

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI,
FEBRUARY 13, 2018**

PRAYER: Councilman Rob Kinnard

PLEDGE OF ALLEGIANCE: Fire Chief, Lonnie Quick

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on, February 13, 2018 at 06:30 p.m.

ROLL CALL - COUNCIL PRESENT: Mayor Mike Wright, Dave Powell, Deanna Guy, Ron Peterson, Rob Kinnard and Tom Williams.

COUNCIL ABSENT: Justin Meier, Barb Hardwick and Sam Coleman

ROLL CALL – STAFF PRESENT: Mark Rounds, Tonya Willim, Lonnie Quick, Rebecca Hoeflicker, Dale Shipp, Haley Williams and City Attorney-Chris Williams.

WELCOMING REMARKS – Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: January 9, 2018 minutes of the regular meeting approved as printed; noted the January 23, 2018 meeting was cancelled due to a lack of quorum.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: A motion to adopt the agenda as presented by Councilor Williams, second by Councilor Guy. AYES: Williams, Powell, Guy, Peterson and Kinnard. NAYS: None. Approved 5-0.

REPORT OF STANDING COMMITTEES:

FINANCE COMMITTEE: Tom Williams – the committee has not met and therefore nothing to report.

ORDINANCE COMMITTEE: Deanna Guy – the committee has not met and therefore nothing to report; Lisa Hastings has requested a meeting to discuss some ordinances.

PUBLIC WORKS: Dave Powell – the committee met before the council meeting and a number of items we discussed are on the agenda.

PUBLIC SAFETY: Rob Kinnard – the committee has not met and therefore nothing to report.

PARK BOARD LIAISON: Deanna Guy – Park Board met granted the mowing bid contract for next year and working on more amenities, like swings, benches, picnic tables, etc. before spring. They would still like to see more pavers sold and the ones sold are installed.

MAYOR'S REPORT – Mike Wright. Attending a meeting with the residents of Ridgeway the other night had Mike Milius with Olsson Associates and several members of the council here. Went over the plans of the project we will have over there. Attend a staff meeting and HARPS ribbon cutting. Met with Mark and Tonya several times. Also attended a meeting with Schneider Electric. Had a police officer

interview a few weeks ago. We have two new officers to appointment. Brandon Bines will be a detective moving here from Florida next week. The other office is John Schachtele both veteran police officers and John will start pretty quick. At this time, I would like to appoint them.

Appointment of Brandon Bines and John Schachtele; roll called: AYES: Williams, Powell, Guy, Peterson and Kinnard. NAYS: None. Approved 5-0.

CITY ADMINISTRATOR'S REPORT – Mark Rounds. In addition to my printed report. Rebecca has sent out all the 5 year plans to help prepare for the budget. The Fire Department and Police Department are now fully staffed. Councilor Guy asked from your report what are the ongoing concerns of living next the WWTP? We fixed that building... CA stated that there is a gentleman next door who still has issues and I speak with on a regular basis, I believe he is in Dave's ward. Mayor stated he is not; he is actually outside City limits. CA stated I have had good civil relationship him and we are talking about the possibly of getting some cheap trees or State issued trees, I say cheap but not cheap in quality, that wind break type or items you can get for almost nothing, but, he and I have a good relationship and its more time consuming than anything else. I understand from reading notes in the past he was unhappy about somethings. Councilor Guy stated, I am aware of that and I thought it was taken care of. CA stated we did, you did take care of things when you closed that building. I don't think he has anything to complain about. He is talking to me about the possibility of some trees we can do together. I am not opposed to talking about that. Mayor stated we already planted some trees. CA stated you did and some big ones. These are really small sprouts you can order for virtually nothing from the State and they will come up pretty quickly and they will fill in, have a little bit of fragrance and flower in the spring, which may not hurt out there, but, I am not the one to say. One more thing, I want to hand out some good news. This is Rebecca's work. It's the tax and use tax information. It is up as well as the other. If you look through there you will see some colored charts that are helpful. (CA passed out information). If you have any questions, the colors will show you where it's at. We have done well. Rebecca has done a great job. Councilor Guy asked why it went up to \$147,000 in December and then down in February. Rebecca stated why there is sometimes a flux, that you can see if follows a trend every year the same way. During certain months, it may depend on people who submit monthly, quarterly, annually vs. monthly remitters. The State has recently issued a supplemental that none of the Cities really understand at this point, but, will be discussed at the GFOA conference I will be attending to explain it. They issued some supplemental backpacks about six months ago on their new system.

DEPARTMENT REPORTS: No comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- a. FY2017 Audit Presentation –Rita Russell, Westbrook & Co. Rita presented results of the fiscal year 2017 audit. She stated that the city's financial records are materially correct. The City has made good decisions and the numbers were accurate and it gets a clean opinion. She said you can feel good and positive when you look at the numbers as they are correct when you make your decisions. The only material weakness found was in cash, receipts, saying that the accounting duties are not properly segregated which could allow errors or fraud to occur and go undetected. She said she strongly recommends that procedures be put in place to correct the deficiencies, noting this is a past concern we have had for several years. She gave high praise to

Rebecca Hoeflicker, stating have a CPA is a strong plus and strength that the City has. We did not find any discrepancies or have to make any adjustments.

B. Wheel Loader Lease Purchase Option. In April 2015, the City signed a three year lease with John Deere Financial for a 2015 John Deere 324KXT Wheel Loader that is used by Public Works. The lease required three annual payments of \$16,940.75 and included a purchase option of \$41,114.61 at the end of the third year (April 2018). The FY18 budget includes this amount to purchase the wheel loader (¼ Streets, ¼ Solid Waste, ¼ Water Distribution, and ¼ Wastewater). Motion to approve the purchase of the 2015 John Deere 324KXT Wheel Loader in the amount of \$41,114.61 by Councilor Powell, second Councilor Peterson. AYES: Williams, Powell, Guy, Peterson and Kinnard. NAYS: None. Approved 5-0.

C. Contracted Sports Officials. Councilor Powell asked what we originally budgeted for this? Councilor Guy stated \$12,043.00. Councilor Powell said I had around \$5,000. Rebecca stated what you are referring to on that list of items I gave you; I just put the amount that it cost over what it was if we were doing it ourselves. So that we decided to cut it out, we would not be cutting the whole amount since we still needed money to pay the officials whether we did it ourselves or not. Councilor Kinnard stated his support of having contracted officials and how it can be difficult at times, but to have the professionals, it's important. Haley stated we will still have local officials working, but, if they cannot the contract services will be able to get officials. By contracting they will be getting trained, know the mechanics of the games and hopefully less concern by the coaches and parents. Much discussion. Councilor Guy asked Haley if she addressed the issues we talked about. Haley stated yes, that he said he accidentally put yes in the boxes as he was going through it were they were actually no answers. Motion to approve by Councilor Kinnard, second Councilor Powell. AYES: Williams, Powell, Peterson and Kinnard. NAYS: Guy. Approved 4-1.

D. Highway 210 Lift Station Flow Evaluation Testing Dale Shipp stated the City has been aggressively working on the wastewater system to reduce and eliminate discharges and bypassing of the sewer system.

- 2014 completed the new Wastewater Treatment Plant, thus, eliminating the bypass from the peak flow clarifier;
- 2015 purchased a jet vac sewer truck to better maintain the collection system and lift stations;
- 2016 rebuilt and rerouted the 10-13 lift station and greatly reduced the amount of discharges from this location; and
- 2017 purchased a sewer inspection camera to identify defects in the collection system.

All of these efforts are continuously reducing the number of overflows and bypasses. The EPA and MDNR are still pushing for elimination of all bypasses and Sanitary Sewer Overflows (SSO) from the sewer systems. 210 Lift station is the second largest lift station that the city owns. At this time, it is the biggest SSO violator for the City. We will begin to address this issue by obtaining a flow evaluation for the basin area that collects into the 210 and Hill Street Lift Stations (orange and green areas on the map). The agreement will have Olsson Associates begin the collection of the flow monitoring by subcontracting with TREKK to install electronic depth/velocity flow meters and tip-bucket rainfall recorders. Within a 60 day base monitoring period, anticipated to begin in April, Olsson will be able to deliver to the City a developed plan

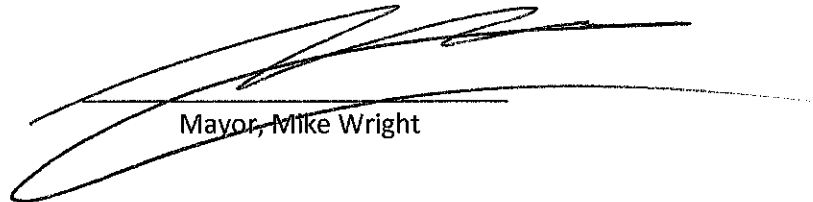
from this assessment of data. The report of findings will help the City to define the best way to improve and/or eliminate the SSO issues at this lift station. This proposal for flow/rain monitoring and the assessment study is \$53,671. We budgeted \$250,000 in FY18 to address the 210 Lift Station. Motion to approve Work Order No. 13 with Olsson Associates for the flow evaluation of 210 Lift Station in the amount of \$53,671 by Councilor Powell, second Councilor Peterson. AYES: Williams, Powell, Guy, Peterson and Kinnard. NAYS: None. Approved 5-0.

ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (1) Legal, (3) Personnel, (9) Labor, motion to adjourn at 7:17 p.m. by Councilor Guy, second Councilor Peterson. AYES: Guy, Peterson, Kinnard, Williams and Powell. NAYS: None. Approved 5-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 7:44 p.m. with no action taken by Councilor Guy, second Councilor Peterson. AYES: Guy, Peterson, Kinnard, Williams and Powell. NAYS: None. Approved 5-0.

ADJOURN Open enter closed: Motion to adjourn at 7:45 p.m. by Councilor Guy, second Councilor Powell. AYES: Guy, Peterson, Kinnard, Williams and Powell. NAYS: None. Approved 5-0.


City Clerk, Tonya Willim


Mayor, Mike Wright