MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, July 28, 2026

PRAYER: Dave Donaldson

PLEDGE OF ALLEGIANCE: Mark Sowder

Mayor Mike Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri, on Tuesday, July 28, 2026, at 6:30 p.m.

AUDIENCE IN ATTENDANCE: Dave and Sherri Donaldson, Karen and Thomas Reynolds, Chris and Theresa Trego.

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

ROLL CALL: Staff Present: City Administrator Tonya Willim, City Clerk Saige Mason, Public Works Director Dale Shipp, Fire Chief Mark Sowder, Finance Director Ashley Bennett, Police Chief Scott Bagley, Community Development Heather Robertson, Human Resource Manager Courtney Williams, City Attorney Chris Williams, and Jackson Auer.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: June 23rd, 2026, regular meeting minutes approved as printed.

COMMENTS FROM THE AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda was made by Councilor Kinnard, seconded by Councilor Guy. Roll Called: AYES: Kinnard, Guy, Paige, Hardwick, Brash, and Williams. NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

A. Finance: Deanna Guy. – The Committee has not met.
B. Ordinance: Barb Hardwick. – The Committee has not met.
C. Public Works: Barb Hardwick. – The Committee has not met.
D. Public Safety: Rob Kinnard. – The Committee has not met.

MAYOR'S REPORT: Mike Wright.

- Sat in on two police department interviews.
- American Celebration was great!
- Street and water plant projects were a success.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. City Administrator Willim's reports are both included in the packet, July 14th report is included. She said she would take any questions or comments, but nothing to add.

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Councilor Hardwick asked about a potential sale at 204 EN Main, which is being looked into.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. **Bill No 26-13** – Conditional Use Permit – 208 S Camden Street- Mayor Wright abstained and Mayor Pro Tem Hardwick filled in. The Conditional Use Permit for residence at 208 S Camden Street has expired after five years. On June 20, 2026, the Planning and Zoning Commission was asked to consider the renewal of the conditional use permit. In agreement with City requirements, all procedures were conducted. The Planning and Zoning Commission recommends the renewal to City Council. For a term of five (5) years. Councilor Kinnard made the motion for first (1st) and second (2nd) reading of **Bill No. 26-13**. This motion was seconded by Councilor Williams. Roll Called: AYES: Kinnard, Paige, Hardwick, Williams, Guy, and Brash. NAYS: None. Motion approved 6-0. City Clerk Saige Mason continued with the title-only reading of **Bill No. 26-13**. Councilor Kinnard made the motion for renewal of the Conditional Use Permit for a five (5) year term. Councilor Paige seconded the motion. Roll Called: AYES: Kinnard, Paige, Hardwick, Williams, Guy, and Brash. NAYS: None. **Bill No. 26-13** approved 6-0.

B. **Bill No. 26-14** – Conditional Use Permit – 724 Wollard Blvd. - Mayor Pro Tem Hardwick returned to her station, and Mayor Wright resumed the meeting. Branded Steakhouse Outdoor Theater's Conditional Use Permit expired. Community Development Interim Heather Robertson followed all city requirements for procedures for renewal. There have been no changes to the theater or its operations since the original approval. The Planning and Zoning Commission recommends the approval of the renewal of the Conditional Use Permit for a term of three (3) years. Councilor Kinnard made the motion for first (1st) and second (2nd) reading of **Bill No. 26-14.** Seconded by Councilor Guy. Roll Called: AYES: Kinnard, Guy, Paige, Hardwick, Williams, and Brash. NAYS: None. Motion was approved 6-0. City Clerk Saige Mason continued with the title-only first (1st) and second (2nd) reading of **Bill No. 26-14**. Motion to approve the renewal of 724 Wollard's Conditional Use permit for a three (3) year term. Motion was made by Councilor Hardwick and seconded by Councilor Kinnard. Roll Called: AYES: Hardwick, Kinnard, Paige, Williams, Guy, and Brash. NAYS: None. **Bill No. 26-14** approved 6-0.

C. **Bill No. 26-15** – Rezoning Request 413 W Main – B-2 to R-1. The property at 413 W Main Street was zoned to B-2 in 2007 when Casey's General Store was considering development. However, it has continued to be used as a single-family residence both before and after the zoning change. All City requirements were followed. The Planning and Zoning Commission recommends approval of the rezoning request. Councilor Paige made the motion for first (1st) and second (2nd) reading of **Bill No. 26-15.** This motion was seconded by Councilor Hardwick. Roll Called: AYES: Paige, Hardwick, Kinnard, Guy, Brash, and Williams. NAYS: None. Motion approved 6-0. City Clerk Saige Mason continued with the title-only first (1st) and second (2nd) reading of **Bill No. 26-15**. Motion to approve the rezoning of 413 W Main Street. Motion was made by Councilor Guy and seconded by Councilor Williams. Roll Called: AYES: Guy, Williams, Hardwick, Kinnard, Paige, Guy, and Brash. NAYS: None. **Bill No. 26-15** approved 6-0.

D. RFP 08-2026 Award of Bid – Chemical Treatment of Wells Bid Acceptance. Public Works Director Dale Shipp reminded the City Council that previously this year, Utility Service Co., Inc. (USCI), was operating under the SUEZ brand. Requests for Proposals were issued by the City for Wells No. 3, 5, and 6. One proposal was received by Brotcke Well & Pump, Inc. Brotche was the City's water well maintenance contractor for many years prior to SUEZ and has extensive experience with the wells. Their proposal includes chemical treatment and rehabilitation of each well, pre and post-treatment pump testing, required MDNR reporting, and all labor, materials, and equipment necessary to complete the work. The amount is $71,202 annually, or $23,734 per well for all three wells. The annual cost will be proposed in the FY2027 budget. Councilor Hardwick made a motion to award the contract for the annual chemical treatment and rehabilitation of the City's water wells to Brotche Well & Pump, Inc in the amount of $71,202 and authorize the City Administrator to execute the necessary contract documents. Councilor Guy seconded the motion. Roll Called: AYES: Hardwick, Guy, Paige, Kinnard, Brash, and Williams. NAYS: None. Motion approved 6-0.

E. RFP 09-2026 Award of Bid – Water Well Site Security Fencing – Dale Shipp continued with the Water Well fencing proposal. The City solicited bids for the fencing around Wells 5 & 6 for the intended improvement of security of the City's water infrastructure and to protect these critical facilities. The low responsive bidder was received by Anchor Fence Corporation in the amount of $28,510.00 for both wells. The proposal is within the FY2026 budget 55-00-00-9020 Capital Improvements. Motion for approval of the award of the water well security fencing project to Anchor Fence Corporation in the amount of $28,510.00 and allowing the City Administrator to execute any necessary documents was made by Councilor Guy and seconded by Councilor Kinnard. Roll Called: AYES: Guy, Kinnard, Hardwick, Paige, Brash, and Williams. NAYS: None. Motion approved 6-0.

F. FY 26 Street Overlay & Reconstruction Project – Change Order – Dale Shipp was happy to share the completion of the Street Overlay & Reconstruction Project has been completed. The project completed approximately 7.75 miles of street improvements. Including full-depth reconstruction, mill and overlay work, and improvements at Maurice Roberts Park. There was an issue with the aggregate base being unsuitable subgrade that was wet and less stable than anticipated. The change order includes South Camden unsuitable material removal and replacement: $36,023.00, Mobilization of equipment back to the project site: $3,000.00, Maurice Roberts Park additional asphalt: $1,738.00, and Maurice Roberts additional milling: $410.38. The total change order is $41,171.38. The City also purchased four (4) rolls of geotextile fabric required for South Camden stabilization work for $1,363.00. During the operations, several value risers and manhole lids were damaged. After review of the damage, Emery Sapp and Sons agreed to take the $3,542.11 off the final pay application as reimbursement. The final contract amount including the change order and reduction is $1,431,449.89. Additionally, with the partnership with Special Roads District for the Valley Drive project, reimbursement of $42,837.00 has been received for their share. Motion for approval of the Change order with Emery Sapp & Sons in the amount of $41,171.38 and approval of the final pay application less the agreed-upon amount of $3,542.11 and to formally acknowledge completion and closeout of the FY2026 Street Overlay and Reconstruction Project was made by Councilor Guy and seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Kinnard, Paige, Brash, and Williams. NAYS: None. Motion approved 6-0.

G. Harps Donations – Fire & Police Departments, City Administrator Willim was pleased to inform the City Council that during the month of June, Harps Food Stores raised money for its Local Heroes Fundraisers for the benefit of the Richmond Fire and Police Departments. The Fire Department received $2,467 and would like to purchase two (2) Milwaukee battery-powered chainsaws, three (3) batteries, rescue hand tools, and a depth gauge for the two chainsaws. The Police Department received $1,385 and would like to purchase an additional Decatur Scout II radar gun. Motion to accept the donations received through Harps Local Heroes Fundraiser and approve a budget amendment to allocate the donated revenue and expenditures for the purchase of fire and police equipment as described above, in an amount not to exceed $3,852.00 was made by Councilor Paige and seconded by Councilor Kinnard. Roll Called: AYES: Paige, Kinnard, Hardwick, Guy, Brash, and Williams. NAYS: None. Motion approved 6-0.

H. RFP 11-2026 Award of Bid – Air Conditioners for VFD Station – Dale Shipp addressed the City Council regarding the award of bid for the Air Conditioners for VFD Station. The City solicited competitive bids for the purchase and installation of two (2) 36,00 BTU mini-split HVAC systems. One at the North Lift Station and one at the South Wastewater Treatment Plant Influent building. The two responsive bids were Clint Evans Heating, Cooling, Septic & Sewer: $15,620.00, and Alvin's Heating & Cooling: $17,546.50 (two proposals at $8,773.25 each). Staff recommends Clin Evans Heating, Cooling, Septic & Sewer. Funds for this project are available in 55-00-00-9020, with $18,000 for this project. Councilor Guy made the motion to approve the award of the bid to Clint Evans Heating, Cooling, Septic & Sewer in the amount of $15,620 for the purchase and installation of two (2) 36,000 BTU mini-split HVAC systems and authorize the City Administrator to execute all documents to complete the project. This was seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Kinnard, Paige, Brash, and Williams. NAYS: None. Motion approved 6-0

I. Purchase of Tax Properties - City Administrator Willim reminded the City Council of the City police #2020-03 *Acquiring Collector Deed Properties*. The City Council may authorize the City Administrator to purchase property from the post-3rd-year delinquent tax sale at the Ray County Courthouse. The Ray County Collector provided a list of properties that are available to the City for purchase at a cost of $25.00 plus recording fees. Staff recommends 10-09-31-02-015-005.000 -203 W Royle Street and 11-07-36-01-007-001.000 – 801 W Lexington. Councilor Guy made the motion to approve the City Administrator to purchase said properties. Councilor Paige seconded this motion. Roll Called: AYES: Guy, Paige, Hardwick, Kinnard, Brash, and Williams. NAYS: None. Motion approved 6-0.

J. Change Order No. 3 and Final Pay Application – VF Anderson – City Administrator Willim was pleased to share that the water main replacement project had been completed. The project replaced approximately 19,550 linear feet (3.7 miles) of aging water main throughout the City. This also includes the replacement of fire hydrants, valves, water service connections, and pavement restoration associated with the water main installation. The original contract was awarded in the amount of $2,889,143.00. Change Orders No. 1 and 2 increased the contract by $49,549.00, bringing the contract amount to $2,938,692.00. The final change order No. 3, in the amount of $29,304.50, reflects the final reconciliation of quantities installed during construction and modifications associated with Holly Lane water main tie-in. This brings the final contract amount to

$2,967,997.00. The final pay application No. 9 in the amount of $321,626.15, Olsson has reviewed and certified that the work was completed in accordance with the contract documents. City Council took a moment to recognize Public Works Director Dale Shipp and Public Works Superintendent Aaron Misenhelter for the time and effort they dedicated to this project. Along with all of the City's Public Works and Water Distribution employees. Motion to approve Finance change order No 3 in the amount of $29,30.50, approve Final Pay Application No. 9 to V.F. Anderson Bilders, LLC, in the amount of $321,626.15, formally accept the Water Main Replacement Project as complete, and authorize staff to close out the construction contract was made by Councilor Hardwick and seconded by Councilor Kinnard. Roll Called: AYES: Hardwick, Kinnard, Guy, Paige, Brash, and Williams. NAYS: None. Motion approved 6-0.

Adjourn Open/Enter Closed Session: A motion was made at 7:11 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Paige, Brash, Kinnard, and Williams. NAYS: None. Motion 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 Mission pertaining to individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment

Adjourn Closed Session/Enter Open: At 7:39 p.m. by Councilor Guy to adjourn closed session and entered open session. Councilor Hardwick seconded the motion. Roll Called: AYES: Guy, Hardwick, Kinnard, Paige, Williams, and Brash. NAYS: None. Motion Approved 6-0.

One Action Taken

ADJOURN: A motion was made at 7:39 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Kinnard, Paige, Williams, and Brash. NAYS: None. Motion approved 6-0.

Mayor Mike Wright

City Clerk, Saige Mason