

MINUTES OF A REGULAR MEETING OF THE MARCELINE CITY COUNCIL  
July 12, 2023

The Marceline City Council met in regular session on July 12, 2023, at 5:30 p.m. in the Council Chamber of Marceline City Hall, Mayor Sallie Buck presiding. Council members present were Josh Shoemaker, Gary Carlson, Brian Baker, and Shelly Milford. Staff attending: City Attorney Robert Cowherd, City Manager Richard Hoon, City Clerk Lindsay Krumpelman, and Police Captain John Wright. Others Present Dave Tavres, John Gillum (Auditor), Julie Green, Richard Sparks, 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:**

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

**PRESENTATION – FY 2021-2022 AUDIT:**

Auditor John Gillum presented the FY 2021-2022 Audited Financial Statements to the Council. He reported the City saw an overall positive net change in position, the City's debt is current, reserves are funded, and the negative cash balances are still working on moving towards break even. Councilman Baker moved to approve the audit as presented. Councilwoman Milford seconded the motion. The motion carried.

**REPORTS OF COUNCIL, OFFICERS, BOARDS AND COMMITTEES:**

City Clerk Update: City Clerk Krumpelman reported the budget process has begun. She has supplied budget request sheets to department heads and to expect a request for a special budget work session in late September. She informed the Council, the Missouri Municipal League (MML) has requested the City host a MML Regional Meeting in October and the date is set for Wednesday, October 18<sup>th</sup>. City Clerk Krumpelman stated a public hearing on the proposed tax levy will be held in August, and it may require a special meeting to be held to approve the tax levy, depending on when the public hearing can be advertised and held. City Clerk Krumpelman reported they have received a change order for the Ripley Park LWCF project and that the contractors believe they can begin construction activities in late July or early August. She reported the agreement for the Lead Service Line Inventory will need to be tabled until a later date once it is reviewed and approved by the Missouri Department of Natural Resources (MoDNR). City Clerk Krumpelman concluded by stating there may be a training on October 26<sup>th</sup> that the City may need to attend to increase points on a funding application for the new sewer plant, but more information will be presented following a meeting with MoDNR.

City Manager Update: City Manager Hoon informed the Council that the North Industrial Park Substation is hot, and they are waiting on Nature's Grace. He reported the Ritchie Street project is completed and the concession stand demolition is underway and all that is left is to remove the concrete pad. City Manager Hoon stated staff will most likely put in a new 6" sewer line for the new structure. He reported on the day prior's water leak and stated staff is hopeful that the rain will decrease the ground contractions. City Manager Hoon reported a tree that had died in Ripley Park was removed. City Manager Hoon concluded stating he would be out of the office on Friday and would be attending the MIRMA Conference from July 19<sup>th</sup> to 21<sup>st</sup>.

Council Update: Councilman Carlson stated the grass is growing on the football field. Councilwoman Milford thanked the water department for their efforts to repair the leak. Councilman Baker echoed Councilwoman Milford's statement. Councilman Baker stated the parks look wonderful and felt the community shined throughout the Carnival. Councilwoman Milford commended the Fire Department, stating the park was spotless after the Fireworks show.

**CITIZENS PARTICIPATION:**

Richard Sparks aka "Sparky" stated there is a light pole on the edge of John Carver's property and he barley touched it with his mower, and it fell over. He stated he was told the City was not putting up a replacement pole

and wanted to know why. City Manager Hoon stated that was pole was for a security light for the house that is no longer there and was since absorbed into the system. He stated it did not meet the parameters for the City to install a streetlight at the location since it is not a major intersection. Richard Sparks stated it is really dark on that street. Mayor Buck stated it would not be replaced because it does not meet requirements. Richard Sparks stated that his next-door neighbor who is a city employee has a car sitting on the street with a 2019 tag. City Manager Hoon stated Mr. Sparks could have informed him previously about the issue and he would discuss it with the employee.

**UNFINISHED BUSINESS:**

S&A Change Order (LWCF-Ripely Park Project) – Bill No. 35-2320: City Clerk Krumpelman reported City staff met with the contractor to go over their proposal to decrease project costs through value-engineering. She stated the proposed \$85,000.00 savings via Changer Order #1 would be from (1) removing the stone veneer from the project and covering the exterior of the building with LP Smart Siding, (2) removal of false dormers on the roof, and (3) exclusion of quarter inch solid surface in the bathrooms and replaced with light-weight FRP paneling. City Clerk Krumpelman reported staff had no issue with the proposed changes. She explained the contractors did not provide an option to not enclose the center section of the building since it would require additional engineering costs to do so. City Manager Hoon stated staff is in agreement with that in order to save additional costs on the project. The Council discussed the topic. Councilman Shoemaker moved Bill No. 35-2320 to authorize the City Manager to execute Changer Order #1 between the City of Marceline, Missouri and S&A Equipment and Builders, LLC be read twice by title only. Councilwoman Milford seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 35-2320 twice by title only. Councilwoman Milford moved that Bill No. 35-2320 be approved. Councilman Baker seconded the motion. The following roll call vote carried the motion: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Shoemaker – aye, Councilman Carlson – aye, and Mayor Buck – aye. This bill is assigned Ordinance Number 35.2319.

Budget Amendment (LWCF-Ripley Park Project) – Bill No. 35-2321: City Clerk Krumpelman explained with the approval of Change Order #1, the cost of the new multi-purpose facility is \$493,092.00 which puts the total project \$276,109.90 over the grant project budget, with an additional \$10,995.00 in engineering expenses over the grant project coverage leaving the to reallocate or finance at minimum \$287,105.00 to complete the project. City Clerk Krumpelman presented options to reallocate funds, utilize unallocated General Savings, financing, and possible FY23-24 budget allocations. The Council discussed options. Councilman Baker moved Bill No. 35-2321 to amend the 2022-2023 fiscal year budget for the City of Marceline, Missouri to reallocate funds to the Recreation and Parks Department State Grants in the amount of \$160,000.00 and to utilize \$89,000.00 from the General Reserves account for the LWCF Ripley Park facility project be read twice by title only. Councilwoman Milford seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 35-2321 twice by title only. Councilman Baker moved that Bill No. 35-2321 be approved. Councilman Shoemaker seconded the motion. The following roll call vote carried the motion: Councilman Baker – aye, Councilman Shoemaker – aye, Councilwoman Milford – aye, Mayor Buck – aye, and Councilman Carlson – aye. This bill is assigned Ordinance Number 35.2320.

Utility Service Deposit Amendment – Bill No. 23-07-007: City Manager Hoon informed the Council that since the adoption of Ordinance 23-04.03 at the April 12, 2023 Council meeting updating the deposit amount for the initiation of Electric and Water service, it was discovered that there are additional sections in the Code that contain the same information that were not updated. He stated Bill No. 23-07-007 would amend those sections to refer to Article VI, Section 720.030 for the fee amount so in the future only one section would need to be changed. After a brief discussion, Councilman Shoemaker moved Bill No. 23-07-007 to amend Article VI, Section 700.245, Paragraph C and Section 705.120 Paragraph E of the Marceline Municipal Code as they relate to electric and water service deposits be read twice by title only. Councilwoman Milford seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 23-07-007 twice by title only. Councilwoman Milford moved that Bill No. 23-07-007 be approved. Councilman Baker seconded the motion. The following roll call vote carried the motion: Councilwoman Milford – aye, Councilman Baker – aye, Councilman Shoemaker – aye, Councilman Carlson – aye, and Mayor Buck – aye. This bill is assigned Ordinance Number 23-07.07.

## **NEW BUSINESS:**

Code Amendment – Liquor License Approval – Bill No. 23-07-008: City Clerk Krumpelman stated at the June meeting she had inquired if the Council would consider amending the City’s Code to allow her to approve liquor license renewals for annual license holders and repeating events (five plus (5+) years) to allow for a more efficient process. Council at the time provided their consensus. She stated Bill No. 23-07-008 amends the Municipal Code to allow for the Clerk to do so. Councilwoman Milford moved Bill No. 23-07-008 to amend Chapter 600, Section 600.050, Paragraph A of Title VI of the Marceline Municipal Code relating to the approval of liquor license applications be read twice by title only. Councilman Shoemaker seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 23-07-008 twice by title only. Councilwoman Milford moved that Bill No. 23-07-008 be approved. Councilman Carlson seconded the motion. The following roll call vote carried the motion: Councilwoman Milford – aye, Councilman Carlson – aye, Councilman Shoemaker – aye, Mayor Buck – aye, and Councilman Baker – aye. This bill is assigned Ordinance Number 23-07.08.

Comprehensive Marijuana Bill No. 32-07-009 – Discussion Only: City Manager Hoon presented the draft Bill No. 32-07-009 regarding Marijuana. He stated this comprehensive bill is based off of Gallatin, Missouri’s ordinance which mirrors State Statutes and was modified to reflect Marceline’s format and text. He pointed out to items of interest to the Council, (1) the setback is set at 100 feet, matching the City’s alcohol setback requirement and (2) any sort of dispensary should be within a specified zone (C-1 and C-2) while meeting the 100-foot setback. Since this second item requires a zoning change a public hearing is scheduled for July 27<sup>th</sup>. There was discussion on the draft bill with a focus on the setback length with Councilman Baker expressing concern on the 100-foot setback.

Marceline R-V Field Agreement – Bill No. 35-2322: Mayor Buck stated we finally have the final Marceline R-V field agreement for the period beginning July 1, 2023 to June 30, 2028. Councilwoman Milford moved Bill No. 35-2322 to authorize the Mayor to execute a cooperative agreement with the Marceline R-V School District for the purposes of the use of city-owned softball / baseball fields be read twice by title only. Councilman Baker seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 35-2322 twice by title only. Councilwoman Milford moved that Bill No. 35-2322 be approved. Councilman Baker seconded the motion. The following roll call vote carried the motion: Councilwoman Milford – aye, Councilman Baker – aye, Mayor Buck – aye, Councilman Shoemaker – aye, and Councilman Carlson – aye. This bill is assigned Ordinance Number 35.2321.

E-911 Real Estate Agreement – Bill No. 35-2323: Mayor Buck stated Linn County E-911 made a proposal to purchase City-owned property located adjacent to their current property at the E-911 Center and Bill No. 35-2323 authorizes that sale. Councilwoman Milford moved Bill No. 35-2323 to authorize the Mayor to execute a real estate purchase agreement between Linn County E911 (or its assigns) and the City for the purchase of +/-0.67 acres of City-Owned property be read twice by title only. Councilman Baker seconded the motion. A voice vote carried the motion. City Clerk Krumpelman read Bill No. 35-2323 twice by title only. Councilman Shoemaker moved that Bill No. 35-2323 be approved. Councilman Baker seconded the motion. The following roll call vote carried the motion: Councilman Shoemaker – aye, Councilman Baker – aye, Councilwoman Milford – aye, Councilman Carlson – aye, and Mayor Buck – aye. This bill is assigned Ordinance Number 35.2322.

Rotary Grant Request: Mayor Buck explained the Marceline Rotary Club is applying for a grant to install a second set of concrete corn hole boards in Walt Disney Park, but since it makes a change to the Park, Council approval is required. City Clerk Krumpelman stated that since four (4) of the five (5) council members are Rotary members, the Council may wish to elect to give City Manager Hoon authority to approve that change as they did for prior projects. City Attorney Cowherd recommended the Council give City Manager Hoon authority to accept gifts/donations on behalf of the City up to a certain level since the corn hole boards are essentially a gift to the City. The Council discussed the topic. Councilman Shoemaker moved to authorize the City Manager to

accept gifts / donations with a value not to exceed \$20,000.00 on behalf of the City. Councilman Baker seconded the motion. The motion carried.

Lead Service Line Inventory Agreement – Bill No. 35-2324: Tabled to a future meeting.

Wine and Art Stroll – Caterer’s Permits: City Clerk Krumpelman explained that when she reviewed the list of vendors to send permission letters to concerning the Wine & Art Stroll the prior week, there were two retailers listed whom require separate Caterer’s Permits due to their type of liquor license. She stated she has not received their applications yet, but both have received Caterer’s Permits from the City before. Councilman Carlson moved to approve the Caterer’s Permits for UpRiver and Los Chimas for the Wine and Art Stroll, contingent upon submitting their application(s) and fee(s). Councilwoman Milford seconded the motion. The motion carried.

At 6:47 pm, Councilman Baker moved to adjourn to Executive Session pursuant to RSMo 610.021 Paragraph (2) Real Estate, Paragraph (3) Personnel, and Paragraph (12) Contracts and to include guest Julie Green. Councilwoman Milford seconded the motion. The following roll call vote carried the motion: Councilman Baker – aye, Councilwoman Milford – aye, Councilman Carlson, Councilman Shoemaker – 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 7:38 pm.

Recorded by City Clerk Lindsay Krumpelman.  
Approved by Marceline City Council on August 9, 2023