

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, FEBRUARY 27, 2024.

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, February 27, 2024, at 6:35 p.m.

ROLL CALL: Council Present: Mayor Mike Wright, Rob Kinnard, Barb Hardwick, Jim Hardison, Deanna Guy, Bob Bond, and Rob Brash. Absent: Ron Peterson

ROLL CALL: Staff Present: City Administrator- Tonya Willim, Police Chief-Scott Bagley, Fire Chief-Mark Sowder, Finance Director-Dawn Jennings, Public Works Director-Dale Shipp, Economic Development Director-Rob Swafford, Community Development-Lisa Hastings, HR Specialist-Courtney Williams, and City Attorney-Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: the February 13, 2024, 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, Guy, Hardwick, Kinnard, Hardison and Brash. NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met therefore nothing to report.
- B. Ordinance: Barb Hardwick. The Committee has not met therefore nothing to report.
- C. Public Works: Ron Peterson. The Committee has not met therefore nothing to report.
- D. Public Safety: Rob Kinnard. The Committee has not met therefore nothing to report. Just a reminder to let your friends a family know not to burn outside.

MAYOR'S REPORT: Appointment of Rodney Williams as Ward 3 Councilor. Roll Called: AYES: Bond, Guy, Hardwick, Kinnard, Hardison and Brash. NAYS: None. Motion approved 6-0. **Swearing In of New Council Member:** At this time Acting City Clerk Tonya Willim swore in Councilmember Rodney Williams. The mayor finished his report with meetings with CA Willim, who has kept him informed on City business.

CITY ADMINISTRATOR'S REPORT: CA Willim's full report is included in the packet. No additional information was added.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Variable Frequency Drives (VFDs) – CA Willim discussed the VFDs allow operators to control the flow rate of influent wastewater. The plant currently has three VFDs at the influent pump station. These are the original VFDs from when the plant was built in 2014. These VFDs are having operational errors of consistently tripping out. As discussed in the Public Works committee staff recommend replacement of all three VFDs. The quote received from Gastineau Electric is \$42,819.51 and is under the FY24 budgeted amount of \$50,000 (55-00-00-9015). We were hoping to receive a second quote but were unable too. We also request purchasing directly from Gastineau and waiving provisions of the purchasing policy regarding bidding. Motion to approve by Councilor Guy, second by Councilor Hardwick the purchase VFDs from Gastineau Electric with a not to exceed \$42,819.51 and waiving any bid requirements. AYES: Kinnard, Guy, Hardwick, Brash, Hardison, and Bond. NAYS: None. Motion approved 6-0.
- B. Repair of Flygt Pump #2 at 210 Lift Station – PW Director Dale Shipp noted recent repair work conducted on the lift station pump, which had been experiencing issues tripping out due to an over-temperature alarm was removed and sent to JCI. It was determined that the over-temperature alarm was being triggered by a malfunctioning cooling system seal. To fix the issue JCI balanced the sensor, balanced rotor with impeller, cleaned all components, installed basic repair kits and level sensor. I believe that these repairs effectively addressed the issue, and the lift station pump now functions without interruptions. As we discussed in Public Works committee on February 13, 2024, and they recommended staff to proceed with repairs. Repairs have been made. The FY24 budget has earmarked \$160,000 (55-00-00-6115 Lift Station Repairs) and currently has \$110,000 remaining for any anticipated lift station repairs including this pump. Motion to approve by Councilor Guy, second by Councilor Hardwick to approve the repair needed to Pump #2 by JCI with a not to exceed of \$12,269. AYES: Kinnard, Guy, Hardwick, Brash, Hardison, Williams and Bond. NAYS: None. Motion approved 7-0.
- C. Encroachment Application for 120 WN Main Street – Community Development Director Lisa Hastings, stated the application of encroachment from Raymond Waller, owner of Northstar Wellness, who is present for any questions, submitted for placement of a new mini split heat pump. It would be on the ground west of their building located within the Downtown Pavilion for his business located at 120 W. North Main Street. Mr. Waller’s HVAC contractor advised there is no other location this unit could be placed except on the West side of the building in the Downtown Pavilion. With the location of the furnace (head) of the mini split being in the center of the building, they are unable to place in the rear of the building or on top as it would exceed the allowable length for the coils and compressor. Councilmembers addressed concerns regarding the location of the unit in the new pavilion area, potential vandalism, and roof installation. Mr. Waller addressed their concerns as best as he could and added that he would like to have a meeting with his HVAC technician and council to get all the questions answered. The mayor tabled and referred the application to the Ordinance committee to review and conduct further information and have Mr. Waller’s

HVAC Technician in attendance. Ordinance Chair, Barb Hardwick, set the meeting for Friday, March 1, 2024, at 12:00 p.m.

ADJOURN OPEN/ENTER CLOSED: A motion to adjourn open/enter closed session was made at 6:56 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Hardison, Bond, Williams, Kinnard, 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 7:15 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, Kinnard, Bond, Brash, Williams and Hardison. NAYS: None. Motion Approved 7-0.

ADJOURN: A motion was made at 7:15 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Williams, Bond, Brash, and Hardison. NAYS: None. Motion approved 7-0.



Mayor, Mike Wright

Acting City Clerk, Tonya Willim