

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JANUARY 10, 2023.

PRAYER: Don 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, January 10, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Barb Hardwick, Jim Hardison, Deanna Guy, Bob Bond, Rob Brash, Ron Peterson and Adam Booth COUNCIL ABSENT: None

ROLL CALL: STAFF PRESENT: City Clerk Janelle Neece, Interim Police Chief Scott Bagley, Fire Chief Mark Sowder, Public Works Director Dale Shipp, Finance Director Dawn Jennings, Community Development Director Lisa Hastings, Economic Development Director James Gorham, City Collector Marilyn O'Dell, Court Clerk Sarah Collins, Human Resources Specialist Courtney Williams, Recreation Director Haley Williams and City Attorney Chris Williams. Absent: City Administrator Tonya Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES December 27, 2022 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: State Representative, Terry Thompson addressed the council with news and updates.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Bond, second by Councilor Booth. Roll Called: AYES: Bond, Booth, Hardwick, Guy, Hardison, Kinnard, Peterson and Brash. NAYS: None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met so nothing to report.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report.
- C. Public Works: Ron Peterson the Committee has not met so nothing to report.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report.
- E. Park Board: Park Board has not met since our last meeting so nothing to report.

MAYOR'S REPORT: Mayor appointed Brandon Ray to Police Lieutenant. Roll called. AYES: Peterson, Kinnard, Hardison, Bond, Booth, Hardwick, Brash and Guy. NAYS: None. Mayor appointed Luke Covey to Police Sergeant. Roll called. AYES: Bond, Brash, Booth, Hardison,

Hardwick, Kinnard, Guy and Brash. NAYS: None. Interim Chief Bagley promoted Cody Davis to the rank of Corporal, Aaron Adkins to the rank of Detective and recognized Romulus Davis as the new School Resource Officer. Following the pinning ceremony, the Police Department handed out recognition and acknowledgements for 1. Officer of the year, Romulus Davis. 2. Most DWI Arrest for 2022, Corporal Tomas Rodrigues and Patrolman Romulus Davis. 3. Most Felony Arrest and Most Misdemeanor Arrest also went to Tomas Rodrigues.

CITY ADMINISTRATOR'S REPORT: Absent: Report is in the packet.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No: 23-01. AN ORDINANCE CHANGING THE ZONING CLASSIFICATIONS OF DISTRICTS OR CERTAIN LANDS 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. Motion for first and second reading by title only of Bill No.23-01 by Councilor Peterson, second by Councilor Kinnard. Roll Called. AYES: Peterson, Kinnard, Booth, Guy, Hardison, Bond, Hardwick and Brash. NAYS: None. Motioned approved 8-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-01. Motion to adopt Bill No. 23-01 as an ordinance by Councilor Peterson, second by Councilor Hardison. Roll called. AYES: Peterson, Hardison, Booth, Guy, Kinnard, Bond, Hardwick and Brash. NAYS: None. Bill No. 23-01 approved 8-0.
- B. Bill No: 23-02. 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. Motion for first and second reading by title only of Bill No. 23-02 by Councilor Peterson, second by Councilor Guy. Roll Called. AYES: Peterson, Guy, Booth, Hardison, Bond, Hardwick, Kinnard and Brash. NAYS: None. Motioned approved 8-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-02. Motion to adopt Bill No. 23-02 as an ordinance by Councilor Peterson, second by Councilor Hardwick. Roll called. AYES: Peterson, Hardwick, Booth, Guy, Hardison, Bond, Kinnard and Brash. NAYS: None. Bill No. 23-02 approved 8-0.
- C. Bill No: 23-03 AN ORDINANCE CHANGING THE ZONING CLASSIFICATIONS OF DISTRICTS OR CERTAIN LANDS 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. Motion for first and second reading by title only of Bill No.23-03 by Councilor Peterson, second by Councilor Guy. Roll Called. AYES: Peterson, Guy, Booth, Kinnard, Hardison, Bond, Hardwick and Brash. NAYS: None. Motioned approved

8-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-03. Motion to adopt Bill No. 23-03 as an ordinance by Councilor Peterson, second by Councilor Booth. Roll called. AYES: Peterson, Booth, Kinnard, Guy, Hardison, Bond, Hardwick and Brash. NAYS: None. Bill No. 23-03 approved 8-0.

D. Bill No: 23-04 AN ORDINANCE CHANGING THE ZONING CLASSIFICATIONS OF DISTRICTS OR CERTAIN LANDS 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. Motion for first and second reading by title only of Bill No.23-04 by Councilor Peterson, second by Councilor Hardwick. Roll Called. AYES: Peterson, Hardwick, Booth, Guy, Hardison, Kinnard, Bond, and Brash. NAYS: None. Motioned approved 8-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-04. Motion to adopt Bill No. 23-04 as an ordinance by Councilor Peterson, second by Councilor Bond. Roll called. AYES: Peterson, Bond, Booth, Guy, Hardison, Kinnard, Hardwick and Brash. NAYS: None. Bill No. 23-04 approved 8-0.

ADJOURN: Motion to adjourn at 6:59 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Brash, Peterson, Booth and Hardison. NAYS: None. Motion approved 8-0.



City Clerk, Janelle Neece



Mayor, Mike Wright



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JANUARY 24, 2023.

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, January 24, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Barb Hardwick, Jim Hardison, Deanna Guy, Bob Bond, Rob Brash and Adam Booth COUNCIL ABSENT: Ron Peterson.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Janelle Neece, Interim Police Chief Scott Bagley, Fire Chief Mark Sowder, Public Works Director Dale Shipp, Finance Director Dawn Jennings, Community Development Director Lisa Hastings, Economic Development Director James Gorham, Park Superintendent Terry Dickey, Recreation Director Haley Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES January 10, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: Amy Rheinschmidt, 401 Grandview, Richmond, MO 64085 addressed her concerns to the council about cars speeding and blowing through the stop sign on the corner of Gardner and Grandview.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Bond, second by Councilor Hardwick. Roll Called: AYES: Bond, Hardwick, Guy, Hardison, Kinnard, Booth and Brash. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met so nothing to report.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report.
- C. Public Works: Barb Hardwick. The Committee met prior to tonight's meeting and items discussed will be presented later on the agenda.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report.
- E. Park Board: Deanna Guy. The Park Board held a special meeting on January 17, 2023 and items discussed will be presented later on the agenda.

MAYOR'S REPORT: Mayor attended the Planning and Zoning Meeting, Park Board Meeting and Chamber After Hours. Richmond will be hosting the annual Household Hazardous Waste and voted

on there top three days (1.) September 9, 2023 (2.) September 23, 2023 and (3.) October 7, 2023. Council will be updated once the official date has been announced.

CITY ADMINISTRATOR'S REPORT: Report is in the packet. The audit is currently taking place and a special thank you to the Finance Director, Dawn Jennings for all her hard work. CA has met with City Attorney, Chris Williams on a few ordinances that will be brought up to the Ordinance Committee in a few weeks. Currently the City has four (4) RFPs out for bid.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No: 23-05. AN ORDINANCE CHANGING THE ZONING CLASSIFICATIONS OF DISTRICTS OR CERTAIN LANDS 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. Motion for first and second reading by title only of Bill No.23-05 by Councilor Booth, second by Councilor Guy. Roll Called. AYES: Booth, Guy, Kinnard, Hardison, Bond, Hardwick and Brash. NAYS: None. Motioned approved 7-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-05. Motion to adopt Bill No. 23-05 as an ordinance by Councilor Guy, second by Councilor Booth. Roll called. AYES: Guy, Booth, Hardison, Kinnard, Bond, Hardwick and Brash. NAYS: None. Bill No. 23-05 approved 7-0.
- B. Gym Roof Repairs. The roof at the front entrance has extensive top and under damage. The metal decking has failed, there is a hole in the corner of the roof and that water has entered and created wood rot and failure. Staff has met with Centimark and they would remove and replace up to 200 sq.ft. of the west side of the roof at the front of the building for a total price of \$43,366. Repairs could not be done until Spring and would take approximately 5 to 7 days to complete. Until repairs can be made Centimark can do some type of covering over the hole or a temp repair until such time as that area is replaced. Under the Municipal Complex, we budgeted \$10,000 for this project. We budgeted \$65,000 for masonry repairs. Staff recommendation is to reallocate funds from the Capital Improvement line item to building and grounds to cover the shortfall in this fund. Staff recommends to do an addendum with the scope of work to the contract from RFP 10-2020 City Hall Roof repairs that was awarded to Centimark. Motion to accept bid received from CentiMark for RFP 10-2020 City Hall Roof Repair not to exceed \$43,366 and direct the City Administrator to execute the addendum to contract by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Guy, Hardwick, Brash, Booth, Hardison, Bond and Kinnard. NAYS: None. Motion approved 7-0.
- C. North and South Pump Rehabilitation. It's time to have all the Flygt submersible pumps inspected and serviced. There are three (3) Flygt submersible 100 HP pumps at the North pump station and three (3) 50 HP pumps at the wastewater plant. These pumps take on the toughest applications on a daily basis and are very expensive to replace. JCI is the local rep

with the most expertise and experience with Flygt pumps. Sole source with JCI is the most efficient because any company would have to get their parts and seal kits through JCI since JCI is the area distributor for Flygt. The proposals from JCI are for inspection, disassembly, basic repair kit and service for all pumps. The pumps at the North Lift Station are a larger pump showing a unit price of \$18,936 for a total of \$56,808. The pumps at the wastewater are a smaller pump showing a unit price of \$13,861 for a total of \$41,583. Total of \$98,391. However, this does not include any damage to impeller, impeller housing or shaft issues. The FY23 budget has earmarked \$130,000 for inspection and service of all six pumps. Staff anticipate there might be other issues once inspected. Dale has been in contact with the JCI rep. and JCI would be able to start the inspection in a few weeks. Motion to approve JCI for inspection and service of all six pumps for \$98,391, but not to exceed \$130,000 by Councilor Hardwick, second by Councilor Booth. Roll called. AYES: Hardwick, Booth, Guy, Brash, Bond, Hardison and Kinnard. NAYS: None. Motion approved 7-0.

- D. Replacement of HSP #1. The HSP was an original when the plant was built and is approximately 45 years old. There is no repairing it. They do not even make the parts to repair it. Staff received a quote from JCI for a new HSP for a cost of \$22,577. This price is for the pump only and does not include installation. Estimate installation would be between \$5,000 - \$8,000. The City is in contract with JCI for HSP repair and maintenance. Estimate time for arrival is five (5) months. We are able to apply the purchase of the new pump to our current project, Waterplant Rehabilitation, and use ARPA fund to purchase. Motion to approve the purchase an Aurora High Service Pump for \$22,577, and installation with a not to exceed amount of \$30,000 by Councilor Hardwick, second by Councilor Booth. Roll called. AYES: Hardwick, Booth, Kinnard, Bond, Brash, Guy and Hardison. NAYS: None. Motion approved 7-0.
- E. Replacement Pump for Hill Street Lift Station. On February 21, 2020 the City purchased two Tsurumi 3" Flange pumps for the Hill Street Lift Station when a break in the pipe caused sewage to flood the dry well, causing a complete loss of the pumps and electrical. On January 4, 2023 one of the pumps started tripping the breaker. Crews pulled the pump and found nothing lodged in the pump. Check motor and shorted wiring were found and the pump is inoperable. Replacement is the only option at this time. Currently, the City is rebuilding the Hill Street Lift Station, however, new pumps were not in the over design. The intention was to use the existing pumps and therefore we will not add the cost to the Hill Street project. There is \$60,000 allocated for 3 phase electrical for the Lisa Lane Lift Station. Staff recommends using \$10,338 from this allocation to purchase a new pump. The lead time on the pump is April 2023. Motion to approve pump purchase for \$10,338 and reallocate funds by Councilor Hardwick, second by Councilor Booth. Roll called. AYES: Hardwick, Booth, Bond, Kinnard, Brash, Guy and Hardison. NAYS: None. Motion approved 7-0.
- F. Disc Golf Course. The FY23 budget includes \$25,000 for the design/build of a disc golf course around Southview Lake. Last year, Dr. Ryan Lauck presented to the Park Board the many benefits of Disc Golf. Disc golf courses are inexpensive to install and the game is affordable to play. Courses attract new people to park systems and support local businesses. Disc golf offers one of the highest returns on investment activities to a park and recreation facility. This proposal from Dynamic Discs of Emporia for the course design and build is \$20,362.00. This quote does not include the actual concrete pad base for each "hole" and will be an additional amount depending on size of pad. Staff members, Terry Dickey and James Gorham, have met with Dynamic Discs and had conversations with their designer, Eric

McCabe. They have reached out to the references provided with positive results. Park Board met on Tuesday, January 17, 2023 and the board recommends this project to the full Council. Park Board President, Darrin Daniel, Terry, James and Ryan met with the School Board on Thursday, January 19, 2023 to present to the Board what the project entailed with a favorable motion to move forward. Motion to approve the contract with Dynamic Discs not to exceed \$20,362 and authorize the City Administrator to sign by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Guy, Hardwick, Hardison, Bond, Kinnard, Booth and Brash. NAYS: None. Motion approved 7-0.

- G. Southview Park Lighting B&C Fields. The FY23 budget includes \$275,000 for replacement of the lighting on B and C Softball Fields. The base price is \$220,864 which includes installing all new steel poles and lights on the 2 softball fields and re-using any existing electrical infrastructure available. There is an alternative price of \$269,127 which includes an additional \$48,263.00 for installing all new electrical infrastructures from the transformer to the lighting system. The electrical is not anticipated to be replaced; it is just in case they find any surprises during the demo or installation. Material delivery between 4/7 and 4/21 (10-12 weeks). Installation completed between 5/5 and 5/19 (4 weeks from material delivery, weather permitting). This quote is a Sourcewell Purchasing Coop turnkey (all inclusive) quote (Contract #071619-CPL). The City is a member of Sourcewell; meaning, we can buy directly from them and fulfill all the City's bid requirements. Staff members, Terry Dickey and James Gorham, have been working on this project and have reached out to the references provided with positive results. Park Board met on Tuesday, January 17, 2023 and the board recommends this project to the full Council. Motion to approve the contract with Ephesus Sports Lighting not to exceed \$269,127 and authorize the City Administrator to sign by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash and Hardison. NAYS: None. Motion approved 7-0.

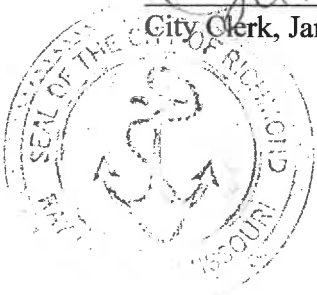
ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021(3) Personnel and Section 610.021(13) Personnel Records, motion to adjourn open/enter closed session at 7:13 p.m. by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Bond, Booth, Kinnard, Brash and Hardison. NAYS: None. Motion approved 7-0

ADJOURN CLOSED/ENTER OPEN: Motion to adjourn closed/enter open session at 7:35 p.m. with no action taken by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Brash, Booth and Hardison. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 7:36 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Brash, Bond and Hardison. NAYS: None. Motion approved 7-0.


City Clerk, Janelle Neece


Mayor, Mike Wright



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, FEBRUARY 14, 2023.

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, February 14, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Barb Hardwick, Jim Hardison, Deanna Guy, and Bob Bond. COUNCIL ABSENT: Ron Peterson, Rob Brash and Adam Booth.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Janelle Neece, Interim Police Chief Scott Bagley, Fire Chief Mark Sowder, Public Works Director Dale Shipp, Finance Director Dawn Jennings, Community Development Director Lisa Hastings, Economic Development Director James Gorham, City Collector Marilyn O'Dell, Court Clerk Sarah Collins, Human Resources Specialist Courtney Williams, Utility Billing Specialist Wendy VanOster and City Attorneys Chris Williams and John Mullane.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES January 24, 2023 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, Hardison, Hardwick, Guy, and Kinnard. NAYS: None. Motion approved 5-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met so nothing to report.
- B. Ordinance: Barb Hardwick. The Committee met on February 7, 2023 and items discussed will be presented later on the agenda.
- C. Public Works: Barb Hardwick the Committee has not met so nothing to report.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report.
- E. Park Board: Park Board has not met since our last meeting so nothing to report.

MAYOR'S REPORT: Mayor attended the West Gate Luncheon, interviewed for a new police officer and attended the Planning and Zoning Meeting. As a reminder we will be having Marilyn O'Dell's retirement party on Wednesday, February 15 at 1:30 p.m. at City Hall.

CITY ADMINISTRATOR'S REPORT: Report is in the packet. CA Willim informed Council Centimark was able to cover the metal panels area in front of gym from further weather intrusion until roof repairs can be made. Dale and I met with Mike Milius and Brooke to discuss NWWTP closure demo. Willim provided a sheet for each Councilmember to fill out for the streets in their Ward for Mill/Overlay. We received 2 trucks on Friday for Public Works.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No: 23-06. Conditional Use Permit for a Communications Facility and Tower located at 105 Matt Waller Ave, Ray County 911 Emergency Services. 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. No action taken. Council would like more specific language added to the Conditional Use Permit then brought back to Council at a later date. Mayor Wright tabled Bill No: 23-06.
- B. Bill No: 23-07. Amending Code Establishing Recreational Marijuana Offenses John Mullane has struck the portions in the current code regarding 'synthetic cannabinoids. Amendment 3 does not provide any constitutional protections as to synthetic cannabinoids, but, considering marijuana itself is legal, he struck synthetic prohibitions as well. The City Prosecutor and Interim Police Chief have reviewed and are in agreement with Williams & Campo to strike this language. An Ordinance Committee was held on Tuesday, February 7, 2023 and John Mullane with Williams & Campo, discussed the provisions to the code per Amendment 3. This code amendment provides the strictest language available from Amendment 3. The Ordinance Committee recommends to the full council. Motion for first and second reading by title only of Bill No. 23-07 by Councilor Hardwick, second by Councilor Kinnard. Roll Called. AYES: Hardwick, Kinnard, Guy, Bond and Hardison. NAYS: None. Motioned approved 5-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-07. Motion to adopt Bill No. 23-07 as an ordinance by Councilor Bond, second by Councilor Hardwick. Roll called. AYES: Bond Hardwick, Guy, Hardison, and Kinnard. NAYS: None. Bill No. 23-07 approved 5-0.
- C. Bill No: 23-08. Agreement with MHTC for Placement of Welcome Sign. AN ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, APPROVING A MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION LICENSE AGREEMENT FOR CITY MONUMENT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT. Melissa Roberts, Traffic Specialist with the Missouri Department of Transportation has provided the draft agreement for the City of Richmond's placement of the Welcome Sign located off of Camden/T Highway. The placement of the sign was approved by MoDOT's Realty Asset Committee last week. As noted in the agreement (Drafter's Notes), there are a few areas within the agreement to be finalized. The City will take responsibility for the

repair/maintenance of the sign as indicated (6)(A). Chris Williams has reviewed the agreement and prepared the Ordinance for approval. There are four easements to be received for placement of the signs. 1. Harvest Hills- easement is being finalized. 2. MVCCA- easement submitted; waiting on approval. 3. Ray County Hospital – received. 4. MoDOT- T Highway. Once the agreement is signed, staff will notify Excel Lighting to begin on the Welcome Signs. Motion for first and second reading by title only of Bill No. 23-08 by Councilor Bond, second by Councilor Guy. Roll Called. AYES: Bond, Guy, Hardison, Hardwick and Kinnard. NAYS: None. Motioned approved 5-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-08. Motion to adopt Bill No. 23-08 as an ordinance by Councilor Bond, second by Councilor Hardison. Roll called. AYES: Bond, Hardison, Hardwick, Guy, and Kinnard. NAYS: None. Bill No. 23-08 approved 5-0.

- D. Formal Change Order - Welcome Sign. Council formally approved by motion contractor, Excel Lightening and Signs Co on January 25, 2022, with a not to exceed \$50,000. Due the increase in size requirement needed at Highway T, this welcome sign increased from \$20,432 (4'h x 10'w) to \$40,432 (10'h x 30'w). With obtaining the easements in the final stages, we need to formally approve the additional cost for having to enlarge the signs due to visibility from the highway for this project. The increase of \$20,000, has been accounted for in the FY23 budget, line item (10-17-00-7410 Community Beatification). The price breakdown is as follow: Project Budget FY22 \$50,000 (\$10,000 city contribution), RIDC Grant Received in FY22: \$43,446 (carried over into FY2023), FY22 Expenditure: \$13,000 (Down Payment for Materials & Design Fees) all from Beautification Fund, August 2022 - Change of size would be required due to Highway 210 size requested, FY2023 Budget: \$63,500 (RIDC Grant + \$20,000 city contribution). Total cost \$76,446. Motion to approve the increase for this project of \$20,000 as earmarked in the FY23 budget, giving staff the ability to move forward, pay the contractor not to exceed \$63,500 by Councilor Bond, second by Councilor Hardwick. Roll called. AYES: Bond, Hardwick, Hardison, Guy and Kinnard. NAYS: None. Motion approved 5-0.
- E. WWTP Sludge Basin Blower #6 Replacement. Staff received a quote from United Blower for a new replacement blower on the sludge basin #6 at the WWTP. This is the unit that the air tank cracked below the motor. The blower was disassembled and both of the bearing fits on the drive end has spun on their shaft fittings. This allowed the impellers to fall out of plane plus lose end clearance. UBI can provide a new blower for \$10,550 + \$300 freight and have it here within 7 days. The quote from Pathfinder for a new blower is more expensive and would not arrive until February of next year or a remanufactured with an estimate time of 3 to 5 weeks. In the FY23 budget currently there is \$30,000 in line item Equipment Repair. Motion to approve the purchase of a new blower from UBI and not to exceed \$10,850 by Councilor by Councilor Hardwick, second by Councilor Hardison. Roll called. AYES: Hardwick, Hardison, Kinnard, Guy and Bond. NAYS: None. Motion approved 5-0.
- F. Agreement with Richmond Rotary for Placement of Clock in the Downtown Pavilion. The agreement between the City of Richmond and Richmond Rotary Club for placement of a 12-foot clock at the Downtown Pavilion is pending Council's approval, Rotary is prepared to get the clock installed within the next 30 days. The City will grant Rotary permission to place the clock. Rotary will be responsible for maintenance and repairs. The City will provide the electricity and place on the City's insurance. Motion to approve the agreement and authorize

the Mayor to sign by Councilor Hardwick, second by Councilor Guy. Roll called. AYES: Hardwick, Guy, Hardison, Bond and Kinnard. NAYS: None. Motion approved 5-0.

ADJOURN: Motion to adjourn at 7:27 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond and Hardison. NAYS: None. Motion approved 5-0.



City Clerk, Janelle Neece



Mayor, Mike Wright



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, FEBRUARY 28, 2023.

PRAYER: Brian Guy

PLEDGE OF ALLEGIANCE: Rob Kinnard

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, February 28, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Barb Hardwick, Jim Hardison, Deanna Guy, Ron Peterson and Bob Bond COUNCIL ABSENT: Rob Brash and Adam Booth.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Janelle Neece, Interim Police Chief Scott Bagley, Public Works Director Dale Shipp, Finance Director Dawn Jennings, Economic Development Director James Gorham,

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES February 14, 2023 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 Hardwick. Roll Called: AYES: Bond, Hardwick, Guy, Hardison, Kinnard and Peterson. NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met so nothing to report.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report.
- C. Public Works: Ron Peterson. The Committee has not met so nothing to report.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report.
- E. Park Board: Deanna Guy. The Park Board has not met so nothing to report.

MAYOR'S REPORT: Appointment of Kelsey Teel as a full time Police Officer. Roll called. AYES: Peterson, Guy, Hardison, Bond, Kinnard and Hardwick. NAYS: None. Mayor has met with CA Willim who has kept him informed of City business.

CITY ADMINISTRATOR'S REPORT: Report is in the packet. Just a reminder that street repair sheets are due back by March 3, 2023.

Rob Brash, Councilmember, entered the meeting at 6:35 p.m.


UNFINISHED BUSINESS:

- A. Bill No. 23-06 Conditional Use Permit for a Communications Facility and Tower located at 105 Waller Ave, Ray County 911 Emergency Services. 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. Two conditions have been added to the ordinance and exhibits. Chris Williams included language in the new condition number 2 to reference the provision in the City Code that allows for minor revisions to the site plan since it is not necessarily their final site plan and there may be a few changes related to things like their requirement to address storm water issues prior to them receiving a building permit. He also included language at the end of new condition number 3 limiting the use of the tower to governmental purposes including operations of Ray County 911 since the intent is that space on the tower will not be sold/leased to private entities/telecom companies. Motion for first and second reading by title only Bill No.23-06 by Councilor Peterson, second by Councilor Kinnard. Roll Called. AYES: Peterson Kinnard, Guy, Hardison, Bond, Hardwick and Brash. NAYS: None. Motioned approved 7-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-06. Motion to adopt Bill No. 23-06 as an ordinance by Councilor Peterson, second by Councilor Hardison. Roll called. AYES: Peterson, Hardison, Guy, Kinnard, Bond, Hardwick and Brash. NAYS: None. Bill No. 23-06 approved 7-0.

NEW BUSINESS:

- A. RFP 04-2023 Selection of Contractor for Installation of Street Sign Enhancements. The City released a Request for Proposal for the installation of the street sign enhancement project for the downtown area with a close date of February 6, 2023. One bid was received. The FY23 budget includes \$30,000 for this project. Staff met with the contractor on February 16, 2023 to discuss the installation, assembly, guidelines and map of the locations. Contractor will assemble the poles/signs at the North barn and will contact either Dale/James after each intersection installation for us to maintain accuracy with the layout/map. This project includes installation of (4) benches, (7) trash cans, (23) stop signs with street signs and (35) stop sign locations. The contractor would be able to start in a couple of weeks with an approximate completion of 5 to 7 days, depending on the weather. Motion to accept Mayfield and Blair for installation not to exceed \$24,610 and direct the City Administrator to execute the contract by Councilor Guy. Second by Councilor Peterson. Roll called. AYES: Guy, Peterson, Hardwick, Hardison, Bond, Kinnard and Brash. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 6:43 p.m. by Councilor Guy, seconded by Councilor Hardwick.
Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Brash, Peterson and Hardison. NAYS: None.
Motion approved 7-0.


City Clerk, Janelle Neece


Mayor, Mike Wright



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, MARCH 28, 2023.

PRAYER:

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, March 28, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Barb Hardwick, Jim Hardison, Deanna Guy, Adam Booth, and Bob Bond.

COUNCIL ABSENT: Rob Brash and Ron Peterson

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, Interim Police Chief Scott Bagley, Fire Chief Mark Sowder, Finance Director Dawn Jennings and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES March 14, 2023 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 Booth. Roll Called: AYES: Bond, Hardison, Hardwick, Booth, Guy, and Kinnard. NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met so nothing to report.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report
- C. Public Works: Ron Peterson the Committee has not met so nothing to report.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report.
- E. Park Board: Park Board has not met since our last meeting so nothing to report.

MAYOR'S REPORT: Mayor attended Mid-America Regional Council (MARC) meeting with C/A, Presiding Commissioner Billy Gaines and James to discuss becoming a part of the MPO.

Appointment of Tonya Willim to Acting City Clerk. Roll called: AYES: Bond, Hardison, Hardwick, Booth, Guy, and Kinnard. NAYS: None. Motion approved 6-0.

CITY ADMINISTRATOR’S REPORT: Report is in the packet.

UNFINISHED BUSINESS: None.

NEW BUSINESS:


- A. FY22 Audit Mandy Kaullen, Westbrook & Co. Mandy presented the results of the fiscal year 2022 audit and acknowledged the expertise and skills of Finance Director Dawn Jennings, City Administrator Tonya Willim and staff. From the report, Mandy indicated that the financial statements referred to in the report are present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of City of Richmond, Missouri, as of September 30, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. GASB 87 was implemented for leases and continuation of GASB 68 pension activity. These financial statements are materially correct which is what you want to receive in an audit and audit opinion is clean. She briefly went through the audit report and explained various tables included therein. Only one material weakness was found in Cash Receipts because accounting duties for cash receipts are not properly segregated and could allow for errors or fraud to occur and go undetected. She recommends that the City review their segregation of duties over cash receipts to provide internal controls. No discrepancies were found.

ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021(3) Personnel and Section 610.021(13) Personnel Records, motion to adjourn open/enter closed session at 6:50 p.m. by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Kinnard, Bond, Booth and Hardison. NAYS: None. Motion approved 6-0.

ADJOURN CLOSED/ENTER OPEN: Motion to adjourn closed/enter open session at 7:14 p.m. with no action taken by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Booth and Hardison. NAYS: None. Motion approved 6-0.

ADJOURN: Motion to adjourn at 7:14 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Booth and Hardison. NAYS: None. Motion approved 6-0.




Acting City Clerk, Tonya Willim


Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, MARCH 14, 2023.

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, March 14, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Barb Hardwick, Jim Hardison, Deanna Guy, Adam Booth, Ron Peterson, Rob Brash and Bob Bond. COUNCIL ABSENT: None.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Janelle Neece, Interim Police Chief Scott Bagley, Fire Chief Mark Sowder, Public Works Director Dale Shipp, Community Development Director Lisa Hastings, Economic Development Director James Gorham, Human Resources Specialist Courtney Williams, Recreation Director Haley Williams, Utility Billing Specialist Wendy VanOster and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES February 24, 2023 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 Peterson. Roll Called: AYES: Bond, Peterson, Hardison, Hardwick, Booth, Brash, Guy, and Kinnard. NAYS: None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met so nothing to report.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report
- C. Public Works: Ron Peterson the Committee has not met so nothing to report.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report.
- E. Park Board: Park Board has not met since our last meeting so nothing to report.

MAYOR'S REPORT: The Mayor attended the Planning and Zoning meeting on March 7, 2023. Mayor has met with CA Willim who has kept him informed on City business.

CITY ADMINISTRATOR'S REPORT: Report is in the packet. Just a quick update that Fire Department will be going to pickup the new pumper on March 15, 2023. James Gorham has finished the Guide to Richmond brochure and it turned out great.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No: 23-09. Final Plat for Deer Ridge Subdivision. AN ORDINANCE APPROVING THE FINAL PLAT FOR DEER RIDGE SUBDIVISION; 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. Motion for first and second reading by title only of Bill No. 23-09 by Councilor Peterson, second by Councilor Booth. Roll Called. AYES: Peterson, Booth, Hardwick, Kinnard, Guy, Brash, Bond and Hardison. NAYS: None. Motioned approved 8-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-09. Motion to adopt Bill No. 23-09 as an ordinance by Councilor Peterson, second by Councilor Booth. Roll called. AYES: Peterson, Booth, Bond Hardwick, Guy, Hardison, Brash and Kinnard. NAYS: None. Bill No. 23-09 approved 8-0.

- B. Bill No: 23-10 Rezoning Classification located at 205 E. Main Street. AN ORDINANCE CHANGING THE ZONING CLASSIFICATIONS OF DISTRICTS OR CERTAIN LANDS 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. Motion for first and second reading by title only of Bill No. 23-10 by Councilor Peterson, second by Councilor Booth. Roll Called. AYES: Peterson, Booth, Hardwick, Kinnard, Guy, Brash, Bond and Hardison. NAYS: None. Motioned approved 8-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-10. Motion to adopt Bill No. 23-10 as an ordinance by Councilor Peterson, second by Councilor Booth. Roll called. AYES: Peterson, Booth, Bond Hardwick, Guy, Hardison, Brash and Kinnard. NAYS: None. Bill No. 23-10 approved 8-0.

- C. Bill No: 23-11 Rezoning Classification located at 307 Ralph Street. AN ORDINANCE CHANGING THE ZONING CLASSIFICATIONS OF DISTRICTS OR CERTAIN LANDS 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. Motion for first and second reading by title only of Bill No. 23-11 by Councilor Peterson, second by Councilor Hardison. Roll Called. AYES: Peterson, Hardison, Hardwick, Kinnard, Guy, Booth, Bond and Brash. NAYS: None. Motioned approved 8-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-11. Motion to adopt Bill No. 23-11 as an ordinance by Councilor Peterson, second by Councilor Booth. Roll called. AYES: Peterson, Booth, Brash, Bond, Hardwick, Guy, Hardison, and Kinnard. NAYS: None. Bill No. 23-11 approved 8-0.

- D. Bill No: 23-12 Conditional Use Permit located at 724 Wollard Blvd. 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. Motion for first and second reading by title only of Bill No. 23-12 by Councilor Peterson, second by Councilor Booth. Roll Called. AYES: Peterson, Booth, Hardwick, Kinnard, Guy, Brash, Bond and Hardison. NAYS: None. Motioned approved 8-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-12. Motion to adopt Bill No. 23-12 as an ordinance by Councilor Peterson, second by Councilor Hardison. Roll called. AYES: Bond Peterson, Hardison, Brash, Booth, Hardwick, Guy and Kinnard. NAYS: None. Bill No. 23-12 approved 8-0.
- E. Bill No: 23-13 Amending Section 220.020 Pools and Ponds. AN ORDINANCE AMENDING SECTION 220.020 OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND REGARDING PONDS AND POOLS. This ordinance amends Section 220.020 (Nuisances Generally) by changing/adding the definition of pools/ponds and water/steam. The violations and abatement will remain the same as other nuisance offenses by the City Code. On February 6, 2023 staff met with the Ordinance Committee and requested to change the nuisance ordinance regarding pools and ponds. In the fall each year, the City receives complaints regarding property owners that dump their pool water out and onto neighboring property, killing grass, gardens and creating a swamp. The addition to the definitions for pools and ponds will allow staff to issue a nuisance violation when property owners dump their water onto neighbors or public property creating a nuisance. These notices will be issued only when a complaint is received. The definition change of water and steam is for clarity and mostly due to sump pumps draining onto a public sidewalk or neighboring property. The Ordinance Committee recommends to the full council. Motion for first and second reading by title only of Bill No. 23-13 by Councilor Peterson, second by Councilor Booth. Roll Called. AYES: Peterson, Booth, Hardwick, Kinnard, Guy, Brash, Bond and Hardison. NAYS: None. Motioned approved 8-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-13. Motion to adopt Bill No. 23-13 as an ordinance by Councilor Peterson, second by Councilor Booth. Roll called. AYES: Peterson, Booth, Bond Hardwick, Guy, Hardison, Brash and Kinnard. NAYS: None. Bill No. 23-13 approved 8-0.
- F. Bill No: 23-14 R-1 Residential Zoning Exemption. AN ORDINANCE AMENDING SECTION 405.050 OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND REGARDING R-1 SINGLE FAMILY DWELLING DISTRICT DESCRIPTIONS. This ordinance will amend Section 405.050 R-1 Single Family Dwelling District Descriptions by adding an exemption for vacant non-conforming lots to allow for development. Currently, there are approximately 75 vacant lots throughout the city that are non-conforming. These smaller lots are considered too small to develop new housing based on our current code. However, by adding this exemption and allowance, it would allow potential builders or property owners to create new housing. On February 6, 2023, staff met with the Ordinance Committee and requested the addition of the exemption based on the City's Comprehensive Plan. Planning and Zoning met March 7, 2023, and both committees recommend to the full

Council. Motion for first and second reading by title only of Bill No. 23-14 by Councilor Peterson, second by Councilor Booth. Roll Called. AYES: Peterson, Booth, Hardwick, Kinnard, Guy, Brash, Bond and Hardison. NAYS: None. Motioned approved 8-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 23-14. Motion to adopt Bill No. 23-14 as an ordinance by Councilor Peterson, second by Councilor Booth. Roll called. AYES: Peterson, Booth, Bond Hardwick, Guy, Hardison, Brash and Kinnard. NAYS: None. Bill No. 23-14 approved 8-0.

- G. American Celebration Fireworks. The Annual Fourth of July Celebration “American Celebration” in the past has been sponsored by the Richmond Chamber of Commerce. The Chamber informed the City that they will not be able to host the event, nor, able to fund the fireworks this year. The City is able to take over the contract from J&M Display (fireworks provider), receive the same number of fireworks, discounts, etc. and host the celebration on June 30 this year. Many Parks & Recreation Departments host this event in their municipality. We propose the initial use of park funds to cover the fireworks which is \$15,000. Funds are available in the Park Fund within line item 20-00-00-9017 and it would be appropriate use of funds. The City will seek and accept donations to fund the fireworks, as many local businesses, organizations and individuals like to sponsor the fireworks. City Administrator Willim sent an email to the Park Board and received a recommendation to use these funds but anything purchased over \$5,000 or unbudgeted must come before the Council for approval. A few waivers are required to accommodate the celebration and city ordinances. Waivers needed follow: #1 Paragraph 205-160: Use of Fireworks Restricted. Discharge of fireworks by anyone in the city is only allowed between July 1 and July 5. RECOMMENDATION: Waive this paragraph to allow fireworks by professional pyro technicians on June 30, 2023. #2 Paragraph 215-340: Loud and unusual sounds and noises prohibited. The provision of this paragraph prohibits such sounds and noises between the hours of 9:00 p.m. and 7:00 a.m. Music (live and recorded) as well as impulsive and intermittent noises (aerial fireworks) will occur after 9:00 p.m. on June 30, 2023. RECOMMENDATION: The requirements of this paragraph be waived until 11:00 p.m. on June 30, 2023. #3 Paragraph 215-790 – Prohibiting the sale of anything of value in city owned parks. Staff has discussed allowing a small number of food vendor trucks to enter the park to operate food concessions rather than the concession area of Southview Park. Food trucks will sell items like ice cream, hamburgers, hot dogs, soft drinks, etc. and we might be able to get others to sell small trinkets such as glow sticks/necklaces, t-shirts, etc. in the park area. RECOMMENDATION: Waive the requirements prohibiting the sale of food items and trinkets in Southview Park from 6:00 p.m. until 11:00 p.m. on June 30, 2023. Motion by Councilor Peterson to authorize the City Administrator to sign the contract with J&M Displays in an amount not to exceed \$15,000 and to waive paragraph #1 to allow fireworks by professional pyro technicians on June 30, 2022, waive paragraph #2 to be waived until 11:00 p.m. on June 30, 2023 and waive the requirements of paragraph #3 prohibiting the sale of food items and trinkets in Southview Park from 6:00 p.m. until 11:00 p.m. on June 30, 2023. Second by Councilor Booth. Roll called. AYES: Peterson, Booth, Brash, Kinnard, Hardison, Hardwick, Guy and Bond. NAYS: None. Motion approved 8-0.

ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021(3) Personnel and Section 610.021(13) Personnel Records, motion to adjourn open/enter closed session at 6:58 p.m. by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Bond, Booth, Kinnard, Peterson, Brash and Hardison. NAYS: None. Motion approved 8-0

ADJOURN CLOSED/ENTER OPEN: Motion to adjourn closed/enter open session at 7:06 p.m. with no action taken by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Peterson, Brash, Booth and Hardison. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 7:07 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Peterson, Brash, Bond and Hardison. NAYS: None. Motion approved 8-0.


City Clerk, Janelle Neece


Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, APRIL 11, 2023.

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, April 11, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Barb Hardwick, Jim Hardison, Deanna Guy, Adam Booth, Bob Bond and Ron Peterson (by video).

COUNCIL ABSENT: None.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, Interim Police Chief Scott Bagley, Fire Chief Mark Sowder, Public Works Director Dale Shipp, James Gorham ED Director, Lisa Hastings, Comm. Devel. Director, Wendy Vanoster Billing Specialist, Haley Williams, Recreation Director, Courtney Williams, HR Specialist, Sarah Collins, Court Clerk, Terry Dickey Parks Foreman and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES March 28, 2023 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 Booth. Roll Called: **AYES:** Bond, Hardison, Hardwick, Booth, Guy, Brash, Peterson and Kinnard. **NAYS:** None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy: Committee met at 6:00 p.m. tonight to discuss MyRec credit card processing and this item is on the agenda for discussion.
- B. Ordinance: Barb Hardwick. Committee met on April 6 to discuss ordinance on the agenda tonight.
- C. Public Works: Ron Peterson – Committee met last week to discuss items on the agenda tonight.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report.
- E. Park Board Liaison Deanna Guy - : Park Board has begun their monthly meetings again, some items on the agenda tonight. Terry is working on getting the park restrooms open and Southview lights project has started.

MAYOR'S REPORT: Attended committees we have had. Multiple discussions with Tonya and we are beginning to start into summer projects.

CITY ADMINISTRATOR'S REPORT: We were able to get the round two trucks ordered through Enterprise; we did completed the lagoon sludge removal project at the WTP; Southview poles have been delivered and have started to insert the poles – should take a couple of weeks then start on installation of the lights – taking a week per field, Streetscapes signs installation has started today – Dale and James will make sure they are in appropriate locations – Reminder 100 year Rotary Anniversary and clock dedication will be at the Downtown Pavilion at 5:00 p.m. on Saturday, April 22, 2023.

DEPARTMENT REPORTS: No comments or questions.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. .Bill No 23-16: ORDINANCE DELCARING THE OFFICIAL RESULTS ON THE FACE OF THE RETURNS OF THE JUDGES AND CLERKS OF THE REGULAR ELECTION HELD IN THE CITY OF RICHMOND, MISSOURI, ON APRIL 4, 2023. Certified election results received from the Ray County Clerk for Mayor, Mike Wright, Ward I Jim Hardison, Ward II Deanna Guy, Ward 3, Adam Booth, Ward 4, Rob Kinnard. Section II question:- Shall the City of Richmond, Missouri, impose an additional sales tax of three percent (3%) on the retail sale of adult non-medicinal marijuana?" 178 (yes) and 106 (no) vote. Motion for first and second reading by title only of Bill No. 23-16 by Councilor Hardwick, second by Councilor Booth. Roll Called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0. Acting City Clerk Tonya Willim proceeded with first and second reading by title only of Bill 23-16. Motion to adopt Bill 23-16 as ordinance by Councilor Booth, second Councilor Hardwick. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 6:45 p.m. by Councilor Guy, second Councilor Hardwick. Roll Called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

SWEARING IN OF NEW COUNCIL MEMBERS: At this time Acting City Clerk Tonya Willim swore in - Mayor Mike Wright and Councilmembers Jim Hardison, Deanna Guy, Adam Booth and Rob Kinnard.

SEATING OF NEW COUNCIL MEMBERS: Mayor seated the council at their current position with no change.

MAYOR KEPT APPOINTED COMMITTEES/COMMITTEE CHAIRS THE SAME AS FOLLOWS:

- A. Finance Committee: Chairperson Deanna Guy, Bab Hardwick, Ron Peterson
- B. Public Works Committee: Chairperson Ron Peterson, Barb Hardwick, Jim Hardison
- C. Ordinance Committee: Chairperson Barb Hardwick, Adam Booth, Rob Brash
- D. Public Safety Committee: Chairperson Rob Kinnard, Bob Bond, Jim Hardison

E. Park Board Liaison: Deanna Guy.

Mayor Wright called to order the second part of the regular meeting of the City Council of the City of Richmond, Missouri on April 11, 2023, 6:47 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Barb Hardwick, Jim Hardison, Deanna Guy, Adam Booth, Bob Bond and Ron Peterson (by video).

VOTE OF MAYOR PRO TEM: The Mayor explained the blank pieces of paper and asked each Councilmember to write down their selection for Mayor Pro Tem, fold the piece of paper and hand back to him. Once all the pieces were returned, he read the names and announced that Barb Hardwick received the most votes and is elected as Mayor Pro Tem.

ADOPTION OF AGENDA: Motion to approve second part of the agenda as printed by Councilor Bond, second Councilor Booth. Roll Called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

NEW BUSINESS:

A. Bill No.: 23-15 ORDINANCE AMENDING TITLE VI, BUSINESS AND OCCUPATION, CHAPTER 630 SPECIAL EVENTS, BY REVISING CERTAIN SECTIONS OF ARTICLE II FARMERS' MARKET - Continuation to enhance the Farmer's Market, Lisa has been in contact with many of the vendors and a questionnaire/survey was sent to the vendors who participated last year. The vendors have requested longer hours, more advertising, portable restroom on site and allowing more vendors. This changes the mileage radius from 50 to 100, allows eggs, meat and dairy and must be approved by Mo Department of Health, no live animals and mobile food vending trucks and no rummage or second hand. Motion for first and second reading by title only of Bill No. 23-15 by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0. Acting City Clerk Tonya Willim proceeded with first and second reading by title only of Bill 23-15. Motion to adopt Bill 23-15 as ordinance by Councilor Booth, second Councilor Hardison. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

B. Southview Park – Phase 2 Lake Bank clean up. In an effort to continue cleaning and restoring the bank (shoreline) at Southview Lake in Southview Park, the City released RFP 06-2023. The bid closed March 17, 2023 and four bids were received. The lowest proposal is \$38,980 from Macey Excavating. Macey was the contractor for Phase 1 of this project. The scope of work includes, starting at the boat ramp and extending south along the bank approximately 750'; removing all brush and debris saving any trees that are good and will keep the integrity of the bank from eroding. Grade bank to a level that is suitable for public. Use and install no more than 500 ton of Rip Rap along the bank or west side. The FY23 Park budget allocated \$60,000 (20-00-00-9017) for this project. Motion to accept Macey Excavating not to exceed \$38,980 and direct the City Administrator Willim to execute the contract by Councilor Booth, second Councilor Guy. Roll called: AYES. Hardwick,

Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

- C. Southview Pool Concession Building – Repair/Replace Plumbing – Staff did not receive any bids from original request for proposal. Gash Plumbing submitted a proposal for repairing toilets and urinals in the restrooms and in the upstairs maintenance room at the pool, a portion of the main water service line for a total of \$21,000. Current budget is \$25,000. Motion to accept the current proposals received and authorize City Administrator Willim to sign the contract by Councilor Guy, second Councilor Hardwick. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.
- D. Mowing – Parks/City Hall – On February 14, 2023, the City released RFP 07-2023: Mowing and Trimming for City Owned property; three bids were received. This includes all weed eating and trimming to be completed on the day of mowing. Contractor may spray chain link fence with weed-killer, but no more than 6” on either side of fence. All sidewalk and shelters shall be blown off after mowing and trimming. Additional cost may be charged if the cost of fuel increases over \$4.00/gallon of an additional \$75.00 fuel charge. Pistol’s Lawn Care is the lowest and most responsible bidder with a combined total of \$44,750. Motion Pistol’s Lawn Care for FY 2023 mowing season from April 1, 2023 to October 31,2023 for a fee of \$44,750 with two year extension based on price and authorize City Administrator Willim to sign contract by Councilor Guy, second Councilor Hardwick. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.
- E. Mowing – Richmond Memory Gardens –On February 14, 2023, the City released RFP 08-2023: Mowing and Trimming for Richmond Memory Gardens; two bids were received. After careful consideration, staff recommends Pistols Lawn Care. Pistols is a local vendor and is known for quality have experience doing this work in the past for the Cemetery. The City has made substantial investments in the cemetery over the past two years and we need to continue the maintenance and lawn care the citizens expect. Council approve by motion Pistol’s Lawn Care for FY 2023 mowing season from April 1, 2023 to October 31,2023 for a fee not to exceed \$40,000 with two year extension based on price and authorize City Administrator Willim to sign contract by Councilor Guy, second Councilor Hardison. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.
- F. MyRec Credit Card Processor – the Recreation Director has expressed an interest in immediate implementation of pool day pass purchase and pool concession purchase credit/debit card purchasing. In order to facilitate the addition of this service it is necessary to obtain the services of a gateway (which is where the credit card information is entered) and a credit card processor (the company who actually moves the money between banks); Staff recommends that Mx Merchant be selected as the service provider for gateway and credit card processing services. Staff proposes that the fee for the service provided by Mx Merchant be included in the product pricing for concession products. The only fixed costs for the program are the monthly gateway fees in the amount of Ten Dollars and 95/100

(\$10.95) per month. Motion to approve by Councilor Guy, second Councilor Hardwick. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 7:00 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Booth, Peterson, Brash and Hardison. NAYS: None. Motion approved 6-0.



Tonya Willim
Acting City Clerk, Tonya Willim

Mike Wright
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, APRIL 25, 2023.

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, April 25, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Barb Hardwick, Jim Hardison, Deanna Guy, Adam Booth, Bob Bond, Rob Brash, and Ron Peterson.

COUNCIL ABSENT: None.

ROLL CALL: STAFF PRESENT: City Administrator-Tonya Willim, Finance Director-Dawn Jennings, Public Works Director-Dale Shipp, Interim Police Chief-Scott Bagley, Fire Chief-Mark Sowder, Community Development Director-Lisa Hastings and City Attorney-Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES April 11, 2023 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, Hardison, Hardwick, Booth, Guy, Brash, Peterson and Kinnard. **NAYS:** None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy: The Committee has not met so nothing to report tonight.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report tonight.
- C. Public Works: Ron Peterson. The Committee has not met so nothing to report tonight.
- D. Public Safety: Rob Kinnard – The Committee has not met so nothing to report tonight.
- E. Park Board Liaison Deanna Guy - : Parks are open and in full swing. The B/C field lighting project is moving along.

MAYOR'S REPORT: - Mike Wright. Attended the P& Z meeting. Usual meetings and phone calls with Tonya as she keeps me current and the new street signs are looking really good.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. My full report is included in the packet. A few highlights attached you find that we received letter from Congressman Sam Graves' office that he is supporting our request for additional funding for the waterline improvement project. As his field representative told us James and I, each Congressman can support (ask) for appropriations for up to 15 projects. The congressman is supporting 5 which include our project. Does not mean we will get the funding, but, is promising. I spoke with Randy at Everyg and the City should be received within the next

the requested easement for the small rectangle of land the city owns behind the Woodshed and lastly, please remember the Richmond Rotary 100 Year Celebration and Clock Dedication will be Saturday at 5:00 p.m.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No.: 23-17 Ordinance for zoning change from S&O to R-1 at 207 E. Main Street. Motion for first and second reading by title only of Bill No. 23-17 by Councilor Peterson, second by Councilor Hardwick. Roll Called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0. Acting City Clerk Tonya Willim proceeded with first and second reading by title only of Bill 23-17. Motion to adopt Bill 23-17 as ordinance by Councilor Peterson, second Councilor Hardison. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.
- B. Special Permit – Annual Mushroom Festival Street Closure. Committee Chair, Sherry Smith presented same street closures, closure of City Hall parking lot for car show and requested the parade route on May 6, starting at 10:00 a.m. Motion to close streets during festival approve by Councilor Peterson, second Councilor Kinnard. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.
- C. E-Waste Recycling Event. Administrator Willim presented an opportunity from Midwest Recycling Center (MRC) regarding a possible Electronic Recycling Event. Similar to the Household Hazardous Waste event, “E-Waste” recycling events allow residents to drop off unwanted electronic devices that would otherwise end up in a landfill. Items such as TVs, computer equipment, phones, home appliances, exercise equipment, lawn & garden equipment, and anything with a cord can be recycled. The City has never hosted an E-Waste event. MRC has a mobilization fee of \$325.00. If the City were to cover the entire cost of the event, thereby making it free to residents, the estimated charge would be approximately \$4,000. A grant of up to \$3,500.00 can be received for the costs associated with holding a “green” event. Any costs over the grant amount would need to be covered by the City through the solid waste fund. No matching requirement is required to receive the grant. Currently, MRC has an opening for September 23. Motion to approve applying for the grant, hosting the event and cover fees up to \$4,000 from the solid waste fund by Councilor Bond, second Councilor Peterson. Roll called: AYES. Hardwick, Kinnard, Booth, Bond, Peterson, Guy, Brash and Hardison. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 6:50 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Booth, Peterson, Brash and Hardison. NAYS: None. Motion approved 8-0.


Acting City Clerk, Tonya Willim


Mayor, Mike Wright



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, MAY 9, 2023.

PRAYER: Rob Kinnard

PLEDGE OF ALLEGIANCE: Bob Duncan

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, May 9, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Deanna Guy, Adam Booth, Bob Bond, Rob Brash, and Ron Peterson.

COUNCIL ABSENT: Barb Hardwick

ROLL CALL: STAFF PRESENT: City Administrator-Tonya Willim, City Clerk, Kim Williamson, Finance Director-Dawn Jennings, Public Works Director-Dale Shipp, Interim Police Chief-Scott Bagley, Billing Specialist, Wendy VanOster, HR Specialist, Courtney Williams, Economic Development Director, James Gorham, Recreation Director, Haley Williams, and City Attorney-Chris Williams.

Staff Absent: Mark Sowder, Fire Chief, Lisa Hastings, Community Development, Sarah Collins, Municipal Court Clerk

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES April 25, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Bob Bond, second by Adam Booth. Roll Called: AYES: Ron Peterson, Deanna Guy, Jim Hardison, Rob Kinnard, Rob Brash. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy: The Committee has not met so nothing to report tonight.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report tonight.
- C. Public Works: Ron Peterson. The committee met May 9th at 6:00 and discussed overlay that will be presented at future meetings.
- D. Public Safety: Rob Kinnard – The Committee has not met so nothing to report tonight.
- E. Park Board Liaison Deanna Guy - Parks are open and in full swing. The B/C field lighting project is moving along.

MAYOR'S REPORT: - Mike Wright appointed Kim Williamson as the new City Clerk. Roll Call: Adam Booth, Rob Kinnard, Bob Bond, Rob Brash, Deanna Guy, Jim Hardison, and Ron Peterson. Appointment Approved: 7 – 0. Attended the MML West Gate Regional meeting in Sugar Creek along

with Tonya Willim and Deanna Guy. Mushroom Festival was well attended and went very successful. Usual meetings and phone calls with Tonya as she keeps me current.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. My full report is included in the packet. A few items to mention is that reimbursement for the loss of the Ford Explorer has been received from Mike Keith Insurance in the amount of \$7,084.24. This amount represents half of the upfitting costs as well as the in-car camera. Attended the MML meeting which was very informative. Interviewed 5 applicants for the parks maintenance worker. His first day is today. A reminder that household hazardous waste will be September 9th in the City Hall parking lot. Some members of City Hall staff cleaned up the landscape. Flowers were planted, weeds pulled, trimmed bushes, and picked up trash.

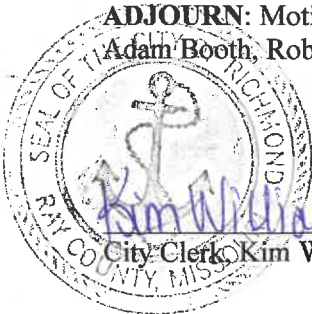
DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Mike Milius and Brooke Hudlemeyer with Olsson were in attendance for a project review/update. Watermain replacement design is at 60%, designs should be completed in August of this year. Treatment plant improvements are also to be completed by August of this year. The Hill Street lift station project has been challenging. Supply has been a problem. The generator is scheduled to be delivered at the end of May.
- B. The Evergy right of way easement was discussed. Evergy is upgrading the Orrick-Richmond transmission line that supply Richmond and the surrounding areas over the fall/winter of 2023-2024. This will add or improve electrical transmission capacity provided to Richmond and improve maintainability in the future. The easement being requested is behind Woodshed, adjacent to the school district's ball fields on the south side of 10 highway, 3900 square feet of easement. This is roughly a 40'X90' rectangle which will allow the safety and regulatory requirements on the east side of the existing easement. A motion to grant a permanent easement conveyance to Evergy, and the Mayor to sign was made by Ron Peterson, seconded by Adam Booth. Roll called: AYES. Ron Peterson, Adam Booth, Bob Bond, Rob Kinnard, Rob Brash, Deanna Guy, Jim Hardison NAYS: None. Motion approved 7-0.
- C. Additional fees associated with the FY22 audit are in the amount of \$9531.00. The additional work was related to the recording of and reconciliation of capital assets and the implementing of the GASB 87 (Leases). Extra time was also charged to the GASB 68 pension activity. A motion was made by Deanna Guy to approve the additional fees (invoice) from Westbrook, not to exceed \$9531.00, seconded by Ron Peterson. Roll Called: AYES: Deanna Guy, Ron Peterson, Jim Hardison, Bob Bond, Rob Kinnard, Adam Booth, and Rob Brash. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 6:50 p.m. by Deanna Guy, seconded by Rob Brash. Roll called: AYES: Adam Booth, Rob Kinnard, Bob Bond, Jim Hardison, Rob Peterson. NAYS: None. Motion approved 7-0.



Kim Williamson
City Clerk, Kim Williamson

Mike Wright
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, MAY 23, 2023.

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, May 23, 2023, at 6:30 p.m.

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

COUNCIL ABSENT: Adam Booth

ROLL CALL: STAFF PRESENT: City Administrator-Tonya Willim, City Clerk, Kim Williamson, Finance Director, Dawn Jennings, Public Works Director, Dale Shipp, Interim Police Chief-Scott Bagley, Fire Chief, Mark Sowder, Community Development, Lisa Hastings, and City Attorney-Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES May 9, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Bob Bond, second by Councilor Barb Hardwick. Roll Called: AYES: Ron Peterson, Deanna Guy, Jim Hardison, Rob Kinnard, Rob Brash. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy: The Committee has not met, nothing to report tonight.
- B. Ordinance: Barb Hardwick. The Committee has not met, nothing to report tonight.
- C. Public Works: Ron Peterson. The Committee has not met, nothing to report tonight.
- D. Public Safety: Rob Kinnard – The Committee has not met, nothing to report tonight.
- E. Park Board Liaison Deanna Guy – The Committee has not met, nothing to report tonight.

MAYOR'S REPORT: - The Mayor has met with Tonya Willim who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. The full report is included in the packet. A few items to mention are that the welcome signs are being built, Farmers Market is underway, Irvinbilt was onsite for the repairs to the 8-inch uniflange, spools, and flange packs. C/A was in attendance for the Chamber finance committee. C/A was instrumental in the disinterment of three individuals to a different garden. Everything went smoothly. Fire department will start hydrant flushing on Monday. The

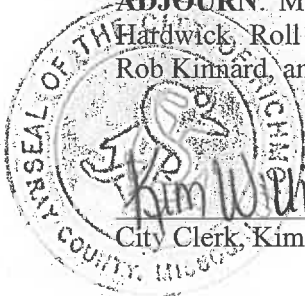
Midwest Recycle Event is scheduled for September 23, 2023. The City of Richmond will be receiving a \$2200.00 grant.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Bill Number 23-18 – AN ORDINANCE ALLOWING A CONDITIONAL USE PERMIT ON A CERTAIN LAND LOCATED IN THE CITY OF RICHMOND, MISSOURI, UNDER THE AUTHORITY GRANTD 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. Motion for first and second reading by title only of Bill Number 23-18 by Councilor Ron Peterson, seconded by Councilor Bob Bond. Roll Called. AYES – Ron Peterson, Bob Bond, Rob Kinnard, Rob Brash, Deanna Guy, Jim Hardison, and Barb Hardwick. NAYS: None. Motion approved 7-0. City Clerk, Kim Williamson proceeded with the first and second reading by title only of Bill Number 23-18. Motion to adopt Bill number 23-18 as an ordinance by Councilor Ron Peterson, second by Jim Hardison. Roll called. AYES: Ron Peterson, Jim Hardison, Bob Bond, Barb Hardwick, Rob Kinnard, Rob Brash, and Deanna Guy. NAYES: None. Bill Number 23-18 approved 7-0.

ADJOURN: Motion to adjourn at 6:47 p.m. by Councilor Deanna Guy, seconded by Councilor Barb Hardwick, Roll called: AYES: Deanna Guy, Bard Hardwick, Ron Peterson, Jim Hardison, Bob Bond, Rob Kinnard, and Rob Brash. NAYS: None. Motion approved 7-0.



Kim Williamson
City Clerk, Kim Williamson

[Signature]
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JUNE 13, 2023.

PRAYER: Bryan Rowan

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, June 13, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Deanna Guy, Adam Booth, Bob Bond, Rob Brash, and Barb Hardwick.

COUNCIL ABSENT: Ron Peterson

ROLL CALL: STAFF PRESENT: City Administrator-Tonya Willim, City Clerk, Kim Williamson, Finance Director, Dawn Jennings, Public Works Director, Dale Shipp, Interim Police Chief, Scott Bagley, HR Specialist, Courtney Williams, Recreation Director, Haley Williams, Fire Chief, Mark Sowder, Community Development, Lisa Hastings, Municipal Court Clerk, Sarah Collins, City Attorney, Chris Williams

Staff Absent: Billing Specialist, Wendy VanOster, Economic Development Director, James Gorham

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: May 23, 2023 regular meeting minutes and May 31, 2023 Special Meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Bob Bond, second by Adam Booth. Roll Called: AYES: Bob Bond, Adam Booth, Deanna Guy, Jim Hardison, Rob Kinnard, Barb Hardwick, Rob Brash. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy: The Committee has not met so nothing to report tonight.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report tonight.
- C. Public Works: Barb Hardwick. The committee met tonight, June 13th 6:00 p.m. and discussed three items that will be discussed later in the agenda.
- D. Public Safety: Rob Kinnard – The Committee has not met so nothing to report tonight.
- E. Park Board Liaison Deanna Guy - Parks are open and in full swing. The B/C field lights are up and on. Disc golf plans are underway.

MAYOR'S REPORT: - Mike Wright appointed Derek Gardner as a new Police Officer. Roll Call: Adam Booth, Rob Kinnard, Bob Bond, Rob Brash, Deanna Guy, Jim Hardison, and Barb Hardwick.

Appointment Approved: 7 – 0. The Mayor has met with Tonya Willim who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR’S REPORT: City Administrator, Tonya Willim’s full report is included in the packet. A few items to mention is: on 5/23 Tonya met with Building Commissioner Hardwick to discuss a dangerous building, on 5/26 Tonya, Building Commissioner Hardwick, and Interim Chief Bagley met with the individual of the dangerous building. Tonya, Kim, and James met with Nadja Karpilow, MARC, to discuss grant document procedure for the electronic recycling event. This event is for all Ray County Citizens. 5/27 was the opening day for the pool, total attendance was 464! 5/31 Special Meeting regarding Administrative Warrants. 6/6 Tonya, Scott, and Kim met with Yvette Plymell and Atalie Blackwell regarding joint efforts between the Dog Pound and the Ray County Animal Shelter. 6/9 Enterprise Fleet Management delivered two of the three trucks for public works. Tonya also met with staff regarding the American Celebration. Budget meetings will be 6/13 thru 6/26. The Annual Pet Clinic will be June 13 – 15 at Wiggly Field in West Park.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. JCI North/ South Pump Rehabilitation Project. On January 24, 2023, City Council approved a JCI proposal. The proposal was for JCI to inspect, disassemble, basic repair kit, and service for all pumps. The pumps at the North Lift Station are a larger pump showing a unit price of \$18,936 for a total of \$56,808. The pumps at the wastewater plant is a smaller pump showing a unit price of \$13,861, for a total of \$41,583. Combined total of \$98,391. This did not include any damage to the impeller, impeller housing or shaft issues. During inspection and disassembly, the pumps needed additional repairs; Council approved up to the FY23 budget earmarked amount of \$130,000 (55-00-00-6155) for any anticipated other issues once inspected. Repairs to NP2 will exceed the amount allocated per council approval by \$18,970. The FY23 budget has allocated funds of \$100,000 (55-00-00-6030 I&I Reduction) for the Pea Ridge project that will not be accomplished this budget cycle. A motion was made by Adam Booth for the additional repairs to NP2 and reallocation of funds for potential repairs with a NTE of \$100,000, seconded by Barb Hardwick. Roll Called: AYES- Adam Booth, Barb Hardwick, Bob Bond, Rob Kinnard, Rob Brash, Deanna Guy, and Jim Hardison. NAYS: None. Motion Approved 7-0.

B. Tax Sale Property Purchase - It shall be the policy of the City of Richmond (Policy #2020-03 Acquiring Collector Deed Properties) that in order to promote development of certain lands within the City, the City Council may give approval to the City Administrator to buy property from the Ray County Collector prior to the annual Delinquent Tax Sale. Jim Hardison made a motion that the City Administrator be able to purchase property from the Ray County Collector prior to a Delinquent Tax Sale, Adam Booth seconded the motion. Roll Called: AYES- Jim Hardison, Adam Booth, Deanna Guy, Bob Bond, Rob Kinnard, Barb Hardwick, and Rob Brash. NAYS: None. Motion Approved 7-0.

C. Street Project for FY23 - On May 15, 2023, the City released Requests for Proposal for the 2023 Street Projects with a close date of June 2, 2023. Many streets discussed prior to bidding are on the Waterline Replacement Project and were NOT included in this project. One bid was received from Pavement Management. The scope of work included heavy traveled streets and micro surfacing of Downtown area streets and striping. Also included in the scope was repair work streets to include 2" to 6" patching and crack sealing of certain areas prior to micro surfacing. The total bid cost is \$341,242.90. The City has used Pavement Management in the past and our history with them is excellent. The City has approximately 27 street cuts that will require concrete. The City received a bid from Don Jennings for labor only not to exceed \$8,840. The City will purchase the concrete for an additional \$7,650 for a total project cost of \$16,490. The FY23 budgeted amount is \$350,000 (27-00-00-5023). The combined total for both projects is \$357,732.90. Jim Hardison made a motion to accept Pavement Managements bid in the amount of \$341,242.90 and Jennings Construction in the amount of \$8,840.00 for the 2023 street overlay project, NTE \$357,732.90. The City Administrator is to execute the contracts. Deanna Guy seconded the motion. Roll Called: AYES Jim Hardison, Deanna Guy, Adam Booth, Rob Kinnard, Bob Bond, Rob Brash, Barb Hardwick. NAYS: None. Motion Approved 7-0.

D. WTP – VFD/Surge Protection Purchase - on May 22, 2023, Well #3 seemed to have had some type of electrical event. Well 3, was taken off-line for troubleshooting/repair. Initially, Empire Electric and Dale Shipp, PW Director, noted that the Variable Frequency Drive (VFD) did in fact have an electrical surge event of some type. The Well was not in operation for a few days to troubleshoot the actual cause. Empire Electric was able to bypass the issue for us to be able to use the well, however the VFD needs to be replaced and a Surge Protector 3 Phase Type 1 needs to be installed. Empire Electric was able to find a replacement (higher HP) but AVAILABLE with same specifications. Well No. 3 is an enclosed unit and finding the same specification would be very difficult. Yes, we could order one and it will take approximately 8 months to receive. The FY23 budget has remaining unused funds from the cleaning of the lime sludge lagoon of approximately \$30,000 (52-52-00-7006). Barb Hardwick made a motion to purchase VFD from Empire Electric, with an NTE of \$12,500.00 and reallocation of funds to purchase. Deanna Guy seconded the motion. Roll Called: AYES Barb Hardwick, Deanna Guy, Bob Bond, Adam Booth, Rob Kinnard, Rob Brash, Jim Hardison. NAYS: None. Motion Approved 7-0.

ADJOURN OPEN/ENTER CLOSED: A motion to adjourn open/enter closed session was made at 7:00 p.m. by Deanna Guy, seconded by Barb Hardwick. Roll Called: AYES Deanna Guy, Barb Hardwick, Jim Hardison, Bob Bond, Rob Kinnard, Adam Booth, Rob Brash. NAYS: None. Approved 7-0.

Legal - Pursuant to Section 610.021 (1) of the Revised Statutes of the State of Missouri pertaining to legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communication between a public governmental body or its representatives and its attorneys.

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 7:39 p.m. Deanna Guy made a motion to adjourn closed session and enter open session, Barb Hardwick seconded the motion. Roll Called: AYES Deanna Guy, Barb Hardwick, Adam Booth, Rob Kinnard, Bob Bond, Rob Brash, Jim Hardison. NAYS: None. Motion Approved 7-0.

ADJOURN: A motion was made at 7:40 p.m. by Deanna Guy to adjourn the meeting, seconded by Barb Hardwick. Roll called: AYES: Deanna Guy, Barb Hardwick, Adam Booth, Rob Kinnard, Bob Bond, Rob Brash, Jim Hardison. NAYS: None. Motion approved 7-0.



Kim Williamson
City Clerk, Kim Williamson

Mike Wright
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, June 27, 2023.

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, June 27, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Barb Hardwick, Deanna Guy, Bob Bond, Rob Brash.

COUNCIL ABSENT: Adam Booth, Ron Peterson

ROLL CALL: STAFF PRESENT: City Administrator-Tonya Willim, City Clerk, Kim Williamson, Finance Director, Dawn Jennings, Interim Police Chief-Scott Bagley, Fire Chief, Mark Sowder, Economic Development, James Gorham, and City Attorney-Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES June 13, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Council Member Bob Bond, second by Council Member Deanna Guy. Roll Called: AYES: Bob Bond, Deanna Guy, Jim Hardison, Rob Kinnard, Barb Hardwick, Rob Brash. NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy: The Committee has not met, nothing to report tonight.
- B. Ordinance: Barb Hardwick. The Committee has not met, nothing to report tonight.
- C. Public Works: Barb Hardwick. The Committee met tonight regarding ADA Future Parking
- D. Public Safety: Rob Kinnard – The Committee met and made a plan for resident parking on Camden Street. If not addressed, committee will meet again.
- E. Park Board Liaison Deanna Guy – The Committee has a scheduled meeting on July 5th, 2023.

MAYOR'S REPORT: - The Mayor has met with Tonya Willim who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. The full report is included in the packet. A few items to mention are that staff are working diligently on their budgets. The American Celebration will be Friday, June 30th. James Gorham has received a letter to proceed from the school district regarding disc golf. The fire department A/C has quit and a new one installed. Rick Lind, High Teck Solutions, has had to rebuild the server.

UNFINISHED BUSINESS: None.

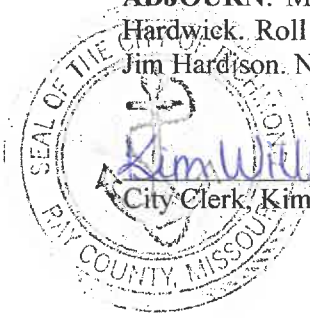
NEW BUSINESS:

A. Approval to Apply for Economic Development Administrative Grant- The Economic Development Administration (EDA) has released a notice of funding opportunity that Richmond qualifies for. It is FY2023 Disaster Supplemental Funding. After a review of the guidelines provided by EDA, staff is recommending that the City apply for a Disaster Supplemental Funding Grant for planning purposes in developing a Downtown Master Plan. The plan would bring together key policies and goals of the Comprehensive Plan. This would be a community driven initiative with stakeholder meetings and opportunity for public input. Application must be completed with the next few months, funds obligated by December 31st. MARC has a \$3500.00 grant available for the grant writing assistant. This should be a sufficient amount to support the grant application. Deanna Guy made a motion to move forward with the application for FY2024 EDA Disaster Supplemental grant opportunity, Barb Hardwick seconded the motion. Roll Called: AYES: Deanna Guy, Barb Hardwick, Rob Kinnard, Bob Bond, Rob Brash, and Jim Hardison. NAYS: None. Approved 6-0.

B. Approval to Apply for USDOT Grant Opportunity - The Department of Transportation has released a Notice of Funding Opportunity (NOFO) for a grant from the congressionally approved Infrastructure Investment and Jobs Act, called the Rural and Tribal Assistance Pilot Program. This grant awards rural and tribal communities' funds for "the hiring of staff or the procurement of expert firms to provide financial, technical, and legal assistance." Project planning, feasibility studies, environment review and permitting, economic assessments and cost-benefit analyses are a few of the transportation planning activities allowed. Staff would like to apply for a community wide Walkability Study which would be beneficial based on this department's focus of economic redevelopment and growth, improvement to our quality of life, and provide as a guiding document and tool for improvements to our sidewalk infrastructure. Based on discussions with three engineering firms who develop these studies, it is staff's recommendation that we apply for the Rural and Tribal Assistance Pilot Program grant in the amount of \$40,000. City funds will not be needed for this grant. Application submission begins at 1 PM on August 14th. Deanna Guy made a motion to move forward with the application for the USDOT Grant Opportunity, Barb Hardwick seconded the motion. Roll Called: AYES: Deanna Guy, Barb Hardwick, Rob Kinnard, Bob Bond, Rob Brash, and Jim Hardison. NAYS: None. Approved 6-0.

C. Liquor License Renewals- Letters were sent to business owners on May 4th regarding their liquor license. City Code Section 600.230 states: The City Council, at the second meeting in June of each year, shall consider such application, and if an application is granted, such renewal license shall be effective on the 30th day of June of each year. Eight business owners have completed their requirements at this time, we are awaiting the remaining 7 business owners. Jim Hardison made a motion to accept all completed liquor licenses that are and will be received, Barb Hardwick seconded the motion. AYES: Jim Hardison, Barb Hardwick, Bob Bond, Rob Kinnard, Rob Brash, NAYS: Deanna Guy. Approved 5-1.

ADJOURN: Motion to adjourn at 7:00 p.m. by Councilor Deanna Guy, seconded by Councilor Barb Hardwick. Roll called: AYES: Deanna Guy, Barb Hardwick, Rob Kinnard, Bob Bond, Rob Brash, and Jim Hardison. NAYS: None. Approved 6-0.



Kim Williamson
City Clerk, Kim Williamson

Mike Wright
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JULY 11, 2023.

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, July 11th, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Deanna Guy, Adam Booth, Bob Bond, Rob Brash, Barb Hardwick, and Ron Peterson.

COUNCIL ABSENT: None

ROLL CALL: STAFF PRESENT: City Administrator, Tonya Willim, City Clerk, Kim Williamson, Public Works Director, Dale Shipp, HR Specialist, Courtney Williams, Recreation Director, Haley Williams, Fire Chief, Mark Sowder, Community Development, Lisa Hastings, Billing Specialist, Wendy VanOster, Economic Development Director, James Gorham, Municipal Court Clerk, Sarah Collins, LT. Brandon Ray, City Attorney, Chris Williams,

Staff Absent: Finance Director, Dawn Jennings, Interim Police Chief, Scott Bagley

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: June 27, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: Resident Cleatus Burnine, 904 E Dauxville, Richmond, MO 64085 addressed a concern on Dauxville Drive regarding parking on the street. A new resident has moved onto Dauxville who has his/her own company. They are leaving their equipment parked overnight on the street making it difficult for other residents to go up and down the street. Resident Sam Maples, 208 E Dauxville, Richmond, MO 64085 also expressed to council the inability to drive up and down the street as well as he has trouble getting in/out of his driveway. Mr. Burnine and Mr. Maples both stated that during the day, the workers are leaving their personal vehicles on the street when they get into their work vehicles. The Mayor expressed that a ¾ ton vehicle can be left on the street for 8 hours according to ordinance. The Mayor also stated that follow up would occur.

ADOPTION OF AGENDA: Motion to adopt the agenda by Bob Bond, second by Jim Hardison. Roll Called: AYES: Bond, Hardison, Booth, Guy, Kinnard, Hardwick, Brash, Peterson NAYS: None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance Committee: Deanna Guy: The Committee has not met; nothing to report tonight.
- B. Ordinance Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- C. Public Works Committee: Ron Peterson. The Committee has not met; nothing to report tonight.

D. Public Safety Committee: Rob Kinnard – The Committee has not met; nothing to report tonight. Councilor Kinnard did thank James and Courtney for remaining until the end and enduring the weather for the American Celebration.

E. Park Board Liaison Deanna Guy – The Committee did not have quorum at the last meeting. Meeting will be rescheduled. Parks are open and in full swing.

MAYOR'S REPORT: - Mayor Wright thanked everyone that was involved in the American Celebration. The celebration was a huge success. CA William, Economic Development Gorham, and Mayor Wright attended a MARC meeting in Kansas City. The meeting was regarding Ray County joining the MPO. Presiding Commissioner Gaines was in attendance and addressed the group regarding the importance of the county as a whole being a part of the MPO. Lawson and Richmond were well represented and it is believed that the MPO will make a favorable decision in August for the County to join. Mayor Wright has also met with CA Willim, who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: CA Willim's full report is included in the packet. A few items to mention is that budget meetings are wrapped up. At the end of the month preliminary meetings will start. Staff did a wonderful job of organizing and implementing the American Celebration. CA Willim and Attorney Chris Williams met, some of the items of discussion were zoning ordinance updates, code codification, policies, and ADA ordinances. Olsson was in Richmond with 13 interns and other staff to tour our facilities such as: North Pump Station, Hill Street, 210 Lift Station, Water Plant, and the Wastewater Plant. Olsson provided lunch for their staff as well as the City's staff. The City did not receive any bids for mowing and clean up, a volunteer is willing to trim trees, mow/cut hay on 72 acres.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Bill Number 23-20 AN ORDINANCE AMENDING TITLE III TRAFFIC CODE, SCHEDULE II PARKING RESTRICTIONS, TABLE II-C PHYSICALLY DISABLED PARKING, OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND, MISSOURI. CA Willim discussed that prior to beginning the micro surfacing and striping project; staff looked at designated ADA Parking Spaces in the downtown area. If approved, these parking spaces would be included in the striping proposal. The proposed ADA parking spaces comply with the 2010 ADA Standard for Accessible Design for the minimum number required. On June 27, 2023 the Public Safety/Public Works Committee reviewed the request for additional spaces and directed staff to develop appropriate ordinance and recommend approval to Council. Motion for first and second reading by title only of Bill No. 23-20 by Councilor Guy, seconded by Councilor Peterson. Roll Called. AYES: Guy, Peterson, Booth, Kinnard, Bond, Brash, Hardison, Hardwick. NAYS: None. Motion approved 8-0. City Clerk, Kim Williamson, proceeded with the first and second reading by title only of Bill Number 23-20. Motion to adopt bill 23-20 as an ordinance by Councilor Peterson, seconded by Councilor Hardison. Roll Called: AYES: Peterson, Hardison, Bond, Hardwick, Booth, Kinnard, Brash, and Guy. NAYES: None. Bill number 23-20, approved 8-0.

B. Replacement of Control Assembly for UV- Ultra Violet (UV) lamps and ballasts are used for disinfection at the wastewater treatment plant. The disinfection season runs annually from April

1 through October 31. There are two banks for this system; each bank has its own control assembly. One control assembly is inoperable and needs to be replaced. We are currently meeting our discharge permit with one bank at this time. However, if the assembly that remains were to become inoperable; we would not be able to meet our permit requirements. The City purchases from Trojan Technologies who is the manufacturer of our system. The attached quote is for sensors, assembly and main screen (for a total of \$5,778) from line item 55-00-00-6110 Plant Equipment Repair. Purchases over \$5,000 or unbudgeted must come before the Council for approval. Recommendation is for council to approve by motion the purchase of control assembly from Trojan in an amount not to exceed \$5,778.00. Councilor Guy made a motion to approve the purchase of the control assembly from Trojan in an amount not to exceed \$5,778.00, Councilor Hardwick seconded the motion. Roll Called: AYES: Guy, Hardwick, Peterson, Hardison, Bond, Kinnard, Booth, and Brash. NAYES: None. Motion Approved.

ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021(1) Legal, a motion to adjourn open/enter closed session was made at 6:55 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Hardison, Bond, Kinnard, Booth, Brash and Peterson. NAYS: None.
Approved 8-0.

ADJOURN CLOSED/ENTER OPEN: At 7:14 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, Booth, Kinnard, Bond, Brash, Hardison, and Peterson. NAYS: None. Motion Approved 8-0.

ADJOURN: A motion was made at 7:15 p.m. by Councilor Guy to adjourn the meeting, seconded by Hardwick. Roll called: AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash, Hardison, and Peterson. NAYS: None. Motion approved 8-0.




City Clerk, Kim Williamson


Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JULY 25, 2023.

PRAYER: Brian Guy

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, July 25, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Barb Hardwick, Deanna Guy, Rob Brash, and Adam Booth

COUNCIL ABSENT: Bob Bond, Ron Peterson

ROLL CALL: STAFF PRESENT: City Administrator-Tonya Willim, City Clerk- Kim Williamson, Finance Director- Dawn Jennings, Interim Police Chief- Scott Bagley, Fire Chief- Mark Sowder, Public Works Director- Dale Shipp, Community Development- Lisa Hastings, and City Attorney- Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES July 11, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Booth, second by Councilor Guy. Roll Called: AYES: Booth, Guy, Hardison, Kinnard, Hardwick, and Brash NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy: The Committee has not met, nothing to report tonight.
- B. Ordinance: Barb Hardwick: The Committee has not met, nothing to report tonight.
- C. Public Works: Barb Hardwick: The Committee has not met, nothing to report tonight.
- D. Public Safety: Rob Kinnard: The Committee has not met, nothing to report tonight.
- E. Park Board Liaison Deanna Guy: The Committee has not met, nothing to report tonight.

MAYOR'S REPORT: - Mayor Wright attended the Planning and Zoning meeting, Tractor Supply Grand Opening, and a Zoom Meeting with MARC. CA Willim has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: CA Willim - The full report is included in the packet. A few items to mention is the completion of the laying of rip rap on Southview Lake bank. The Hill Street Lift Station project has been started. CA Willim and several staff members met with Enterprise to discuss their performance with current leased fleet and potential vehicles for FY24. Approximately 60 people attended the quarterly Chamber luncheon. Several of our staff members attended as well. Courtney Cole

presented on Social Media. Purple Wave will be here this week to look at and take photos of surplus items we are auctioning off. Southview Pool is scheduled to close August 20th. Household Hazardous Waste is September 9th in City Hall Parking Lot. September 23rd is the Electronic Recycling Event in City Hall Parking Lot.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Bill No: 23-21. AN ORDINANCE APPROVING THE PLAT FOR LEAMON ACRES; DIRECTING THE MAYOR AND THE CITY CLERK TO EXECUTE THE SUBDIVISION PLAT; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH. Motion for first and second reading by title only of Bill No. 23-21 by Councilor Hardwick, second by Councilor Guy. Roll Called. AYES: Hardwick, Guy, Booth, Kinnard, Brash, and Hardison. NAYS: None. Motion approved 6-0. City Clerk, Kim Williamson proceeded with the first and second reading by title only of Bill No. 23-21. Motion to adopt Bill No. 23-21 as an ordinance by Councilor Guy, seconded by Hardwick. Roll called. AYES: Guy, Hardwick, Booth, Kinnard, Brash, and Hardison. NAYS: None. Bill No. 23-21 approved 6-0.

B. 2023 Overlay Project – Additional Concrete Street Cut Repairs. The City has approximately 6 additional street cuts that will require concrete. The City received a bid from Don Jennings for labor only not to exceed \$3,883.70. The City will purchase the concrete for an additional \$3,300 for a total project cost of \$7,183.70. 1) E.N. Main – US Bank - 8x10 area, 2) E.N. Main – Machine Supply 11x20 area, 3) E. South Street -300 – 8x9 area, 4) E. South Street – 302 - 13.6x 9 area, 5) 504 S. Institute – 14 x 25 area 6) S. Institute (W. Front of 801 E Lexington) 9 x 15 area. The current FY23 budgeted amount of \$10,000 (27-00-00-5023) allocated for spot repair of the downtown square will not be completed this fiscal year. Staff recommendation is to use these funds to complete this project. Councilor Booth made a motion to accept Jennings Construction bid in the amount of \$3883.70 and reallocate the funds, motion was seconded by Councilor Hardwick. Roll Called. AYES: Booth, Hardwick, Guy, Hardison, Kinnard, and Brash. NAYES: None. Motion approved 6-0.

ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021(1) of the Revised Statutes of the State of Missouri pertaining to legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communication between a public governmental body or its representatives and its attorneys. A motion was made by Councilor Guy, seconded by Councilor Hardwick to adjourn open/enter closed at 6:50 p.m. Roll Called: AYES: Guy, Hardwick, Hardison, Kinnard, Booth, and Brash. NAYS: None. Motion approved 6-0.

ADJOURN CLOSED/ENTER OPEN: A motion to adjourn closed/enter open session at 6:59 p.m. with action taken by Councilor Booth, seconded by Councilor Kinnard. Roll Called. AYES: Booth, Kinnard, Brash, Guy, Hardison, and Hardwick. NAYS: None. Motion approved 6-0

ADJOURN: Motion to adjourn at 7:00 p.m. by Councilor Guy, seconded by Councilor Barb Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Brash, and Hardison. NAYS: None. Approved 6-0.



Kim Williamson
City Clerk, Kim Williamson

Mike Wright
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, AUGUST 8, 2023.

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, August 8, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Deanna Guy, Adam Booth, Bob Bond, Rob Brash, Barb Hardwick, and Ron Peterson.

COUNCIL ABSENT: None

ROLL CALL: STAFF PRESENT: City Administrator- Tonya Willim, City Clerk- Kim Williamson, Finance Director- Dawn Jennings, Public Works Director- Dale Shipp, HR Specialist- Courtney Williams, Fire Chief- Mark Sowder, Community Development- Lisa Hastings, Billing Specialist- Wendy VanOster, Economic Development Director- James Gorham, Municipal Court Clerk- Sarah Collins, LT. Brandon Ray, City Attorney- Chris Williams,

Staff Absent: Interim Police Chief- Scott Bagley, Recreation Director- Haley Williams

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: July 25, 2023 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, Hardison, Booth, Guy, Kinnard, Hardwick, Brash, Peterson NAYS: None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance Committee: Deanna Guy: The Committee will be meeting next week
- B. Ordinance Committee: Barb Hardwick. The Committee will meet Monday at 5:00
- C. Public Works Committee: Ron Peterson. The Committee has not met; nothing to report tonight.
- D. Public Safety Committee: Rob Kinnard – The Committee met tonight. The topic of discussion will be brought to the full council at a later date.
- E. Park Board Liaison Deanna Guy – The parks are in full swing and everyone is ready for disc golf.

MAYOR'S REPORT: - Mayor Wright said Public Works did a great job on a large leak this week. Repairs were made very timely. Mayor Wright has also met with CA Willim, who has kept him informed on City of Richmond business.

1. **CITY ADMINISTRATOR'S REPORT:** CA Willim's full report is included in the packet. The City's surplus of vehicles that have been replaced are going to be auctioned utilizing Purple Wave, the gator and 4 spreaders will also be listed. The

team is continuing work on the budget. There was 6-inch water main break on East Main across from Machine Supply (105 E Main St). There was a baseball size hole that was repaired with a 6"x24" clamp. There will be an extensive repair to the roadway because of MoDOT specifications. Due to the leak, the roadway heaved up and also has voids under the old brick. It will have to be addressed by removal, compaction and probably concrete. The annual preventive maintenance performed by Blue Valley Public Safety (BVPS) on the (7) outdoor storm sirens has been completed and were found to be in good working order. Two were noted for rust damage to the battery cabinets and a quote has been provided. The cabinet replacement will be included in the FY24 budget preparation. The new restroom in Maurice Roberts Park is under construction and going well. The Park Board voted to install the concrete tee pads for the disc golf course and concrete sidewalk. Met with Kiwanis Club, they would like to purchase two pieces of musical equipment to celebrate their 100-year anniversary. The equipment will be placed in Hamann Park.

DEPARTMENT REPORTS: Councilor Hardwick noticed there was an uptick in miles driven within the police department. LT. Ray responded that was most likely due having new officers.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Bill Number 23-22 AN ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS. Motion for first and second reading by title only of Bill No. 23-22 by Councilor Guy, seconded by Councilor Hardwick. Roll Called. AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash, Hardison, and Peterson. NAYS: None. Motion approved 8-0. City Clerk, Kim Williamson, proceeded with the first and second reading by title only of Bill Number 23-22. Motion to adopt bill 23-22 as an ordinance by Councilor Guy, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Bond, Booth, Kinnard, Brash, Peterson, and Hardison. NAYES: None. Bill number 23-22, approved 8-0.

B. Bill Number 23-23 AN ORDINANCE CHANGING THE ZONING CLASSIFICATIONS OF DISTRICTS OR CERTAIN LANDS 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. There were two individuals in the audience that this ordinance effected. Mayor Wright invited them to the podium to speak. Citizen Rick Eastley, 801 Gillis, and his son Ryan Eastley, 1200 N Thornton, both of Richmond. Rick Eastley would like to have two horses on his property which require a zoning change. There has to be a minimum of 30,000 square feet for one horse and an additional 20,000 square feet for the second horse. They can not be kept within 100 feet of a residence or within 60 feet of the front property line. Mr. Eastleys property does not have enough space for two horses. Mr. Eastley stated that he would be

purchasing additional adjacent property so he will have adequate space. After the purchase he will apply again for rezoning. Motion for first and second reading by title only of Bill No. 23-23 by Councilor Peterson, seconded by Councilor Kinnard. Roll Called. AYES: Peterson, Kinnard, Booth, Bond, Brash, Hardison, Guy, and Hardwick. NAYS: None. Motion approved 8-0. City Clerk, Kim Williamson, proceeded with the first and second reading by title only of Bill Number 23-23. Motion to deny bill 23-22 as an ordinance by Councilor Peterson, seconded by Councilor Hardison. Roll Called: AYES: Peterson, Hardison, Hardwick, Bond, Booth, Kinnard, Brash, and Guy. NAYES: None. Bill number 23-22, denied 8-0.

C. Southview Park – Disc Golf Concrete Tee Pads/Rebuild Sidewalk - The disc golf course design is completed and materials are ready for installation. The Park Board met on Tuesday, August 1, 2023, to discuss installation of the concrete tee pads. The board is recommending Don Jennings Construction to install (19) 4x12 concrete pads. The contractor will provide the all labor, forms, and installation of concrete. Terry and James will mark all tee pads at the designated locations per the design plan. The Park Board also recommends the tear out and reinstallation of approximately 490 feet of sidewalk from the north parking lot to connection of the south sidewalk. Due to age and heavy equipment during installation of B/C Field lighting project; the sidewalk (attached map) has deteriorated. Don Jennings would be able to provide complete tear out and installation of sidewalk for \$13,426. The Park Board is proposing the use of funds (\$21,497.20) from line item 20-00-00-9017 Capital Asset-Building and Grounds. Councilor Guy made a motion to accept Jennings Construction bid with a not exceed \$21,497.20, Councilor Hardwick seconded the motion. Roll Called: AYES: Guy, Hardwick, Peterson, Hardison, Bond, Kinnard, Booth, and Brash. NAYES: None. Motion Approved 8-0.

D. Southview Pool – Replace Piping and valve to slide - On February 6, 2023, we did receive one proposal to RFP 01-2023 Replacement Sand in Pool Filters and Butterfly Valves (2). The current budget allocated \$2,000 to replace two butterfly valves in the pool maintenance room and \$15,000 available for the sand/gravel project. This project came in significantly over budget. Before the pool opened this season, staff inspected sand in filters and determined, it was not necessarily urgent at this time to actually replace the sand filter media. This project has gone back into the 5-year plan. With that being said, we have available funds to cover total cost of the project to replace piping and the valve that leads to the slide. After the pool closes and drains, staff recommends replacing one valve, specifically, the valve leading to the slide. It was determined that in order to replace the slide valve, we need to replace the old, rusty, dilapidated pipe leading to the valve. The current pipe may be an original to the pool piping and it does not allow for newer parts to be installed to the pipe. Preservation Pools & Fountains, Limited has proposed: All piping and fittings in the section of concern will be removed and replaced and a new lever valve will be installed. Councilor Guy made a motion to approve reallocation of funds and accept Preservation Pools and Fountains bid with a not to exceed \$13,900.00, Councilor Kinnard seconded the motion. Roll Called: AYES: Guy, Kinnard, Hardwick, Peterson, Hardison, Bond, Booth, and Brash. NAYES: None. Motion Approved 8-0.

ADJOURN: 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, Booth, Kinnard, Bond, Brash, Hardison, and Peterson. NAYS: None. Motion approved 8-0.



Ben Williamson
City Clerk, Kim Williamson

[Signature]
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, AUGUST 22, 2023.

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, August 22, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Barb Hardwick, Deanna Guy, Bob Bond, Adam Booth, and Ron Peterson

COUNCIL ABSENT: Rob Brash

ROLL CALL: STAFF PRESENT: City Administrator-Tonya Willim, City Clerk- Kim Williamson, Finance Director- Dawn Jennings, Interim Police Chief- Scott Bagley, Fire Chief- Mark Sowder, Public Works Director- Dale Shipp, Community Development- Lisa Hastings, Economic Development – James Gorham, HR Specialist – Courtney Williams, and City Attorney- Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES August 8, 2023 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 Peterson. Roll Called: AYES: Bond, Peterson, Booth, Guy, Hardison, Kinnard, and Hardwick NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy: The Committee will meet Monday, August 28th at 9:00 AM
- B. Ordinance: Barb Hardwick: The Committee met August 14; items of discussion will be on future agenda.
- C. Public Works: Barb Hardwick: The Committee met August 15; items will be on future agenda.
- D. Public Safety: Rob Kinnard: The Committee met August 8; items will be on future agenda.
- E. Park Board Liaison Deanna Guy: The Committee met August 1, 2023, parks are in full swing and preparing for disc golf.

MAYOR'S REPORT: - Mayor Wright attended all of the committee meetings. CA Willim has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: CA Willim - The full report is included in the packet. A few items to mention are, ADA signs have been ordered for downtown. The FY24 budget continues to be worked on. A traffic study was requested for the new Dear Elementary project. The tax levy notices were posted at the courthouse, city hall, and the library. The notice ran in last week's Daily News.

Surplus vehicles have been placed on Purple Wave's auction site. The auction will close September 12th. A survey has been sent to the Chamber for the Richmond business community to fill out regarding economic development beginning 8/15 and ending on 8/31. The city is asking about growth, community strength and weaknesses, and what businesses need to be successful. We are working on a scope of work for the gym floor as well as the overall timeline. A meeting with Olsson was held to review 90% plans for waterline replacement. A new bleach tank was delivered to the Water Plant. Installation was complete on August 21st.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Public Hearing Tax Levy: Setting of Tax Rate. A public hearing regarding the 2023 property tax rates proposed to be set at the August 22, 2023 Council meeting was opened by Mayor Wright at 6:36 p.m. Mayor Wright asked if there were any questions concerning the tax rates that were posted at the library, courthouse, city hall, and the Richmond News. There were no questions or comments made from the audience. Mayor Wright adjourned the meeting at 6:37 p.m.

BILL NO. 23-24: AN ORDINANCE IN RELATION TO THE SETTING OF THE TAX LEVY FOR GENERAL REVENUE, PARK PURPOSES, AND GENERAL OBLIGATION BONDS OF THE CITY OF RICHMOND, MISSOURI FOR THE YEAR 2023 IN ACCORDANCE TO THE LAWS AND STATUTES AND PROVIDING AN EFFECTIVE DATE FOR THIS ORDINANCE. A motion for first and second reading by title only of Bill 23-24 was made by Councilor Peterson, seconded by Councilor Guy. Roll Called: AYES: Peterson, Guy, Booth, Kinnard, Bond, Hardison, and Hardwick. NAYS: None. Motion approved 7-0. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill 23-24. Motion to adopt Bill 23-24 as ordinance by Councilor Peterson, seconded by Councilor Guy. Roll Called: AYES: Peterson, Guy, Bond, Hardwick, Booth, Kinnard, and Hardison. NAYS: None. Bill Number 23-24 approved 7-0.

B. United Fiber Presentation – Ken Smith, Darren Farnan, and Byron Jeffers presented the plan for what United Fiber can offer Richmond. United Fiber will be investing approximately \$9 million dollars in the Richmond system. The system will be approximately 80 miles of fiber and 99.9% underground. A centralized location for their hub would be on the East side of the City Hall parking lot. If the council was to grant lease agreement, United would pay the City \$2400 for the annual land lease for the hub location. As part of the lease agreement, United will provide a fence, landscaping and privacy for the hub. All agreements have been reviewed by Chris Williams, City Attorney. The anticipated start of the project is September/October timeframe with an approximate 6 month build time, dependent on weather conditions. Councilor Peterson made a motion to approve the Lease Agreement, Superseding Addendum to Lease and Right-of-Way Agreement; and authorize the Mayor to sign, Councilor Booth seconded the motion. Roll Called: AYES: Peterson, Booth, Guy, Hardison, Bond, Kinnard, and Hardwick. NAYS: None. Motion approved 7-0.

C. Wastewater Treatment Plant Purchases - The Wastewater Department is requesting to reallocate funds in the FY23 budget year to acquire UV Bulb Sleeves, SBR air diffusers, D.O. sensors replacement, water level transducers and electric winch (see attached). Instead of placing these items into the FY24 budget, the recommendation is to use allocated funds from I&I

Reduction line item \$100,000 (55-00-00-6030) and funds allocated in the same line item Hill Street Lift Station – manhole risers \$50,000. These projects will not be completed this budget year. Councilor Peterson made a motion to purchase the above listed items in the amount not to exceed \$112,745 allocated in I&I Reduction (55-00-00-6030), Councilor Hardwick seconded the motion. Roll Called: AYES: Peterson, Hardwick, Booth, Kinnard, Bond, Guy, and Hardison. NAYS: None. Motion approved 7-0.

D. Bid Tab – Sealed Bid Auction for City Property - On August 3, 2023, the City released “City of Richmond Property Sealed Bid Auction” (copy attached) for certain City-owned property obtained by a Collector’s Deed through the Ray County Tax Sale. The bid was advertised on the City’s website and through the City’s social media page. Freedom Real Estate Consulting had the highest bid for all four properties. 526 Whitmer, \$3501.00, 405 Farris Street, \$1100.00, Short Street Lot, \$3855.00, Second Street Tower, \$5251.00. The bidder has expressed their plans for the property as future development. These plans fall within the City’s policy and expectations. Councilor Peterson made a motion to approve the amounts and instruct the City Administrator to enter into an agreement with each bid per Policy 2020-04-A, seconded by Councilor Booth. Roll Called: AYES: Peterson, Booth, Bond, Hardwick, Kinnard, Guy, and Hardison. Motion Approved 7-0. NAYS: None. Motion approved 7-0.

E. Police Department Grant Application – The police department would like to apply for a \$25000.00 grant to purchase License Plate Readers (LPR’s). LPR’s are a proven solution to solving crime as they help police prevent and solve crimes by providing evidence. LPR’s capture license plate numbers and other critical details about vehicles associated with crimes. The City of Richmond sits at the intersection of two major state highways that allow for quick entry and egress to and from the city. This project is to be named Falcon Eye. The police department understands that they will only have the cameras if the grant is received, and can keep the cameras as long as the grant continues. Councilor Peterson made a motion to approve the planning and future implementation of Project Falcon Eye, Councilor Bond seconded the motion. Roll Called: AYES: Peterson, Bond, Hardison, Kinnard, Hardwick, and Booth. NAYS: Guy. Motion Approved 6-1.

F. Police Department Purchase – Radar Recorder – The Police Department has found Black Cat II Plus Radar Recorder. The device attaches to a utility pole within ten minutes. The device can easily be moved to different locations that need to be monitored. The Black Cat collects accurate speed data before and after enforcement efforts. With the data collected, the City can better determine if there is a problem on streets that citizens make complaints about. This saves the City time, energy, manpower, and money. Councilor Guy made a motion to approve the one-time purchase of the Black Cat II Plus Next Generation Radar Recorder in the amount of \$5369.00 using donated funds from line item number 10-11-00-4821, Councilor Hardwick seconded the motion. Roll Called: AYES: Guy, Hardwick, Bond, Peterson, Booth, Kinnard, and Hardison. Motion Approved 7-0.

G. Renewal Cintas Agreement - The City has the opportunity to enter into a new Service Agreement with Cintas Corporation for a term of 60-months. Cintas remains committed to serving the City with competitive pricing and quality customer service. The proposed agreement states that Cintas may increase the price each year by no more than 5%. The proposed agreement will have a (\$21.38) effect on the City-Wide Budget. Councilor Peterson made a motion for the City Administrator to sign the Cintas Standard Rental Service Agreement with a term of five years, Councilor Hardison seconded the motion. Roll Called: AYES: Peterson, Hardison, Guy, Bond, Kinnard, Hardwick, and Booth. Motion Approved 7-0.

ADJOURN: Motion to adjourn at 7:33 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Booth, Peterson, and Hardison. NAYS: None. Approved 7-0.



Kim Williamson
City Clerk, Kim Williamson

[Handwritten Signature]
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, SEPTEMBER 12, 2023.

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, September 14th, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Deanna Guy, Adam Booth, Bob Bond, Rob Brash, and Barb Hardwick.

COUNCIL ABSENT: Ron Peterson

ROLL CALL: STAFF PRESENT: City Administrator- Tonya Willim, City Clerk- Kim Williamson, Finance Director- Dawn Jennings, Public Works Director- Dale Shipp, HR Specialist- Courtney Williams, Fire Chief- Mark Sowder, Community Development- Lisa Hastings, Economic Development Director- James Gorham, Municipal Court Clerk- Sarah Collins, Interim Police Chief, Scott Bagley, Recreation Director, Haley Williams, Attorney, John Mullane, and City Attorney- Chris Williams,

Staff Absent: Billing Specialist, Wendy VanOster

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: August 22, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: Resident Ronnie Hicks, 411 Pike Street, Richmond, MO 64085, addressed a concern regarding water runoff. When it rains, water drains down and under Garner Street to the other side of the road. The last rain caused a sink hole. Mr. Hicks is concerned about children and animals getting hurt in the sink hole. It was determined that Richmond Housing Authority would need to be made aware of the situation. CA Willim will call April Maulsby with the Richmond Housing Authority.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Bond, second by Councilor Hardwick. Roll Called: AYES: Bond, Hardwick, Hardison, Booth, Guy, Kinnard, and Brash NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance Committee: Deanna Guy: Budget review for FY24 was held with the Finance Committee on August 28th. City Council was present for a committee budget review for FY24 on September 6th. Budget will be presented at the September 26th regularly scheduled meeting.
- B. Ordinance Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- C. Public Works Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- D. Public Safety Committee: Rob Kinnard – The Committee met September 5th to discuss an early childhood development center the school district has planned to build. The School District,

Engineers, and Public Safety representatives were present for the meeting. More information will be brought to the full council at a later date.

- E. Park Board Liaison Deanna Guy – The Park Board met September 11th. The development of disc golf is progressing nicely. The FY24 budget was reviewed as well as the parks master plan. Terry Dickey presented his resignation. His retirement date is September 29th.

MAYOR'S REPORT: - Mayor Wright attended the finance, public safety, and planning and zoning meetings. The Mayor also attended a ribbon cutting at the hospital, and the Hazardous Household Waste event. Staff from Excelsior Springs and Lawson were a great asset to the event. There were approximately 110 vehicles that went thru. Mayor Wright has also met with CA Willim, who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: CA Willim's full report is included in the packet. A few highlights are the FY24 budget, September 23rd is the Electronic Recycling Event that will be at City Hall. The Hazardous Household Waste Event went well. More information will be coming on Trick or Treat Street.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Brooke Hudlemeyer of Olsson presented the completed design for the water treatment plant improvements. The plan includes: removal and reinstallation of existing solids contact basins, coating, new equipment and control panels; removal and installation of 20 new valves; removal and installation of new filter media; and remove and re-install lime silos after recoating and electrical improvements. There will be an alternate bid of stainless-steel basins, depending on the cost, there will be a deduction of all the coating for the existing solid contact basins since none of that would apply if we are able to get new stainless-steel basins. Advertisement will begin September 14th and will be due 28 days later on October 12th. Bid opening will be October 12th with recommendations going before Council October 24th. Councilor Booth made a motion to approve plans and authorize Olsson to advertise, Councilor Guy seconded the motion. Roll Called: AYES: Booth, Guy, Kinnard, Bond, Brash, Hardison, and Hardwick. NAYS: None. Motion carried 7-0.

B. Work Order #23 – City Gym Floor Structural Evaluation- CA Willim stated Olsson prepared a scope of work for the gym floor. The work order encompasses an evaluation of the floor once the demolition has occurred to assess the condition. At this time, we are unaware of the condition once the floor and hardwood floor are removed. Olsson will also be collecting slab-on-grade coring to advise us on the thickness and strength of the concrete prior to the installation of new concrete and the new floor. Olsson will provide assessments and review floor manufacturer's requirements to ensure there will not be a conflict with installation of concrete on top of the existing slab to surface and new floor installation. We have prepared the FY24 budget to accommodate this work order. Councilor Booth made a motion to approve by motion Work Order #23 with Olsson not to exceed \$10,600 and authorize the City Administrator to sign the agreement, Councilor Hardwick seconded the motion. Roll Called: AYES: Booth, Hardwick, Bond, Kinnard, Brash, Guy, and Hardison. NAYS: None. Motion carried 7-0.

C. Bill Number 23-25- AN ORDINANCE AMENDING CERTAIN SECTIONS OF CHAPTERS 402 AND 405 OF THE MUNICIPAL CODE, CITY OF RICHMOND, MISSOURI REGARDING THE ZONING OF FACILITIES PURSUANT TO ARTICLE XIV OF THE MISSOURI CONSTITUTION – The Ordinance Committee met on August 14, 2023 with a recommendation to proceed to Planning and Zoning. Planning and Zoning recommended the proposed Amendment on September 7, 2023 to go to the full council. The Amendment changes the Richmond City Code to add the definitions for the new recreational facilities which include micro facilities, cultivation facilities, micro cultivation facilities, infused product facilities and changes some of the definitions that were originally part of the definitions and other changes that we need to make pursuant to the constitution. Passing this ordinance brings us into compliance with what the constitution states. A motion for first and second reading by title only of Bill 23-25 was made by Councilor Booth, seconded by Councilor Hardwick. Roll Called: AYES: Booth, Hardwick, Guy, Kinnard, Bond, Hardison, and Brash. NAYS: None. Motion approved 7-0. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill 23-25. Discussion: Councilor Guy expressed her concern in wanting to vote no, but will comply with State Statute. Motion to adopt Bill 23-25 as ordinance by Councilor Booth, seconded by Councilor Hardwick. Roll Called: AYES: Booth, Hardwick, Guy, Kinnard, Bond, Hardison, and Brash. NAYS: None. Motion approved 7-0.

D. Bid Tab- RFP 07-23 Generator Inspection and Preventative Maintenance – The City released a Request for Proposal for the Generator Inspection and Preventative Maintenance on July 29, 2023 with a close date of August 21, 2023. Four bids were received. We asked contractors to submit their proposals for inspections and preventative maintenance on all generators, along with proper load bank testing. The lowest bidder is Clifford Power with a total bid of \$31,996 to provide all service that was requested. However, CA Willim stated having experienced some difficulties and recommend going back to Central Power for a total bid of \$39,534.90. Councilor Kinnard made a motion to enter into an agreement with Central Power and authorize the CA to sign the contract, Councilor Bond seconded the motion. Roll Called: AYES: Kinnard, Bond, Guy, Hardison, Hardwick, Booth, and Brash. NAYS: None. Motion carried 7-0.

E. Purchase of Roof Top HVAC Units – CA Willim stated one of the eight (8) rooftop HVAC units on the City Hall roof is no longer working and is unrepairable. Two units were replaced in 2018 and one unit was replaced in 2022. The remaining five units have not been replaced and have had issues this year. One unit has not been operational for weeks. These rooftop units are a closed system and the freon leaks are unable to be repaired because the lines cannot be accessed and due to the age of the unit it needs to be replaced. If we are able to replace these remaining five units all the rooftop units will be replaced to date. In the FY23 budget, \$30,000 was allocated to replace two rooftop units. Clint Evans has provided a quote for \$41,600 which will replace five (5) units. This quote is for (2) 3-ton Trane units and (3) 5-ton Trane units and the lift service. There is a possibility that one to two units will not be available until October. Councilor Guy made a motion to approve the replacement of the rooftop HVAC units, not to exceed \$41,600, Councilor Hardwick seconded the motion. Roll Called: AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash, and Hardison. NAYS: None. Motion carried 7-0.

F. Omnigo Reporting Software – Currently, Richmond Police Department has been utilizing Omnigo Software since 2002 and is very pleased with what it does for them. Interim Police Chief Bagley was able to negotiate a lesser price with Omnigo. The first year is \$18,314.55, second year \$19,230.30, third year \$20,191.85, fourth year \$21,201.44, and fifth year \$22,261.46. Councilor Hardison made a motion to authorize the acceptance of Omnigo quote, Q-36529-1 in the amount of \$101,199.60, Councilor Hardwick seconded the motion. Roll Called: AYES: Hardison, Hardwick, Bond, Booth, Brash, Guy, and Kinnard. NAYS: None. Motion carried 7-0.

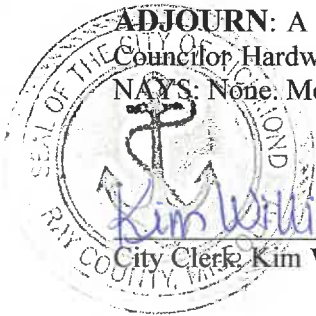
ADJOURN OPEN/ENTER CLOSED: A motion to adjourn open/enter closed session was made at 7:15 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Hardison, Bond, Kinnard, Booth, and Brash. NAYS: None. Approved 7-0.

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 7:34 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, Booth, Kinnard, Bond, Brash, and Hardison. NAYS: None. Motion Approved 7-0.

ADJOURN: A motion was made at 7:35 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash, and Hardison. NAYS: None. Motion approved 7-0.



Kim Williamson
City Clerk Kim Williamson

Mike Wright
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, SEPTEMBER 26, 2023.

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, September 26 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Deanna Guy, Adam Booth, Bob Bond, Rob Brash, Ron Peterson, and Barb Hardwick.

COUNCIL ABSENT: None

ROLL CALL: STAFF PRESENT: City Administrator- Tonya Willim, City Clerk- Kim Williamson, Finance Director- Dawn Jennings, Public Works Director- Dale Shipp, Fire Chief- Mark Sowder, Interim Police Chief, Scott Bagley, and City Attorney- Chris Williams,

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: September 12, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE:

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Bond, second by Councilor Peterson. Roll Called: AYES: Bond, Peterson, Hardwick, Hardison, Booth, Guy, Kinnard, and Brash NAYS: None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance Committee: Deanna Guy: The Committee has not met; nothing to report tonight.
- B. Ordinance Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- C. Public Works Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- D. Public Safety Committee: Rob Kinnard – The Committee has not met; nothing to report tonight.

MAYOR'S REPORT: - The City has experienced a 16" water main break, the Public Works Department did a great job with a temporary fix. On Thursday, September 28, a permanent fix will occur. Commissioner Powell expressed his gratitude for the ADA parking signs as well as the street improvements downtown. Mayor Wright has met with CA Willim, who has kept him informed on City of Richmond business.

Mayor Wright introduced State Representative, Terry Thompson. Mr. Thompson appreciates the rapport he has with the Cities that he works with. He realizes the importance of having local control. Senate Bill 190 has three parts. The way the bill is written, there would not be any tax on social security or social security benefits. A public pension would not pay state income tax. An individual that is eligible for social security can have real estate taxes frozen on their primary residence. Entities that would normally

receive funding from the sources mentioned would receive a credit. We need to continue to work to be noticed by MARC for funding. There have been meetings regarding 210 hiway in support of turning lanes. Mr. Thompson expressed concern for affordable housing. He also believes the river is the transportation of the future. The state put in \$40M for a port in Kansas City. New bills will be coming out regarding ATV's. The City of Richmond was thanked for working with the schools, chamber, hospitals, etc. Keeping open communication is key.

CITY ADMINISTRATOR'S REPORT: CA Willim's full report is included in the packet. A few highlights are the watermain break at the intersection of Whitmer and Henry Street on the 16" transmission line. A temporary repair was made, with the complete repair scheduled for Thursday the 28th. This will be a planned outage; businesses will be contacted. CA Willim met with Clint Evans to discuss ventilation, air flow, and the air conditioners for the city gym. This work should be done before the gym floor is replaced. This is the last week of FY23!

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Scott Bagley, Police Chief Appointment – Mayor Wright spoke briefly about Interim Chief Bagley. For the past 11 months Scott has done a great job as Interim Chief. He has learned a lot and has worked for the City for 18 years. At this point, City Clerk, Kim Williamson, and Christopher Scott Bagley completed the Oath of Office to become Chief of Police. Chief Bagley, Williamson, and Mayor Wright all signed the Oath of Office document. Photos were taken.

B. BILL NO. 23-26 AN ORDINANCE APPOINTING SCOTT BAGLEY AS THE CHIEF OF POLICE FOR THE CITY OF RICHMOND, MISSOURI. A motion for first and second reading by title only of Bill 23-26 was made by Councilor Booth, seconded by Councilor Hardwick. Roll Called: AYES: Booth, Hardwick, Guy, Kinnard, Bond, Hardison, Peterson, and Brash. NAYS: None. Motion approved 8-0. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill 23-25. This ordinance will allow for Chief Bagley to reside 5.4 miles outside of city limits. Motion to adopt Bill 23-26 as ordinance by Councilor Peterson, seconded by Councilor Booth. Roll Called: AYES: Peterson, Booth, Guy, Bond, Hardwick, Kinnard, Brash, and Hardison. NAYS: None. Bill Number 23-24 approved 8-0.

C. BILL NO. 23-27- AN ORDINANCE ADOPTING THE ANNUAL OPERATING BUDGET OF THE CITY OF RICHMOND, MISSOURI, FOR FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, ESTABLISHING FINANCIAL NEEDS AND RESOURCES FOR THE CITY OF RICHMOND, MISSOURI. The Finance Committee met on Monday, August 28, 2023 to review the FY24 proposed budget presentation with no recommended changes. Finance committee recommended a full Work Session with the council that was presented on Tuesday, September 19, 2023 and there were no recommended changes. The Finance Committee recommends presenting the proposed FY24 budget to the Council at the September 26, 2023 Council Meeting for adoption. Motion for first and second reading by title only of Bill No: 23-27 by Councilor Peterson, second by Councilor Booth. Roll Called: AYES: Peterson, Booth, Guy, Hardwick, Hardison, Bond, Kinnard, and Brash. NAYS: None. Motion approved 8-0. City Clerk Kim Williamson proceeded with first and second reading by title only of Bill 23-27. Motion to adopt Bill 23-27 as ordinance by Councilor Peterson, second Councilor

Hardison. Roll Called: AYES: Peterson, Hardison, Guy, Bond, Hardwick, Booth, Kinnard, and Brash. NAYS: None. Bill 22-37 approved 8-0.

D. Resolution Number 461 Amending the Comprehensive Fee Schedule – The Comprehensive Fee Schedule reflects changes for the FY24 budget. The changes were made in recreation programs, water meters, trash and water rates. Comprehensive Fee Schedule Attached to minutes. Councilor Peterson made a motion to accept the changes in the comprehensive fee schedule, Councilor Hardison seconded the motion. Roll Called: AYES: Peterson, Hardison, Booth, Kinnard, Bond, Brash, Guy, and Hardwick. NAYS: None. Resolution 461 approved 8-0.

E. FY24 Commercial Insurance Renewal - It is time to renew property and liability insurance for the City of Richmond. Our broker\representative, Mike Keith Agency, represented by Mike Keith, has met with staff. 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 \$205,362 in FY23 to \$229,457 in FY24. This is a \$24,095 (11.6%) increase. The coverage of the policy remains the same. There are several minor changes relating to the vehicles and property due to sales/purchases and the annual review of property insurance values. The law enforcement liability coverage experienced a rate decrease, which is unique to the City. – Mike Keith stated that this overall 10% increase is within the expected range of an annual increase in premiums. Please note that optional terrorism insurance would add \$467 to the base premium. The Council has historically rejected terrorism coverage. Councilor Guy made a motion to accept Star for the City’s 2023-2024 property and liability insurance carrier and waive optional terrorism insurance, Councilor Peterson seconded the motion. Roll Called: AYES: Guy, Peterson, Bond, Hardwick, Booth, Kinnard, Brash, and Hardison. NAYS: None. FY24 Commercial Insurance Renewal approved 8-0.

F. First Due Software Purchase for the Fire Department - The City’s agreement with ESO, the incident reporting and property management software used by the Fire Department, will soon expire. Chief Sowder has solicited information, viewed demos, and requested pricing for alternate software as he has not been pleased with the present software since its acquisition by ESO (formerly Firehouse). Contract Number AR2472, which the State of Missouri is a participant, satisfies the procurement requirement as Council may utilize the cooperative purchasing agreement. Staff recommendation is that the FY23 budget has sufficient funds previously appropriated to pay the \$4,500 obligation which will need to be paid prior to the end of this fiscal year. The sum of \$6,500 due in FY24 was included in the budget anticipated to be adopted this evening. Councilor Peterson made a motion to approve the purchase of the First Due software system in a sum not to exceed \$11,000 for the first two (2) years. That the City Administrator be allowed to execute the Agreement for Services, and any additional documentation required by the vendor, to facilitate the purchase and implementation of the software, Councilor Booth seconded the motion. Roll called: AYES: Peterson, Booth, Guy, Hardison, Bond, Kinnard, Hardwick, and Brash. NAYS: None. First Due Software approved 8-0.

G. Purchase of Roof Top HVAC Units and Turning Veins for Gym - As part of the FY24 budget anticipated to be adopted by Council this date, Council has appropriated the sum of \$53,600 for replacement of four (4) 7.5 ton Trane rooftop air conditioner units for the gymnasium, including

the crane required to set the units on the roof, as well as \$3,200 for four (4) 45° turning veins to create a smoother change/diversion in direction of the airflow. Attached is a copy of the estimate from Clint Evans Heating-Cooling dated 9/15/23. As with many of the products previously brought before Council in the last couple of years, there is a shortage in supply with respect to air conditioner units. To further complicate the matter, order and placement of the units must be strategically coordinated with the gym floor replacement project to minimize the time the facility is unavailable to the public. The City has previously worked with Clint Evans of Evans Heating and Cooling and has been extremely happy with his performance and responsiveness to the urgent needs previously faced. Staff requests that Council declare this project to be emergency in nature and allow the purchase to be made from the proposed vendor, Clint Evans Heating-Cooling, without the need for further solicitation of bids on the project. Councilor Guy made a motion to purchase and install four (4) 7.5-ton Trane rooftop air conditioner units in the sum of \$53,600, which includes the cost of the crane, from Clint Evans Heating-Cooling. Also approving the purchase and installation of four (4) 45° turning veins for the sum of \$3,200.00 from Clint Evans Heating-Cooling, Councilor Peterson seconded the motion. Roll called: AYES: Guy, Peterson, Booth, Hardison, Bond, Kinnard, Hardwick, and Brash. NAYS: None. Roof Top HVAC and Turning Veins approved 8-0.

H. Crosswalks Downtown - The recommended crosswalk & stop bar locations. The number of stripes and placement is not to scale, so the contractor might recommend some deviations from the recommendation. We need to be using “zebra” crosswalks and getting away from the standard parallel markings. The crosswalks should be as wide or wider than the walkway it connects to. Stop bars should be at least 8 feet in advance of the crosswalk where permitted. The FY23 budget was reviewed for the Transportation Fund regarding the additional \$15,000 needed for the downtown parking/crosswalk striping. We recommend a transfer of \$9,000 from 27-00-00-7054 Drainage Partnership and \$6,000 from 27-00-00-7051 Sidewalk Partnership Program as these funds have not been expensed. Councilor Hardwick made a motion to reallocate funds of \$15,000 for additional thermo crosswalks, Councilor Guy seconded the motion. Roll Called: AYES: Hardwick, Guy, Bond, Peterson, Booth, Kinnard, Brash, and Hardison. NAYS: None. Reallocation of funds, in the sum of \$15,000, for additional thermo crosswalks approved 8-0.

ADJOURN: A motion was made at 7:18 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash, Peterson, and Hardison. NAYS: None. Motion approved 8-0.



Kim Williamson
City Clerk, Kim Williamson

Mike Wright
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, OCTOBER 10, 2023.

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, October 10, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Deanna Guy, Adam Booth, Bob Bond, Rob Brash, and Barb Hardwick.

COUNCIL ABSENT: Ron Peterson

ROLL CALL: STAFF PRESENT: City Administrator- Tonya Willim, City Clerk- Kim Williamson, Public Works Director- Dale Shipp, Fire Chief- Mark Sowder, Community Development- Lisa Hastings, Economic Development Director- James Gorham, Municipal Court Clerk- Sarah Collins, Police Chief, Scott Bagley, Recreation Director, Haley Williams, Billing Specialist, Wendy VanOster , and City Attorney- Chris Williams,

Staff Absent: HR Specialist- Courtney Williams, Finance Director- Dawn Jennings

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: September 26, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None

ADOPTION OF AGENDA: Motion to adopt the agenda minus item #16 (duplicate) by Councilor Hardison, second by Councilor Hardwick. Roll Called: AYES: Hardison, Bond, Hardwick, Booth, Guy, Kinnard, and Brash NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance Committee: Deanna Guy: The Committee met tonight; items of discussion will be spoken to later in the meeting tonight.
- B. Ordinance Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- C. Public Works Committee: Barb Hardwick. The Committee met tonight; items of discussion will be spoken to later in the meeting tonight.
- D. Public Safety Committee: Rob Kinnard – The Committee has not met; nothing to report tonight.
- E. Park Board Liaison Deanna Guy – The Committee has not met; nothing to report tonight.

MAYOR'S REPORT: - Mayor Wright attended Terry Dickey's retirement celebration, as well as the United Fiber ground breaking earlier this morning. Met with the Secretary of State, County Commissioners, and Representative Terry Thompson. Richmond PD and Ray County Sheriff's Deputies

worked together to apprehend a suspect and make an arrest. Officer Gardner used stop sticks to bring the suspect to a stop. Chief Bagley has written a letter of accommodation, Stop Stick has issued a pin and letter. Mayor Wright has also met with CA Willim, who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: CA Willim's full report is included in the packet. A few highlights are the Hill Street Lift Station punch list, three items remain (wet well vent pipe to be reinstalled, electrical junction box, installation of transfer switch.) The gyms A/C has been installed, and the gym is officially closed. Demo will start the week of October 16th. North Pump #2 has been received and installed, North Pump #3 was delivered to JCI, the SP#3 was brought back. Public Works has repaired 9 water line breaks over the last two days. The 16" transmission line repair and logistics of placement of valves is being worked out. October 17th is Kiwanis 100-year celebration at the Friends Gallery. October 19th is the Mayor's Prayer Breakfast at 6:45 AM at the First Baptist Church, and October 26th is the Chamber of Commerce Annual Banquet.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Bill No. 23-28 - AN ORDINANCE APPROVING THE FINAL PLAT FOR LIERMAN CORNER SUBDIVISION; 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. A motion for first and second reading by title only of Bill No. 23-28 was made by Councilor Bond, seconded by Councilor Booth. Roll Called: AYES: Bond, Booth, Guy, Kinnard, Brash, Hardison, and Hardwick. NAYS: None. Motion carried 7-0. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill No 23-28. Motion to adopt Bill No 23-28 as ordinance by Councilor Booth, and seconded by Councilor Hardwick. Roll Called: AYES: Booth, Hardwick, Guy, Hardison, Bond, Kinnard, and Brash. NAYS: None. Bill No 23-28 approved 7-0.

B. Bill No. 23-29 - AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AGREEMENTS FOR WORK ASSOCIATED WITH INSTALLATION OF A NEW FLOORING SYSTEM IN THE CITY GYMNASIUM. A motion for first and second reading by title only of Bill No. 23-29 was made by Councilor Guy, seconded by Councilor Hardwick. Roll Called. AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash, and Hardison. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill No 23-29. Motion to adopt Bill No 23-29 as ordinance by Councilor Hardison, seconded by Councilor Guy. Roll Called. AYES: Hardison, Guy, Bond, Hardwick Booth, Kinnard, and Brash. NAYS: None. Bill No. 23-29 approved 7-0.

ADJOURN OPEN/ENTER CLOSED: A motion to adjourn open/enter closed session was made at 6:45 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Hardison, Bond, Kinnard, Booth, 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.

Legal - Pursuant to Section 610.021 (1) of the Revised Statutes of the State of Missouri pertaining to legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communication between a public governmental body or its representatives and its attorneys.

ADJOURN CLOSED/ENTER OPEN: At 7:27 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, Booth, Kinnard, Bond, Brash, and Hardison. NAYS: None. Motion Approved 7-0.

ADJOURN: A motion was made at 7:28 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Booth, Kinnard, Bond, Brash, and Hardison. NAYS: None. Motion approved 7-0.



Kim Williamson

City Clerk, Kim Williamson



Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, OCTOBER 24, 2023.

PRAYER: Deanna Guy

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, October 24, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Jim Hardison, Deanna Guy, Adam Booth, Rob Brash, and Barb Hardwick.

COUNCIL ABSENT: Rob Kinnard, Bob Bond, Ron Peterson

ROLL CALL: STAFF PRESENT: City Administrator- Tonya Willim, City Clerk- Kim Williamson, Finance Director- Dawn Jennings, Public Works Director- Dale Shipp, Fire Chief- Mark Sowder, Police Chief, Scott Bagley, and City Attorney- Chris Williams,

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: October 10, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Booth, second by Councilor Hardwick. Roll Called: AYES: Booth, Hardwick, Guy, Hardison, and Brash NAYS: None. Motion approved 5-0.

REPORT OF STANDING COMMITTEES:

- A. Finance Committee: Deanna Guy: The Committee has not met; nothing to report tonight.
- B. Ordinance Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- C. Public Works Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- D. Public Safety Committee: Rob Kinnard – The Committee has not met; nothing to report tonight.

MAYOR'S REPORT: -Mayor Wright attended the United Fiber ground breaking, the Mayor's Prayer Breakfast, and the grand opening of the Spartan Ridge Disc Golf Course. All of these events were well attended. Mayor Wright has met with CA Willim, who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: CA Willim's full report is included in the packet. A few highlights are the United Fiber ground breaking, Mayor's Prayer Breakfast, and the ground breaking for Spartan Ridge Disc Golf Course. Chamber members met at Valley Drive Water Tower to begin checking the Christmas lights. The lights are ready for November installation. David E. Ross Construction submitted the lowest bid for the Waste Water Treatment Plant Project. The WWTP has the began the

winterization process. The UV system will be off October 31st, then UV bulb replacement, contactor replaced on Well 3, SP3 was installed and NP3 went to JCI.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. BILL NO. 23-30 AN ORDINANCE AMENDING THE FISCAL YEAR 2023-2024 BUDGET OF THE CITY OF RICHMOND, MISSOURI, BY AMENDING ORDINANCE NUMBER 2626 TO REFLECT CHANGES IN EXPENDITURES IN THE AMOUNT OF \$26,451. A motion for first and second reading by title only of Bill No. 23-30 was made by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Booth, Brash, and Hardison. NAYS: None. Motion carried 5-0. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill No. 23-30. Motion to adopt Bill No.23-30 as ordinance by Councilor Booth, seconded by Councilor Hardwick. Roll Called: AYES: Booth, Hardwick, Brash, Guy, and Hardison. NAYS: None. Bill Number 23-30 approved 5-0.

B. BILL NO. 23-31 AN ORDINANCE APPROVING AN AWARD AGREEMENT AND ARTICLES OF AGREEMENT BETWEEN THE RICHMOND POLICE DEPARTMENT AND THE STATE OF MISSOURI REGARDING THE LVCP GRANT ADMINISTERED BY THE MISSOURI DEPARTMENT OF PUBLIC SAFETY AND AUTHORIZING THE MAYOR TO EXECUTE THE AWARD AGREEMENT. A motion for first and second reading by title only of Bill No. 23-31 was made by Councilor Booth, seconded by Councilor Hardwick. Roll called: AYES: Booth, Hardwick, Guy, Brash, and Hardison. NAYS: None. Motion carried 5-0. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill No. 23-31. Motion to adopt Bill No.23-31 as ordinance by Councilor Booth, seconded by Councilor Hardison. Roll Called: AYES: Booth, Hardison, Brash, Guy, and Hardwick. NAYS: None. Bill Number 23-31 approved 5-0.

C. Water Treatment Plant Improvements - Brooke Hudlemeyer of Olsson presented the bid tabulation and recommended Notice of Award be given to David E. Ross Construction for the Water Treatment Plant Improvements in the contract amount of \$1,255,800. Staff allocated the engineer's estimate of \$1,418,800 (45-00-00-9020) in the FY24 budget for construction of this project. Staff recommends Council approve, by motion, to accept Olsson's recommendation that Notice of Award be given to David E. Ross Construction for the Water Treatment Plant in the contract amount of \$1,255,800. Councilor Booth made a motion to accept Olsson's recommendation that Notice of Award be given to David E. Ross Construction for the Water Treatment Plant in the contract amount of \$1,255,800, Councilor Hardwick seconded the motion. Roll Called: AYES: Booth, Hardwick, Guy, Hardison, and Brash. NAYS: None. Waste Water Plant Improvements approved 5-0.

D. North wall panel replacement on the North end of the Municipal Complex - In continuation of repairing the north side roof, the FY24 budget allocated \$52,300.00 (35-00-00-9020) Capital Improvements to have the North facade wall panel replaced on the North end of the Municipal Complex. This area is connected to the City Gym and the current deteriorating condition of the wall is allowing water to leak into the restroom when heavy rain occurs. Centimark has provided a detailed proposal on the project with pictures. Please recall in January, 2023, the Council

approved the addendum to the contract from RFP 10-2020 City Hall Roof repairs that was awarded to Centimark for the west wall. Staff recommends an addendum to the contract for the scope of work provided by Centimark for the north wall panel replacement at the north end of the Municipal Contract. Councilor Hardwick made a motion to accept the addendum to bid received from CentiMark for RFP 10-2020 City Hall Roof Repair not to exceed \$55,000 (includes bond expense) for replacement of the north facade and direct the City Administrator to execute the addendum to contract, Councilor Hardison seconded the motion. Roll Called: AYES: Hardwick, Hardison, Guy, Booth, and Brash. NAYS: None. North wall panel replacement on the North end of the Municipal Complex approved 5-0.

E. Establishing Candidate Filing Dates - It is time to establish the candidate filing dates for the general municipal election. The state has set the first date for candidate filing for December 5, 2023 and the last date for December 26, 2023. The election date is April 2, 2024. Staff recommends that Council accepts the dates by motion established by the state. Councilor Booth made a motion to accept the dates for candidate filing established by the state, Councilor Guy seconded the motion. Roll Called: AYES: Booth, Guy, Hardwick, Hardison, and Brash. NAYS: None. Established candidate filing dates were approved 5-0.

F. MB Construction EZ Valve Installations - On October 10, 2023, the Joint Finance and Public Works Committee met to discuss the installation of valves on the 16" Transmission Line and the 12" line off Industrial Drive. MB Construction is scheduled to be on site Tuesday, October 24, 2023 to begin installation of the EZ valves on the 16" transmission line. On Monday, Public Works will open the site at Henry/Shotwell section where the first valve will be installed then over to Whitmer. It will take the whole day Tuesday to install the valves. On Wednesday we will begin installing the new section of line on Whitmer. Once this project is complete. MB Construction will begin the project on Industrial Drive with replacement of the "T" and possible installation of the 12" valve. Staff recommends that Council approve, by motion, MB Construction installation of valves and line sections in the amount of \$78,100. Councilor Hardwick made a motion for MB Construction to install valves and line sections in the amount of \$78,100, Councilor Booth seconded the motion. Roll Called: AYES: Hardwick, Booth, Guy, Hardison, and Brash. NAYS: None. MB Construction installation of EZ Valves approved 5-0.

G. Purchase of Department Issued Jackets - A one-time purchase allocation was approved in line item **(10-11-00-7006)**, for the purchase of four (4) Kevlar replacement vests that will expire during the FY24 budget in the amount of **\$3,300**. These Kevlar vests have a five (5) year lifecycle and will need to be replaced to keep officers safe and protected while performing their duties. With the procurement of grant funding to eliminate the purchasing cost of ballistic vests, there will be ample funding available to purchase jackets for the department. The jackets would be a First Tactical softshell material made from a nylon-spandex blend with a fleece lining to keep warm. The jacket is both wind and water resistant and can be worn under the outer vest carrier for optimal comfort in the field. Currently the jackets for the department are worn over the outer vest carrier and are not ideal for officers to be able to access equipment on the vest quickly. With the purchase of the First Tactical jackets, the officers will be provided adequate layering for warmth with optimal movement for better officer safety. In addition, the jackets will not be personalized so they can be reused if needed in the future. Staff recommends that council approve to authorize a one-time balance transfer in the amount of **\$1,232.91** from line item **(10-11-00-7006)** to line item **(10-11-00-6105)** with approval to authorize the purchase of nine (9) First Tactical Softshell Jackets in the amount of **\$1,232.91** with funds

transferred to (10-11-00-6105). Councilor Booth made a motion to authorize a one-time balance transfer in the amount of \$1,232.91 from line item (10-11-00-7006) to line item (10-11-00-6105) with approval to authorize the purchase of nine (9) First Tactical Softshell Jackets in the amount of \$1,232.91 with funds transferred to (10-11-00-6105), Councilor Hardwick seconded the motion. Roll Called: AYES: Booth, Hardwick, Guy, Hardison, and Brash. NAYS: None. Authorization of a one-time balance transfer in the amount of \$1,232.91 from line item (10-11-00-7006) to line item (10-11-00-6105) with approval to authorize the purchase of nine (9) First Tactical Softshell Jackets in the amount of \$1,232.91 was approved 5-0.

ADJOURN: A motion was made at 6:58 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Booth, Brash, and Hardison. NAYS: None. Motion approved 5-0.


City Clerk, Kim Williamson


Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, NOVEMBER 14, 2023.

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, November 14, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Deanna Guy, Bob Bond, Ron Peterson, and Barb Hardwick.

COUNCIL ABSENT: Rob Brash, and Adam Booth

ROLL CALL: STAFF PRESENT: City Administrator- Tonya Willim, City Clerk- Kim Williamson, Fire Chief- Mark Sowder, Finance Director- Dawn Jennings, HR Specialist- Courtney Williams, Community Development- Lisa Hastings, Municipal Court Clerk- Sarah Collins, Police Chief, Scott Bagley, Recreation Director, Haley Williams, Billing Specialist, Wendy VanOster , and City Attorney- Chris Williams,

Staff Absent: Public Works Director- Dale Shipp

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: October 24, 2023 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 Hardwick. Roll Called: AYES: Bond, Hardwick, Hardison, Guy, Kinnard, and Peterson NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance Committee: Deanna Guy: The Committee has not met; nothing to report tonight.
- B. Ordinance Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- C. Public Works Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- D. Public Safety Committee: Rob Kinnard – The Committee has not met; nothing to report tonight.
- E. Park Board Liaison Deanna Guy – The Committee has not met; nothing to report tonight.

MAYOR'S REPORT: - The Mayor made appoint/reappointments for the following members to the Building Code Board of Appeals. John Dorton (General Contractor) 5-year term – reappointment. John Landwehr (Engineer) 4-year term, Danny Sisson (Electrician) 5-year term. Roll Called: AYES: Bond, Hardwick, Hardison, Guy, Kinnard, and Peterson. NAYS: None. Approved 6-0. The Mayor attended Trick or Treat Street. The event was well attended and he thanked staff as well as Kiwanis members for making the event such a success. The Mayor also attended the Chamber Banquet on October 26. The

City of Richmond received the 2023 Beautification Award for the Downtown Pavilion. Mayor Wright has also met with CA Willim, who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: CA Willim's full report is included in the packet. A few highlights are meeting weekly with United Fiber, as well as the United Fiber hub was placed at City Hall today. The gym floor removal process is complete. Core samples have been taken and we are awaiting final outcomes. EZ Valve 12" and 16" installation has been completed. Trick or Treat Street was a success. Approximately 400 candy bags were handed out. Kiwanis was also onsite with hotdogs, chips, and sodas.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Bill No. 23-32 -. AN ORDINANCE AUTHORIZING THE EXECUTION OF AN INTER-GOVERNMENTAL AGREEMENT BETWEEN THE MARC SOLID WASTE MANAGEMENT DISTRICT AND THE CITY OF RICHMOND, MISSOURI RELATING TO THE REGIONAL HOUSEHOLD HAZARDOUS WASTE COLLECTION PROGRAM. A motion for first and second reading by title only of Bill No. 23-32 was made by Councilor Bond, seconded by Councilor Peterson. Roll Called: AYES: Bond, Peterson, Guy, Kinnard, Hardison, and Hardwick. NAYS: None. Motion carried 6-0. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill No 23-32. Motion to adopt Bill No 23-32 as ordinance by Councilor Peterson, and seconded by Councilor Guy. Roll Called: AYES: Peterson, Guy, Hardwick, Hardison, Bond, and Kinnard. NAYS: None. Bill No 23-32 approved 6-0.

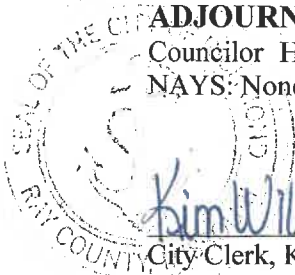
B. Bill No. 23-33 - AN ORDINANCE APPROVING A SUBAWARD AGREEMENT ARTICLES OF AGREEMENT BETWEEN THE RICHMOND POLICE DEPARTMENT AND THE STATE OF MISSOURI REGARDING THE SHSP GRANT ADMINISTERED BY THE MISSOURI DEPARTMENT OF PUBLIC SAFETY AND AUTHORIZING THE MAYOR TO EXECUTE THE SUBAWARD AGREEMENT. A motion for first and second reading by title only of Bill No. 23-33 was made by Councilor Bond, seconded by Councilor Peterson. Roll Called. AYES: Bond, Peterson, Guy, Hardwick, Kinnard, and Hardison. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill No 23-33. Motion to adopt Bill No 23-33 as ordinance by Councilor Peterson, seconded by Councilor Guy. Roll Called. AYES: Peterson, Guy, Bond, Hardwick, Kinnard, and Hardison. NAYS: None. Bill No. 23-33 approved 6-0.

ADJOURN OPEN/ENTER CLOSED: A motion to adjourn open/enter closed session was made at 6:48 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Hardison, Bond, Kinnard, and Peterson. NAYS: None. Approved 6-0.

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.

ADJOURN CLOSED/ENTER OPEN: At 6:57 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, Peterson, and Hardison. NAYS: None. Motion Approved 6-0.

ADJOURN: A motion was made at 7:03 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Peterson, and Hardison. NAYS: None. Motion approved 6-0.



Kim Williamson

City Clerk, Kim Williamson

A handwritten signature in blue ink, which appears to be "Mike Wright", is written over a horizontal line. The signature is stylized and cursive.

Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, NOVEMBER 28, 2023.

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, November 28, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Jim Hardison, Deanna Guy, Barb Hardwick, Rob Kinnard, Ron Peterson

COUNCIL ABSENT: Bob Bond, Adam Booth, and Rob Brash

ROLL CALL: STAFF PRESENT: City Administrator- Tonya Willim, City Clerk- Kim Williamson, Finance Director- Dawn Jennings, Fire Chief- Mark Sowder, Police Chief, Scott Bagley, Courtney Williams, HR Specialist, and City Attorney- Chris Williams,

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: The November 14, 2023 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Peterson, second by Councilor Hardwick. Roll Called: AYES: Peterson, Hardwick, Guy, Hardison, and Kinnard NAYS: None. Motion approved 5-0.

REPORT OF STANDING COMMITTEES:

- A. Finance Committee: Deanna Guy: The Committee met tonight and topics will be introduced later in the agenda.
- B. Ordinance Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- C. Public Works Committee: Ron Peterson. The Committee met tonight and topics will be introduced later in the agenda.
- D. Public Safety Committee: Rob Kinnard – The Committee has not met; nothing to report tonight.

MAYOR'S REPORT: -Mayor Wright appointed George Kronshage as a Police Officer. Roll Call: AYES: Kinnard, Guy, Hardison, Hardwick, and Peterson. NAYS: None. Appointment approved 5-0. Mayor Wright attended the committee meetings held earlier in the evening, as well as meeting with CA Willim who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: CA Willim's full report is included in the packet. A few highlights are C/A, Drew, Haley & Mindy met with the Kiwanis club at Hamann Park for the unveiling of the new musical park equipment donated by Kiwanis. Councilor Peterson and C/A attended Chamber of

Commerce After Hours at Shirkey Golf Course hosted by Community Bank and Shirkey's Golf Course. It was well attended and a great networking event. The compost site is closed for the season. The Park System Master Plan RFQ is finalized and distributed with a due date from consultants of December 28, 2023.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. As part of the budget adopted by Council, the sum of \$232,000.00 was appropriated for expenses associated with the Gym Floor Project and air duct work/ventilation issue. To date the following contracts have been approved by Council: AT Abatement Service Inc. in the sum of \$26,900.00 for abatement services, Olsson in the sum of \$10,600.00 for structural engineering, Tribeca in the sum of \$57,451.00 for the concrete work, and Teraflex in the sum of \$96,770.00 for the flooring. Occasional issues arise that need immediate action in order for the contractors to continue their work, such as core testing, the need to remediate substances from the existing concrete, etc. Staff requests waiver of the purchasing policy requirements regarding solicitation and prior approval for expenses up to the sum of \$20,000.00, and further requests permission to contract with/enter agreements as necessary for this project up to said sum, in order to ensure completion of the project on schedule. Staff will continue to report timely any purchases for the project to Council. Councilor Guy made a motion that Council waive the provisions of the purchasing policy regarding bidding and prior approval of for expenses in excess of \$5,000.00, for the Gym Floor Project, and authorize the City Administrator to enter into subsequent agreements as necessary up to the sum of \$20,000.00, to ensure timely completion of the project. Roll Called: AYES: Guy, Peterson, Hardwick, Kinnard and Hardison. NAYS: None. Motion approved 5-0.

B. During the pre-bid construction meeting it was determined that the pipes at the water plant are wrapped in asbestos. Removal of this asbestos was not part of the original scope of our initial project that went out for bid. The following is the engineer's scope for removal of the asbestos regarding the pipe materials that will need to be removed. The asbestos removal contractor shall remove all contaminated pipe insulation outlined in the drawing from the piping in the filter gallery. Means and methods shall be the sole responsibility of the removal contractor. The removal contractor shall provide the following services: 1. Coordinate with the Owner to make sure removal activities do not conflict with daily operations. 2. Provide an airtight enclosure around the work area with appropriate air extraction equipment installed. Enclosure shall be furnished with bag locks for entry and exit and a set of waste bag locks for asbestos insulation and removal and disposal. 3. Provide decontamination procedures in the form of an on-site decontamination unit (DCU). 4. Asbestos containing waste shall be containerized, transported, and disposed in compliance with all local, State, and Federal regulations. Copies of the disposal manifests shall be furnished to the Owner. The City is currently under contract with AT Abatement Services, Inc., for the removal of asbestos for the gym floor. Greg Nitcher with AT Abatement was asked to review the engineer's scope of work and provide a proposal to the City to add the work at the Water Treatment Plant to that contract. After visiting the Water Treatment Plant, the attached proposal in the amount of \$19,890 was provided. This cost will be added to the overall Water Treatment Plant Rehabilitation Project. Brooke with Olsson has reviewed the proposal and determined it to be in line with cost and their ability to provide the required removal and documentation. Councilor Peterson made a motion to approve the Addendum to Agreement with AT Abatement for removal of asbestos at water treatment plant, not to exceed \$19,890 and authorize the City Administrator to sign. Roll Called: AYES: Peterson, Hardison, Kinnard, Guy, and Hardwick. NAYS: None. Motion approved 5-0.

C. Wastewater Treatment Plant Improvements - At the end of October, Blower Motor #1 had a failure. Please reference the map of the sewer plant. There are three blowers that run the SBRs at the plant. They are housed in the yellow housing units. Each blower unit has an electrical motor and blower unit. Each unit cycles with at least two running at the same time because there are two SBRs. The electrical motor in #1 failed. Staff removed the electrical motor and Trent took to Sedalia Electric Motors for repair. The bearings within the motor overheated changing the structure and integrity of the shaft. The shaft is warped and the condition of the motor is not repairable. Sedalia Electric found a Siemens Motor (metric European style motor with roller front bearing) with the exact specifications and length of shaft needed - \$14,800 plus \$200 freight. Councilor Peterson made a motion to purchase the new motor from Sedalia Electric in the amount of \$14,800 plus \$200 freight. Roll Called: AYES: Peterson, Hardison, Hardwick, Guy, and Kinnard. NAYS: None. Motion approved 5-0.

ADJOURN: A motion was made at 6:43 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Peterson, Kinnard and Hardison. NAYS: None. Motion approved 5-0.



Kim Williamson
City Clerk, Kim Williamson



Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, DECEMBER 12, 2023.

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, December 12, 2023, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Rob Kinnard, Jim Hardison, Deanna Guy, Bob Bond, Rob Brash and Barb Hardwick.

COUNCIL ABSENT: Adam Booth and Ron Peterson

ROLL CALL: STAFF PRESENT: City Administrator- Tonya Willim, City Clerk- Kim Williamson, Fire Chief- Mark Sowder, Public Works Director- Dale Shipp, HR Specialist- Courtney Williams, Community Development- Lisa Hastings, Police Chief, Scott Bagley, Recreation Director, Haley Williams, Billing Specialist, Wendy VanOster, and City Attorney- Chris Williams

Staff Absent: Finance Director- Dawn Jennings, Municipal Court Clerk- Sarah Collins,

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: December 12, 2023 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, Hardison, Hardwick Guy, Kinnard, and Brash. NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance Committee: Deanna Guy: The Committee has not met; nothing to report tonight.
- B. Ordinance Committee: Barb Hardwick. The Committee met tonight, will have item on agenda.
- C. Public Works Committee: Barb Hardwick. The Committee has not met; nothing to report tonight.
- D. Public Safety Committee: Rob Kinnard – The Committee met last Thursday. Representatives from the school, architects, and CB Construction company were present. Residents on Hamil and Trigg were contacted in person by school personnel, if no one was home, contact information was left at the door. No decisions were made at this meeting.
- E. Park Board Liaison Deanna Guy – A few committee members were able to meet Monday, December 11th, will have item on agenda.

MAYOR'S REPORT: - Mayor Wright was a part of the Park Board discussion the previous evening. The Mayor and CA Willim met with GLMV Architecture and Rob Richardson of Richardson Brothers

Development. The Mayor also attended the Blue Bird Network ribbon cutting. Mayor Wright has met with CA Willim, who has kept him informed on City of Richmond business.

CITY ADMINISTRATOR'S REPORT: CA Willim's full report is included in the packet. A few highlights are meeting weekly with United Fiber, met with GLVM Architecture and Rob Richardson of Richardson Brothers Development. A Water Treatment Plant Preconstruction meeting was held, timeline for this project to start is April 2024. A meeting was held for the Building Code Committee, Lisa provided notebooks of new building codes for the committee and set a timeline for review. AT Abatement has begun removal of asbestos pipes at the Water Treatment Plant.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Bill No. 23-34 - AN ORDINANCE APPROVING THE FINAL PLAT FOR GRANDVIEW HEIGHTS ADDITION; 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. A motion for first and second reading by title only of Bill No. 23-34 was made by Councilor Guy, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Bond, Kinnard, Hardison, and Brash. NAYS: None. Motion carried 6-0. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill No 23-34. Motion to adopt Bill No 23-34 as ordinance by Councilor Hardwick, and seconded by Councilor Guy. Roll Called: AYES: Hardwick, Guy, Hardison, Bond, Brash, and Kinnard. NAYS: None. Bill No 23-34 approved 6-0.

B. Bill No. 23-35 - AN ORDINANCE AMENDING CHAPTER 240 PARKS AND RECREATION AND CHAPTER 250 CITY RECREATION PROGRAM OF THE MUNICIPAL CODE OF THE CITY BY REVISING CERTAIN SECTIONS INCLUDED THEREIN. A motion for first and second reading by title only of Bill No. 23-35 was made by Councilor Guy, seconded by Councilor Hardwick. Roll Called. AYES: Guy, Hardwick, Kinnard, Bond, Brash, and Hardison. City Clerk, Kim Williamson preceded with the first and second reading by title only of Bill No 23-35. Motion to adopt Bill No 23-35 as ordinance by Councilor Bond, seconded by Councilor Hardison. Roll Called. AYES: Bond, Hardison, Guy, Hardwick, Kinnard, and Hardison. NAYS: None. Bill No. 23-35 approved 6-0.

C. Appointment of Haley Williams, Parks & Recreation Director – The Mayor would like to appoint Haley Williams as the Parks and Recreation Director. AYES: Kinnard, Bond, Brash, Guy, Hardison, and Hardwick. NAYS: None. Appointment of Haley Williams as Parks and Recreation Director approved.

D. Mower for Wastewater Plant - The FY24 budget includes \$17,000 (55-00-00-9015) for the purchase of a utility vehicle replacement for the wastewater department. The mower is used to maintain the entire wastewater property (20 acres) which includes 7 lift stations and other maintenance. The mower is priced at \$12,323.78 and the attachment to purchase of a high capacity 60" mower deck (\$2,275.50) for the total cost is \$14,599.28. Purchasing under the Sourcewell contract saves approximately \$3,204.72, (18%) off of the standard government pricing for this equipment. Staff would like to list to sell the 2012 mower and deck on Purplewave. Councilor Hardison made a motion for the purchase of the 2024 John Deere mower with additional deck purchase, not to exceed \$14,599.28, and allow the sale of the 2012 mower on

Purplewave, Councilor Kinnard 2nd the motion. Roll Called: AYES: Hardison, Kinnard, Bond, Hardwick, Brash, and Guy. NAYS: None. Motion approved 6-0.

E. Liquor License Application for Taco Jalisco - On December 5, 2023, Cecilia Adame, owner of Taco Jalisco applied for a liquor license. Taco Jalisco has been closed and is re-opening. Staff recommends approving the license, as well as pro-rating the cost of the license to include the months of operation (December 2023 thru June 2024). Councilor Hardison made a motion to issue Taco Jalisco a liquor license and the cost being pro-rated for the months of December 2023 thru June 2024 as presented, Councilor Kinnard seconded the motion. Roll Called: AYES: Hardison, Kinnard, Bond, Brash, and Hardwick. NAYS: Guy. Motion approved 5-1.


ADJOURN OPEN/ENTER CLOSED: A motion to adjourn open/enter closed session was made at 6:50 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Hardison, Bond, Kinnard, and Brash. NAYS: None. Approved 6-0.

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 7:05 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, and Hardison. NAYS: None. Motion Approved 6-0.

ADJOURN: A motion was made at 7:09 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Brash, and Hardison. NAYS: None. Motion approved 6-0.

 *Kim Williamson*

City Clerk, Kim Williamson

 *Mike Wright*

Mayor, Mike Wright