

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, MAY 28, 2024**

**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, May 28, 2024, at 6:30 p.m.

**ROLL CALL:** Council Present: Mayor Mike Wright, Barb Hardwick, Deanna Guy, June Paige, Rodney Williams, Rob Brash, Ron Peterson and Rob Kinnard. Absent: Jim Hardison

**ROLL CALL:** Staff Present: City Administrator/Acting City Clerk-Tonya Willim, Police Chief-Scott Bagley, Fire Chief-Mark Sowder, Finance Director-Dawn Jennings, Economic Development Director-Rob Swafford, Community Development-Lisa Hastings, Wendy VanOster-Utility Specialist, and City Attorney-Chris Williams.

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

**ACCEPTANCE OF MINUTES:** May 14, 2024, regular meeting minutes were approved as printed.

**COMMENTS FROM AUDIENCE:** Jacob Peterson and Terry Peterson with Redgate Disposal briefed the council on their trash removal service, noting key points of interest in their business. Bid proposal discussion is on the agenda tonight and we respect the discussion the council and your process.

Norman Bowman – 508 Deer Ridge Drive – concern of using gravel on city patches. I currently drive over 6 large patches of roto mill on Sycamore and Darnel. Would like to see Sycamore and Darnel fixed appropriately.

**ADOPTION OF AGENDA:** Motion to adopt by Councilor Peterson, second by Councilor Guy. Roll Called: AYES: Guy, Hardwick, Williams, Paige, Peterson, Kinnard and Brash. NAYS: None. Motion approved 7-0.

**REPORT OF STANDING COMMITTEES:**

- A. Finance: Deanna Guy. The Committee met on May 17 (no quorum), however, met again prior to the council meeting to discuss items on the agenda.
- B. Ordinance: Barb Hardwick. The Committee has not met therefore has nothing to report.
- C. Public Works: Ron Peterson The Committee has not met and therefore has nothing to report.
- D. Public Safety: Rob Kinnard - The Committee has not met therefore has nothing to report.

**MAYOR'S REPORT:** Mike Wright. I attended the Planning & Zoning meeting last week. Also, the Finance Committee tonight. Briefed and update on Councilman Hardison.

**CITY ADMINISTRATOR'S REPORT:** Tonya Willim. Report included in the packet. Councilor Guy inquired on Fire Department Prevention Donation letters going out. These donations go out to area businesses. These donations help with fire prevention awareness at schools and kindergarten.

**DEPARTMENT REPORTS:** No comments.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

- A. **Bill No.: 24-15 Conditional Use Permit at 104 McCart Street for an Animal Shelter for Ray County Humane Society AN ORDINANCE ALLOWING A CONDITIONAL USE PERMIT ON A CERTAIN LAND LOCATED IN THE CITY OF RICHMOND, MISSOURI, UNDER THE AUTHORITY GRANTED BY THE CODE OF ORDINANCES OF THE CITY OF RICHMOND, MISSOURI; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH.** Lisa Hasting explained this is a conditional use permit to allow for an animal shelter by the Ray County Humane Society. The proposed use of the property will comply with the regulations and conditions specified for the zoning. Councilor Brash asked about are they planning on leaving animals outside. Lisa said no overnight. They will have runs outside and in the play area. They will still take them out on leashes for walks. Motion for first and second reading by Councilor Peterson, second Councilor Hardwick. Roll called. AYES: Peterson, Hardwick, Williams, Brash, Kinnard, Paige and Guy. NAYS: None. Approved 7-0. Acting City Clerk Tonya Willim proceeded with the first and second reading by title only of Bill 24-15. Discussion: None. Motion to adopt Bill 24-15 as ordinance by Councilor Peterson, second Councilor Hardwick. Roll called. AYES: Peterson, Hardwick, Williams, Brash, Kinnard, Paige and Guy. NAYS: None. Approved 7-0.
- B. Bid Award – Solid Waste Collection Services – Councilor Guy the bid from RTS they would provide contract amount for regular curbside collection \$12.00, curbside yard waste \$1.00. The mayor announced that David and Zach Kruger from RTS are here to answer any questions. Councilor Brash asked questions regarding current contract vs. bid award, expressed concerns that new trash company were not going to pick up as much trash as Republic (Heartland contract). Motion to accept RTS proposal by Councilor Guy, second Councilor Peterson. Roll called. AYES: Peterson, Hardwick, Williams, Brash, Kinnard, Paige and Guy. NAYS: None. Approved 7-0.
- C. Waterworth Continuous Utility Management Software – Dawn Jennings, expressed that Waterworth has a software program called Continuous Utility Rate Management that among its features provides a listing of capital assets, in which the user inputs estimated useful life and a schedule is created showing the financial implications associated with replacement expenditures and allows for rates to be established to meet the funding requirements of both operating costs and capital asset replacement. This will provide a tool for staff to make more precise budget projections as well as recommendations to Council for utility rates. The program also provides a feature for quickly creating

alternate scenarios for Council's consideration in whether to proceed with a project or asset replacement, or to defer that project to a later date. The cost of the program is \$9,130 annually, with an increase of 5% each year thereafter until such time as the services are cancelled. The cost is broken down by the following service areas: water - \$4,400; wastewater \$3,080, and general fund \$1,650. This proprietary software has no comparable alternative and as such is considered a sole source purchase. The funds necessary to pay for this expenditure in FY24 are available in: the water fund account 52-52-00-7150 due to savings in the amount budgeted for CO2 and 52-53-00-5023, the wastewater fund under 55-00-00-5023, and the general fund under 10-16-00-5023, due to the funds previously allocated for the downtown master plan match no longer being necessary as the grant was not awarded. Councilor Guy stated reviewed demo tonight during Finance Committee. This software will help with budgeting purposes and rate. Motion to approve proposal for \$9,130 and authorize C/A to execute agreement by Councilor Guy, second Councilor Peterson. Roll called. AYES: Peterson, Hardwick, Williams, Brash, Kinnard, Paige and Guy. NAYS: None. Approved 7-0

**ADJOURN:** Motion to adjourn at 6:53 p.m. by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Williams, Paige, Peterson, Kinnard and Brash. NAYS: None. Motion approved 7-0.



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Mayor, Mike Wright



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Acting City Clerk, Tonya Willim