

City of Monroe City

Meeting of the Board of Alderman May 23, 2024, 6:00 PM
Monroe City Hall Council Chambers – 109 Second Street
Monroe City, MO 63456

I. Call to Order

Mayor Ronald Miller called the special meeting to order at 6:00pm; due notice had been given.

II. Pledge of Allegiance & Invocation

III. Roll Call & Announcement of Quorum

Mayor Ronald Miller called roll and the following were in attendance:

Alderman Loree Quinn	Alderman Adrian Saunders
Alderman Jason Osbourne	Alderman Robin Simpson
Alderman Mike Schneider	Alderman Greg Smith

Others Staff/Personnel in Attendance:

Attorney John Russell	Alex Siebert	Danette Henderson
Kim Beers	Kerry Lee	Rich Enochs
Del Buckman		

IV. Review & Approval of Minutes (May 9, 2024)

Motion was made by Alderman Simpson, seconded by Alderman Osbourne approving the meeting minutes for May 9, 2024. Motion passed unanimously.

V. Mayors Report

On May 15, 2024, Mayor Miller, Kerry Lee, and Danette Henderson met with Paul Jensen and Dan Stokes of MPUA. A 5-point electric system improvement plan was discussed and MPUA will provide oversight on the project. The bathymetric study from the Department of Natural Resources on Route J Reservoir has been received and was forwarded to Black & Veech for review and provided five separate alternatives. The study helps to educate us on the condition of Route J and how it may serve our needs for years to come. Citywide dumpster use was discussed. A citizen reached out to Mayor Miller about residents that don't have access to the dumpsters and/or equipment to get items to the dumpster and asked if we would consider establishing two days for city crews to pick up their items curbside. This was tabled for later discussion. Mayor Miller reported he had a great meeting with Dennis Spalding and reviewed the Mosswood operations. Spalding reported several citizens donate their time to help at the golf course and it is very much appreciated. Mayor Miller also discussed with Spalding, the cities financial status and budget and agreed the city should challenge Mosswood to make every effort improve their financial operations for the next fiscal year. Mayor Miller also discussed the boards determination to present a one year contract on operations; more discussion will take place on that later in the meeting.

VI. City Clerk Report

As requested, Henderson provided 3 dumpster quotes for city wide clean up:

Dayne's Disposal	B & W	Merkels
Delivery Fee-\$146.00	Total cost: \$625.00	Total cost: \$660.00
Dump Fee-\$292/haul	2-week max, incl. up	2-week max, incl. up to
Tonnage-\$65/ton	4 ton	5 ton

Daily Rental Fee-\$4.50 \$100/ton over 4 \$55/ton over 5 ton

Alderman Osbourne reported he spoke with Kevin O’Bryan and he mentioned the dumpsters can be monitored easily if placed at the city barn rather than the sewer plant. No tv’s, appliances, tires, liquid paint, or hazardous/flammable items will be accepted. Mark Twain Regional Council of Governments will provide posters on their hazardous waste program which all residents can utilize for the items not accepted.

Motion was made by Alderman Osbourne, seconded by Alderman Simpson approving the Merkels bid for 6 dumps. Motion passed unanimously.

Henderson will provide the notice for residents to the Lake Gazette the dumpsters will be available starting June 1, 2024. If customers do not have the resources to take their items to the dumpster, they can reach out to city hall for assistance.

Interviews will be held in the coming weeks for the second administrative assistant position. Once this position is filled it will allow Henderson more time to dedicate to the financials. Mayor Miller had an opportunity to speak with Steve Conley’s office. Mayor Miller reviewed the scope of work we were contracting for and reviewed the document outlining what was needed to perform the audit. When reconciliation of the bank records are completed and have an up to date budget we can obtain an audit.

VII. City Attorney Report – Attorney Russell was absent.

VIII. Council Committee Report

- a. **Planning & Zoning** – No report at this time.
- b. **Parks & Cemetery** – Alderman Smith reported meetings will be restructured to accommodate for attendance. The deadline to submit for the North Park grant is July 9, 2024.
- c. **Economic Development** – A few items of concern have been presented to the committee; they will work towards arranging a meeting.
- d. **Administrative** – No report at this time.
- e. **Nuisance Review Board/Public Safety** – No report at this time.

IX. Department Reports

a. Police –

1. Shooting Qualifications - Kim Beers provided quotes on ammunition for night/day range qualifications as well as target quotes.

Motion was made by Alderman Smith, seconded by Alderman Quinn allowing the department to spend up to \$550.00 for ammunition and targets for range qualifications. Motion passed unanimously.

Beers also provided a price comparison between US Cellular and AT&T for hotspot/phone/laptop services for the council to review. Beers added an officer has been assigned to cover city nuisances for the summer to include but not limited to grass, trash, etc. A listing of the nuisances will be provided at future meetings.

b. Fire – No report at this time.

c. Water – No report at this time.

5
86 d. **Electric** – Report was provided by Lee. Lee also added Farmer’s Elevator purchased the
87 lot east of Monroe City Ready Mix and will eventually need 3 phase electric installed. Lee reported the
88 policy for reimbursement is the city will purchase the transformer and they will reimburse us. The
89 industrial park transformer should arrive June 3 and filling, and testing should be complete around June
90 17, 2024. The department is working to replace the old Pace underground electric that has been needed
91 for over a year.

92 1. **Eaton Pay Request** - Eaton has presented invoices for their second-20%
93 payment (90% engineering package approval) and a 15% (mobilization) payment totaling \$139,493.55.
94 Once construction is complete, we will be billed for the balance.

95 2. **Pole Bids** - Pole bids will be presented later in the meeting.
96 Motion was made by Alderman Smith, seconded by Alderman Saunders approving the two invoices
97 totaling \$139,493.55. Motion passed unanimously.

98 e. **Gas** – Osborn provided a report

99 1. **Sand Storage Containment Quote** – Osborn obtained one quote for
100 erecting a sand storage area for the gas department. The council asked that other bids be obtained and
101 will review them at the next council meeting.

102 f. **Street** – Report provided.

103 g. **Airport** – Buckman reported the city has done a fantastic job on mowing at the airport.
104 Buckman received a nice thank you letter from Mrs. Hays’ kindergarten class from their class field trip to
105 the airport. Buckman mentioned a federal grant opportunity for up to \$80k to be used for airport
106 maintenance. The council decided to have an administrative committee meeting to discuss this further
107 and see what can be done by reaching out to state elected officials as well.

108 h. **Mosswood**

109 1. **Contract for Services** – No contract was presented by Michael Williams to
110 review; therefore, this will be tabled to the first June 2024 meeting.

111 X. **Pool**

112 1. **Strainer Replacement** – Moss reported A quote was provided for a
113 stainless-steel basket strainer to replace the cracked one in the amount of \$3315.40; attempts will be made
114 to repair the current one. This basket is needed as soon as possible. The pump is currently undergoing
115 repairs, and it would be advantageous to purchase a replacement pump. All hired lifeguards passed their
116 certification.

117 Motion was made by Alderman Smith, seconded by Alderman Quinn to purchase the replacement basket
118 for \$3315.40. Motion passed unanimously.

119 XI. **Presentation of Bills & Approval of Payments**

120 Motion was made by Alderman Quinn, seconded by Alderman Saunders approving the accounts payable
121 presented for May 23, 2024, and considered warrants approved by the Mayor since the last council
122 meeting. Motion passed unanimously.

123 XII. **New Business**

124 a. **Mindy Hays – MC Rec Center** – Hays reported the Rec Center project is moving full
125 speed ahead and joined the meeting tonight to ask for approval of a LMI (Low-and Moderate-Income)
126 survey to take place as well as the mailing costs associated with sending the survey to a randomized
127 number of citizens.

3 The survey will be good for a period of two years and can be utilized on future city projects.

129
130 Motion was made by Alderman Simpson, seconded by Alderman Quinn to move forward with the LMI
131 survey and the city will pay the postage expense associated with it. Motion passed unanimously.

132 **b. RFQ – Engineering Services** – At this time it was requested for the board to approve to
133 seek engineering services at this time for electrical consultation.

134 Motion was made by Alderman Smith, seconded by Alderman Saunders to put out an RFQ for electrical
135 consultation. Motion passed unanimously.

136 **c. Fishing for Freedom – Kaylee Buckman** – Kaylee has been with the organization 13
137 years and is asking for \$150.00 to have the FFA kids place flags along Main Street on June 2, 2024. Kaylee
138 mentioned this was approved through the council last year as well; however, they never received
139 reimbursement.

140 Motion was made by Alderman Simpson, seconded by Alderman Saunders approving the \$150 for FFA
141 to place flags on Main Street and to also pay the past due balance for a total of \$300.00. Motion passed
142 unanimously.

143 **d. Bill No. 4: An Ordinance authorizing the Mayor to sign a MPA Mutual Aid**
144 **Agreement**

145 Bill number 4 was read by title only by Acting President of the Board Osbourne.

146 Motion was made by Alderman Osbourne, seconded by Alderman Simpson approving the first reading of
147 Bill Number 4 by title only. Motion passed unanimously.

148 Bill Number 4 was then read by title only by Alderman Smith.

149 Motion was made by Alderman Smith, seconded by Alderman Osbourne approving the second reading of
150 Bill Number for by title only. Mayor Miller called roll and the results were as follows: Alderman Quinn-
151 yes, Alderman Saunders-yes, Alderman Osbourne-yes, Alderman Simpson-yes, Alderman Schneider-yes,
152 and Alderman Smith-yes. The bill having the affirmative vote was then and there duly signed and became
153 ordinance number 04-2024.

154 **e. Resolution Appointing Director & Alternate Director to the Municipal Gas**
155 **Commission dba Missouri Gas Commission**

156 Motion was made by Alderman Smith, seconded by Alderman Simpson appointing Terry Osborn as
157 Director and Scott Neff as Alternate Director. Motion passed unanimously.

158 **f. Resolution Appointing Director and Alternate Director to the Missouri Joint**
159 **Municipal Electric Utility Commission dba Missouri Electric Commission**

160 Motion was made by Alderman Smith, seconded by Alderman Osbourne appointing Kerry Lee as Director
161 and Chris Whelan as Alternate Director. Motion passed unanimously.

162 **g. Chariton Valley – Contract Renewal** Seibert met with Chariton Valley to review our
163 current contract and see what services are no longer needed to reduce the overall bill. After reviewing
164 their renewal, police department router & implementation of an emergency button, it was determined the
165 lower renewal with Chariton Valley was the best option. Renewal is due by the end of May.

166 Motion was made by Alderman Smith, seconded by Alderman Saunders approving the Chariton contract
167 renewal as presented with the security button feature and router. Motion passed unanimously.

168 At this time, Lee presented pole bids from Thomasson Company, Graybar, & Bridgewell Resources.

172 Motion was made by approve the lowest bid by Thomasson Company for a load of 44 electric poles.
173 Motion passed unanimously.

174 **h. Concrete & Ready Mix Bid Opening & Review** – At this time, Mayor Miller opened the
175 bids received by the given deadline. After review, more information was needed. This will be tabled to
176 the first June 2024, meeting.

176 **XIII. Unfinished Business**

177 **b. County Line Project – Howe Company** – Shannon Howe and Cindy Hultz provided a
178 breakdown of the Monroe City County Line Road 502 EDA Project as far as what would take place if the
179 project were not completed or if it was to continue.

180 Motion was made by Alderman Simpson, seconded by Alderman Schneider to cancel project effective
181 immediately and to pay MTRCOG their administration fees totaling \$19,000.00. Alderman Smith
182 opposed. Motion passed. Attorney Russell will document a letter canceling all contracts and it was at no
183 fault.

184 **a. IT Support Services** – Seibert obtained IT service quotes from Marco Technologies,
185 TigerHawk, and Systec, LLC. And provided an overview of each company and their services and fees.

186 Motion was made by Alderman Smith, seconded by Alderman Saunders approving TigerHawk services
187 and fees as presented. Motion passed unanimously.

188
189 Due to the MML Elected Officials Training being held in conjunction with the June 6, 2024, meeting, the
190 next meeting date was tentatively set for June 13, 2024.

191 **c. Adjournment**

192 Motion was made by Alderman Quinn, seconded by Alderman Saunders to adjourn at 8:47pm. Motion
193 passed unanimously.
194
195
196
197
198

199
200 _____
Mayor City Clerk