



MINUTES OF A REGULAR MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF MOUNT VERNON, MISSOURI ON TUESDAY, JUNE 22, 2021.

The Board of Aldermen of the City of Mount Vernon, Missouri met in a regularly scheduled meeting, at the regular place of meeting, 319 E Dallas Street, on Tuesday, June 22, 2021 at 7:00 p.m. The meeting was called to order by Mayor Jason Haymes with the following roll call recorded: Scott Beckley, Deanna McElveen, Craig Nelson, Lowell Phillips, Sherie Thrasher, Steve Fairchild, Marda Gramm, and Sue Lee. The following city personnel were also in attendance: City Administrator Max Springer, Counselor William Petrus, Jr., Treasurer Shari Weldy, Public Works Director Joe Kelley, Code Enforcement Officer Terry Moore, Police Chief David Hubert, and City Clerk Melissa Aduddle.

Guests registering their attendance are listed on the sign in sheet attached to and made a part of the minutes.

Approval of the Agenda

Mayor Haymes presented the agenda to the Board for approval. The following changes were requested:

- City Administrator – Add: Board Appointments, Personnel Committee – Budget, Vandalism at Skatepark, Airport Committee Meeting.
- Public Works – Add: Golf Course – Chemical Purchase
- New Business – Add: Max Springer resignation

Alderman Phillips moved to approve the agenda with the aforementioned changes, seconded by Alderwoman McElveen.

Motion passed.

Presentation of Minutes

Mayor Haymes presented the minutes from the Board of Aldermen meeting held on Tuesday, June 8, 2021 to the Board for approval. Alderwoman Gramm moved to approve the minutes as presented, seconded by Alderman Phillips.

Motion passed.

Introduction of City Attorney Candidate

Mayor Haymes stated this part of the meeting was to take the opportunity introduce Darlene Parrigon to the Board. Ms. Parrigon's paralegal, Michelle Wallace, informed the Board that she was looking forward to the opportunity, but was still in court from this morning. She would join the meeting if court ended in time.

Public Hearing – Annexation of Jones Memorial

Mayor Haymes declared this portion of the meeting is set aside to receive public input from those in attendance regarding the voluntary annexation of Jones Memorial. The public hearing was opened at 7:07 pm. Mayor Haymes requested any discussion. Mr. Moore stated that everyone should have the paperwork submitted in filing the petition for annexation, and that it meets all the requirements for voluntary annexation. Mr. Moore also requested that since Jones Memorial Chapel, Inc. is a non-profit, the \$100.00 filing fee be waived. Alderman Phillips moved to approve the request to waive the \$100.00 filing fee for petition for annexation, seconded by Alderwoman McElveen.

Motion passed. Mayor Haymes announced the closing of the public hearing at 7:10 pm.

Citizen Participation

Mayor Haymes announced this portion of the meeting was set aside to receive input from those in attendance and requested any discussion.

- Storm Water Issues – Donna Pritchard, Cindy Green, Steve Niehaus, and Leslie and Shawn Westfall discussed concerns about storm water run-off from the TA Truck Stop into the Sunset Heights subdivision. Discussion was held. Mayor Haymes thanked them for bringing these concerns to the Board.

Ordinance

Bill No. 2021-17 re: First and second reading of an ordinance amending the Mount Vernon Municipal Code at Title III, Traffic Code, Schedule III, Parking Restrictions, Table III-B, Restricted Parking, and repealing Ordinance 12.70, was read twice, by title only, with the following roll call vote recorded:

First Reading:

AYES: Beckley, McElveen, Nelson, Phillips, Thrasher, Fairchild, Gramm, Lee

NOES: None

ABSTAIN: None

ABSENT: None

Second Reading:

AYES: Beckley, McElveen, Nelson, Phillips, Thrasher, Fairchild, Gramm, Lee

NOES: None

ABSTAIN: None

ABSENT: None

Bill No. 2021-17 was passed by unanimous roll call vote and sent to the Mayor for signature, thus becoming Ordinance Number 12.71.

Department Reports

City Administrator

Mr. Springer held discussion on the following items:

- **Walnut Street Traffic Count.** Springer informed the Board that as a member of Southwest Missouri Council of Governments (SMCOG) the City can have one free traffic count done per year. SMCOG will be conducting a traffic count June 22nd through June 30th at Blaze Road and Walnut Street. There is another area at Walnut Terrace and Hometown Pharmacy that is used in the same manner, and may need to be addressed as well. Discussion was held.

- **South Highway 39 Traffic Count.** Springer stated that there is a project within the City that is looking to locate south of the interstate, which will require a traffic study for MoDOT, to look at signalization or a roundabout and entrances for Highway 39. Anderson Engineering has been asked to give an estimate, since they did the original design work for the intersection at Schweiger Drive and Highway 39. The estimated cost is \$10,000.00 to \$12,000.00. Discussion was held. Alderman Fairchild moved to approve conducting a traffic count on Highway 39, south of the interstate, seconded by Alderman Phillips.

Motion passed.

- **Storm Water Study.** Springer reported that the storm water basin that runs through Sunset Heights Subdivision was studied in February of 1990. There were two recommendations that came out of that study performed by Allgeier, Martin & Associates. Springer quoted, “first, was to leave it “status quo”, in which the City elects to do nothing until the problem becomes so extreme and widespread that State and Federal agencies require action. If this option were selected, dangerous conditions would remain, and existing facilities would deteriorate, increasing improvement cost significantly. Second, was to initiate a large scale project to improve the storm drainage in the problem areas. Therefore, this option would be the most cost effective in the long term and is our recommendation.” The only improvement that appears to have been done is the low water crossing on Shafer Street. In 1995, the City had Allgeier Martin do a Storm Water Management Plan for the whole town. In that plan, it included the study done in 1990 as part of the management plan. The management plan divided the city into 4 quadrants Northwest, Northeast, Southwest and Southeast. The estimated cost for each quadrant was broken out and a separate replacement schedule for culverts. The total cost for the recommendations of the management plan was \$5,348,850.00. The management plan was never adopted by the City. A request has been sent to Allgeier Marin about the cost to update the plan and the estimated cost. Discussion was held.

- **Proposed Skatepark Rules & Regulations.** Springer stated that in the packet there are proposed rules and regulations for the skatepark. He asked the Board to please read through them, if there are changes or things you feel need to be changed, added or omitted let me know. Once adopted, the City will have a sign made and posted at the park. Springer then reminded the Board that the grand opening for the skatepark is this Friday evening, June 25th, from 4:00 pm to 7:00 pm. The City would really like to have the Board present. The ribbon cutting will take place about 6:30 pm. Discussion was held. Alderman Fairchild moved to approve the skatepark rules, seconded by Alderwoman Gramm.

Motion passed.

- **Proposed COVID-19 Exposure/Quarantine Policy.** Springer reiterated that at the last Council meeting we discussed what to do moving forward concerning employee exposure and quarantine due to COVID-19. The Council temporarily agreed to continue treating it as paid family medical leave until we received some guidance from the Health Department. Springer stated he had a discussion with the Health Department, and in the packet is a proposed policy to address future employee exposures. Springer requested any discussion on the policy and stated it once any changes were made the Board would have to approve the policy before it could be added to the personnel manual. Discussion was held. Alderman Fairchild moved to approve the COVID-19 policy as presented, seconded by Alderwoman Lee.

Motion passed.

- **Survey of City Property.** Springer said an estimate has been received for the surveying of the 40 acres the City owns south of I-44 interstate, from Austin Land Surveying, LLC, in the amount of \$9,500.00. Springer has spoken with the County Commissioners and members the Emergency Dispatch Board about splitting the cost with the City. Both Boards have agreed to the following cost sharing, City \$4,000.00, County \$3,000.00 and the Emergency Dispatch Board \$2,500.00. Discussion was held. Alderwoman Lee moved to hire Austin Land Surveying, LLC to do the work on the City's land south of I-44, with the City paying \$4,000.00, County \$3,000.00 and the Emergency Dispatch Board \$2,500.00, seconded by Alderwoman Gramm.

Motion passed.

- **Proposed Acceptance of Sewer Main at 600 N Main.** Springer reminded the Board that when the City sold 600 N Main to Mount Vernon Investments, LLC, the City agreed to insure that the nine cottages located on the north 12 acres of the property remain connected to the city sewer. The main sewer line servicing all of the existing structures is a private service main. In order to fulfill our obligation, the City has suggested that they dedicate approximately 1700 feet of the old service main to the City. The City would then own and maintain the service main allowing the nine cottages to remain connected to the city sewer. In the future, should the development of the north circle require the moving of the sewer service main an agreement will need to be made concerning who will be responsible for the cost. Discussion was held. Alderwoman Lee moved that the City accept the proposed sewer main at 600 N Main as presented, seconded by Alderman Beckley.

Motion passed.

- **Utility Billing Notification Software.** Springer requested authorization to purchase a document management suite and notification for utility billing software from Tyler Technologies for \$4,278.00. This will allow us to send out notices to our customers such as payment due, notice of disconnect for nonpayment, phone call reminding them that payment is due and all needed documentation of notifications. There is also a reoccurring licensure & maintenance fee of \$688.00 per year. This will help lower cost on postage and associated mailing materials, i.e. envelopes, cardstock, paper. Discussion was held. Alderwoman Lee moved to approve Tyler Technologies software for \$4,278.00 and include the recurring license and maintenance fee of \$688.00, seconded by Alderman Fairchild. Alderwoman Lee moved to amend the main motion to strike dollar amount of recurring fee, seconded by Alderman Fairchild. Amendment to motion passed. Motion now reads to approve Tyler Technologies software for \$4,278.00 and include the recurring license and maintenance fee.

Motion passed.

- **MML Regional Meeting – July 20, 2021.** Springer updated the Board that Missouri Municipal League will be holding a regional meeting in Mount Vernon at the MARC on July 20, 2021 beginning at 6:00p.m. Dinner at 6:30 p.m. the cost per meal is \$15.00. Must register by July 13th at 4:00 pm. Meeting will cover 2021 Legislative Session. It is encouraged that the City's elected officials to attend.
- **MML Annual Conference September 26-29, 2021 in St. Louis.** Springer informed the Board the MML Annual Conference will be held in St Louis, MO September 26th through

29th. He stated if any of them would like to attend please let City staff know so hotel booking and registration for the conference can be completed.

- **Red, White & BOOM.** Springer reminded the Board the Red, White & BOOM will be held on Friday July 2nd, rain or shine, at Spirit of 76 Park.
- **Personnel Committee Meeting.** The Park Committee will meet on Monday evening June 28th at 6:00 pm at City Hall in conference room upstairs. Discussion will include working on the pool, expansion of park, possible bond issue and 2022 Budget.
- **Juneteenth.** Springer stated the President signed a bill authorizing a new Federal holiday to be known as Juneteenth in celebration of the end of slavery in the United States. Springer asked if the City going to recognize as paid holiday for City employees. Discussion was held.
- **Pay Request #3 Restroom Project.** Springer requested approval of pay request #3 for the restroom project at Spirit of '76 Park in the amount of \$80,988.78. Discussion was held. Alderwoman Lee moved to approve pay request #3 in the amount of \$80,988.78, seconded by Alderwoman McElveen.

Motion passed.

- **Board Appointments.** Springer explained that the City currently has several Boards that need some volunteers who would be willing to serve on them. Industrial Development Authority needs five (5) Board members, Enhanced Enterprise needs two (2), one to represent the Library and I have asked the Fire District if one of their Board members would serve, Board of Adjustment needs at least three (3) maybe four (4), and Planning & Zoning needs one Alderman and one to replace Mae Craig, who is stepping down. Discussion was held.
- **Personnel Committee.** Springer requested to schedule a Personnel Committee meeting to discuss the 2022 Budget. Discussion was held. Meeting is set for Tuesday, June 29, 2021 at 6:00 pm at City Hall.
- **Vandalism at the Skatemark.** Springer stated there had been some minor vandalism done to the skatepark, which will be able to be buffed out. Discussion was held.
- **Airport Committee.** Springer requested to schedule an Airport Committee meeting to discuss the Airport Layout Plan. Discussion was held. Meeting is set for Tuesday, July 6, 2021 at 6:00 pm at City Hall.

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Treasurer

Ms. Weldy held discussion on the following items:

- **Bills Paid.** Weldy presented the bills paid report and requested any discussion. None brought forth.
- **Bills over \$5,000.00.** Weldy presented the Bills over \$5,000.00 for to the Board for approval. Alderman Phillips moved to authorize payment for the bills over \$5000.00 as listed, seconded by Alderwoman Thrasher.

Motion passed.

Minutes Approved July 11, 2021

- **May 2021 Treasurer's Report.** Weldy presented the May 2021 Treasurer's Report to the Board for approval. Alderwoman McElveen moved to approve the May 2021 Treasurer's Report as presented, seconded by Alderman Beckley.

Motion passed.

- **Budget Amendments.** Weldy present the budget amendments to date, and requested any discussion. Discussion was held. Alderwoman Lee moved to approve the budget amendments, seconded by Alderwoman Thrasher.

Motion passed.

Director of Public Works

Mr. Kelley held discussion on the following items:

- **Waste Water Collection – Manhole Rehabilitation.** Kelley stated earlier this year the Board approved a study of several manholes south of the interstate. Visu-sewer submitted a proposal to rehab two of the manholes. Discussion was held. Alderman Phillips moved to approve the manhole rehabilitation for \$20,730.26, seconded by Alderwoman Lee.

Motion passed.

- **Waste Water treatment Plant – Auger at Headworks.** Kelley reported that an auger in the compactor was damaged during a high rain event and requested approval to purchase a replacement auger for \$10,444.12 plus freight. Discussion was held. Motion to purchase new auger replacement for \$10,444.12 plus freight, seconded by Alderwoman McElveen.

Motion passed.

- **Golf Course – Chemical Purchase.** Kelley requested approval to purchase chemicals for the golf course in the amount of \$4,099.20. Alderwoman Lee moved to approve chemical purchase for the golf course for \$4,099.20, seconded by Alderman Phillips.

Motion passed.

Code Enforcement

Mr. Moore held discussion on the following items:

- **Conditional Permit – 700 E Center St.** Moore stated that pre-fab accessory structures are getting bigger that the code doesn't allow. Moore included the draft minutes from the planning and zoning meeting that the text change was discussed, and a new accessory structure application was included, as well, that goes with the ordinance in new business. Discussion was held.

Police

Chief Hubert held discussion on the following items:

- **Other Items of Discussion.** Hubert didn't have any agenda items, but requested any questions or discussion from the Board. None brought forth.

Old Business

Mayor Haymes requested any old business to be brought to the floor for discussion. None brought forth.

New Business

Mayor Haymes requested any new business to be brought to the floor for discussion.

- **Bill No. 2021-18 re:** First and second reading of an ordinance amending the Mount Vernon Municipal Code at Sections 405.050, 405.450 (b)(3)(b), 405.450(B)(3)(c), and 405.450(BB), regarding portable buildings, was read twice, by title only, with the following roll call vote recorded:

First Reading:

AYES: Beckley, McElveen, Nelson, Phillips, Thrasher, Fairchild, Gramm, Lee

NOES: None

ABSTAIN: None

ABSENT: None

Second Reading:

AYES: Beckley, McElveen, Nelson, Phillips, Thrasher, Fairchild, Gramm, Lee

NOES: None

ABSTAIN: None

ABSENT: None

Bill No. 2021-18 was passed by unanimous roll call vote and sent to the Mayor for signature, thus becoming Ordinance Number 2.202.

- **Personnel Committee Report.** Chairman Fairchild stated the committee met last Tuesday to interview two candidates for City Attorney. Discussion was held. The Personnel Committee moved to recommend Darlene Parrigon for City Attorney, seconded by Alderman Fairchild.

Motion passed.

- **Max Springer Resignation.** Springer presented his letter of resignation and was thanked for his 20 years of service, ten as an alderman and ten as City Administrator. Discussion was held. Alderwoman Thrasher moved to accept the resignation of Max Springer effective on December 31, 2021, and advertise for City Administrator position with a starting salary of \$57,000.00 to \$70,000.00 commensurate with experience, seconded by Alderman Phillips.

Closed Session

Alderman Phillips moved to adjourn to closed session pursuant to RSMo, § Section 610.021(3) Personnel and Section 610.021(2) Real Estate, seconded by Alderwoman Lee. The following roll call vote was recorded:

AYES: Beckley, McElveen, Nelson, Phillips, Thrasher, Fairchild, Gramm, Lee

NOES: None

ABSTAIN: None

ABSENT: None

Motion passed. Meeting adjourned for closed session at 8:59 p.m.

Reconvene.

Meeting reconvened at 9:17 p.m. Mayor Haymes determined all Aldermen that were present for closed session adjournment had returned to the meeting. Mayor Haymes requested any other business to be brought to the floor for discussion. None brought forth

Adjournment

Minutes Approved July 11, 2021

Mayor Haymes announced there being no further business listed on the agenda to come before the Board, the meeting is adjourned. Meeting adjourned at 9:20 pm.

Jason Haymes, Mayor

Date

Melissa Aduddle, City Clerk

Date