

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, APRIL 11, 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, April 11, 2023, at 6:30 p.m.

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

**COUNCIL ABSENT:** None.

**ROLL CALL: STAFF PRESENT:** City Administrator Tonya Willim, Interim Police Chief Scott Bagley, Fire Chief Mark Sowder, Public Works Director Dale Shipp, James Gorham ED Director, Lisa Hastings, Comm. Devel. Director, Wendy Vanoster Billing Specialist, Haley Williams, Recreation Director, Courtney Williams, HR Specialist, Sarah Collins, Court Clerk, Terry Dickey Parks Foreman and City Attorney Chris Williams.

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

**ACCEPTANCE OF MINUTES** March 28, 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 Booth. Roll Called: **AYES:** Bond, Hardison, Hardwick, Booth, Guy, Brash, Peterson and Kinnard. **NAYS:** None. Motion approved 8-0.

**REPORT OF STANDING COMMITTEES:**

- A. Finance: Deanna Guy: Committee met at 6:00 p.m. tonight to discuss MyRec credit card processing and this item is on the agenda for discussion.
- B. Ordinance: Barb Hardwick. Committee met on April 6 to discuss ordinance on the agenda tonight.
- C. Public Works: Ron Peterson – Committee met last week to discuss items on the agenda tonight.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report.
- E. Park Board Liaison Deanna Guy - : Park Board has begun their monthly meetings again, some items on the agenda tonight. Terry is working on getting the park restrooms open and Southview lights project has started.

**MAYOR'S REPORT:** Attended committees we have had. Multiple discussions with Tonya and we are beginning to start into summer projects.

**CITY ADMINISTRATOR'S REPORT:** We were able to get the round two trucks ordered through Enterprise; we did completed the lagoon sludge removal project at the WTP; Southview poles have been delivered and have started to insert the poles – should take a couple of weeks then start on installation of the lights – taking a week per field, Streetscapes signs installation has started today – Dale and James will make sure they are in appropriate locations – Reminder 100 year Rotary Anniversary and clock dedication will be at the Downtown Pavilion at 5:00 p.m. on Saturday, April 22, 2023.

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

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

A. .Bill No 23-16: ORDINANCE DELCARING THE OFFICIAL RESULTS ON THE FACE OF THE RETURNS OF THE JUDGES AND CLERKS OF THE REGULAR ELECTION HELD IN THE CITY OF RICHMOND, MISSOURI, ON APRIL 4, 2023. Certified election results received from the Ray County Clerk for Mayor, Mike Wright, Ward I Jim Hardison, Ward II Deanna Guy, Ward 3, Adam Booth, Ward 4, Rob Kinnard. Section II question:- Shall the City of Richmond, Missouri, impose an additional sales tax of three percent (3%) on the retail sale of adult non-medicinal marijuana?" 178 (yes) and 106 (no) vote. Motion for first and second reading by title only of Bill No. 23-16 by Councilor Hardwick, second by Councilor Booth. Roll Called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0. Acting City Clerk Tonya Willim proceeded with first and second reading by title only of Bill 23-16. Motion to adopt Bill 23-16 as ordinance by Councilor Booth, second Councilor Hardwick. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

**ADJOURN:** Motion to adjourn at 6:45 p.m. by Councilor Guy, second Councilor Hardwick. Roll Called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

**SWEARING IN OF NEW COUNCIL MEMBERS:** At this time Acting City Clerk Tonya Willim swore in - Mayor Mike Wright and Councilmembers Jim Hardison, Deanna Guy, Adam Booth and Rob Kinnard.

**SEATING OF NEW COUNCIL MEMBERS:** Mayor seated the council at their current position with no change.

**MAYOR KEPT APPOINTED COMMITTEES/COMMITTEE CHAIRS THE SAME AS FOLLOWS:**

- A. Finance Committee: Chairperson Deanna Guy, Bab Hardwick, Ron Peterson
- B. Public Works Committee: Chairperson Ron Peterson, Barb Hardwick, Jim Hardison
- C. Ordinance Committee: Chairperson Barb Hardwick, Adam Booth, Rob Brash
- D. Public Safety Committee: Chairperson Rob Kinnard, Bob Bond, Jim Hardison

E. Park Board Liaison: Deanna Guy.

Mayor Wright called to order the second part of the regular meeting of the City Council of the City of Richmond, Missouri on April 11, 2023, 6:47 p.m.

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

**VOTE OF MAYOR PRO TEM:** The Mayor explained the blank pieces of paper and asked each Councilmember to write down their selection for Mayor Pro Tem, fold the piece of paper and hand back to him. Once all the pieces were returned, he read the names and announced that Barb Hardwick received the most votes and is elected as Mayor Pro Tem.

**ADOPTION OF AGENDA:** Motion to approve second part of the agenda as printed by Councilor Bond, second Councilor Booth. Roll Called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

**NEW BUSINESS:**

A. Bill No.: 23-15 ORDINANCE AMENDING TITLE VI, BUSINESS AND OCCUPATION, CHAPTER 630 SPECIAL EVENTS, BY REVISING CERTAIN SECTIONS OF ARTICLE II FARMERS' MARKET - Continuation to enhance the Farmer's Market, Lisa has been in contact with many of the vendors and a questionnaire/survey was sent to the vendors who participated last year. The vendors have requested longer hours, more advertising, portable restroom on site and allowing more vendors. This changes the mileage radius from 50 to 100, allows eggs, meat and dairy and must be approved by Mo Department of Health, no live animals and mobile food vending trucks and no rummage or second hand. Motion for first and second reading by title only of Bill No. 23-15 by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0. Acting City Clerk Tonya Willim proceeded with first and second reading by title only of Bill 23-15. Motion to adopt Bill 23-15 as ordinance by Councilor Booth, second Councilor Hardison. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

B. Southview Park – Phase 2 Lake Bank clean up. In an effort to continue cleaning and restoring the bank (shoreline) at Southview Lake in Southview Park, the City released RFP 06-2023. The bid closed March 17, 2023 and four bids were received. The lowest proposal is \$38,980 from Macey Excavating. Macey was the contractor for Phase 1 of this project. The scope of work includes, starting at the boat ramp and extending south along the bank approximately 750'; removing all brush and debris saving any trees that are good and will keep the integrity of the bank from eroding. Grade bank to a level that is suitable for public. Use and install no more than 500 ton of Rip Rap along the bank or west side. The FY23 Park budget allocated \$60,000 (20-00-00-9017) for this project. Motion to accept Macey Excavating not to exceed \$38,980 and direct the City Administrator Willim to execute the contract by Councilor Booth, second Councilor Guy. Roll called: AYES. Hardwick,

Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

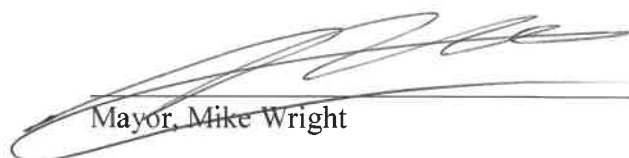
- C. Southview Pool Concession Building – Repair/Replace Plumbing – Staff did not receive any bids from original request for proposal. Gash Plumbing submitted a proposal for repairing toilets and urinals in the restrooms and in the upstairs maintenance room at the pool, a portion of the main water service line for a total of \$21,000. Current budget is \$25,000. Motion to accept the current proposals received and authorize City Administrator Willim to sign the contract by Councilor Guy, second Councilor Hardwick. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.
- D. Mowing – Parks/City Hall – On February 14, 2023, the City released RFP 07-2023: Mowing and Trimming for City Owned property; three bids were received. This includes all weed eating and trimming to be completed on the day of mowing. Contractor may spray chain link fence with weed-killer, but no more than 6” on either side of fence. All sidewalk and shelters shall be blown off after mowing and trimming. Additional cost may be charged if the cost of fuel increases over \$4.00/gallon of an additional \$75.00 fuel charge. Pistol’s Lawn Care is the lowest and most responsible bidder with a combined total of \$44,750. Motion Pistol’s Lawn Care for FY 2023 mowing season from April 1, 2023 to October 31,2023 for a fee of \$44,750 with two year extension based on price and authorize City Administrator Willim to sign contract by Councilor Guy, second Councilor Hardwick. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.
- E. Mowing – Richmond Memory Gardens –On February 14, 2023, the City released RFP 08-2023: Mowing and Trimming for Richmond Memory Gardens; two bids were received. After careful consideration, staff recommends Pistols Lawn Care. Pistols is a local vendor and is known for quality have experience doing this work in the past for the Cemetery. The City has made substantial investments in the cemetery over the past two years and we need to continue the maintenance and lawn care the citizens expect. Council approve by motion Pistol’s Lawn Care for FY 2023 mowing season from April 1, 2023 to October 31,2023 for a fee not to exceed \$40,000 with two year extension based on price and authorize City Administrator Willim to sign contract by Councilor Guy, second Councilor Hardison. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.
- F. MyRec Credit Card Processor – the Recreation Director has expressed an interest in immediate implementation of pool day pass purchase and pool concession purchase credit/debit card purchasing. In order to facilitate the addition of this service it is necessary to obtain the services of a gateway (which is where the credit card information is entered) and a credit card processor (the company who actually moves the money between banks); Staff recommends that Mx Merchant be selected as the service provider for gateway and credit card processing services. Staff proposes that the fee for the service provided by Mx Merchant be included in the product pricing for concession products. The only fixed costs for the program are the monthly gateway fees in the amount of Ten Dollars and 95/100

(\$10.95) per month. Motion to approve by Councilor Guy, second Councilor Hardwick. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

**ADJOURN:** Motion to adjourn at 7:00 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Booth, Peterson, Brash and Hardison. NAYS: None. Motion approved 6-0.



  
Acting City Clerk, Tonya Willim

  
Mayor, Mike Wright