

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, AUGUST 12, 2025

PRAYER: Rob Kinnard

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, August 12, 2025, at 6:30 p.m.

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

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

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: July 22, 2025, regular meeting minutes approved as printed.

COMMENTS FROM THE AUDIENCE: Billy Hufford, 207 Morningside Terr., expressed his concern regarding a water drainage issue concerning new homes being built across from his.

ADOPTION OF AGENDA:

Appointment to the agenda. Motion to adopt by Councilor Bond, seconded by Councilor Kinnard. Roll Called: AYES: Bond, Kinnard, Guy, Hardwick, and Brash. 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 was supposed to meet tonight, but did not have a quorum.
- C. Public Works: Barb Hardwick. – The Committee has not met.
- D. Public Safety: Rob Kinnard. – The Committee met prior to the last council meeting and has brought a recommendation to the council regarding an agenda item.
- E. Park Liaison – Deanna Guy: The Park Board met on August 4th, 2025. The board was brought up to date on the master plan progress, the pool issue, which is now back up and running, and the position for a new employee.

MAYOR'S REPORT: Mike Wright.

- I sat in on two interviews for open positions.
- C/A Willim and I have had budget discussions. Things are moving along, just maybe not as fast as would be preferred.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. C/A Willim's report is included in the packet. The primary focus has been on the budget for FY 26. I really do not have more to add at this time.

DEPARTMENT REPORTS:

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No.: 25-18 Annual Conflict of Interest – The annual conflict of interest ordinance allows for the City of Richmond Council members to comply with the Missouri Ethics Commission in lieu of submitting the personal finance disclosure form to them. Councilor Guy made the motion for 1st and 2nd reading of Bill No. 25-18. Councilor Hardwick seconded the motion. Roll Called: AYES: Guy, Hardwick, Brash, Kinnard, and Bond. NAYS: None. Motion for 1st and 2nd reading approved 5-0. City Clerk Saige Mason continued with the twice-repeated title-only reading of Bill No. 25-18. Councilor Bond motioned for acceptance of Bill No. 25-18 into ordinance. Councilor Guy seconded the motion. Roll Called: AYES: Guy, Hardwick, Kinnard, Brash, Guy, and Bond. NAYS: None. Bill No. 25-18 approved 5-0.
- B. Bill No. 25-19 Revised Ordinance- Section 700.300 – Private Fire Loop Connection - Community Development Director Lisa Hastings explained to the Council that currently, fire loop meters in commercial buildings are not metered. This has caused excess water to go unidentified. The cost to the business and water loss to the city have been substantial in the past. This revision will only remove the word “not” from the current ordinance and add “Inadequate City Mains: In the event the City’s water mains are inadequate to provide the requested fire protection service, or if extension of a main is required. Section 705.410 of this Chapter shall govern the provision of such service”. Councilor Hardwick made the motion for 1st and 2nd reading of Bill No. 25-19. Councilor Bond seconded the motion. Roll Called: AYES: Guy, Bond, Hardwick, Kinnard, and Brash. NAYS: None. Motion for 1st and 2nd reading approved 5-0. City Clerk Saige Mason continued with the twice-repeated title-only reading of Bill No. 25-19. Councilor Bond motioned for the acceptance of Bill No. 25-19 into ordinance. Councilor Hardwick seconded the motion. Roll Called: AYES: Bond, Hardwick, Kinnard, Brash, and Guy. NAYS: None. Bill No. 25-19 approved 5-0.
- C. Bill No. 25-20 Amending Abandoned Sewer Capping Method - Community Development Director Lisa Hastings informed Council that, due to the current ordinance not providing instructions for capping an abandoned private sewer line, primarily, out-of-town companies are not doing so. This amendment will remove “The owner shall locate, cap, and identify the size, material, depth, and location of the sewer and make such information available to the Director within twenty-four (24) hours of capping” in Section 710.395, and add “If a private sewer line is replaced with a new tap, the original tap must be properly capped as close to the main or right

of way as practicable. Capping of any private sewer connection must be inspected and approved by the Public Works Department prior to backfilling,” in Section 710.396. Councilor Bond made the motion for 1st and 2nd reading of Bill No. 25-20. The motion was seconded by Councilor Guy. Roll Called: AYES: Bond, Guy, Hardwick, Kinnard, and Brash. NAYS: None. Motion 1st and 2nd reading approved 5-0. City Clerk Saige Mason continued with the twice-repeated title-only reading of Bill No. 25-20. Councilor Bond made the motion and was seconded by Councilor Kinnard. Roll Called: AYES: Bond, Kinnard, Guy, Hardwick, and Brash. NAYS: None. Bill No. 25-20 approved 5-0.

- D. Resolution No. 468 Rename Portion of North Thorton to North Thornton Lane -As Previously brought to and recommend to Council by the Public Safety Committee, Due to emergency responding and service providers the 911 addressing of new construction on North Thorton brought the issue that the unconnected section with no outlet of North Thornton cannot be the same road name as the continues determined North Thornton connecting to Highway 13. The houses on the no outlet off of North Thornton could keep their house numbers and replace “Street” with “Lane” to their address. Motion made by Councilor Guy and seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Kinnard, Bond, and Brash. NAYS: None. Resolution No. 468 Approved 5-0.
- E. Request for Lien Abatement for 204 Kice Street – On July 22nd, 2025, the Council agreed to sell the City-owned property at 204 Kice Street to Bow & Penni Properties LLC for a total of \$12,000. The liens against the property, from prior nuisances and demolition actions, total \$11,579.71. While construction plans are still underway, the liens will not be abated until the agreement is signed. Staff asks for Council's approval for the abatement of liens totaling \$11,579.71 on 204 Kice Street and authorizes the Mayor to execute a development agreement upon its completion. Councilor Hardwick made the motion to approve the request to abate the liens at 204 Kice Street. Councilor Kinnard seconded the motion. Roll Called: AYES: Hardwick, Kinnard, Brash, Guy, and Bond. NAYS: None. The request to abate liens at 204 Kice Street and authorize the Mayor to execute a development agreement was approved 5-0.
- F. Tax Sale Property Purchase – The lot at 514 Cunningham has been in the tax sale for 4 plus years now. It is available to the city for a purchase price of \$25.00. Pre City Policy #2020-03, the City Council may authorize the City Administrator to purchase the property from the Ray County Collector prior to the Delinquent Tax Sale. The City currently has a fair amount of liens against the property, totaling \$9,500.00. Councilor Hardwick made the motion to purchase the property at the tax sale for 514 Cunningham. Councilor Kinnard seconded the motion. Roll Called: AYES: Hardwick, Kinnard, Guy, Bond, and Brash, NAYS: None. Motion to purchase property at 514 Cunningham approved 5-0.

ADJOURN OPEN/ENTER CLOSED SESSION: A motion was made at 7:00 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Brash, and Bond. NAYS: None. Motion approved 5-0.


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 7:09 p.m., Councilor Guy made a motion to adjourn closed session and entered open session. Councilor Hardwick seconded the motion. Roll Called: AYES: Guy, Hardwick, Bond, Brash, and Kinnard. NAYS: None. Motion Approved 5-0.

No actions were taken on any of the above matters by the Council during the closed session.

ADJOURN: A motion was made at 7:10 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Bond, Brash, and Kinnard. NAYS: None. Motion approved 5-0.



Seal of the City of Richmond, Missouri. The seal is circular with the text "SEAL OF THE CITY OF RICHMOND" around the top and "COUNTY, MISSOURI" around the bottom. In the center is a shield with a cross and a star. A blue ink signature is written over the seal.

Mayor Mike Wright



Signature of Saige Mason. The signature is written in blue ink and is a cursive script.

City Clerk, Saige Mason