

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, SEPTEMBER 12, 2023.

PRAYER: Rob Kinnard

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, September 14th, 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, HR Specialist- Courtney Williams, Fire Chief- Mark Sowder, Community Development- Lisa Hastings, Economic Development Director- James Gorham, Municipal Court Clerk- Sarah Collins, Interim Police Chief, Scott Bagley, Recreation Director, Haley Williams, Attorney, John Mullane, and City Attorney- Chris Williams,

Staff Absent: Billing Specialist, Wendy VanOster

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: August 22, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: Resident Ronnie Hicks, 411 Pike Street, Richmond, MO 64085, addressed a concern regarding water runoff. When it rains, water drains down and under Garner Street to the other side of the road. The last rain caused a sink hole. Mr. Hicks is concerned about children and animals getting hurt in the sink hole. It was determined that Richmond Housing Authority would need to be made aware of the situation. CA Willim will call April Maulsby with the Richmond Housing Authority.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Bond, second by Councilor Hardwick. Roll Called: AYES: Bond, Hardwick, Hardison, Booth, Guy, Kinnard, and Brash NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance Committee: Deanna Guy: Budget review for FY24 was held with the Finance Committee on August 28th. City Council was present for a committee budget review for FY24 on September 6th. Budget will be presented at the September 26th regularly scheduled meeting.
- B. Ordinance Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- C. Public Works Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- D. Public Safety Committee: Rob Kinnard – The Committee met September 5th to discuss an early childhood development center the school district has planned to build. The School District,

Engineers, and Public Safety representatives were present for the meeting. More information will be brought to the full council at a later date.

- E. Park Board Liaison Deanna Guy – The Park Board met September 11th. The development of disc golf is progressing nicely. The FY24 budget was reviewed as well as the parks master plan. Terry Dickey presented his resignation. His retirement date is September 29th.

MAYOR'S REPORT: - Mayor Wright attended the finance, public safety, and planning and zoning meetings. The Mayor also attended a ribbon cutting at the hospital, and the Hazardous Household Waste event. Staff from Excelsior Springs and Lawson were a great asset to the event. There were approximately 110 vehicles that went thru. Mayor Wright has also met with CA Willim, who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: CA Willim's full report is included in the packet. A few highlights are the FY24 budget, September 23rd is the Electronic Recycling Event that will be at City Hall. The Hazardous Household Waste Event went well. More information will be coming on Trick or Treat Street.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Brooke Hudlemeyer of Olsson presented the completed design for the water treatment plant improvements. The plan includes: removal and reinstallation of existing solids contact basins, coating, new equipment and control panels; removal and installation of 20 new valves; removal and installation of new filter media; and remove and re-install lime silos after recoating and electrical improvements. There will be an alternate bid of stainless-steel basins, depending on the cost, there will be a deduction of all the coating for the existing solid contact basins since none of that would apply if we are able to get new stainless-steel basins. Advertisement will begin September 14th and will be due 28 days later on October 12th. Bid opening will be October 12th with recommendations going before Council October 24th. Councilor Booth made a motion to approve plans and authorize Olsson to advertise, Councilor Guy seconded the motion. Roll Called: AYES: Booth, Guy, Kinnard, Bond, Brash, Hardison, and Hardwick. NAYS: None. Motion carried 7-0.

B. Work Order #23 – City Gym Floor Structural Evaluation- CA Willim stated Olsson prepared a scope of work for the gym floor. The work order encompasses an evaluation of the floor once the demolition has occurred to assess the condition. At this time, we are unaware of the condition once the floor and hardwood floor are removed. Olsson will also be collecting slab-on-grade coring to advise us on the thickness and strength of the concrete prior to the installation of new concrete and the new floor. Olsson will provide assessments and review floor manufacturer's requirements to ensure there will not be a conflict with installation of concrete on top of the existing slab to surface and new floor installation. We have prepared the FY24 budget to accommodate this work order. Councilor Booth made a motion to approve by motion Work Order #23 with Olsson not to exceed \$10,600 and authorize the City Administrator to sign the agreement, Councilor Hardwick seconded the motion. Roll Called: AYES: Booth, Hardwick, Bond, Kinnard, Brash, Guy, and Hardison. NAYS: None. Motion carried 7-0.

C. Bill Number 23-25- AN ORDINANCE AMENDING CERTAIN SECTIONS OF CHAPTERS 402 AND 405 OF THE MUNICIPAL CODE, CITY OF RICHMOND, MISSOURI REGARDING THE ZONING OF FACILITIES PURSUANT TO ARTICLE XIV OF THE MISSOURI CONSTITUTION – The Ordinance Committee met on August 14, 2023 with a recommendation to proceed to Planning and Zoning. Planning and Zoning recommended the proposed Amendment on September 7, 2023 to go to the full council. The Amendment changes the Richmond City Code to add the definitions for the new recreational facilities which include micro facilities, cultivation facilities, micro cultivation facilities, infused product facilities and changes some of the definitions that were originally part of the definitions and other changes that we need to make pursuant to the constitution. Passing this ordinance brings us into compliance with what the constitution states. A motion for first and second reading by title only of Bill 23-25 was made by Councilor Booth, seconded by Councilor Hardwick. Roll Called: AYES: Booth, Hardwick, Guy, Kinnard, Bond, Hardison, and Brash. NAYS: None. Motion approved 7-0. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill 23-25. Discussion: Councilor Guy expressed her concern in wanting to vote no, but will comply with State Statute. Motion to adopt Bill 23-25 as ordinance by Councilor Booth, seconded by Councilor Hardwick. Roll Called: AYES: Booth, Hardwick, Guy, Kinnard, Bond, Hardison, and Brash. NAYS: None. Motion approved 7-0.

D. Bid Tab- RFP 07-23 Generator Inspection and Preventative Maintenance – The City released a Request for Proposal for the Generator Inspection and Preventative Maintenance on July 29, 2023 with a close date of August 21, 2023. Four bids were received. We asked contractors to submit their proposals for inspections and preventative maintenance on all generators, along with proper load bank testing. The lowest bidder is Clifford Power with a total bid of \$31,996 to provide all service that was requested. However, CA Willim stated having experienced some difficulties and recommend going back to Central Power for a total bid of \$39,534.90. Councilor Kinnard made a motion to enter into an agreement with Central Power and authorize the CA to sign the contract, Councilor Bond seconded the motion. Roll Called: AYES: Kinnard, Bond, Guy, Hardison, Hardwick, Booth, and Brash. NAYS: None. Motion carried 7-0.

E. Purchase of Roof Top HVAC Units – CA Willim stated one of the eight (8) rooftop HVAC units on the City Hall roof is no longer working and is unrepairable. Two units were replaced in 2018 and one unit was replaced in 2022. The remaining five units have not been replaced and have had issues this year. One unit has not been operational for weeks. These rooftop units are a closed system and the freon leaks are unable to be repaired because the lines cannot be accessed and due to the age of the unit it needs to be replaced. If we are able to replace these remaining five units all the rooftop units will be replaced to date. In the FY23 budget, \$30,000 was allocated to replace two rooftop units. Clint Evans has provided a quote for \$41,600 which will replace five (5) units. This quote is for (2) 3-ton Trane units and (3) 5-ton Trane units and the lift service. There is a possibility that one to two units will not be available until October. Councilor Guy made a motion to approve the replacement of the rooftop HVAC units, not to exceed \$41,600, Councilor Hardwick seconded the motion. Roll Called: AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash, and Hardison. NAYS: None. Motion carried 7-0.

F. Omnigo Reporting Software – Currently, Richmond Police Department has been utilizing Omnigo Software since 2002 and is very pleased with what it does for them. Interim Police Chief Bagley was able to negotiate a lesser price with Omnigo. The first year is \$18,314.55, second year \$19,230.30, third year \$20,191.85, fourth year \$21,201.44, and fifth year \$22,261.46. Councilor Hardison made a motion to authorize the acceptance of Omnigo quote, Q-36529-1 in the amount of \$101,199.60, Councilor Hardwick seconded the motion. Roll Called: AYES: Hardison, Hardwick, Bond, Booth, Brash, Guy, and Kinnard. NAYS: None. Motion carried 7-0.

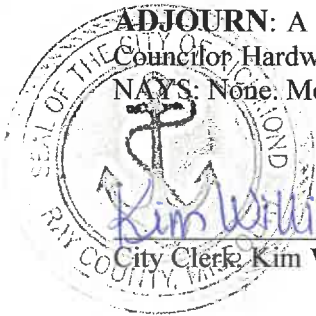
ADJOURN OPEN/ENTER CLOSED: A motion to adjourn open/enter closed session was made at 7:15 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Hardison, Bond, Kinnard, Booth, and Brash. NAYS: None. Approved 7-0.

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 7:34 p.m. Councilor Guy made a motion to adjourn closed session and enter open session, Councilor Hardwick seconded the motion. Roll Called: AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash, and Hardison. NAYS: None. Motion Approved 7-0.

ADJOURN: A motion was made at 7:35 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash, and Hardison. NAYS: None. Motion approved 7-0.



Kim Williamson
City Clerk Kim Williamson

Mike Wright
Mayor, Mike Wright