

MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL
May 11, 2023

The Marceline City Council met in regular session on May 11, 2023, at 5:30 p.m. in the Council Chamber of Marceline City Hall, Mayor Sallie Buck presiding. Council members present were Gary Carlson, Brian Baker, and Shelly Milford. Councilman Josh Shoemaker was absent. Staff attending: City Attorney Robert Cowherd, City Manager Richard Hoon, City Clerk Lindsay Krumpelman, Street Superintendent Adam Lichtenberg, Officer Christopher Murray and Police Chief Robert Donelson. Others Present Dave Tavres, Kaye Malins, and James Jenkins (Boogie).

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

PRESENTATION:

Kaye Malins with the Walt Disney Hometown Museum presented on “The Wonder of Marceline” event. She stated it started when Citizen Watches wanted to donate a replica clock to the museum that matches one at Walt Disney Land and has grown considerably larger. She went over the schedule of the event and the layout of the event site at Ripley Park.

UNFINISHED BUSINESS:

Revised Street Closure Request – The Wonder of Marceline Event: City Manager Hoon stated a street closure for the June 3, 2023 event was originally approved in March. He stated since that time, the event has grown exponentially and they want to expand the closures from the original request. City Manager Hoon stated the revised closure will include the road alongside the museum from Santa Fe Ave to California Ave, California Ave from the Museum to Main Street USA, Main Street USA from California Ave to Ritchie Ave, and ½ of Ritchie Ave from Main Street USA to the Community Center, allowing for traffic to the Post Office. City Manager Hoon requested the Council allow him to make additional changes to street closure for the event if needed. The Council discussed the topic with Kaye Malins and the City Manager. Mayor Buck moved to amend the Street Closure as stated and to allow the City Manager to adjust the closures as necessary for the June 3rd event. Councilman Carlson seconded the motion. The motion carried

Temporary Caterer’s Permit Request(s) – The Wonder of Marceline Event: City Clerk explained she has received two (2) applications for Temporary Caterer’s Permits for The Wonder of Marceline Event and one (1) of the organizers expected another applicant, UnWined, want to submit an application. City Clerk Krumpelman stated the applicants would be set up at the Museum, the Knights of Columbus Hall, and Ivy Plaza. The Council discussed the topic. Mayor Buck moved to approve all three (3) applicants, with the UnWined application contingent of completing the required paperwork. Councilman Carlson seconded the motion. The motion carried.

Kaye Malins stated there is a private evening event at her farm and is a paid event. She provided more details on the paid evening event and daytime activities of the June 3rd event.

REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES:

City Clerk Update: City Clerk Krumpelman reported there will be a ribbon cutting at the New Reservoir on May 31, 2023 at 10:30 am for the improvements made with the Missouri Department of Conservation Community Assistance Program grant project. She informed the Council the Contractor selected for the LWCF Grant – Ripley Park project requested the agreement be signed before value-engineering the project. She stated value-engineering language was added to the agreement and is a topic further down on the agenda. City Clerk Krumpelman stated she sent out the liquor license renewal notifications out, completed the ARPA annual report

and submitted the system generated FY21-22 financial statements to the State Auditors office before the April 30th deadline. City Clerk Krumpelman reported the Auditors were on site today and will be there tomorrow and once they have completed their audit she will submit that to the State Auditor's office to take the place of the previously submitted system generated FY21-22 financials statement. City Clerk Krumpelman reported the semi-annual financial report is completed and was posted on the website and sent to the Linn Count Leader for publication as required by state statute. City Clerk Krumpelman concluded her report stating she will be hosting a Central Division City Clerks meeting on May 19th.

City Manager Update: City Manager Hoon reported there is an electrical issue at the pool. He said a few years ago there was a repair made and water has damaged it. He stated they have completed a temporary repair to keep the dome inflated for the next few days and will go back to complete the repair after the dome is down. City Manager Hoon stated JD Contracting has submitted their certificate of insurance, and they will be issued their 50% payment for materials. They should begin work within 30 days of receiving the payment. City Manager Hoon stated he spoke to RTS concerning the recycling trailer situation. He informed the Council RTS does not believe a second trailer will solve the issue, but they will begin checking the trailer on Tuesdays to see if it needs to be emptied on Tuesday in addition to Friday. City Manager stated they acquired a new speed trailer and he can see it working already. Mayor Buck inquired how does it say slow down. Police Chief Donelson explained the programming of the trailer. City Manager Hoon commended Street Superintendent Adam Lichtenberg and Recreation and Parks Director Josh Hawkins on the condition of the parks. He thanked Margaret Epperson and the Switzers for their volunteer work planting the flowers in Ripley Park. City Manager Hoon stated he has done research concerning a City Flag but needs to know the intent of how it will be used as that would dictate type and costs. Councilman Baker stated it was not his to increase city expenses and he was picturing it be used during special events downtown. Street Superintendent Lichtenberg stated the banners that are placed on the light poles are starting to wear and that maybe banners with the city emblem could be done to replace the current banners.

Council Update: Mayor Buck informed those present she celebrated 50 years with Walsworth the day prior. She read the thank you letter the City received for their contribution to the Marceline SADD After Prom.

APPOINTMENTS TO BOARDS AND COMMITTEES:

Library Board: Mayor Buck appointed Beth Teeter and Amy Sportsman to three (3) year terms on the Library Board and reappointed Linda Munson to a (3) year term on the Library Board.

Planning Commission: Mayor Buck appointed Andrew Welsh to the four (4) year term on the Planning Commission. Jeko Markov was appointed to fill the unexpired term of two (2) years on the Planning Commission.

Housing Authority: Linda Munson was reappointed to serve a four (4) year term on the Housing Authority Board by Mayor Buck.

Cemetery Board: Mayor Buck reappointed Lynn Dorrell and Mary Chrisman to three (3) year terms on the Cemetery Board.

Historic Preservation Board: Terri Pavlovich-Hoover was reappointed to serve a three (3) year term on the Historic Preservation Board by the Mayor. Mayor Buck appointed Lori Cavanah to a three (3) year term on the Historic Preservation Board. There remains one (1) open three (3) year term seat vacant.

Recreation and Park Board: City Clerk Lindsay Krumpelman explained there are two (2) vacant seats, each for three (3) year terms on the Recreation and Park Board. The City has received five (5) applications, one (1) from a current board member and four (4) new applicants. Mayor Buck opened the discussion. She informed the Council she received two (2) letters from current Recreation and Park Board members that expressed concerns of the appointments. She offered the letters to the Council to read if they wished. The Council discussed all five (5) applicants. Mayor Buck stated she would like to appoint Amanda Engelhard and Shaunna Stallo to serve three (3) year terms on the Recreation and Park Board.

After a brief discussion, Councilman Baker moved to confirm the Mayor's board appointments. Councilman Carlson seconded the motion. The motion carried.

CITIZENS PARTICIPATION: None.

UNFINISHED BUSINESS:

Cemetery Groundskeeping Amendment – Bill No. 23-05-005: City Manager Hoon stated after the April meeting he realized the approved ordinance had contradicting parts. He stated Bill No. 23-05-005 repeals and replaces the previously approved ordinance and is in a simplified format. The Council discussed the topic. Councilman Baker noted that in Section 135.125 para B (2) "Shepperd's" is misspelled and should be "Shepard's". Councilman Baker moved that Bill No. 23-05-005 repealing and replacing Ordinance 23-04.04 be read twice by title only with correction made in Section 125 para B (2). Councilwoman Milford seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 23-05-005 twice by title only. Councilman Baker moved that Bill No. 23-05-005 be passed. Councilwoman Milford seconded the motion. The following roll call vote carried motion: Councilman Baker – aye, Councilwoman Milford – aye, Councilman Carlson – aye, and Mayor Buck – aye. This Bill was assigned Ordinance Number 23-05.05.

Councilman Carlson inquired how this would be communicated to the public. City Manager Hoon stated he would do a Residential Notification and would be taking a slow start approach.

NEW BUSINESS:

Liquor License Request: City Manager Clerk Krumpelman stated she has received an application from Marceline Pizza Company for a "By the Drink on Sundays" license. She stated if approved the license would have a prorated fee of \$32.00. She stated their current licenses is a "Malt Liquor (Beer) and Light Wines By the Drink" license and if approved, they would only be available to sell the drinks approved on that license on Sundays. The Council briefly discussed the topic. Councilwoman Milford moved to approve the "By the Drink on Sundays" license for the Marceline Pizza Company. Councilman Baker seconded the motion. The motion carried.

2023 Street Program Bids – Overlay Agreement – Bill No. 35-2313: City Manager Hoon stated bids were solicited for the 2023 Street Program to include bituminous overlay (asphalt) and materials. He went over the bids received. He stated he will put out residential notifications the week prior to the start of work, if possible. Street Superintendent Adam Lichtenberg stated the City is recommending the Council approve the low bidder for each category. The low bidders for each category are as follows:

1. Bituminous Pavement Street Overlay (Asphalt) – Emery Sapp & Sons, Inc - \$139.00 per ton laid, \$198,273.00 base bid and \$6.00 per square yard for cold milling
2. Oil – Vance Brothers - \$2.75 per gallon of CRS-2P with \$0.11 / gallon for freight outbound
3. Haydite Trucking – Leo O'Laughlin Inc - \$89.80 per cubic yard
4. Rock – Skyline Materials - \$22.49 per ton of 1" Clean Rock and \$19.99 per ton of 1" Base Rock
5. Concrete – Leo O'Laughlin - \$152.00 per yard of 4,000 PSI and \$159.00 per yard for 5,000 PSI

Street Superintendent Lichtenberg went over the breakdown of the possible streets to receive asphalt overlay depending on budget. Mayor Buck inquired when the work would take place. The Street Superintendent responded it would be June or July. There was discussion on the topic. Councilman Baker moved to approve the low bidder for each of the Street 2023 Program categories. Councilwoman Milford seconded the motion. The motion carried.

Councilman Baker moved Bill No. 35-2313 to authorize the execution of an agreement for bituminous pavement street overlay between the City of Marceline, Missouri and Emery Sapp and Sons Inc be read twice by title only. Councilwoman Milford seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2313 twice by title only. Councilman Baker moved that Bill No. 35-2313 be passed. Councilwoman Milford

seconded the motion. The following roll call vote carried motion: Councilman Baker – aye, Councilwoman Milford – aye, Mayor Buck – aye, and Councilman Carlson – aye. This Bill was assigned Ordinance Number 35.2312.

Surplus Property – Bill No. 35-2314: Mayor Buck introduced the topic stating they have a Bill to declare city owned property as surplus. City Manager Hoon stated the Poleboss wire tensioner was purchased approximately 10 years ago and to Electric staff knowledge was never used due to not having other equipment needed to utilize it. City Manager Hoon stated staff would like to surplus the equipment to get it out of their way. There was discussion on the topic. Councilwoman Milford moved Bill No. 35-2314 to declare identified city-owned capital equipment items as surplus property; authorizing the sale thereof; and authorizing the City Manager to sign documents of sale be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2314 twice by title only. Councilwoman Milford moved that Bill No. 35-2314 be passed. Councilman Baker seconded the motion. The following roll call vote carried motion: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Carlson – aye, and Mayor Buck – aye. This Bill was assigned Ordinance Number 35.2313.

Police Vehicle Replacement / Budget Amendment – Bill No. 35-2315 and Bill No. 35-2316: City Manager Hoon stated this topic is multi-purpose. He stated staff is requesting to use public safety tax to purchase a vehicle from the Highway Patrol and to amend the budget to allocate funds for the purchase of the vehicle and to recognize the insurance claim proceeds from the totaled vehicle (Charger). Police Chief Donelson informed the Council the second vehicle (Tahoe) is having mechanical issues. The City Manager stated staff was going to request to replace the Charger in the FY 23-24 budget but it was involved in an accident, totaling the vehicle. The Council discussed the purchase, with Police Chief Donelson explaining they are reusing as much equipment from the totaled vehicle as possible. Councilwoman Milford moved that Bill No. 35-2315 authorizing the expenditure of funds from the public safety tax not to exceed \$25,000.00 for the purchase of a pre-owned police pursuit vehicle and related required equipment and authorizing the City Manager to sign all sale documents relating to said purchase be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2315 twice by title only. Councilwoman Milford moved that Bill No. 35-2315 be passed. Councilman Baker seconded the motion. The following roll call vote carried motion: Councilwoman Milford – aye, Councilman Baker – aye, Mayor Buck – aye, and Councilman Carlson – aye. This Bill was assigned Ordinance Number 35.2314.

Councilwoman Milford moved that Bill No. 35-2316 amending the FY 22-23 budget to recognize \$11,931.50 to be received from an insurance settlement by increasing the General Fund Miscellaneous Income by \$11,931.50 and increasing the Police Department Capital Expenditures line item by the same and to allocate \$25,000.00 to the Police Department Public Safety Project Expense Line Item be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2316 twice by title only. Councilwoman Milford moved that Bill No. 35-2316 be passed. Councilman Baker seconded the motion. The following roll call vote carried motion: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Carlson – aye, and Mayor Buck – aye. This Bill was assigned Ordinance Number 35.2315.

IT Maintenance Agreement – Bill No. 35-2317: City Manager Hoon reported that Chris Rollison has expressed interest in backing away from providing IT services to the City and that the CoffeeTree Group is able to fill that role at a rate of \$40.00 per hour as we use them. The Council discussed the topic. Councilman Baker moved that Bill No. 35-2317 authorizing the City Manager to execute a network support and maintenance services agreement with the CoffeeTree Group, Inc., for the purposes of being the City's IT network support and maintenance service provider be read twice by title only. Councilwoman Milford seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2317 twice by title only. Councilman Baker moved that Bill No. 35-2317 be passed. Councilwoman Milford seconded the motion. The following roll call vote carried motion: Councilman Baker – aye, Councilwoman Milford – aye, Mayor Buck – aye, and Councilman Carlson – aye. This Bill was assigned Ordinance Number 35.2316.

Municipal Code Legislative Update – Bill No. 23-05-006: City Clerk Krumpelman informed the Council they have received the code update from General Code for changes made during the Missouri State 2022 legislative session that affect the City’s Municipal Code. She stated it does include the provision concerning the closure of utility billing records the Council elected to leave open when discussed during the Fall of 2022. She stated General Code stated the City needs to mark that provision out on the table of changes and mark out the code section itself once we have the paperwork and they will update and send out the supplement pages for our code books. She stated she has done that in Bill No. 23-05-006 already. After a brief discussion, Councilman Baker moved that Bill No. 23-05-006 to adopt and enact a new code of ordinances of the City of Marceline, establishing the same, to provide for the repeal of certain ordinances not included therein, except as herein expressly provided, to provide for the manner of amending such code of ordinances, penalty for the violation thereof and when this ordinance shall become effective be read twice by title only. Councilwoman Milford seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 23-05-006 twice by title only. Councilman Baker moved that Bill No. 23-05-006 be passed. Councilwoman Milford seconded the motion. The following roll call vote carried motion: Councilman Baker – aye, Councilwoman Milford – aye, Councilman Carlson – aye, and Mayor Buck – aye. This Bill was assigned Ordinance Number 23-05.06.

LWCF Grant – Ripley Park Multi-Purpose Facility Construction Agreement – Bill No. 35-2318: City Clerk Krumpelman informed the Council that the selected contractor for the project requested the construction agreement be signed before moving forward with value-engineering. She stated City Attorney Robert Cowherd provided language concerning value-engineering to be added to the agreement. She stated that language was added to the agreement with approval from the City Attorney, State Grant Representative, Contractor and Engineer once it was modified to state the Contractor will submit value-engineering proposals to reduce the project cost by at least \$80,000.00. This is less than the \$120,000.00 goal, but a number the Contractor believes they can reach. City Clerk Krumpelman stated Article 2 of the agreement was modified to make the time completion of the project to be 80 days from the Notice to Proceed instead of the date of the contract since construction is not set to begin until after the 4th of July Celebration. City Clerk Krumpelman stated any adjustments of the project through value-engineering will be done through a change order. After a brief discussion, Councilwoman Milford moved that Bill No. 35-2318 authorizing the execution of a construction agreement for the construction of the multi-purpose public service building in Ripley Park between the City and S&A Equipment and Builders, Inc. be read twice by title only. Councilman Baker seconded the motion. The motion carried. City Clerk Krumpelman read Bill No. 35-2318 twice by title only. Councilwoman Milford moved that Bill No. 35-2318 be passed. Councilman Baker seconded the motion. The following roll call vote carried motion: Councilwoman Milford – aye, Councilman Baker – aye, Mayor Buck – aye, and Councilman Carlson – aye. This Bill was assigned Ordinance Number 35.2317.

At 7:13 pm, Councilman Baker moved to adjourn to Executive Session pursuant to RSMo 610.021 Paragraph (2) Real Estate and Paragraph (12) Contracts and to include guest Adam Lichtenberg. Councilwoman Milford seconded the motion. The following roll call vote carried the motion: Councilman Baker – aye, Councilwoman Milford – aye, Councilman Carlson – aye, and Mayor Buck – aye.

Upon returning from Executive Session, with no further business Councilman Baker moved to adjourn the meeting. Councilwoman Milford seconded the motion. The motion carried. The meeting adjourned at 7:31 pm.

Recorded by City Clerk Lindsay Krumpelman.
Approved by Marceline City Council on June 14, 2023