

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JUNE 13, 2023.

PRAYER: Bryan Rowan

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, June 13, 2023, at 6:30 p.m.

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

COUNCIL ABSENT: Ron Peterson

ROLL CALL: STAFF PRESENT: City Administrator-Tonya Willim, City Clerk, Kim Williamson, Finance Director, Dawn Jennings, Public Works Director, Dale Shipp, Interim Police Chief, Scott Bagley, HR Specialist, Courtney Williams, Recreation Director, Haley Williams, Fire Chief, Mark Sowder, Community Development, Lisa Hastings, Municipal Court Clerk, Sarah Collins, City Attorney, Chris Williams

Staff Absent: Billing Specialist, Wendy VanOster, Economic Development Director, James Gorham

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: May 23, 2023 regular meeting minutes and May 31, 2023 Special Meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Bob Bond, second by Adam Booth. Roll Called: AYES: Bob Bond, Adam Booth, Deanna Guy, Jim Hardison, Rob Kinnard, Barb Hardwick, Rob Brash. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy: The Committee has not met so nothing to report tonight.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report tonight.
- C. Public Works: Barb Hardwick. The committee met tonight, June 13th 6:00 p.m. and discussed three items that will be discussed later in the agenda.
- D. Public Safety: Rob Kinnard – The Committee has not met so nothing to report tonight.
- E. Park Board Liaison Deanna Guy - Parks are open and in full swing. The B/C field lights are up and on. Disc golf plans are underway.

MAYOR'S REPORT: - Mike Wright appointed Derek Gardner as a new Police Officer. Roll Call: Adam Booth, Rob Kinnard, Bob Bond, Rob Brash, Deanna Guy, Jim Hardison, and Barb Hardwick.

Appointment Approved: 7 – 0. The Mayor has met with Tonya Willim who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR’S REPORT: City Administrator, Tonya Willim’s full report is included in the packet. A few items to mention is: on 5/23 Tonya met with Building Commissioner Hardwick to discuss a dangerous building, on 5/26 Tonya, Building Commissioner Hardwick, and Interim Chief Bagley met with the individual of the dangerous building. Tonya, Kim, and James met with Nadja Karpilow, MARC, to discuss grant document procedure for the electronic recycling event. This event is for all Ray County Citizens. 5/27 was the opening day for the pool, total attendance was 464! 5/31 Special Meeting regarding Administrative Warrants. 6/6 Tonya, Scott, and Kim met with Yvette Plymell and Atalie Blackwell regarding joint efforts between the Dog Pound and the Ray County Animal Shelter. 6/9 Enterprise Fleet Management delivered two of the three trucks for public works. Tonya also met with staff regarding the American Celebration. Budget meetings will be 6/13 thru 6/26. The Annual Pet Clinic will be June 13 – 15 at Wiggly Field in West Park.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. JCI North/ South Pump Rehabilitation Project. On January 24, 2023, City Council approved a JCI proposal. The proposal was for JCI to inspect, disassemble, basic repair kit, and service for all pumps. The pumps at the North Lift Station are a larger pump showing a unit price of \$18,936 for a total of \$56,808. The pumps at the wastewater plant is a smaller pump showing a unit price of \$13,861, for a total of \$41,583. Combined total of \$98,391. This did not include any damage to the impeller, impeller housing or shaft issues. During inspection and disassembly, the pumps needed additional repairs; Council approved up to the FY23 budget earmarked amount of \$130,000 (55-00-00-6155) for any anticipated other issues once inspected. Repairs to NP2 will exceed the amount allocated per council approval by \$18,970. The FY23 budget has allocated funds of \$100,000 (55-00-00-6030 I&I Reduction) for the Pea Ridge project that will not be accomplished this budget cycle. A motion was made by Adam Booth for the additional repairs to NP2 and reallocation of funds for potential repairs with a NTE of \$100,000, seconded by Barb Hardwick. Roll Called: AYES- Adam Booth, Barb Hardwick, Bob Bond, Rob Kinnard, Rob Brash, Deanna Guy, and Jim Hardison. NAYS: None. Motion Approved 7-0.

B. Tax Sale Property Purchase - It shall be the policy of the City of Richmond (Policy #2020-03 Acquiring Collector Deed Properties) that in order to promote development of certain lands within the City, the City Council may give approval to the City Administrator to buy property from the Ray County Collector prior to the annual Delinquent Tax Sale. Jim Hardison made a motion that the City Administrator be able to purchase property from the Ray County Collector prior to a Delinquent Tax Sale, Adam Booth seconded the motion. Roll Called: AYES- Jim Hardison, Adam Booth, Deanna Guy, Bob Bond, Rob Kinnard, Barb Hardwick, and Rob Brash. NAYS: None. Motion Approved 7-0.

C. Street Project for FY23 - On May 15, 2023, the City released Requests for Proposal for the 2023 Street Projects with a close date of June 2, 2023. Many streets discussed prior to bidding are on the Waterline Replacement Project and were NOT included in this project. One bid was received from Pavement Management. The scope of work included heavy traveled streets and micro surfacing of Downtown area streets and striping. Also included in the scope was repair work streets to include 2" to 6" patching and crack sealing of certain areas prior to micro surfacing. The total bid cost is \$341,242.90. The City has used Pavement Management in the past and our history with them is excellent. The City has approximately 27 street cuts that will require concrete. The City received a bid from Don Jennings for labor only not to exceed \$8,840. The City will purchase the concrete for an additional \$7,650 for a total project cost of \$16,490. The FY23 budgeted amount is \$350,000 (27-00-00-5023). The combined total for both projects is \$357,732.90. Jim Hardison made a motion to accept Pavement Managements bid in the amount of \$341,242.90 and Jennings Construction in the amount of \$8,840.00 for the 2023 street overlay project, NTE \$357,732.90. The City Administrator is to execute the contracts. Deanna Guy seconded the motion. Roll Called: AYES Jim Hardison, Deanna Guy, Adam Booth, Rob Kinnard, Bob Bond, Rob Brash, Barb Hardwick. NAYS: None. Motion Approved 7-0.

D. WTP – VFD/Surge Protection Purchase - on May 22, 2023, Well #3 seemed to have had some type of electrical event. Well 3, was taken off-line for troubleshooting/repair. Initially, Empire Electric and Dale Shipp, PW Director, noted that the Variable Frequency Drive (VFD) did in fact have an electrical surge event of some type. The Well was not in operation for a few days to troubleshoot the actual cause. Empire Electric was able to bypass the issue for us to be able to use the well, however the VFD needs to be replaced and a Surge Protector 3 Phase Type 1 needs to be installed. Empire Electric was able to find a replacement (higher HP) but AVAILABLE with same specifications. Well No. 3 is an enclosed unit and finding the same specification would be very difficult. Yes, we could order one and it will take approximately 8 months to receive. The FY23 budget has remaining unused funds from the cleaning of the lime sludge lagoon of approximately \$30,000 (52-52-00-7006). Barb Hardwick made a motion to purchase VFD from Empire Electric, with an NTE of \$12,500.00 and reallocation of funds to purchase. Deanna Guy seconded the motion. Roll Called: AYES Barb Hardwick, Deanna Guy, Bob Bond, Adam Booth, Rob Kinnard, Rob Brash, Jim Hardison. NAYS: None. Motion Approved 7-0.

ADJOURN OPEN/ENTER CLOSED: A motion to adjourn open/enter closed session was made at 7:00 p.m. by Deanna Guy, seconded by Barb Hardwick. Roll Called: AYES Deanna Guy, Barb Hardwick, Jim Hardison, Bob Bond, Rob Kinnard, Adam Booth, Rob Brash. NAYS: None. Approved 7-0.

Legal - Pursuant to Section 610.021 (1) of the Revised Statutes of the State of Missouri pertaining to legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communication between a public governmental body or its representatives and its attorneys.

Personnel - Pursuant to Section 610.021 (3) of the Revised Statutes of the State of Missouri pertaining to hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Personnel Records - Pursuant to Section 610.021 (13) of the Revised Statutes of the State of Missouri pertaining to individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment.

ADJOURN CLOSED/ENTER OPEN: At 7:39 p.m. Deanna Guy made a motion to adjourn closed session and enter open session, Barb Hardwick seconded the motion. Roll Called: AYES Deanna Guy, Barb Hardwick, Adam Booth, Rob Kinnard, Bob Bond, Rob Brash, Jim Hardison. NAYS: None. Motion Approved 7-0.

ADJOURN: A motion was made at 7:40 p.m. by Deanna Guy to adjourn the meeting, seconded by Barb Hardwick. Roll called: AYES: Deanna Guy, Barb Hardwick, Adam Booth, Rob Kinnard, Bob Bond, Rob Brash, Jim Hardison. NAYS: None. Motion approved 7-0.



Kim Williamson
City Clerk, Kim Williamson

Mike Wright
Mayor, Mike Wright