

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, SEPTEMBER 27, 2022**

**PRAYER:** Darren Sherwood

**PLEDGE OF ALLEGIANCE:** Fire Chief Sowder

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on September 27, 2022 at 6:30 p.m.

**ROLL CALL:** COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Barb Hardwick, Jim Hardison, Rob Brash, Deanna Guy and Rob Peterson. COUNCIL ABSENT: Rob Kinnard and Adam Booth.

**ROLL CALL:** STAFF PRESENT: City Administrator Tonya Willim, City Clerk Janelle Neece, Fire Chief Mark Sowder, Police Chief Chad Burnine, Finance Director Rebecca Hoeflicker, Public Works Director Dale Shipp, City Collector Marilyn O'Dell, Recreation Director Haley Williams and City Attorney Chris Williams.

**WELCOMING REMARKS:** Mayor Wright welcomed everyone to the meeting.

**ACCEPTANCE OF MINUTES:** September 13, 2022 minutes of the regular meeting approved as printed.

**COMMENTS FROM AUDIENCE:** None

**ADOPTION OF AGENDA:** Motion to adopt the agenda by Councilor Bond, second by Councilor Peterson. Roll Called. AYES: Bond, Peterson, Guy, Hardison, Hardwick and Brash. NAYS: None. Motion approved 6-0.

**REPORT OF STANDING COMMITTEES:**

- A. Finance:** Deanna Guy. The Committee has not met and therefore nothing to report.
- B. Ordinance:** Barb Hardwick. The Committee has not met and therefore nothing to report.
- C. Public Works:** Ron Peterson the Committee has not met and therefore nothing to report.
- D. Public Safety:** Rob Kinnard was absent the Mayor reported the Committee has not met therefore nothing to report
- E. Park Department Liaison:** Deanna Guy. Park Board has not met since our last meeting.

**MAYOR'S REPORT:** Mayor Wright has met with CA Willim who has kept him informed on City business and attended the Council Work Session meeting.

**CITY ADMINISTRATOR’S REPORT:** Tonya Willim. CA report included in the packet.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

- A. FY23 Commercial Insurance Renewal – Mike Keith with Mike Keith Insurance was present. It is time to renew our property and liability insurance for the City of Richmond. Our broker/representative, Mike Keith Agency, represented by Mike Keith, has met with staff. Star Insurance Company (Star) has been our insurance carrier since October 1, 2021. Their response, service, and representation have been good. There is an overall premium increase from \$176,603 in FY22 to \$198,850 in FY23. This is a \$22,247 (12.6%) increase. The coverage of the policy remains the same. There are several minor changes relating to the vehicles and property due to sales/purchases and the annual review of property insurance values. The law enforcement liability coverage experienced a rate increase, which is not unique to the City – all carriers providing law enforcement liability coverage have implemented significant rate increases due to the current climate surrounding law enforcement claims. Mike Keith stated that this overall increase is within the expected range of an annual increase in premiums. The optional terrorism insurance would add \$387 to the base premium. The Council has historically rejected terrorism coverage. Motion to approve Star for the City’s 2022-2023 property and liability insurance carrier and waive optional terrorism insurance by Councilor Peterson, second by Councilor Hardison, Roll called. AYES: Peterson, Hardison, Bond, Brash, Guy and Hardwick. NAYS: None. Motion approved 6-0.
- B. Farris Fall Festival and Street Closures. The Friends of the Farris Theatre would like to host a Fall Festival on October 29, 2022. The festival will include a bounce house, vendor booths, kiddie tractor pull, corn pit, talent show, corn hole and conclude with Trunk or Treat. This is a one-day event and the Festival Committee has a street closure request of the City Council. Sherry Smith was present and requested closers from South Camden Street from Business 10 (Main Street) to West Lexington Street and Franklin Street from West Camden Street to College Street. Motion to approve the Fall Festival Event and street closures by Councilor Peterson, second by Councilor Bond. Roll called. AYES: Peterson, Bond, Hardwick, Brash, Guy and Hardison. NAYS: None. Motion approved 6-0.
- C. Bill No.: 22-30 Budget Amendments for FY22. AN ORDINANCE AMENDING THE FISCAL YEAR 2022 OPERATING BUDGET OF THE CITY OF RICHMOND, MISSOURI, BY AMENDING ORDINANCE NUMBER 2555 TO REFLECT CHANGES IN REVENUES IN THE AMOUNT OF \$12,000 AND CHANGES IN EXPENDITURES IN THE AMOUNT OF \$83,965. A budget amendment is needed for the Transportation Fund and the Municipal Complex Fund for the FY2022 budget. The amendment needs to be approved by Council for budget/audit purposes.

1. The TEAP Grant for Camden Street study was approved by Council on December 14, 2021. (\$12,000 – 27-00-00-4532; \$17,050 – 27-00-00-9401) 2. The Thornton Street Culvert repairs were approved by Council on January 25, February 22 and June 14, 2022. (\$38,665 - 27-00-00-5023) 3. Budget overage for the LIDAR mapping for GIS was approved by Council on December 14, 2021. (\$4,100 - 27-00-00-7097) 4. Miscellaneous Municipal Complex repairs were made throughout the year (concrete, backflow preventer, HVAC repairs and toilets). (\$9,750 - 35-00-00-7405) 5. One new HVAC unit was approved by Council on July 26, 2022. (\$14,400 - 35-00-00-9015). Motion for first and second reading by title only of Bill No. 22-30 by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES. Guy, Hardwick, Peterson, Hardison, Bond and Brash. NAYS: None. Motion approved 6-0. City Clerk Janelle Neece proceeded with first and second reading by title only of Bill 22-30. Motion to adopt Bill 22-30 as ordinance by Councilor Peterson, second Councilor Guy. Roll Called: AYES: Peterson, Guy, Hardison, Bond, Hardwick and Brash. NAYS: None. Bill 22-30 approved 6-0.

D. Resolution No. 459 Adopting Council Goals/Objectives. On June 22, 2022 the City Council held a Strategic Planning session facilitated by Patty Gentrup of the University of Kansas Public Management Center to focus on the next fiscal year. This annual work session focuses on progress made and anticipation for the future. This session's key performance areas and priorities encompassed staffing needs, operations, maintenance/repairs and continuation of previous projects. Therefore, the FY23 budget reflects these priorities. Motion to adopt Resolution No. 459 Council Goals and Objectives for FY23 Budget Year by Councilor Bond, second by Councilor Peterson. Roll called. AYES: Bond, Peterson, Brash, Guy, Hardison and Hardwick. NAYS: None. Motion approved 6-0.

E. Bill No.: 22-31 Adopting Annual Operating Budget for FY23. AN ORDINANCE ADOPTING THE ANNUAL OPERATING BUDGET OF THE CITY OF RICHMOND, MISSOURI, FOR FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023, ESTABLISHING FINANCIAL NEEDS AND RESOURCES FOR THE CITY OF RICHMOND, MISSOURI. The Finance Committee met on Wednesday, September 7, 2022 to review the FY23 proposed budget presentation with no recommended changes. Finance committee recommended a full Work Session with the council that was presented on Monday, September 19, 2022 and there were no recommended changes. The Finance Committee recommends presenting the proposed FY23 budget to the Council at the September 27, 2022 Council Meeting for adoption. Motion for first and second reading by title only of Bill No. 22-31 by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES. Guy, Hardwick, Peterson, Hardison, Bond and Brash. NAYS: None. Motion approved 6-0. City Clerk Janelle Neece proceeded with first and second reading by title only of Bill 22-31. Motion to adopt Bill 22-31 as ordinance by Councilor Peterson, second Councilor Hardison. Roll Called: AYES: Peterson, Hardison, Guy, Bond, Hardwick and Brash. NAYS: None. Bill 22-31 approved 6-0.

- F. Bill No.: 22-32 Amending Chapter 700 General Provisions Regarding Installation of Meters. AN ORDINANCE AMENDING CHAPTER 700 GENERAL PROVISIONS, ARTICLE II RATES AND METERS, OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND, MISSOURI. With the completion of the AMI meter installation project; staff has been working on updating the city code with standardized language for water meter installation, and replacement cost for customer damages to the meter, MTU (Meter transmitting Unit), pits, lids, etc. Currently, the proposed ordinance creates those sections, along with clean up language for location of meters and deposits and the fees will be listed in the Comprehensive Fee Schedule. On September 7, 2022, staff met with the Ordinance Committee and the committee recommends to the full Council. Motion for first and second reading by title only of Bill No. 22-32 by Councilor Bond, second by Councilor Peterson. Roll Called: AYES: Bond, Peterson, Guy, Hardwick, Hardison and Brash. NAYS: None. Motion approved 6-0. City Clerk Janelle Neece proceeded with first and second reading by title only of Bill 22-32. Motion to adopt Bill 22-32 as ordinance by Councilor Hardwick, second Councilor Peterson. Roll Called: AYES: Hardwick, Peterson, Hardison, Guy, Bond, and Brash. NAYS: None. Bill 22-32 approved 6-0.
- G. Bill No.: 22-33 Ordinance Providing for the Comprehensive Fee Schedule Adopted by the City of Richmond, Missouri, to be Amended by Resolution. AN ORDINANCE PROVIDING FOR THE COMPREHENSIVE FEE SCHEDULE ADOPTED BY THE CITY OF RICHMOND, MISSOURI, TO BE AMENDED BY RESOLUTION OF THE CITY COUNCIL. Motion for first and second reading by title only of Bill No. 22-33 by Councilor Guy, second by Councilor Peterson. Roll Called: AYES: Guy, Bond, Peterson, Hardwick, Hardison and Brash. NAYS: None. Motion approved 6-0. City Clerk Janelle Neece proceeded with first and second reading by title only of Bill 22-33. Motion to adopt Bill 22-33 as ordinance by Councilor Peterson, second Councilor Guy. Roll Called: AYES: Peterson, Guy, Hardwick, Hardison, Bond, and Brash. NAYS: None. Bill 22-33 approved 6-0.
- H. Resolution No.: 460 Amending Comprehensive Fee Schedule. The Comprehensive Fee Schedule reflects additions/increases reflected in the FY23 budget. There are some changes in the City Recreation Programs, addition of Chapter 700 Water Meters & MTU Replacement and water rates. Motion to adopt Resolution No. 460 Amending Comprehensive Fee Schedule by Councilor Peterson, seconded by Councilor Hardison. Roll called. AYES: Peterson, Hardison, Guy, Brash, Bond and Hardwick. NAYS: None. Motion approved 6-0.

**ADJOURN OPEN/ENTER CLOSED:** Pursuant to Section 610.021(1) Legal. Motion to adjourn open/enter closed session at 7:04 p.m. by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Bond, Brash, Peterson and Hardison NAYS: None. Motion approved 6-0

**ADJOURN CLOSED/ENTER OPEN:** Motion to adjourn closed/enter open session at 7:08 p.m. with no action taken by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Bond, Brash, Peterson and Hardison. NAYS: None. Motion approved 6-0.

**ADJOURN:** Motion to adjourn at 7:09 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Bond, Brash, Peterson and Hardison. NAYS: None. Motion approved 6-0.

  
City Clerk, Janelle Neece

  
Mayor, Mike Wright

