

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, SEPTEMBER 23, 2025

PRAYER: Brian Guy

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, September 23, 2025, at 6:30 p.m.

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

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: August 26, 2025, regular meeting minutes approved as printed.

COMMENTS FROM THE AUDIENCE: None

ADOPTION OF AGENDA:

Appointment to the agenda. Motion to adopt by Councilor Peterson, seconded by Councilor Hardwick. Roll Called: AYES: Peterson, Hardwick, Guy, Paige, Williams, and Brash. NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. – The Committee has not met since two weeks ago for the full council work session to go over the whole budget.
- B. Ordinance: Barb Hardwick. – The Committee met prior to this meeting tonight and have items on the agenda.
- C. Public Works: Ron Peterson. – The Committee met tonight and have a couple items on the agenda.
- D. Public Safety: Barb Hardwick. – The Committee has not met.
- E. Park Board Liaison Deanna Guy. – The Park Board was to meet the first Monday of September, we did not have enough for a quorum. We did not do business. When did have a lady share information with us regarding Hwy 13 Butterfly Trail.

MAYOR'S REPORT: Mike Wright.

- Appointment of Police Officer Kenneth Stieh
 - Oath of Office administered by City Clerk

- I attended the full Council work session on September 9th, 2025.
- City Administrator Willim and I attended a meeting at the Ray County Commissioners office on day last week.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. C/A Willim's report is included in the packet. She stated, *"I would like to extend my appreciation to all staff for their continued dedication and professionalism during this year's budget preparation process. The approach this year presented unique challenges, and I recognize that much of my time over the past several months has been devoted to completing the budget. Despite these circumstances, staff have remained committed to maintaining operations and serving the community and that commitment is greatly valued. I look forward to beginning a new fiscal year with our team and building on the foundation we have set together. Great job to you all."*

DEPARTMENT REPORTS: No comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. **Bill No.: 25-21** AN ORDINANCE AMENDING THE FISCAL YEAR 2024-2025 BUDGET OF THE CITY OF RICHMOND, MISSOURI, BY AMENDING ORDINANCE NUMBER 2656 TO REFLECT CHANGES IN REVENUES AND EXPENSES. Councilor Peterson made the motion for 1st and 2nd reading of Bill No. 25-21. Councilor Paige seconded the motion. Roll Called: AYES: Peterson, Paige, Hardwick, Brash, Guy, and Williams. NAYS: None. Motion for 1st and 2nd reading approved 6-0. City Clerk Saige Mason continued with the twice-repeated title-only reading of Bill No. 25-17. Councilor Peterson motioned for the acceptance of Bill No. 25-21 into ordinance. Councilor Hardwick seconded the motion. Roll Called: AYES: Peterson, Hardwick, Paige, Guy, Brash, and Williams. NAYS: None. Bill No. 25-21 approved 6-0.

- B. **Bill No.: 25-22** AN ORDINANCE ADOPTING THE ANNUAL OPERATING BUDGET OF THE CITY OF RICHMOND, MISSOURI, FOR FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026, ESTABLISHING FINANCIAL NEEDS AND RESOURCES FOR THE CITY OF RICHMOND, MISSOURI. The Finance Committee met on September 4, 2025, to review the FY26 budget. The Committee recommended a full council work session. The full council work session was held on September 9, 2025. The full council recommended the FY26 budget be taken to regular session Council. Councilor Guy made the motion for 1st and 2nd reading of Bill No. 25-22. Councilor Peterson seconded the motion. Roll Called: AYES: Guy, Peterson, Paige, Hardwick, Brash, and Williams. NAYS: None. Motion for 1st and 2nd reading approved 6-0. City Clerk Saige Mason continued with the twice-repeated title-only reading of Bill No. 25-22. Councilor Guy motioned for the acceptance of Bill No. 25-22 into ordinance. Councilor Peterson seconded the motion. Roll Called: AYES: Guy, Peterson, Hardwick, Paige, Brash, and Williams. NAYS: None. Bill No. 25-22 approved 6-0.

- C. **Resolution No. 469** A RESOLUTION AMENDING COMPREHENSIVE FEE SCHEDULE OF THE CITY OF RICHMOND, MISSOURI. The Comprehensive Fee Schedule outlines the additions and increases adopted in the FY 26 budget. Staff has reviewed all program, utility, and service fees to ensure they align with Council-approved revenues and expenditures. Councilor Paige made a motion to accept the changes in the comprehensive fee schedule. Councilor Peterson seconded the motion. Roll Called: AYES: Paige, Peterson, Williams, Brash, Guy, and Hardwick. NAYS: None. Resolution 469 was approved 6-0.
- D. Property and Liability Insurance Renewal – Mike Keith Insurance Representatives were present at the meeting. 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 \$238,624 in FY25 to \$269,418 in FY26. This is a \$30,794 (12.90%) increase. Coverage terms reflect the rate based on claims, exposure and auto largely unchanged. The increase is mainly driven by a 10% adjustment to insured property values and with the remaining 3.63% attributable to other standard factors following the annual review. Please note that optional terrorism insurance would add \$913 to the base premium. The Council has historically rejected terrorism coverage. Councilor Peterson made a motion to accept Star for the City's 2025-2026 property and liability insurance carrier and waive optional terrorism insurance, Councilor Hardwick seconded the motion. Roll Called: AYES: Peterson, Hardwick, Guy, Williams, Brash, and Paige. NAYS: None. FY26 Commercial Insurance Renewal approved 6-0.
- E. Watermain Replacement Change Order #1 – Olsson Representatives were present at the meeting. After discovering that an existing line on the plans was not actually present at the intersection of Lexington Street and College Street the Engineer reconfigured the tie-in at this location extended the new waterline an additional 180 feet south on College Street, ending at a fire hydrant and restrained cap. This change should ensure proper service and flow within the system. The increasing the total cost of this change order to \$21,455, the overall contract price to \$2,91,598.00. However, no change to the project timeline. Councilor Peterson made the motion to approve Change Order No. 1 with VF Anderson. Councilor Paige seconded the motion. Roll Called: AYES: Peterson, Paige, Williams, Brash, Guy, and Hardwick. NAYS: None. Change Order No. 1 approved 6-0.
- F. EZ Valves Installation Watermain Replacement Project – As part of the watermain replacement project, the point has been reached where work cannot progress because the inability to isolate certain water lines at a number of intersections. Staff have worked with MB Construction for pricing and services of installation. Currently the valves need are identified, at a cost of \$28, 970.00 expensed in FY 25, as 4-inch valve on 412 W. South Street, 8 inches on 300 W. Royle Street 8-inch valve on 407 S. Camden Street 8-inch valve on Royle/Second Street. Additionally, at a cost of \$24,260, there will be 2 – 6-inch valves on Crispin Street, and 2 – 4-inch valves on East North Main Street these are projected to be needed. Staff ask Council to approve the City Administrator to authorize MB Construction for installation of the required

valves and for the City Administrator to proceed with future valves once needed and determined and provide Council with and update and final cost information. Councilor Peterson made the motion. Councilor Guy seconded the motion. Roll Called: AYES: Peterson, Guy, Williams, Brash, Paige, and Hardwick. NAYS: None. Motion approved 6-0.

- G. Regroup Agreement – Currently, the City of Richmond utilizes TextCaster as their mass notification system to the community. Due to price increases with TextCaster staff has quoted Regroup with a contracted three-year price of \$5,625, this includes 250,000 text messages per year with no subscriber fees. TextCaster is charging \$125 dollars a month for subscriber fees along with \$0.01 per text message to with over 2,600 subscribers the City has spent \$3,215.88 with TextCaster this year. Regroup can be come active on October 1st, 2025 and TextCaster will terminate September 30th, 2025, with a seamless transition for subscribers. Staff asks council to authorize the City Administrator to sign the contract with superseding addendum to move forward with Regroup Mass Notification. Motion to have the City Administrator to move forward with Regroup was made by Councilor Guy and seconded by Councilor Paige. Roll called: AYES: Guy, Paige, Hardwick, Williams, Peterson and Brash. NAYS: None. Motion approved 6-0.

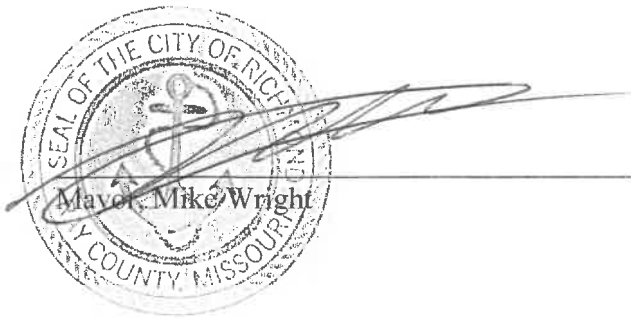
- H. **Bill No. 25-23** AN ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, RENAMING A SECTION OF NORTH THORNTON TO NORTH THORNTON LANE FOR CLARITY AND PUBLIC SAGETY PURPOSES. In anticipation of new development this change was made by the Director of Community Development. North Thornton consists of two separate, unconnected sections, that have potential to create confusion for emergency responders and service providers. The Public Safety Committee recommended approval to the full City Council. Residents that will directly be affected were notified by letters on August 13, 2025. Resolution No. 468 was run in the Richmond News newspaper on August 22nd, 2025. No residents have protested. The Ordinance Committee also met regarding the street renaming and recommends to full City Council. It is asked of the Council to approve the street renaming by ordinance by first and second reading. Councilor Peterson motioned for first and second reading. Councilor Hardwick seconded the motion. Roll Called: AYES: Peterson, Hardwick, Paige, Guy, Brash, and Williams. NAYS: None. Motion for 1st and 2nd reading approved 6-0. City Clerk Saige Mason continued with the twice-repeated title-only reading of Bill No. 25-23. Councilor Peterson motioned for the acceptance of Bill No. 25-23 into ordinance. Councilor Hardwick seconded the motion. Roll Called: AYES: Peterson, Hardwick, Guy, Paige, Brash, and Williams. NAYS: None. Bill No. 25-23 approved 6-0.

- I. **Bill No. 25-24** AN ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, AMDENDING CHAPTER 150 OPEN MEETINS AND RECORDS POLICY, ARTICLE I, IN GNERAL, OF THE MUNICIPALL CODE OF THE CITY OF RICHMOND, MISSOURI. The State of Missouri made changes to Missouri's Sunshine Law (sections 610.021 and 610.026 RSMo). The City Attorney has drafted the ordinance that amends the City Code chapter 150 to match the new state

requirements. The Ordinance Committee recommends the amendments to the City's Code amending Chapter 150 to the Council. Councilor Peterson motioned for first and second reading. Councilor Guy seconded the motion. Roll Called: AYES: Peterson, Guy, Paige, Hardwick, Brash, and Williams. NAYS: None. Motion for 1st and 2nd reading approved 6-0. City Clerk Saige Mason continued with the twice-repeated title-only reading of Bill No. 25-24. Councilor Peterson motioned for the acceptance of Bill No. 25-24 into ordinance. Councilor Hardwick seconded the motion. Roll Called: AYES: Peterson, Hardwick, Guy, Paige, Brash, and Williams. NAYS: None. Bill No. 25-24 approved 6-0.

- J. **Bill No. 25-25** AN ORDINANCE APPROVING THE FINAL PLAT FOR THORNTON & MARTIN SECOND ADDITION; DIRECTIN 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. Councilor Peterson motioned for first and second reading. Councilor Guy seconded the motion. Roll Called: AYES: Peterson, Guy, Paige, Hardwick, Brash, and Williams. NAYS: None. Motion for 1st and 2nd reading approved 6-0. City Clerk Saige Mason continued with the twice-repeated title-only reading of Bill No. 25-25. Councilor Peterson motioned for the acceptance of Bill No. 25-25 into ordinance. Councilor Paige seconded the motion. Roll Called: AYES: Peterson, Paige, Guy, Hardwick, Brash, and Williams. NAYS: None. Bill No. 25-25 approved 6-0.

ADJOURN: A motion was made at 7:01 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Brash, Williams, Paige, and Peterson. NAYS: None. Motion approved 6-0.




City Clerk, Saige Mason