

MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL
February 14, 2024

The Marceline City Council met in regular session on February 14, 2024, at 5:30 p.m. in the Council Chamber of Marceline City Hall, Mayor Sallie Buck presiding. Council members present were Josh Shoemaker, Brian Baker, Shelly Milford, and Gary Carlson (via phone). Staff attending: City Attorney Robert Cowherd, City Manager Richard Hoon, City Clerk Lindsay Krumpelman, Street Superintendent Adam Lichtenberg, Police Chief John Wright, Police Officer Amy Dunlap, and Water/Wastewater Superintendent Matt Gibson. Others present: Jennie Hoon, Dave Tavres, Tracey Lane, and Reporter Angie Hutschreider.

Mayor Sallie Buck led the assembly in the Pledge of Allegiance and called the meeting to order at 5:30 pm.

APPROVAL OF THE MINUTES, AND FINANCIAL REPORTS:

Councilman Baker moved to approve the minutes as presented. Councilwoman Milford seconded the motion. The motion carried. Councilman Baker moved to approve the financials as presented. Mayor Buck seconded the motion. The motion carried.

REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES:

City Clerk Update: City Clerk Krumpelman stated three (3) Request for Proposals were advertised for Insurance Broker Services, Mowing for Mt. Olivet Cemetery and Water / Sewer Line Repairs. She reported the last update from the recruiting firm showed there were 23 applicants for the City Manager position. City Clerk Krumpelman stated she and the City Manager are preparing for the transition when he retires. City Clerk Krumpelman reported she would be out most of the following day and would be gone to a MOCCFOA meeting on Friday. She stated the new copier was delivered earlier today. Mayor Buck reported she received a call from the MARCO representative stating he could have priced the City that brand of machine.

City Manager Update: Mayor Buck welcomed City Manager Hoon to his last meeting. City Manager Hoon welcomed his wife, Jennie Hoon, and wished her a Happy Valentine's Day. He stated this marked his 385th regular Council meeting and that does not include special meetings or committee meetings. City Manager Hoon read a prepared list that contained advice to the Council from his twenty plus years of experience in municipal government. City Manager Hoon stated the current City staff is the best staff he had the opportunity to work with and is very thankful for them. He stated it has been an honor and while it is the end of an era for him it is not for Marceline. He concluded by stating he will spend his final days next week turning over items to the Interim City Manager.

Council Update: Councilwoman Milford thanked City Manager Hoon for his service and what he taught her as a Council member. Councilman Baker echoed Councilwoman Milford's sentiments, stating he will miss City Manager Hoon's leadership and friendship. Councilman Shoemaker stated it was a privilege to work with City Manager Hoon and said the best compliment he could give him was he was leaving the City better than when he got it. Mayor Buck stated City Manager Hoon did an excellent job and will be missed. Mayor Buck presented City Manager Hoon with a retirement gift from the City. City Manager thanked the Mayor and the City.

APPOINTMENTS TO BOARDS AND COMMITTEES:

Airport Board: Mayor Buck stated John Moore's term on the airport is expiring and he has submitted an application to be re-appointed to fill a four (4) year term and no other applications were received. The Mayor appointed John Moore to a four (4) year term on the Airport Board.

CITIZENS PARTICIPATION: None.

UNFINISHED BUSINESS:

Moore Fans Expansion Project – Setback Variance Request – Bill No. 35-2403: City Manager Hoon informed the Council that Moore Fans is requesting a setback variance for their expansion project. He stated the required public hearing was held on Monday, February 5th after publication of the notice was made in the Linn County Leader on January 19, 2024, with letters sent to surrounding property owners. City Manager Hoon stated the Planning Commission recommends the Council approve Moore Fans' request. The Council discussed the topic. Councilwoman Milford moved that Bill No. 35-2403 authorizing a variance to the minimum setback requirements for One Moore, LLC (Moore Fans) expansion construction project and authorizing the City Manager to sign a building permit application be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2403 twice by title only. Councilwoman Milford moved that Bill No. 35-2403 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2403: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Shoemaker, and Mayor Buck – aye. This Bill is assigned Ordinance Number 35.2403.

Councilman Shoemaker inquired if the City and Moore Fans ever came to an agreement about the future maintenance of the new lift station associated with the expansion project. City Manager Hoon responded the City could ask, but the opportunity for that discussion was at the previous meeting during the easement discussion, so it may be too late now.

Position Creation – City Clerk / Assistant City Manager and Interim City Manager Appointment – Bill No. 24-02-003: Mayor Buck stated the Council wants to give the City Clerk more executive control and is creating a new position of City Clerk / Assistant City Manager and appointing current City Clerk Lindsay Krumpelman to the position. Mayor Buck stated, in addition current City Clerk Krumpelman will serve as Interim City Manager to be in effect from February 25, 2024, until 30 days following the appointment/start date of the new City Manager. City Manager Hoon stated this is a big deal and something many people work several years to get to; it's a very important position. Mayor Buck stated it is well deserved. Councilwoman Milford moved that Bill No. 24-02-003 creating the position of City Clerk / Assistant City Manager and appointing Lindsay Krumpelman to the position be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 24-02-003 twice by title only. Councilwoman Milford moved that Bill No. 24-02-003 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 24-02-003: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Shoemaker – aye and Mayor Buck – aye. This Bill is assigned Ordinance Number 24-02.03.

Mayor Buck recognized City Clerk Krumpelman for receiving the Missouri City Clerks and Finance Officers Association (MoCCFOA) Missouri Professional City Clerk (MPCC) certification. City Clerk Krumpelman thanked the Council for their support.

Bank Account Signatures: Mayor Buck stated with the retirement of City Manager Hoon, the bank account signatures needed to be changed to remove City Manager Richard Hoon. She inquired if the Council wanted to add a third individual at this time or leave it as the Mayor and City Clerk / Assistant City Manager as the authorized signers. The Council discussed the topic. Mayor Buck stated depending on the upcoming election and the selection of Mayor and Mayor Pro-Tem the signatures may need to be updated again in April and again when the new City Manager is appointed. Councilman Baker moved to change the authorized signers for the City of Marceline's bank accounts to Mayor Sallie Buck, City Clerk / Assistant City Manager Lindsay Krumpelman and Mayor Pro-Tem Josh Shoemaker and to remove City Manager Richard Hoon from all City of Marceline bank accounts effective February 26, 2024. Councilwoman Milford seconded the motion. The motion carried.

NEW BUSINESS:

Sewer Connections – Bill No. 24-02-004: City Manager Hoon stated there have been instances with contractors and property owners wanting to install new sewer service lines or make repairs thereof but wanting to tap directly into the nearest source for cost saving convenience, but that leads to increased expenses for the City in repairs and insurance claims. He stated there is nothing currently in the code prohibiting such actions. City Manager Hoon stated Bill No. 24-02-004 would not allow such connections and require backflow devices on both new construction or when there are repairs of an existing line. The Council discussed the topic. Councilwoman Milford moved that Bill No. 24-02-004 repealing Title VII, Chapter 700 Section 710.210 of the municipal code of ordinance in its entirety and enacting a new section 710.210 in lieu thereof relating to the connections of buildings and public sewer to meet the requirements of the City be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 24-02-004 twice by title only. Councilwoman Milford moved that Bill No. 24-02-004 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 24-02-004: Councilwoman Milford – aye, Councilman Baker – aye, Mayor Buck – aye, and Councilman Shoemaker – aye. This Bill is assigned Ordinance Number 24-02.04.

Taser Agreement – Bill No. 35-2404: Mayor Buck introduced the topic stating this is a budgeted item. Police Chief John Wright stated this is more of a need than a want. He reported the City's current tasers have not changed in several years and this would upgrade the City's tasers and provide each officer with their own taser. Police Chief Wright stated it is a five (5) year program that comes with a sizable liability policy, training and replacement of the tasers if they get lost, stolen, or broken. Councilwoman Milford moved that Bill No. 35-2404 authorizing the Mayor to execute an agreement between Axon Enterprises, Inc and the City of Marceline for the purchase of tasers and services be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2404 twice by title only. Councilwoman Milford moved that Bill No. 35-2404 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2404: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Shoemaker – aye, and Mayor Buck – aye. This Bill is assigned Ordinance Number 35.2404.

Records Retention – Destruction of Police Records: City Clerk Krumpelman presented the list of records requested to be destroyed by the Police Department based on the state retention schedule for those records. Police Chief Wright stated they are currently working on record retention at the police department, but there are records in another location that they will have sort through once the records at the police department are sorted. Councilman Baker moved to approve the destruction of the listed police records (attached). Councilwoman Milford seconded the motion. The motion carried.

2023 Legislative Code Update – Bill No. 24-02-005: City Clerk Krumpelman informed the Council, the company who the City contracts for their code codification, annually provides for a legislative code update based on the prior year's state legislative session to ensure the City's code doesn't conflict with state statute. She stated one item that was legislated by the State in 2023, but not included in the update is video service provider's fees as each City tends to handle those fees differently. City Clerk Krumpelman stated that legal counsel recommended our code to incorporate the new legislation which will be done through Bill No. 24-02-006. Councilwoman Milford moved that Bill No. 24-02-005 adopting and enacting a new code of ordinances of the City of Marceline, establishing the same; providing for the repeal of certain ordinances; providing for the manner of amending such code of ordinances; providing penalty for the violation thereof; and providing for when the ordinance shall become effective be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 24-02-005 twice by title only. Councilwoman Milford moved that Bill No. 24-02-005 be passed. Councilman Baker seconded the motion. The following roll call vote carried the

motion on passing Bill No. 24-02-005: Councilwoman Milford – aye, Councilman Baker – aye, Mayor Buck – aye, and Councilman Shoemaker – aye. This Bill is assigned Ordinance Number 24-02.05.

Amend Section 610.010 Video Service Provider – Bill No. 24-02-006: Mayor Buck introduced the topic. City Clerk explained the legislation decreases the fee the City can charge video service provides each year through 2027. Councilwoman Milford moved that Bill No. 24-02-006 amending Section 610.010 of Article I of Chapter 610 of the municipal code relating to video service provider fees be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 24-02-006 twice by title only. Councilwoman Milford moved that Bill No. 24-02-006 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 24-02-006: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Shoemaker – aye, and Mayor Buck – aye. This Bill is assigned Ordinance Number 24-02.06.

Budget Amendment (ARPA Allocation) – Bill No. 35-2405: City Clerk Krumpelman stated during the 2022-2023 fiscal year, the Council had assigned ARPA funds to be used toward general fund expenses, but not all of those funds were used. She reported there is currently \$70,643.81 (\$66,019.45 ARPA and \$4,624.36 interest) in the ARPA account that was not allocated during this budget year. City Clerk Krumpelman stated staff is requesting the Council amend the budget to allocate and re-assign the remaining ARPA funds and the majority of interest to one project, Street Repairs, under the federal funding budget line item for easier tracking instead over several separate General Fund expenses. After a brief discussion, Councilwoman Milford moved that Bill No. 35-2405 to amend the 2023-2024 fiscal year budget to allocate and assign funds to the City Council Department Federal Department funding item in the amount of \$70,000.00 and to utilize \$70,000.00 from the ARPA account be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2405 twice by title only. Councilwoman Milford moved that Bill No. 35-2405 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2405: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Shoemaker – aye, and Mayor Buck – aye. This Bill is assigned Ordinance Number 35.2405.

Budget Amendment (General Fund) – Bill No. 35-2406: City Clerk Krumpelman stated with the allocation of ARPA funds towards Street Repairs, staff is recommending the Council amend the General Fund budget by reallocating \$70,000.00 from the Street Department’s Street Repairs budget item with \$24,500.00 to be allocated to Contractual Services under Administration for the cost of the Executive Services Recruiter firm fees and \$45,500.00 to the City Council Travel, Meetings and Dues budget item to cover the unknown costs for travel for candidate interviews and potential moving costs for the selected candidate. The Council discussed the topic, with Councilman Shoemaker expressing concern with not allocating some of those funds directly to a project. City Clerk Krumpelman stated once travel/moving costs are known the remainder of the \$45,500.00 may be reallocated to another project. Councilman Baker moved that Bill No. 35-2406 to amend the 2023-2024 fiscal year budget to reallocate funds in the General Fund in the amount of \$70,000.00 be read twice by title only. Councilwoman Milford seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2406 twice by title only. Councilwoman Milford moved that Bill No. 35-2406 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2406: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Shoemaker – aye, and Mayor Buck – aye. This Bill is assigned Ordinance Number 35.2406.

Tyler Technologies – Payment Options – Bill No. 35-2407: City Clerk Krumpelman informed the Council that city staff attended a virtual meeting with the City’s software contractor, Tyler Technologies. Tyler Technologies presented additional payment options the City can offer its residents, including an 800-phone number, mobile app and pay by text. City Clerk Krumpelman according to the presenter these additional options are not an additional cost beyond the already established fees for online and credit card

transactions. Councilwoman Milford moved that Bill No. 35-2407 authorizing the execution of an agreement between Tyler Technologies and the City of Marceline for the purpose of additional payment options be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2407 twice by title only. Councilwoman Milford moved that Bill No. 35-2407 be passed. Councilman Baker seconded the motion. The following roll call vote carried the motion on passing Bill No. 35-2407: Councilwoman Milford – aye, Councilman Baker – aye, Mayor Buck – aye, and Councilman Shoemaker – aye. This Bill is assigned Ordinance Number 35.2407.

At 6:30 pm, Councilman Baker moved to adjourn to Executive Session pursuant to RSMo 610.021 Paragraph (2) Real Estate and Paragraph (12) Contractual. Councilwoman Milford seconded the motion. The following roll call vote carried the motion: Councilman Baker – aye, Councilwoman Milford – aye, Councilman Shoemaker – aye, and Mayor Buck – aye.

Upon returning from Executive Session at 6:45pm, the Council continued the Council Update agenda item and briefly discussed Chariton Valley’s upcoming Smart Rural Community presentation, the new lift station required for the Moore Fan expansion project and the Chamber desire to advertise the pool during their marketing campaign. No action was taken during this time.

At 6:52 pm Councilman Baker moved to adjourn the meeting. Councilwoman Milford seconded the motion. The motion carried. The meeting adjourned at 6:52 pm.

Recorded by City Clerk Lindsay Krumpelman.
Approved by Marceline City Council on March 14, 2024