christmas lights in Ripley's Park for next year. She stated that the tress was not very lit up as past years. City Manager Hoon reported that the Christmas lights will be a better display for next year.

Bill Stuart came to discuss the water/sewer bill received for his renter at 910 N Oak. He disagrees that owners should have to pay for the renter's water and sewer bill. He believes it is a poor policy and would like to see it changed. Mayor Holt clarified that it is water and sewer only due to the home owner if the renter does not pay. Bill questioned the state statute. City Attorney Jeff Elson explained the state statute. Councilwoman Liz Cupp stated that all people that rent homes should be notified by the City prior to getting a bill. Bill Stuart agreed. Bill Stuart asked if the City has to enforce the state statute. City Attorney Elson explained that the City can follow if they would like. Kasey Milliron explained how the procedure is done in City Hall. Due to the time frame of the letter sent out Mayor Holt decided to waive the bill owed by Bill Stuart. Mayor Holt would like this topic to be on January 16, 2018 Council meeting agenda.

#### **OLD BUSINESS:**

Municipal Court: City Manager Hoon stated that Ordinance #17-11.053 needs to be repealed. There is a \$7.00 sum Statewide Court Automation Fund requires that needed to be added, which is found in the new ordinance under Section 6. Councilwoman Wellman inquired how close to OSCA regulations are we. Chief Donelson stated that the City is close. City Attorney Elson stated that some towns have taken two to six months to be finalized. Councilman Brammer moved that Ordinance #17-12.059 to repeal Bill No. 17-11.053 be read twice by title only. Councilwoman Wellman seconded the motion. City Manager Hoon read Bill No. 17-12.059 twice by title only. The following roll call vote carried the motion: Councilwoman Buck – aye, Councilwoman Wellman – aye, Councilwoman Cupp – aye, Mayor Holt – aye, and Councilman Brammer – aye. Councilman Brammer moved that Bill No. 17-12.059 be approved. Councilwoman Wellman seconded the motion. The following roll call vote carried the motion: Councilwoman Buck – aye, Councilwoman Wellman – aye, Councilman Brammer – aye, Councilwoman Cupp – aye, and Mayor Holt – aye. This bill is assigned Ordinance Number 17-12.057.

#### **NEW BUSINESS:**

Culpepper & Merriweather Circus: City Manager Hoon discussed that an alternative location is needed for the 2018 circus. City Manager Hoon recommended that the North Industrial Park remain the primary location and the South Park soccer field for the alternate, or to make other recommendations if necessary. Councilwoman Buck asked about parking. City Manager Hoon had talked to Street Superintendent Ed Ewigman; he stated that parking should not be an issue. After a brief discussion, the Council provided consensus to have the North Industrial Park as the primary location and the South Park soccer field as a secondary location.

Trash Service-Advanced Disposal Discussion: City Manager Hoon explained issues such as, missed collections with Advanced Disposal. City Manager Hoon stated it is hard to enforce the City Ordinance due to collections not being picked up. Pam Engelhard inquired about the notes that the Police Department places on the trash cans. City Manager Hoon stated it is more of a notification than a ticket violation. Mayor Holt stated that he called around to other towns that had other contracted companies serving other locations; they seem to have similar issues as Marceline. The Council provided consensus to leave the contract alone.

Ripley Park Pond: City Manager Hoon reported that people have been swimming and fishing in the Ripley Park Pond and needs to be prohibited. Councilwoman Wellman agreed and also stated that dogs should also be prohibited from swimming at the Ripley Park pond. Councilwoman Cupp stated the City should post “No Swimming/Fishing signs”. The Council provided consensus to discuss “Ripley Park Pond Fishing & Swimming Prohibition” at the January Council meeting.

Emergency Snow & Ice Routes: City Manager Hoon read Bill # 17-12.060. City Manager Hoon explained the route will be related to Snow & Ice Routes, providing for declaration, notifications, and penalty provisions. Councilwoman Cupp stated that # 10 had an error; 100 Block of E. Ritchie & 100 Block of W. Howell, should state W. Ritchie not E. Ritchie. Councilwoman Wellman moved that Bill No. 17-12.060 approving the Emergency Snow & Ice Routes be read twice by title only. Councilwoman Buck seconded the motion. The motion carried unanimously. City Manager Hoon read bill 17-12.060 with the correction on # 10 to W. Ritchie twice by title only. Councilwoman Wellman moved that Bill No. 17-12.060 to be approved with the correction on

# 10 to W. Ritchie. Councilwoman Buck seconded the motion. The following roll call vote carried the motion: Councilwoman Buck – aye, Councilwoman Wellman – aye, Councilman Brammer – aye, Councilwoman Cupp – aye, and Mayor Holt – aye. This bill is assigned Ordinance Number 17-12.58.

Temporary for Sale by the Drink Permit: City Manager Hoon discussed the Downtown Marceline Organization request for a Temporary “For sale by the Drink” Permit on behalf of Alpha Nu Beta. The event will be held at the Walsworth Community Building on January 19, 2018. After discussion, Councilwoman Wellman moved to approve the permit. Councilwoman Buck seconded the motion. The motion carried unanimously.

Personnel Manual-Overtime & Holiday: City Manager Hoon opened discussion on Bill #17-12.061 to amend 502 Overtime and Compensatory Time and Section 603: Holidays of the City of Marceline Personnel Manual as they made an increase in employees, overtime. City Manager explained the difference in 1995, 2013, and 2017 personnel manuals. Mayor Holt questioned the 12 hour shifts at the police department and the 10 hour shifts at the Water Department. City Manager Hoon stated he did not want to take away benefits from employees. City Manager Hoon agreed the Holiday pay should be the hours worked on the shift and not based off of eight hours. Councilwoman Cupp disagreed, stating she believed all employees should get eight hours Holiday pay not 12 hours or 10 hour. Councilwoman Buck inquired about compensatory time, City Manager Hoon explained. Councilwoman Wellman inquired if is it more of a scheduling issue for the Overtime. Councilman Brammer questioned if employees do not use their vacation time, will they lose it. Councilman Brammer would like to discuss the “use or lose” issue at January Council meeting. City Manager Hoon recommended Bill #17-12.061 be adopted into final ordinance form. Councilman Brammer moved that Bill No. 17-12.061 approving Personnel Manual-Overtime & Holiday be read twice by title only. Councilwoman Wellman seconded the motion. The motion carried unanimously. City Manager Hoon read bill 17-12.061 twice by title only. Councilman Brammer moved to approve Bill No. 17-12.061. Councilwoman Wellman seconded the motion. The following roll call vote carried the motion: Councilwoman Buck – aye, Councilwoman Wellman – aye, Councilman Brammer – aye, Councilwoman Cupp – no, and Mayor Holt – aye. This bill is assigned Ordinance Number 17-12.59.

Councilman Brammer would like to discuss Vacation “Use or Lose” at January 16<sup>th</sup>, 2018 Council meeting. City Manager Hoon would also like to include Chapter 720 Utility Billing Procedures.

At 7:14 pm Councilwoman Wellman moved to adjourn to Executive Session pursuant to RSMo 610.021 Paragraph (3) Personnel. Councilman Brammer seconded the motion. The following roll call vote carried the motion unanimously: Councilwoman Buck – aye, Councilman Brammer – aye, Mayor Holt – aye, Councilwoman Wellman – aye, and Councilwoman Cupp – aye.

Minutes recorded by Administrative Clerk Kasey Milliron in the absence of the City Clerk.

Recorded by Administrative Clerk Kasey Milliron.  
Approved on January 16, 2018 by Marceline City Council.