

MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL
March 15, 2022

The Marceline City Council met in regular session on March 15, 2022, at 5:30 p.m. in the Council Chamber of Marceline City Hall, Mayor Jeri Holt presiding. Council members present were Sallie Buck, Lacey Meissen, Gary Carlson and Tracy Carlson. Staff attending: City Attorney Robert Cowherd, City Manager Richard Hoon, City Clerk Lindsay Krumpelman, Electric Superintendent Charlie Harrington, and Police Officer Ben Essig. Others Present: Richard Switzer (IDA Ex. Dir), Toni Sportsman (DM Ex. Dir.), Toni Scott, Dave Tavres, Dean Miller, and Angie Talken, Reporter.

Mayor Jeri Holt 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:

Councilwoman Buck moved to approve the minutes. Councilwoman Meissen seconded the motion. The motion carried unanimously. Councilman G. Carlson requested a summary sheet be added to the financials. Councilman G. Carlson moved to approve the financials and Councilwoman Meissen seconded the motion. The motion carried unanimously.

REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES:

Organizational Updates: Downtown Marceline Executive Director (DM Ex. Dir.) Toni Sportsman provided an update on the annual Wine & Art Stroll, stating the date is set for Saturday, August 27th. She stated that there is a new renter coming into the Zurcher building and it would be a boutique. She reported they were offering it to them for the utilities only for the first six (6) months and the upper floor is going to be turned into an Air BnB. Councilwoman Buck inquired if DM would need to go into debt for the Air BnB renovation. DM Ex. Dir. Sportsman responded they will, but the loan on the Zurcher Building wall repair is paid off. DM Ex. Dir. Sportsman reported the Design Committee is working on a QR Code for journey sites, the effort is being led by Dan Courtney and Dave Tavres. She concluded stating on April 1st she will be attending a Missouri Mainstreet Connection training on funding downtowns.

NEW BUSINESS (Council moved up this item out of respect for the time of presenters):

Downtown Marceline Music Festival: Toni Scott stated she wants to do a Music Festival in Marceline similar to the one in Brookfield. She stated she wants to do it in conjunction with another event to increase the possible attendance and tentatively wants to plan it for Homecoming / Alumni Weekend. Toni Scott reported she pulled budget numbers from the Brookfield Chamber's event and the entertainment budget numbers from Anthony Billups and his agents. DM Ex. Dir. Toni Sportsman brought up concerns with the road closures needed. City Manager Hoon stated the closures should not be an issue, but they may want to consider having more than one entry point. Toni Scott responded the event in Brookfield only has one entry point. Councilman G. Carlson inquired if the school and Alumni Association has been brought into the discussion since DM wants to do the event the same weekend as theirs. DM Ex. Dir. Toni Sportsman responded they have not yet but need and plan to. There was discussion on the event. Council provided a consensus to move forward as long as the school and the Alumni Association gives their okay.

REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES CONTINUED:

Organizational Updates Continued: Mayor Holt welcomed new IDA Ex. Director (IDA Ex. Dir) Richard Switzer. IDA Ex. Dir. Switzer stated Marceline is a great place to raise a family. He stated his first day on the job was at the Great Northwest Days (GNWD) in Jefferson City. IDA Ex. Dir. Switzer stated GNWD was a great opportunity and made good contacts at the event. He provided an update on the Coffee Tree which plans to open mid-May. He stated the Governor called about the Coffee Tree and will be invited to attend the Ribbon Cutting. IDA Ex. Dir. Switzer stated the IDA's Business Improvement Grant application period is currently open, with the applications due back on April 2nd. He stated that last year's Grant program created \$48,000.00 in improvements. IDA Ex. Dir. Switzer stated the Missouri Department of Economic Development (MO DED) received ARPA funds and is looking at six (6) areas to create grant programs with those funds. He stated he and City Manager Hoon have both worked on the information sheet to assist with developing parameters. IDA Ex. Dir. Switzer stated his second board meeting is the next day.

City Clerk Update: City Clerk Krumpelman reported the Auditors were on site at the beginning of the month but will be returning to finish their on-site work in the future. She stated she is not expecting to have the audit report back in time for the April 30th deadline to submit financials to the MO State Auditor, so she will send over the financial statement and balance sheet as she has in the past and submit the audit report when it is complete. She stated she will be attending an ARPA reporting webinar on Monday as the City's report is due at the end of April. City Clerk Krumpelman reported she is currently attending the MOCCOFA Master Academies and Spring Institute, and the sessions are very informative, and she will be returning following the meeting. City Clerk Krumpelman stated she will be working on grants and preparing for the upcoming Sales Tax Ballot issue town hall meetings.

City Manager Update: City Manager Hoon informed the Council two dilapidated houses have come down, one at 213 W Curtis, the other at 303 W Howell. He stated both properties were removed by the landowners. City Manager Hoon reported he has received and approved the street closures for the Car Show on May 7th and the Train Show on May 7th and 8th. City Manager Hoon stated he filled out the information sheets for the MO DED stating potential uses could be for sirens, sewer projects, gazebo, Industrial Park infrastructure, although the sheets are not setting obligations, just to assist MO DED to set their parameters. City Manager Hoon stated he was temporarily assigned the GHRPC and TAC boards, however he cannot be a member as he is a City Official. He informed the Council that Linn County Commissioner Josh Muck is going to recommend appointing Richard Switzer if he is willing to serve. IDA Ex. Dir. Switzer responded he would. City Manager Hoon responded he will forward his contact information to County Commissioner Muck. City Manager Hoon informed the Council that the Cleveland and Enterprise Generators are having issues. The Cleveland Generators appears to have an oil pump issue, while the Enterprise is experiencing an electrical issue. He stated they are being worked on, but it comes with an expensive price tag. City Manager Hoon concluded stating that the compliance testing is scheduled for April and if the generators are not running, they cannot run for five (5) years and the City will have to pay the MISO capacity charges.

Council Update: Councilman T. Carlson stated the Attorney General office is offering Sunshine Law training. Councilwoman Meissen stated she is glad MODOT is filling the potholes. Councilwoman Buck stated she is happy to be here. Mayor Holt reported the first responders did an excellent job responding to a recent call concerning a non-responsive child who is now in stable condition.

CITIZENS PARTICIPATION: None

BOARD APPOINTMENTS:

Recreation and Park Board: Mayor Holt reported Katie Ramirez has resigned from her position on the Recreation and Park Board and Sara Teeter has applied to fill the unexpired term. Mayor Holt appointed Sara Teeter to the Recreation and Park Board to fill the unexpired term set to expire on May 31, 2022.

UNFINISHED BUSINESS:

Purchasing Policy – Bill No. 22-03-001: City Manager Hoon stated staff recommended changes to the purchasing policy were brought to the Council for their consideration at the last meeting. At that time the Council provided a consensus to move forward with the recommendations. He noted legal counsel made a few recommended changes as well, including moving one section out of the Purchasing Policy to another Chapter of the Municipal Code as it does not really belong in the Purchasing Policy. City Manager Hoon stated that will be addressed further down the agenda. There was discussion on the purchasing policy changes. Councilwoman Buck moved that Bill No. 22-03-001 repealing and replacing Chapter 125 Purchasing Policy of the Municipal Code be read twice by title only. Councilwoman Meissen seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 22-03-001 twice by title only. Councilwoman Buck moved that Bill No. 22-03-001 be passed. Councilwoman Meissen seconded the motion. The following roll call vote carried the motion: Councilwoman Buck – aye, Councilwoman Meissen – aye, Mayor Holt – aye, Councilman G. Carlson, and Councilman T. Carlson. This Bill was assigned Ordinance Number 22-03.01.

MOSWIN Radios: City Manager Hoon stated the bids are the latest refresh. He stated depending on the Council's decision, he does have three (3) letters to be signed. Councilman T. Carlson stated the MOSWIN radios are a good thing. Mayor Holt reiterated that every agency around us has this system. Councilwoman Meissen moved to accept the bid and approve the purchase of the MOSWIN radio/system in the amount of \$135,107.81 utilizing the ARPA funds for the purchase. Councilwoman Buck seconded the motion. The motion carried unanimously.

NEW BUSINESS:

Electric Budget Amendment (Fuel) Bill No. 35-2206: City Manager Hoon stated due to the state of world events currently and the quickly rising costs of fuel, he decided it would be in the City's best interest to fill the fuel tank at the Electric Plant, so the City has fuel on hand for generation purposes under the Emergency Exemption provision. He stated he spoke to the Mayor and Mayor Pro-Tem in advance of approving the 7,123-gallon purchase. He stated the cost was \$27,155.02, but there was only \$3,000.00 budgeted so a budget amendment is being presented to allocate funds from the generator account to make up the difference. Councilman G. Carlson inquired how long the fuel purchased would last. City Manager Hoon stated if all four (4) engines are running it will last less than 24 hours. Councilwoman Meissen moved that Bill No. 35-2206 amending the FY 2021-2022 budget to utilize \$24,155.02 from the Electric Generator Account for the purchase of fuel oil for generation and increasing the electric fuel oil for generation line item by the same be read twice by title only. Councilwoman Buck seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2206 twice by title only. Councilwoman Meissen moved that Bill No. 35-2206 be passed. Councilwoman Buck seconded the motion. The following roll call vote carried the motion: Councilwoman Meissen – aye, Councilwoman Buck – aye, Councilman T. Carlson – aye, Councilman G. Carlson and Mayor Holt. This Bill was assigned Ordinance Number 35.2205.

Declaration of Surplus – Boat with Trailer – Bill No. 35-2207: City Manager Hoon stated the City purchased the boat and trailer several years ago for \$400.00 and it has leaks and not useful to the City any longer. He is recommending the Council approve Bill No. 35-2207 to declare it as surplus and sell it. After a brief discussion, Councilwoman Meissen moved that Bill No. 35-2207 declaring a utility boat (excluding motor) and trailer as surplus and authorizing the sale there of and for the City Manager to sign the documents of sale be read twice by title only. Councilwoman Buck seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2207 twice by title only. Councilwoman Meissen moved that Bill No. 35-2207 be passed. Councilwoman Buck seconded the motion. The following roll call vote carried the motion: Councilwoman Meissen – aye, Councilwoman Buck – aye, Councilman G. Carlson – aye, Mayor Holt, and Councilman G. Carlson. This Bill was assigned Ordinance Number 35.2206.

Natural Gas Agreement (Pool) – Bill No. 35-2208: City Manager Hoon stated they went into a contract with Pro Energy Solutions three (3) years ago for bulk gas. He stated they are currently getting out of the service and if the City does not do the same with another similar company and lets Liberty Gas provide the service and the gas the City is looking at an average bill of \$6,000.00 per month which is higher than what the City has paid up to this point. City Manager Hoon stated the City's representative with Pro Energy Solutions has formed his own company and is acting as a broker for the City and has recommended the City move forward with BlueMark Energy as their wholesale marketer of Natural Gas. City Manager Hoon stated the Contract is for May 1, 2022, until April 30, 2023, and automatically renews unless terminated by either party with 30 days notice. The Council discussed the topic. Councilwoman Meissen moved that Bill No. 35-2208 authorizing the Mayor to enter into a Natural Gas Sales Agreement between the City of Marceline and BlueMark Energy, LLC for the large volume purchase of Natural Gas for the Marceline Municipal Swimming Pool be read twice by title only. Councilman T. Carlson seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2208 twice by title only. Councilwoman Meissen moved that Bill No. 35-2208 be passed. Councilman T. Carlson seconded the motion. The following roll call vote carried the motion: Councilwoman Meissen – aye, Councilman T. Carlson – aye, Mayor Holt – aye, Councilman G. Carlson, and Councilwoman Buck – aye. This Bill was assigned Ordinance Number 35.2207.

City Hall Façade Bids – Bill No. 35-2209: City Manger Hoon stated the City sent out a request for bids for renovation for the front of City Hall. He stated this this project was budgeted in the FY 2021-2022. He reported

that only one bid was received and that was from STAAT Inc for \$32,936.00 plus an additional \$9,890.00 if the Council wishes for the work to include the removal of the City Hall sign and installation of new plaster coating and trim. Mayor Holt inquired on what was budgeted for the project. City Clerk Krumpelman stated \$45,000.00 is budgeted for Repairs and Maintenance of City Hall, but that \$40,000.00 of that is specifically for the façade repair. Dean Miller inquired if the same people who bid were the same ones who did the work on the Zurcher Building. City Manager Hoon responded they were. Dean Miller stated he believed the Council should rethink approving the bid and stated his reasons for that opinion. City Manager Hoon stated they were the sole bidder on the project. The Council discussed the topic. Councilwoman Buck moved to approve the bid, including the option from STAAT, Inc, and that Bill No. 35-2209 authorizing the Mayor to enter into a City Hall Façade Repair / Improvement Agreement between the City of Marceline and STAAT, Inc., providing for terms and conditions be read twice by title only. Councilwoman Meissen seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2209 twice by title only. Councilwoman Buck moved that Bill No. 35-2209 be passed. Councilwoman Meissen seconded the motion. The following roll call vote carried the motion: Councilwoman Buck – aye, Councilwoman Meissen – aye, Councilman T. Carlson – aye, Councilman G. Carlson, and Mayor Holt. This Bill was assigned Ordinance Number 35.2208.

Amend Chapter 160 City Policies – Bill No. 22-03-002: City Clerk Krumpelman stated during the revision process of the Purchasing Policy, the City Attorney recommended moving the Safety Training Requirements Section from Chapter 125 to Chapter 160 City Policies. City Manager stated is not changing the content, just the location of the Section. Councilwoman Meissen that Bill No. 22-03-002 amending Chapter 160 of the Municipal Code by Adding Article III for the purpose of adding Contract Policies which the Safety Training Requirements will be placed be read twice by title only. Councilwoman Buck seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 22-03-002 twice by title only. Councilwoman Meissen moved that Bill No. 22-03-002 be passed. Councilwoman Buck seconded the motion. The following roll call vote carried the motion: Councilwoman Meissen – aye, Councilwoman Buck – aye, Mayor Holt – aye, Councilman G. Carlson, and Councilman T. Carlson. This Bill was assigned Ordinance Number 22-03.02.

Health / Dental / Life Insurance: City Clerk Krumpelman informed the Council that the City’s Insurance Broker, Jason Weydert of Weydert Insurance is recommending the City renew their current plans for health, dental and life insurance at the 3.9% renewal rate. She stated that the initial renewal rate the previous year was 5.45%. After a brief discussion, Councilwoman Meissen moved to accept Jason Weydert’s recommendation to approve the renewal of the City’s current health, dental and life insurance plans. Councilwoman Buck seconded the motion. The motion carried.

At 6:47 pm Councilwoman Buck moved to adjourn to Executive Session pursuant to RSMo 610.021 Paragraph (12) Contracts and to include Electric Superintendent Charlie Harrington in the meeting. Councilwoman Meissen seconded the motion. The following roll call vote carried the motion: Councilwoman Buck – aye, Councilwoman Meissen – aye, Councilman G. Carlson – aye, Councilman T. Carlson – aye, and Mayor Holt – aye.

With no further business, Councilwoman Buck moved to adjourn. Councilwoman Meissen seconded the motion. The motion carried. The meeting adjourned at 7:15pm.

Recorded by City Clerk Lindsay Krumpelman.
Approved by Marceline City Council on April 19, 2022