

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, SEPTEMBER 26, 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 26 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, Ron Peterson, and Barb Hardwick.

**COUNCIL ABSENT: None**

**ROLL CALL: STAFF PRESENT:** City Administrator- Tonya Willim, City Clerk- Kim Williamson, Finance Director- Dawn Jennings, Public Works Director- Dale Shipp, Fire Chief- Mark Sowder, Interim Police Chief, Scott Bagley, and City Attorney- Chris Williams,

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

**ACCEPTANCE OF MINUTES:** September 12, 2023 regular meeting minutes were approved as printed.

**COMMENTS FROM AUDIENCE:**

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

**REPORT OF STANDING COMMITTEES:**

- A. Finance Committee: Deanna Guy: The Committee has not met; nothing to report tonight.
- 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 has not met; nothing to report tonight.

**MAYOR'S REPORT:** - The City has experienced a 16" water main break, the Public Works Department did a great job with a temporary fix. On Thursday, September 28, a permanent fix will occur. Commissioner Powell expressed his gratitude for the ADA parking signs as well as the street improvements downtown. Mayor Wright has met with CA Willim, who has kept him informed on City of Richmond business.

Mayor Wright introduced State Representative, Terry Thompson. Mr. Thompson appreciates the rapport he has with the Cities that he works with. He realizes the importance of having local control. Senate Bill 190 has three parts. The way the bill is written, there would not be any tax on social security or social security benefits. A public pension would not pay state income tax. An individual that is eligible for social security can have real estate taxes frozen on their primary residence. Entities that would normally

receive funding from the sources mentioned would receive a credit. We need to continue to work to be noticed by MARC for funding. There have been meetings regarding 210 hiway in support of turning lanes. Mr. Thompson expressed concern for affordable housing. He also believes the river is the transportation of the future. The state put in \$40M for a port in Kansas City. New bills will be coming out regarding ATV's. The City of Richmond was thanked for working with the schools, chamber, hospitals, etc. Keeping open communication is key.

**CITY ADMINISTRATOR'S REPORT:** CA Willim's full report is included in the packet. A few highlights are the watermain break at the intersection of Whitmer and Henry Street on the 16" transmission line. A temporary repair was made, with the complete repair scheduled for Thursday the 28<sup>th</sup>. This will be a planned outage; businesses will be contacted. CA Willim met with Clint Evans to discuss ventilation, air flow, and the air conditioners for the city gym. This work should be done before the gym floor is replaced. This is the last week of FY23!

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

A. Scott Bagley, Police Chief Appointment – Mayor Wright spoke briefly about Interim Chief Bagley. For the past 11 months Scott has done a great job as Interim Chief. He has learned a lot and has worked for the City for 18 years. At this point, City Clerk, Kim Williamson, and Christopher Scott Bagley completed the Oath of Office to become Chief of Police. Chief Bagley, Williamson, and Mayor Wright all signed the Oath of Office document. Photos were taken.

B. BILL NO. 23-26 AN ORDINANCE APPOINTING SCOTT BAGLEY AS THE CHIEF OF POLICE FOR THE CITY OF RICHMOND, MISSOURI. A motion for first and second reading by title only of Bill 23-26 was made by Councilor Booth, seconded by Councilor Hardwick. Roll Called: AYES: Booth, Hardwick, Guy, Kinnard, Bond, Hardison, Peterson, and Brash. NAYS: None. Motion approved 8-0. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill 23-25. This ordinance will allow for Chief Bagley to reside 5.4 miles outside of city limits. Motion to adopt Bill 23-26 as ordinance by Councilor Peterson, seconded by Councilor Booth. Roll Called: AYES: Peterson, Booth, Guy, Bond, Hardwick, Kinnard, Brash, and Hardison. NAYS: None. Bill Number 23-24 approved 8-0.

C. BILL NO. 23-27- AN ORDINANCE ADOPTING THE ANNUAL OPERATING BUDGET OF THE CITY OF RICHMOND, MISSOURI, FOR FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, ESTABLISHING FINANCIAL NEEDS AND RESOURCES FOR THE CITY OF RICHMOND, MISSOURI. The Finance Committee met on Monday, August 28, 2023 to review the FY24 proposed budget presentation with no recommended changes. Finance committee recommended a full Work Session with the council that was presented on Tuesday, September 19, 2023 and there were no recommended changes. The Finance Committee recommends presenting the proposed FY24 budget to the Council at the September 26, 2023 Council Meeting for adoption. Motion for first and second reading by title only of Bill No: 23-27 by Councilor Peterson, second by Councilor Booth. Roll Called: AYES: Peterson, Booth, Guy, Hardwick, Hardison, Bond, Kinnard, and Brash. NAYS: None. Motion approved 8-0. City Clerk Kim Williamson proceeded with first and second reading by title only of Bill 23-27. Motion to adopt Bill 23-27 as ordinance by Councilor Peterson, second Councilor

Hardison. Roll Called: AYES: Peterson, Hardison, Guy, Bond, Hardwick, Booth, Kinnard, and Brash. NAYS: None. Bill 22-37 approved 8-0.

D. Resolution Number 461 Amending the Comprehensive Fee Schedule – The Comprehensive Fee Schedule reflects changes for the FY24 budget. The changes were made in recreation programs, water meters, trash and water rates. Comprehensive Fee Schedule Attached to minutes. Councilor Peterson made a motion to accept the changes in the comprehensive fee schedule, Councilor Hardison seconded the motion. Roll Called: AYES: Peterson, Hardison, Booth, Kinnard, Bond, Brash, Guy, and Hardwick. NAYS: None. Resolution 461 approved 8-0.

E. FY24 Commercial Insurance Renewal - It is time to renew 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 \$205,362 in FY23 to \$229,457 in FY24. This is a \$24,095 (11.6%) 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 decrease, which is unique to the City. – Mike Keith stated that this overall 10% increase is within the expected range of an annual increase in premiums. Please note that optional terrorism insurance would add \$467 to the base premium. The Council has historically rejected terrorism coverage. Councilor Guy made a motion to accept Star for the City’s 2023-2024 property and liability insurance carrier and waive optional terrorism insurance, Councilor Peterson seconded the motion. Roll Called: AYES: Guy, Peterson, Bond, Hardwick, Booth, Kinnard, Brash, and Hardison. NAYS: None. FY24 Commercial Insurance Renewal approved 8-0.

F. First Due Software Purchase for the Fire Department - The City’s agreement with ESO, the incident reporting and property management software used by the Fire Department, will soon expire. Chief Sowder has solicited information, viewed demos, and requested pricing for alternate software as he has not been pleased with the present software since its acquisition by ESO (formerly Firehouse). Contract Number AR2472, which the State of Missouri is a participant, satisfies the procurement requirement as Council may utilize the cooperative purchasing agreement. Staff recommendation is that the FY23 budget has sufficient funds previously appropriated to pay the \$4,500 obligation which will need to be paid prior to the end of this fiscal year. The sum of \$6,500 due in FY24 was included in the budget anticipated to be adopted this evening. Councilor Peterson made a motion to approve the purchase of the First Due software system in a sum not to exceed \$11,000 for the first two (2) years. That the City Administrator be allowed to execute the Agreement for Services, and any additional documentation required by the vendor, to facilitate the purchase and implementation of the software, Councilor Booth seconded the motion. Roll called: AYES: Peterson, Booth, Guy, Hardison, Bond, Kinnard, Hardwick, and Brash. NAYS: None. First Due Software approved 8-0.

G. Purchase of Roof Top HVAC Units and Turning Veins for Gym - As part of the FY24 budget anticipated to be adopted by Council this date, Council has appropriated the sum of \$53,600 for replacement of four (4) 7.5 ton Trane rooftop air conditioner units for the gymnasium, including

the crane required to set the units on the roof, as well as \$3,200 for four (4) 45° turning veins to create a smoother change/diversion in direction of the airflow. Attached is a copy of the estimate from Clint Evans Heating-Cooling dated 9/15/23. As with many of the products previously brought before Council in the last couple of years, there is a shortage in supply with respect to air conditioner units. To further complicate the matter, order and placement of the units must be strategically coordinated with the gym floor replacement project to minimize the time the facility is unavailable to the public. The City has previously worked with Clint Evans of Evans Heating and Cooling and has been extremely happy with his performance and responsiveness to the urgent needs previously faced. Staff requests that Council declare this project to be emergency in nature and allow the purchase to be made from the proposed vendor, Clint Evans Heating-Cooling, without the need for further solicitation of bids on the project. Councilor Guy made a motion to purchase and install four (4) 7.5-ton Trane rooftop air conditioner units in the sum of \$53,600, which includes the cost of the crane, from Clint Evans Heating-Cooling. Also approving the purchase and installation of four (4) 45° turning veins for the sum of \$3,200.00 from Clint Evans Heating-Cooling, Councilor Peterson seconded the motion. Roll called: AYES: Guy, Peterson, Booth, Hardison, Bond, Kinnard, Hardwick, and Brash. NAYS: None. Roof Top HVAC and Turning Veins approved 8-0.

H. Crosswalks Downtown - The recommended crosswalk & stop bar locations. The number of stripes and placement is not to scale, so the contractor might recommend some deviations from the recommendation. We need to be using “zebra” crosswalks and getting away from the standard parallel markings. The crosswalks should be as wide or wider than the walkway it connects to. Stop bars should be at least 8 feet in advance of the crosswalk where permitted. The FY23 budget was reviewed for the Transportation Fund regarding the additional \$15,000 needed for the downtown parking/crosswalk striping. We recommend a transfer of \$9,000 from 27-00-00-7054 Drainage Partnership and \$6,000 from 27-00-00-7051 Sidewalk Partnership Program as these funds have not been expensed. Councilor Hardwick made a motion to reallocate funds of \$15,000 for additional thermo crosswalks, Councilor Guy seconded the motion. Roll Called: AYES: Hardwick, Guy, Bond, Peterson, Booth, Kinnard, Brash, and Hardison. NAYS: None. Reallocation of funds, in the sum of \$15,000, for additional thermo crosswalks approved 8-0.

**ADJOURN:** A motion was made at 7:18 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash, Peterson, and Hardison. NAYS: None. Motion approved 8-0.



*Kim Williamson*  
City Clerk, Kim Williamson

*Mike Wright*  
Mayor, Mike Wright