

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, FEBRUARY 14, 2023.**

**PRAYER:** Dave Donaldson

**PLEDGE OF ALLEGIANCE:** Mark Sowder

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, February 14, 2023, at 6:30 p.m.

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

**ROLL CALL:** STAFF PRESENT: City Administrator Tonya Willim, City Clerk Janelle Neece, Interim Police Chief Scott Bagley, Fire Chief Mark Sowder, Public Works Director Dale Shipp, Finance Director Dawn Jennings, Community Development Director Lisa Hastings, Economic Development Director James Gorham, City Collector Marilyn O'Dell, Court Clerk Sarah Collins, Human Resources Specialist Courtney Williams, Utility Billing Specialist Wendy VanOster and City Attorneys Chris Williams and John Mullane.

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

**ACCEPTANCE OF MINUTES** January 24, 2023 regular meeting minutes were approved as printed.

**COMMENTS FROM AUDIENCE:** None.

**ADOPTION OF AGENDA:** Motion to adopt the agenda by Councilor Bond, second by Councilor Hardison. Roll Called: AYES: Bond, Hardison, Hardwick, Guy, and Kinnard. NAYS: None. Motion approved 5-0.

**REPORT OF STANDING COMMITTEES:**

- A. Finance: Deanna Guy. The Committee has not met so nothing to report.
- B. Ordinance: Barb Hardwick. The Committee met on February 7, 2023 and items discussed will be presented later on the agenda.
- C. Public Works: Barb Hardwick the Committee has not met so nothing to report.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report.
- E. Park Board: Park Board has not met since our last meeting so nothing to report.

**MAYOR'S REPORT:** Mayor attended the West Gate Luncheon, interviewed for a new police officer and attended the Planning and Zoning Meeting. As a reminder we will be having Marilyn O'Dell's retirement party on Wednesday, February 15 at 1:30 p.m. at City Hall.

**CITY ADMINISTRATOR'S REPORT:** Report is in the packet. CA Willim informed Council Centimark was able to cover the metal panels area in front of gym from further weather intrusion until roof repairs can be made. Dale and I met with Mike Milius and Brooke to discuss NWWTP closure demo. Willim provided a sheet for each Councilmember to fill out for the streets in their Ward for Mill/Overlay. We received 2 trucks on Friday for Public Works.

**DEPARTMENT REPORTS:** No questions or comments.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

- A. Bill No: 23-06. Conditional Use Permit for a Communications Facility and Tower located at 105 Matt Waller Ave, Ray County 911 Emergency Services. AN ORDINANCE ALLOWING A CONDITIONAL USE PERMIT ON A CERTAIN LAND LOCATED IN THE CITY OF RICHMOND, MISSOURI, UNDER THE AUTHORITY GRANTED BY THE CODE OF ORDINANCES OF THE CITY OF RICHMOND, MISSOURI; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH. No action taken. Council would like more specific language added to the Conditional Use Permit then brought back to Council at a later date. Mayor Wright tabled Bill No: 23-06.
- B. Bill No: 23-07. Amending Code Establishing Recreational Marijuana Offenses John Mullane has struck the portions in the current code regarding 'synthetic cannabinoids. Amendment 3 does not provide any constitutional protections as to synthetic cannabinoids, but, considering marijuana itself is legal, he struck synthetic prohibitions as well. The City Prosecutor and Interim Police Chief have reviewed and are in agreement with Williams & Campo to strike this language. An Ordinance Committee was held on Tuesday, February 7, 2023 and John Mullane with Williams & Campo, discussed the provisions to the code per Amendment 3. This code amendment provides the strictest language available from Amendment 3. The Ordinance Committee recommends to the full council. Motion for first and second reading by title only of Bill No. 23-07 by Councilor Hardwick, second by Councilor Kinnard. Roll Called. AYES: Hardwick, Kinnard, Guy, Bond and Hardison. NAYS: None. Motioned approved 5-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-07. Motion to adopt Bill No. 23-07 as an ordinance by Councilor Bond, second by Councilor Hardwick. Roll called. AYES: Bond Hardwick, Guy, Hardison, and Kinnard. NAYS: None. Bill No. 23-07 approved 5-0.
- C. Bill No: 23-08. Agreement with MHTC for Placement of Welcome Sign. AN ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, APPROVING A MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION LICENSE AGREEMENT FOR CITY MONUMENT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT. Melissa Roberts, Traffic Specialist with the Missouri Department of Transportation has provided the draft agreement for the City of Richmond's placement of the Welcome Sign located off of Camden/T Highway. The placement of the sign was approved by MoDOT's Realty Asset Committee last week. As noted in the agreement (Drafter's Notes), there are a few areas within the agreement to be finalized. The City will take responsibility for the

repair/maintenance of the sign as indicated (6)(A). Chris Williams has reviewed the agreement and prepared the Ordinance for approval. There are four easements to be received for placement of the signs. 1. Harvest Hills- easement is being finalized. 2. MVCCA- easement submitted; waiting on approval. 3. Ray County Hospital – received. 4. MoDOT- T Highway. Once the agreement is signed, staff will notify Excel Lighting to begin on the Welcome Signs. Motion for first and second reading by title only of Bill No. 23-08 by Councilor Bond, second by Councilor Guy. Roll Called. AYES: Bond, Guy, Hardison, Hardwick and Kinnard. NAYS: None. Motioned approved 5-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-08. Motion to adopt Bill No. 23-08 as an ordinance by Councilor Bond, second by Councilor Hardison. Roll called. AYES: Bond, Hardison, Hardwick, Guy, and Kinnard. NAYS: None. Bill No. 23-08 approved 5-0.

- D. Formal Change Order - Welcome Sign. Council formally approved by motion contractor, Excel Lightening and Signs Co on January 25, 2022, with a not to exceed \$50,000. Due the increase in size requirement needed at Highway T, this welcome sign increased from \$20,432 (4'h x 10'w) to \$40,432 (10'h x 30'w). With obtaining the easements in the final stages, we need to formally approve the additional cost for having to enlarge the signs due to visibility from the highway for this project. The increase of \$20,000, has been accounted for in the FY23 budget, line item (10-17-00-7410 Community Beatification). The price breakdown is as follow: Project Budget FY22 \$50,000 (\$10,000 city contribution), RIDC Grant Received in FY22: \$43,446 (carried over into FY2023), FY22 Expenditure: \$13,000 (Down Payment for Materials & Design Fees) all from Beautification Fund, August 2022 - Change of size would be required due to Highway 210 size requested, FY2023 Budget: \$63,500 (RIDC Grant + \$20,000 city contribution). Total cost \$76,446. Motion to approve the increase for this project of \$20,000 as earmarked in the FY23 budget, giving staff the ability to move forward, pay the contractor not to exceed \$63,500 by Councilor Bond, second by Councilor Hardwick. Roll called. AYES: Bond, Hardwick, Hardison, Guy and Kinnard. NAYS: None. Motion approved 5-0.
- E. WWTP Sludge Basin Blower #6 Replacement. Staff received a quote from United Blower for a new replacement blower on the sludge basin #6 at the WWTP. This is the unit that the air tank cracked below the motor. The blower was disassembled and both of the bearing fits on the drive end has spun on their shaft fittings. This allowed the impellers to fall out of plane plus lose end clearance. UBI can provide a new blower for \$10,550 + \$300 freight and have it here within 7 days. The quote from Pathfinder for a new blower is more expensive and would not arrive until February of next year or a remanufactured with an estimate time of 3 to 5 weeks. In the FY23 budget currently there is \$30,000 in line item Equipment Repair. Motion to approve the purchase of a new blower from UBI and not to exceed \$10,850 by Councilor by Councilor Hardwick, second by Councilor Hardison. Roll called. AYES: Hardwick, Hardison, Kinnard, Guy and Bond. NAYS: None. Motion approved 5-0.
- F. Agreement with Richmond Rotary for Placement of Clock in the Downtown Pavilion. The agreement between the City of Richmond and Richmond Rotary Club for placement of a 12-foot clock at the Downtown Pavilion is pending Council's approval, Rotary is prepared to get the clock installed within the next 30 days. The City will grant Rotary permission to place the clock. Rotary will be responsible for maintenance and repairs. The City will provide the electricity and place on the City's insurance. Motion to approve the agreement and authorize

the Mayor to sign by Councilor Hardwick, second by Councilor Guy. Roll called. AYES: Hardwick, Guy, Hardison, Bond and Kinnard. NAYS: None. Motion approved 5-0.

**ADJOURN:** Motion to adjourn at 7:27 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond and Hardison. NAYS: None. Motion approved 5-0.

  
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City Clerk, Janelle Neece

  
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Mayor, Mike Wright

