

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, APRIL 08, 2025

PRAYER: Darrin Sherwood

PLEDGE OF ALLEGIANCE: Mark Sowder

Mayor Mike Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, April 08, 2025, at 6:30 p.m.

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

ROLL CALL: Staff Present: City Administrator Tonya Willim, City Clerk Saige Mason, Police Chief Scott Bagley, Fire Chief Mark Sowder, Public Works Director Dale Shipp, Finance Director Misti Holloway, Community Development Director Lisa Hastings, Human Resources Manager Courtney Williams, and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: March 25, 2025, regular meeting minutes approved as printed.

COMMENTS FROM THE AUDIENCE: None.

ADOPTION OF AGENDA:

Appointment to the agenda Motion to adopt by Councilor Hardwick, second by Councilor Guy. Roll Called: AYES: Hardwick, Guy, Brash, Kinnard and Paige. NAYS: None. Motion approved 5-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. – The Committee has not met.
- B. Ordinance: Barb Hardwick. – The Committee has not met.
- C. Public Works: Barb Hardwick. – The Committee has not met.
- D. Public Safety: Rob Kinnard. - The Committee has not met.
- E. Park Board Liaison: Deanna Guy – We met on March 7th, 2025. There is an item on the agenda that the Park Board recommends to the Council for the Southview Pool shelter maintenance.

MAYOR'S REPORT: Mike Wright.

- A. Appointment Meg Blankenship to Park Board Roll Called: Paige, Brash, Guy, Hardwick, and Kinnard.
- B. Appointment of Todd Herdman as Richmond Police Officer. Roll Called: Paige, Brash, Guy, Hardwick, and Kinnard.

- **SWEARING IN OF POLICE OFFICER.** At this time City Clerk Saige Mason swore in Police Officer Herdman.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. C/A Willim stated her report is included in the packet. She stated she did not have much to add, but she is happy to answer any questions.

DEPARTMENT REPORTS: Nothing to discuss.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

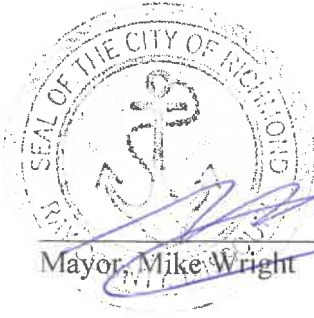
- A. **Bill No. 25-06:** Approving Final Plat for Jabez Heights- AN ORDINANCE APPROVING THE FINAL PLAT FOR JABEZ HEIGHTS; DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE THE SUBDIVISION PLAT; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH. Ordinance for Final Plat for 905 Jabez Street. Motion for first and second reading by Councilor Paige and seconded by Councilor Brash. Roll Called: AYES: Paige, Brash, Guy, Hardwick, and Kinnard. NAYS: None. Motion for first and second reading on title was approved 5-0. City Clerk, Saige Mason, proceeded with the first and second reading by title only of Bill 25-06. The motion to adopt Bill 25-06 as an ordinance was made by Councilor Hardwick and seconded by Councilor Kinnard. Roll Called: AYES: Hardwick, Kinnard, Guy, Brash, and Paige. NAYS: None. Bill 25-06 approved 5-0.
- B. **Bill No. 25-07:** Annexation of 1010 Wellington Street – AN ORDINANCE PROVIDING FOR THE ANNEXATION OF UNINCORPORATED TERRITORY AND THE EXTENSION OF THE INCORPORATED LIMITS OF THE CITY OF RICHMOND, MISSOURI, ALL PURSUANT TO SECTION 71.014 OF THE REVISED STATUTES OF MISSOURI, AS AMENDED. Motion for first and second reading the title only was made by Councilor Kinnard and seconded by Councilor Guy. Roll Called: AYES: Kinnard, Guy, Brash, Paige, and Hardwick. NAYS: None. Motion for first and second reading on title was approved 5-0. City Clerk, Saige Mason, proceeded with the first and second reading by title only of Bill 25-07. The motion to adopt Bill 25-07 as an ordinance was made by Councilor Kinnard and seconded by Councilor Paige. Roll Called: AYES: Kinnard, Paige, Guy, Brash, and Hardwick. NAYS: None. Bill 25-06 approved 5-0.
- C. **Resolution 467:** Building Safety Month Proclamation – The International Building Codes recognizes the month of May as Building Safety Month. It is an international campaign that raises awareness about building safety. Each week will have a theme for public awareness. We have done this in the past years. If approved, city staff will post on the website the information that relates to Building Safety Month to help us with spread the information about safety to Richmond Citizens. Motion to approve Resolution 467 recognizing the month of May as Building Safety Month was made by Councilor Hardwick and seconded by Councilor Kinnard. Roll Called: AYES: Hardwick, Kinnard,

Guy, Paige, and Brash. NAYS: None. Motioned Resolution 467 as May the month of Building Safety approved 5-0.

- D. Fertilizer and Weed Control Treatment – Richmond Memory Gardens – Pistol’s Lawn Care, LLC is the current contractor for mowing at the cemetery and is now licensed to apply fertilizer and weed control treatments. Previously, the City used Noble Law Care for fertilizer and weed control treatments which provided this treatment in October 2024 at a cost of \$3,582.00 (not under contract). Pistol’s Lawn Care LLC can now provide spring treatment and spot treatments as needed at a cost of \$2,800. Staff plans to include full annual treatment cost in the FY26 budget cycle. A budget line-item transfer from (10-58-00-9015) to (10-58-00-7405) to cover the cost of the spring treatment. Staff’s recommendation to the Council is to approve by motion Pistol’s Lawn Care LLC to provide spring treatment to Richmond Memory Gardens at a price not to exceed \$2,800 and budget line-item transfer. Motion to approve was made by Councilor Hardwick and seconded by Councilor Kinnard. Roll Called: AYES: Hardwick, Kinnard, Brash, Guy, and Paige. NAYS: None. Motioned approved 5-0 for Pistol’s Lawn Care LLC to provide spring fertilizer and weed treatment and budget line-item transfer.
- E. Change Order to Contract for Painting – Southview Pool –April 7th, 2025, staff presented to the Park Board completed work and reaming maintenance at the Southview Pool. McCool’s Painting, who just completed painting interior walls at City Hall, completed a walkthrough of the pool shelter. They provided a proposal of \$16,900, with an additional \$3,000 in contingency. The scope includes epoxy paint for ceilings, trusses, and walls and muriatic acid etch and epoxy application for the floors. The project was not included in the current budget, but sufficient funds are available in the Park Fund. A budget amendment will be submitted to account for this expenditure. The Park Board recommends to the Council the painting quote from McCool’s Painting and recommends a Change Order to the full City Council for final approval. Councilor Guy made a motion to approve the change order to the current contract that the City has with McCool’s Painting in an amount not to exceed \$19,900. The motion was seconded by Councilor Brash. Roll Called: AYES: Guy, Brash, Paige, Hardwick, and Kinnard. NAYS: None. Motion approved 5-0 for the change order with McCool’s Painting in an amount not to exceed \$19,900.00.
- F. WTP-Replace Cracked Flange on Aerator Pipe – It was brought to staff’s attention that there a 12” flange is identified as cracked. After further inspection there are three more cracks on the same flange. The flange connects the aeration tower to the splitter box, which then distributes flow to each clarifier within the plant. Ross Construction, who is currently working to rehabilitate the Water Treatment Plant, will need to disassemble the joint to install the bypass. Proactive repair is recommended to avoid potential failure and ensure reliable operation/connection. Olsson reviewed the proposed repair scope and pricing. Staff recommends to Council to approve by motion replacement of flange by Ross Construction. Motion to approve the replacement of the flange at a proposed cost of \$4,168.93 was made by Councilor Guy and seconded by Councilor Hardwick. Roll

Called: AYES: Guy, Hardwick, Paige, Kinnard and Brash. NAYS: None. Motion approved 5-0 for Ross Construction to replace the flange.

ADJOURN: A motion was made at 6:53 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Paige, Brash, and Kinnard. NAYS: None. Motion approved 5-0.



Mayor, Mike Wright

A handwritten signature in black ink, which appears to read "Saige Mason", is written over a horizontal line. Below the line, the text "City Clerk, Saige Mason" is printed.

City Clerk, Saige Mason