

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JANUARY 08, 2018

PRAYER: Darrin Sherwood

PLEDGE OF ALLEGIANCE: Dave Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on January 08, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Dave Powell, Deanna Guy, Ron Peterson, Justin Meier and Rob Kinnard. **COUNCIL ABSENT:** Sam Coleman and Barb Hardwick.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Finance Director Rebecca Hoefflicker, Public Works Director Dale Shipp, Community Development Director Lisa Hastings, Assistant Fire Chief Mark Sowder and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: December 11, 2018 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: A motion to adopt the agenda as presented by Councilor Bond, second by Councilor Guy. **AYES:** Bond, Powell, Guy, Meier, Peterson and Kinnard. **NAYS:** None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee has not met therefore nothing to report.
- B. Ordinance:** Barb Hardwick. Councilor Hardwick is absent.
- C. Public Works:** Dave Powell. The Committee has not met therefore nothing to report.
- D. Public Safety:** Rob Kinnard. The Committee has not met therefore nothing to report.
- E. Park Department Liaison:** Deanna Guy. Minutes from January 7, 2019 meeting are included in packet.

MAYOR'S REPORT: Mike Wright. Attended the D.A.R.E. Graduation last month at Dear Elementary. It was well attended and the kids are very enthusiastic about the program. Cooked Christmas breakfast for the City employees on December 18 and that was great fun and very well attended by the employees. Several talks with City Administrator.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report included in the packet. This is the first full week back from the holidays; planning continues for first quarterly report at next Council meeting and start of next quarter's projects.

DEPARTMENT REPORTS: No comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

- A. Bill No. 19-01. An Ordinance Of The City of Richmond, Missouri, Approving The Assignment By Harp's Food Stores, Inc., Of Its Interest, Duties and Obligations Under the Agreements Entered Into By The Company In Connection With City's Issuance Of Taxable Industrial Development Revenue Bonds (Harp's Food Store Project), Series 2018, Which Financed The Costs Of An Industrial Development Project For The Company; And Authorizing The City To Enter Into Certain Agreements And Take Certain Other Actions In Connection Therewith. Toni Stegeman, Gilmore Bell, briefly reviewed the Harp's history and explained the documents incorporated in the ordinance approving the assignment by Harp's Food Stores, Inc. Motion for first and second reading by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Bond, Peterson, Meier, Kinnard, Powell and Guy. NAYS: None. Motion approved 6-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-01. Motion to adopt Bill 19-01 as Ordinance by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Bond, Peterson, Meier, Kinnard, Powell and Guy. NAYS: None. Bill 19-01 approved 6-0.

- B. Building Code Effectiveness Grading Schedule Notification. CA Willim explained the significance of the ISO rating and asked Community Development Director Lisa Hastings to further expound on the impact this will have for Richmond residents. Mayor and Council congratulated all involved in making this happen.

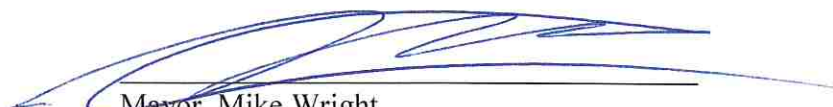
- C. Institute for Building Technology and Safety (IBTS) Agreement. CA Willim explained that one of the action items involved in the ISO grading was that a back-up plan was needed for inspectors. A Master Agreement between IBTS and MARC would allow the City to enter into a cooperative purchase agreement to satisfy the action item to ISO for backup inspectors. Before IBTS services would be utilized, prior authorization by the Mayor and City Administrator would be required. The City would not incur any expense by entering into this Agreement. Motion to authorize City Administrator to sign Service Agreement with IBTS for backup personnel and complex inspections/plan reviews by Councilor Peterson, second by Councilor Powell. AYES: Bond, Meier, Kinnard, Powell, Guy and Peterson. NAYS: None. Motion approved 6-0.

ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (1) Legal, (3) Personnel, (12) Contract and (13) Personnel Records, motion to adjourn at 6:53 p.m. by Councilor Guy, second Councilor Meier. AYES: Guy, Meier, Kinnard, Bond, Peterson, and Powell. NAYS: None. Approved 6-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 7:12 p.m. with one action taken by Councilor Guy, second Councilor Meier. AYES: Guy, Meier, Bond, Kinnard, Peterson and Powell. NAYS: None. Approved 6-0.

ADJOURN: Motion to adjourn at 7:13 p.m. Motion to adjourn by Councilor Guy, second Councilor Meier. AYES: Bond, Peterson, Kinnard, Powell, Guy, and Meier. NAYS: None. Motion approved 6-0.


City Clerk, Susan M. Brunworth


Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JANUARY 22, 2019

PRAYER: Darin Sherwood

PLEDGE OF ALLEGIANCE: Councilor Ron Peterson

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on January 22, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Justin Meier, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. COUNCIL ABSENT: Sam Coleman and Dave Powell.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Finance Director Rebecca Hoeflicker, Public Works Director Dale Shipp, and Assistant Fire Chief Mark Sowder.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: January 08, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Mayor Wright added item B. Appointment to Park Board: Angel Foxall to the Agenda under Mayor's Report. Motion to adopt the agenda as amended by Councilor Bond, second by Councilor Peterson. AYES: Bond, Meier, Guy, Hardwick, Peterson and Kinnard. NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met tonight at 6:00 p.m. in conjunction with Public Works to discuss a number of issues that will be presented later in the meeting.
- B. Ordinance:** Barb Hardwick. The Committee has not met and therefore nothing to report tonight.
- C. Public Works:** Dave Powell. In Councilor Powell's absence, member Ron Peterson reported that the Committee met tonight at 6:00 p.m. in conjunction with the Finance Committee to discuss a number of issues that will be presented later in the meeting.
- D. Public Safety:** Rob Kinnard. The Committee has not met and therefore nothing to report tonight. Councilor Kinnard commended all the emergency personnel and Public Works personnel for their excellent work during the recent winter storms and issues presented because of them.
- E. Park Department Liaison:** Deanna Guy. We have not met since last meeting and therefore nothing to report.

MAYOR'S REPORT: Mike Wright. Under item A. Appointment to Planning and Zoning Committee: Brett Smott. Roll called. AYES: Kinnard, Bond, Guy, Meier, Hardwick, Peterson. NAYS: None. Appointment of Brett Smott to Planning and Zoning Committee approved 6-0. Under item B. Appointment to Park Board: Angel Foxall. Roll called. AYES: Kinnard, Bond, Guy, Meier, Hardwick, Peterson. NAYS: None. Appointment of Angel Foxall to Park Board approved 6-0. Met with 2020 Census Committee member and how it will affect cities and the jobs available. Numerous telephone conversations with CA Willim keeping updated.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report included in the packet, but highlight would be the six interviews held on January 16; offered all six the position and all accepted. We are running with a full staff.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bid Selection: SCADA System Replacement/Upgrade (Water Plant). Bids were sent out on December 17, 2018 for Supervisory Control and Data Acquisition (SCADA) system upgrade/replacement at the Water Plant. There is currently \$10,000 in the FY19 budget for this project and two quotes were received. Motion to approve Enerfab Electric to replace/upgrade SCADA system at the Water Plant for \$9,598 by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Bond, Peterson, Hardwick, Kinnard, Guy and Meier. NAYS: None. Motion approved 6-0.
- B. 210 Lift Station and Stormwater Equalization Basin Expansion, Work Order No. 15. This represents Work Order No. 15 under the Master Agreement with Olsson in the amount of \$155,608 (included in the probable cost of \$772,500 for Alternative 3 as presented by Olsson on November 27, 2018 to overhaul the current lift station site) for engineering (geotech, design, bid phase, contract administration, construction observation, etc.) Motion to approve Work Order No. 15 authorizing the City Administrator to sign by Councilor Peterson, second by Councilor Bond. Roll called.
- C. Cooperative Purchasing Agreement for Sewerline/Manhole Rehabilitation. Motion to approve and direct CA to sign and move forward with contract for sewerline/manhole rehabilitation with Insituform Technologies, LLC in the amount of \$113,375.53 by Councilor Bond, second by Councilor Peterson. Roll called. AYES: Bond, Hardwick, Kinnard, Meier, Guy and Peterson. NAYS: None. Motion approved 6-0.
- D. 2020 Freightliner Dump Truck Purchase. Motion to order 2020 Freightliner in the amount of \$121,068 by Councilor Peterson, second by Councilor Hardwick. Roll called. AYES: Bond, Hardwick, Kinnard, Meier, Guy and Peterson. NAYS: None. Motion approved 6-0.
- E. 2006 Ford F650 Dump Truck Sale. Motion to approve sale of 2006 Ford F650 dump truck on www.govdeals.com by Councilor Guy, second by Councilor Meier. Roll called. AYES: Bond, Hardwick, Kinnard, Meier, Guy and Peterson. NAYS: None. Motion approved 6-0.

F. Administration Car Purchase. Motion to approve the purchase of the 2016 Ford Fusion not to exceed \$12,000 by Council Peterson second by Councilor Meier. Roll called. AYES: Bond, Hardwick, Kinnard, Meier, Guy and Peterson. NAYS: None. Motion approved 6-0.

G. FY18 Financial Summary. CA Willim presented:

Year-End Report and Financial Statements: Fiscal Year 2018.

Overview and Summary

The City of Richmond completed major improvements to infrastructure and purchased beneficial equipment in FY2018 while maintaining strong cash reserves in all funds. Solid financial policies, including the Council's Fund Balance Policy that establishes required reserves, guide the development of the annual budget. Department Heads' involvement with the development of the budget leads to clear understanding and buy-in to the execution and implementation of the budget. The annual budget is the City's single most important document, serving as a roadmap to the City's operations. Adherence to the budget is critical to the sustainability of the City. The budget is a living document; however, deviation from its original adoption is approached very cautiously. FY2018 projects and activities were completed successfully, and all fund balances and net positions of each fund exceeded the Fund Balance Policy's reserve requirements at year-end.

City-wide Achievements

The City joined the National Joint Powers Alliance (NJPA) for cooperative purchasing in order to save money on major purchases. The City took advantage of NJPA during the purchase of equipment throughout the year.

The City entered into KCP&L's Demand Response Program for the second year in a row. This is an energy conservation program that the City participates in to receive a rebate. The rebate from the City's first year (summer 2017) participation was received in FY2018 in the amount of \$23,818 (10% of the annual electric bills at the City's participating facilities – Water and Wastewater).

The Harps Food Store's grand opening was in January 2018 and the Chapter 100 tax abatement was finalized in June 2018. Citizens have been very pleased and appreciative to have a local grocery store again.

The Council, Mayor, and Administration held the first annual Council Goal Setting Meeting, and they developed and formally adopted ten goals for the next fiscal year. This meeting was a success and a learning opportunity to all those present.

The City signed an agreement with Missouri Highways and Transportation Commission for a partnering opportunity. MoDOT will engineer and construct a left turn lane on Route 10 at Henkel Drive in an effort to enhance safety (anticipated in 2020) in return for the City taking ownership and maintenance responsibility of Chapel Drive once the Route 10 turn lane is constructed.

The City provided a 2% cost of living adjustment (COLA) salary increase for all City staff on October 1, 2017. This was the first COLA provided since FY2015.

General Fund

The General Fund, the City's primary operating fund, closed this fiscal year with an unassigned fund balance of \$898,330, compared with \$670,372 in FY2017. Council policy requires this balance to be

10% of the fiscal year expenditures less capital outlay; in FY2018, the required balance was \$309,830. We continued to exceed the requirement and still demolished the old Polley Funeral Home building and two additional dangerous buildings, installed a new phone system with high speed internet in City Hall and the Police Station, replaced Police uniforms, unexpectedly replaced a Police Interceptor Ford Explorer that was totaled in a deer collision, repaired the Fire Station roof and HVAC, entered into an agreement with a vendor to provide contracted services for umpires for baseball, softball, and soccer, replaced the Public Works' tandem axle dump truck with a used Mack dump truck, and completed the lease buyout for the John Deere wheel loader. During development of the budget, we projected to end FY2018 with a General Fund cash balance of \$433,760; we actually ended FY2018 with a cash balance of \$769,679.

Park Fund

FY2018 brought the completion of the development of Hamann Park and the sidewalk connection from that park to the Highway 13 sidewalk that was constructed in FY2018 with TAP Grant and STP funds. Security cameras, signage, picnic tables, benches, trash receptacles, pavers designating the donors to the park, and a donated swing were all installed in Hamann Park in FY2018. Park Board and Park staff continue to utilize the Park funds extremely well with excellent routine care and maintenance of all facilities and added amenities as funds become available.

Transportation Fund

The Transportation Fund is funded primarily by the half-cent sales and use tax and grants available for transportation enhancements. This money is used for major transportation projects (streets and sidewalks) and transportation-related drainage issues. Even though we completed three major projects, one small project, purchased one piece of equipment, and provided funding for two sidewalk projects in the sidewalk partnership program totaling \$1,095,421 of work in FY2018, this fund closed the fiscal year with \$483,588 in cash. The three major projects included the annual mill and overlay (\$330,957), the Ridgeway Drive drainage project (\$320,601), and the Highway 13 sidewalk that was 80% funded with TAP Grant and STP funds from the state (\$433,288). During the planning of the annual mill and overlay project, the City signed a cooperative agreement with Richmond Special Road District to split the cost of a one-time 2" asphalt overlay. All of these were extremely successful projects and received many positive comments throughout the community. The Garner Street cleaning and debris removal and the curb former were also funded in FY2018.

Municipal Complex Fund

For the first year, this fund has enough cash to fund an improvement. The funds were committed during FY2018 to replace two roof-top HVAC units on City Hall with the money available in this fund. Until FY2017, the General Fund was required to subsidize this fund in order to make the Municipal Complex's debt service payments. With the passage of the Use Tax in 2017 and the increase in Sales Tax over the past several years, this fund is able to fully fund the debt service payments and begin building cash reserves to fund other Municipal Complex improvements.

Solid Waste Fund

The Solid Waste Fund continues to remain strong. Another three year waste collection agreement with Heartland Waste of Warrensburg was signed with no price increase at this time. We hired a tub grinder to grind all the trees and limbs at the compost site, which cost \$25,000. This grinding was more expensive than in the prior years, but was due to the brush pile containing approximately twice the volume of brush as previous years due to storms that occurred in the summer of 2017. This fund held another successful Household Hazardous Waste Collection event and also paid for ¼ of the John Deere wheel loader lease buyout. The fund still closed the year with a cash balance of \$114,128.

Water Fund

The Water Fund closed this year with a cash balance of \$986,696 compared to \$1,190,397 last year. Considerable money was spent on repairs and equipment replacement at the water treatment plant, including basin repairs, high service pump #1 repairs, the backwash pressure valve rebuild, and the spectrophotometer and air compressor replacement. Pigging of the raw waterline was completed by City Staff for the first time this year (it was completed by a contractor in the previous years). Well #3 and Well #5 were both cleaned in FY2018 for just over \$31,000. A significant amount of money (\$30,136) was spent inspecting, repairing, and rebuilding the pump, shaft, and motor on Well #6.

In the water distribution system, we have committed to replacing a sizeable amount of waterlines each year, rather than just repairing leaks. The largest project in the Water Fund in FY2018 was the replacement of 2,880' of the 16" waterline. The City purchased the materials, and a contractor was hired to install the waterline, bringing the total project cost to just under \$204,000. During the Ridgeway Drive drainage project, the City replaced the waterline under the new pavement and all the way to the 8" waterline connection on Thornton Street. The Water Fund paid \$45,000 to this waterline replacement.

Other expenditures for the water distribution system include new and replacement equipment. The Water Fund paid a portion of the replacement used Mack tandem axle dump truck, an additional mini excavator (purchased under the NJPA cooperative purchasing group), the lease buyout for the John Deere wheel loader, a 6" trash pump, a utility locator, and a replacement walk-behind saw. The Water Fund fully funded three replacement fire hydrants, a hydraulic ICS saw, and a portable light tower. All of this equipment totaled just over \$81,000 in the Water Fund.

Wastewater Fund

The Wastewater Fund remains very strong and closed the fiscal year with a cash balance of \$1,944,495, compared the FY2017 cash balance of \$1,495,155. A third collection laborer was budgeted and hired in FY2018. Flow testing was completed on the 210 Lift Station basin area, and a project to address the SSO issues at this lift station is expected to begin in the upcoming year. All of the UV lights at the Wastewater Treatment Plant were replaced in FY2018 for \$40,000; the UV lights exceeded their life expectancy. As a maintenance plan, debris was cleared over the wastewater force main during the 16" waterline replacement project. A contractor was hired to construct a building over the blowers at the Wastewater Treatment Plant for noise prevention. One of the K Lift Station pumps was rebuilt after the other pump at this location needed replaced in the prior year due to wear and tear.

Other expenditures include equipment purchases. The Wastewater Fund funded a portion of the replacement used Mack tandem axle dump truck, the additional mini excavator, the lease buyout for the John Deere wheel loader, a 6" trash pump, a utility locator, and a replacement walk-behind saw. The Wastewater Fund fully funded a Mission Control SCADA for a lift station and a Kawasaki Mule to haul the sewer line camera. All of this equipment totaled just over \$65,000 in the Wastewater Fund.

Table 1
Unassigned/Unrestricted Equity

Fund	FY17 Unassigned/Unrestricted Equity	FY18 Unassigned/Unrestricted Equity
General	\$670,372	\$898,330
Park	\$156,562	\$230,246
Transportation	\$249,887	\$450,071
Municipal Complex	\$35,942	\$62,237
Solid Waste	\$157,496	\$138,877
Water	\$1,438,901	\$1,264,626
Wastewater	\$1,807,550	\$2,209,519

Table 2
Cash

Fund	FY17 Cash	FY18 Cash
General	\$560,664	\$769,679
Park	\$159,360	\$194,834
Transportation	\$631,338	\$483,588
Municipal Complex	\$2,782	\$22,896
Solid Waste	\$132,577	\$114,128
Water	\$1,190,397	\$986,696
Wastewater	\$1,495,155	\$1,944,495
Wastewater Debt Service	\$364,681	\$372,224
Cemetery Perpetual Fund	\$102,322	\$103,455

Table 3
FY2018 Budget Adjustments

Fund	Amount	Purpose
Park	\$14,275	Hamann Park equipment
Park	\$26,115	Complete Hamann Park construction
Transportation	\$279,805	Contracted services
Solid Waste	\$10,000	Additional tub grinding

H. Goals/Objectives Update. CA Willim presented the first quarterly update to the Goals and Objectives as adopted on September 25, 2018 as Resolution No. 430 with 10 goals being established. Each goal and its current progress was addressed.

ADJOURN: Motion to adjourn at 7:10p.m. by Councilor Guy, second Councilor Hardwick. AYES: Bond, Peterson, Hardwick, Kinnard, Guy, and Meier. NAYS: None. Motion approved 6-0.



City Clerk, Susan M. Brunworth



Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, FEBRUARY 12, 2019

PRAYER: Rev. William Isaacson

PLEDGE OF ALLEGIANCE: Dave Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on February 12, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Dave Powell, Deanna Guy, Ron Peterson, Barb Hardwick, Justin Meier and Rob Kinnard. **COUNCIL ABSENT:** Sam Coleman.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Finance Director Rebecca Hoefflicker, Public Works Director Dale Shipp, and Assistant Fire Chief Mark Sowder.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: January 22, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: A motion to adopt the agenda as presented by Councilor Bond, second by Councilor Meier. **AYES:** Bond, Powell, Guy, Meier, Peterson, Hardwick and Kinnard. **NAYS:** None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee has not met therefore nothing to report.
- B. Ordinance:** Barb Hardwick. The Committee has not met therefore nothing to report.
- C. Public Works:** Dave Powell. The Committee has not met therefore nothing to report.
- D. Public Safety:** Rob Kinnard. The Committee has not met therefore nothing to report.
- E. Park Department Liaison:** Deanna Guy. Minutes from February 4, 2019 meeting are included in packet.

MAYOR'S REPORT: Mike Wright. Attended the West Gate Division MML meeting in Parkville on January 24 with CA and Dale Shipp which mostly included legislative updates; last couple of weeks have been very challenging to Public Works and everyone is to be commended for their efforts; many talks with CA during all this activity also.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report included in the packet. CA showed the old, broken bolts that caused the most recent water leak and also commended the Public Works Department for their tremendous efforts during the leak and extreme weather conditions; reported on use of salt and sand

supplies and equipment condition; crews have worked long shifts in each Ward to ensure the safety of our citizens.

DEPARTMENT REPORTS: No comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

- A. FY18 Audit Presentation: Rita Carpenter, Westbrook & Co. Rita presented the results of the fiscal year 2018 audit and acknowledged the expertise, skills and knowledge of Finance Director Rebecca Hoeflicker and City Administrator Tonya Willim in getting everything prepared for the audit and getting it taken care of. Because of the efforts afforded by all involved in the audit, their job as the City's auditor is made much easier and greatly appreciated. From the report, Rita indicated that the financial statements referred to in the report present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of City of Richmond, Missouri, as of September 30, 2018, and the respective changes in financial position, and, where applicable, case flows thereof for the year then ended in accordance with accounting principles generally accepted in the United State of America. These financial statements are materially correct which is what you want to receive in an audit and audit opinion is clean. She briefly went through the audit report and explained various charts included therein. Only one material weakness was found in Cash Receipts because accounting duties for cash receipts are not properly segregated and could allow for errors or fraud to occur and go undetected. She recommends that the City review their segregation of duties over cash receipts to provide internal controls. No discrepancies were found and no adjustments were made.
- B. Bill No. 19-02: Show Me Green Sales Tax Holiday, April 19, 2019 through April 25 2019. CA Willim explained that anything purchased during this week that is energy efficient is tax exempt. Motion for first and second reading by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Bond, Peterson, Meier, Kinnard, Powell, Hardick and Guy. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-02. Motion to adopt Bill 19-02 as Ordinance by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Bond, Peterson, Meier, Kinnard, Powell, Hardwick and Guy. NAYS: None. Bill 19-02 approved 7-0.

ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (1) Legal, (3) Personnel, and (12) Contract, motion to adjourn at 6:52 p.m. by Councilor Guy, second Councilor Peterson. AYES: Guy, Meier, Kinnard, Bond, Peterson, Hardwick and Powell. NAYS: None. Approved 7-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 7:26 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. AYES: Guy, Meier, Bond, Kinnard, Peterson, Hardwick and Powell. NAYS: None. Approved 7-0.

ADJOURN: Motion to adjourn at 7:27 p.m. Motion to adjourn by Councilor Hardwick, second Councilor Guy. AYES: Bond, Peterson, Kinnard, Powell, Guy, Hardwick and Meier. NAYS: None. Motion approved 7-0.


City Clerk, Susan M. Brunworth


Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, FEBRUARY 26, 2019

PRAYER: Councilor Rob Kinnard

PLEDGE OF ALLEGIANCE: Councilor Dave Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on February 26, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Dave Powell, Bob Bond, Justin Meier, Deanna Guy, Barb Hardwick, and Rob Kinnard. **COUNCIL ABSENT:** Sam Coleman and Ron Peterson.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Finance Director Rebecca Hoeflicker, and Public Works Director Dale Shipp.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: February 12, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Meier, second by Councilor Hardwick. **AYES:** Bond, Powell, Meier, Guy, Hardwick, and Kinnard. **NAYS:** None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee has not met and therefore nothing to report.
- B. Ordinance:** Barb Hardwick. The Committee has not met and therefore nothing to report.
- C. Public Works:** Dave Powell. The Committee has not met and therefore nothing to report.
- D. Public Safety:** Rob Kinnard. The Committee has not met and therefore nothing to report.
- E. Park Department Liaison:** Deanna Guy. We have not met since last meeting and therefore nothing to report.

MAYOR'S REPORT: Mike Wright. Attended the Mayor's Prayer Breakfast in Kansas City this morning with Tonya, Chad, Rebecca, Dale and Susan; very enjoyable. In talking with other mayors before breakfast, we are very fortunate to have such a great staff and council that work well together. Not every city enjoys this. Business as usual with Tonya keeping me updated in all that is going on with lots of phone calls and one-on-one meetings.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report included in the packet. While report may appear light, we have been extremely busy with meetings as we begin gearing up for spring and summer projects that soon will be underway. We are ready and anxious to get moving on these.


UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. High Service Pump #2: Public Works Director Dale Shipp explained that after FTC arrived on-site to begin disassembling HSP#2, the field inspection determined that more parts were needed to complete the repair which would also include additional labor, supplies, parts, service truck charges, materials, etc. This pump appears to have never been rehabbed. The cost will be an additional \$3,259.68; thus \$1,048 over budget. Motion to move forward with additional parts in the amount of \$3,259.68 for a total of \$6,548.80 by Councilor Meier, second by Councilor Powell. Roll called. AYES: Bond, Powell, Hardwick, Kinnard, Guy and Meier. NAYS: None. Motion approved 6-0.

- B. SmartDollar: Councilor Guy highlighted what the SmartDollar program is, how it works and how it relates to the Council's Goals and Objectives #4. It will be launched on Thursday, February 28, at 8:00 a.m. with a light breakfast at City Hall for all employees and their spouse. She further encouraged council members to attend.

ADJOURN: Motion to adjourn at 6:52 p.m. by Councilor Meier, second Councilor Powell. AYES: Powell, Bond, Hardwick, Kinnard, Guy, and Meier. NAYS: None. Motion approved 6-0.



Susan M Brunworth
City Clerk, Susan M. Brunworth



Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, March 12, 2019

PRAYER: Bill Purcell

PLEDGE OF ALLEGIANCE: Fire Chief Lonnie Quick

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on March 12, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Dave Powell, Deanna Guy, Ron Peterson, Barb Hardwick, Justin Meier and Rob Kinnard. **COUNCIL ABSENT:** Sam Coleman.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Lonnie Quick, Assistant Fire Chief Mark Sowder, Finance Director Rebecca Hoefflicker, Public Works Director Dale Shipp, Community Development Lisa Hasting, Collector Marilyn O'Dell, Recreation Director Haley Williams, HR Director Sandra Williams, and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: February 26, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: A motion to adopt the agenda as presented by Councilor Bond, second by Councilor Guy. **AYES:** Bond, Powell, Guy, Meier, Peterson, Hardwick and Kinnard. **NAYS:** None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee has not met therefore nothing to report. Councilor Guy commented on the successful launch of SmartDollar on February 28 with 44 people in attendance. There are 22 people signed up so far and the first meeting will be on Tuesday, March 19. Everyone is welcome to attend this meeting, whether signed up or not.
- B. Ordinance:** Barb Hardwick. The Committee has not met therefore nothing to report. A meeting will be scheduled soon.
- C. Public Works:** Dave Powell. The Committee met prior to Council meeting tonight and items discussed will be addressed later in the agenda.
- D. Public Safety:** Rob Kinnard. The Committee has not met therefore nothing to report.
- E. Park Department Liaison:** Deanna Guy. There was not a quorum present at the March 4, 2019 meeting.

MAYOR'S REPORT: Mike Wright. Under Item A. Re-appointment to Park Board: Angel Foxall and Item B. Re-appointment to Park Board: Terry Padgett. Roll called. AYES: Kinnard, Bond, Guy, Meier, Hardwick, Peterson. NAYS: None. Re-appointment of Angel Foxall and Terry Padgett to Park Board approved 7-0. Many conversations with Tonya keeping updated with all the projects getting started; attended Sunrise School and read a book to them. Officer Nevels is loved by the kids and teachers.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report included in the packet. Pre-Season Opener for the compost site started yesterday with site being open the next three weeks Monday through Wednesday from 10:00 a.m. to 6:00 p.m. to help citizens begin cleanup in yards from a long winter with many storms. Compost site officially opens for the season on Saturday, April 6, 2019. As part of Council's Goals and Objectives to offer more training, confined space training has been scheduled for anyone interested; CIPP arrived in town to start work; Richmond Rotary is getting ready to write their grant for the old Polly Funeral Home lot and RFP's are out for underground drainage, hay mowing, and gutters and downspouts. The waterline replacement bid will be out soon.

DEPARTMENT REPORTS: Mayor Wright thanked staff for attending and asked Council if there were any questions or comments. No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

- A. Bill No. 19-03: Ordinance Changing Zoning Classifications. Community Development Director Lisa Hastings explained why zoning changes are needed and in general the different zoning classes. Motion for first and second reading by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Bond, Peterson, Meier, Kinnard, Powell, Hardwick and Guy. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-03. Motion to adopt Bill 19-03 as Ordinance by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Bond, Peterson, Meier, Kinnard, Powell, Hardwick and Guy. NAYS: None. Bill 19-02 approved 7-0.
- B. Policy 2019-01 Allowing Drainage Tubes in City Storm Ditches. Councilor Powell addressed the revisions in Policy 2019-01 to include a minimum of 12" diameter tube instead of 15" and inlets placed at 50' intervals instead of 25'. It is the recommendation of the Public Works Committee that Council approve the policy as presented to be effective with passage. Roll called. AYES: Bond, Peterson, Meier, Kinnard, Powell, Hardwick and Guy. NAYS: None. Policy 2019-01 approved 7-0.
- C. Hill Street Standpipe Leak Repair. Councilor Powell advised that the Hill Street Standpipe has a potential leak at approximately 64 feet up on the backside. After discussing the matter with staff, it is the recommendation of the Public Works Committee that Council approve by motion for Maguire Iron to repair the leak to the Hill Street Standpipe not to exceed \$5,000 and authorize the City Administrator to sign the contract. Roll called. AYES: Bond, Peterson, Meier, Kinnard, Powell, Hardwick and Guy. NAYS: None. Motion approved 7-0.

ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (1) Legal, (3) Personnel, and (12) Contract, motion to adjourn at 6:46 p.m. by Councilor Guy, second Councilor Hardwick. AYES: Guy, Meier, Kinnard, Bond, Peterson, Hardwick and Powell. NAYS: None. Approved 7-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 7:43 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. AYES: Guy, Meier, Bond, Kinnard, Peterson, Hardwick and Powell. NAYS: None. Approved 7-0.

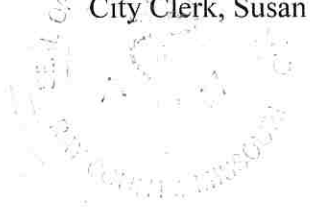
ADJOURN: Motion to adjourn at 7:44 p.m. Motion to adjourn by Councilor Guy, second Councilor Hardwick. AYES: Bond, Peterson, Kinnard, Powell, Guy, Hardwick and Meier. NAYS: None. Motion approved 7-0.



City Clerk, Susan M. Brunworth



Mayor, Mike Wright



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, MARCH 26, 2019

PRAYER: Terry Dehn

PLEDGE OF ALLEGIANCE: Fire Chief Lonnie Quick

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on March 26, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Dave Powell, Bob Bond, Justin Meier, Barb Hardwick, and Rob Kinnard. **COUNCIL ABSENT:** Deanna Guy, Sam Coleman and Ron Peterson.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Lonnie Quick, Assistant Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Public Works Director Dale Shipp, Community Development Lisa Hastings, and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: March 12, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Bond, second by Councilor Meier. **AYES:** Bond, Powell, Meier, Hardwick, and Kinnard. **NAYS:** None. Motion approved 5-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. Councilor Guy was absent.
- B. Ordinance:** Barb Hardwick. The Committee lacked a quorum at tonight's meeting, but ordinances will be presented later in the meeting.
- C. Public Works:** Dave Powell. The Committee met tonight and will present items discussed later in the meeting.
- D. Public Safety:** Rob Kinnard. The Committee has not met and therefore nothing to report, but would like to schedule a meeting for April 9 at 6:00 p.m. prior to next Council meeting.
- E. Park Department Liaison:** Deanna Guy. Councilor Guy was absent.

MAYOR'S REPORT: Mike Wright. Business as usual with Tonya keeping me updated in all that is going on with lots of phone calls and one-on-one meetings. Numerous conversations have taken place between myself and Tonya, Mark and council members concerning the appointment of our next fire chief and at this time I would like to appoint Mark Sowder as Fire Chief to become effective on Friday, April 12, 2019 at 3:00 p.m. Mark has been Assistant Fire Chief for 18 years, for a total of 27

years with the City. His appointment represents another great opportunity for the City to promote from within, Lonnie being one of the them many years ago. Appointments from within speak highly of the City's employees. Roll Called: AYES: Bond, Powell, Meier, Hardwick, and Kinnard. NAYS: None. Appointment approved 5-0. Mark expressed his appreciation to the Council and staff present for their support.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report included in the packet. As Mayor mentioned, we are busy; spring is here and we have turned the corner from snow, salt and sand. Bids are starting to come in on upcoming projects; CIPP (Insitutform) is here starting to line 3,600 to 3,800 feet of sewer pipe as approved and they should be completed next week; and we have received positive feedback from the public for opening the compost site early.

UNFINISHED BUSINESS: None.


NEW BUSINESS:

- A. Bill No. 19-04 Ordinance to Amend Section 140-240 Removal of Plantings, Jugs or Bric-A-Brac Regulations of the Municipal Code of the City of Richmond, Missouri to Modify Dates. Councilor Hardwick explained this ordinance is to clean up dates pertaining to cleanup at the cemetery. Motion for first and second reading by Councilor Hardwick, second by Councilor Kinnard. Roll called. AYES: Bond, Powell, Meier, Hardwick, and Kinnard. NAYS: None. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-04. Motion to adopt Bill 19-04 as Ordinance by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Bond, Powell, Meier, Hardwick, and Kinnard. NAYS: None. Appointment approved 5-0.
- B. Bill No. 19-05 Ordinance Amending Sections 235.010 Definitions and 235.400 City Compost/Brush Site Regulations of the Municipal Code of the City of Richmond, Missouri. Councilor Hardwick explained this ordinance is to clean up definitions and site regulations. Motion for first and second reading by Councilor Hardwick, second by Councilor Meier. Roll called. AYES: Bond, Powell, Meier, Hardwick, and Kinnard. NAYS: None. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-05. Motion to adopt Bill 19-05 as Ordinance by Councilor Meier, second by Councilor Kinnard. Roll called. AYES: Bond, Powell, Meier, Hardwick, and Kinnard. NAYS: None. Appointment approved 5-0.
- C. KCP&L Demand Response Program Agreement. CA Willim explained that the City has participated in the Program for the past two years and it is time to renew for 2019. The estimated incentive for 2019 is \$9,815. There is no penalty to the City for not participating but no incentive would be received. Motion to approve Mayor to sign the KCP&L Demand Response Incentive Agreement for 2019 by Councilor Meier, second by Councilor Powell. Roll called. AYES: Bond, Powell, Meier, Hardwick, and Kinnard. NAYS: None. Motion approved 5-0.
- D. Cintas Service Agreement. CA Willim explained that Cintas currently provides uniforms for Public Works and Park employees as well as other products and services to the City. The new Service Agreement is available through U.S. Communities, a cooperative purchasing group, and would be for a term of five years. The five-year agreement represents no price

increase for the first three years and no more than 7% increase annually for the final two years. Motion to approve City Administrator to sign the Cintas Facilities Solutions Agreement with a term of five years by Councilor Meier, second by Councilor Kinnard. AYES: Bond, Powell, Meier, Hardwick, and Kinnard. NAYS: None. Motion approved 5-0.

- E. Non-Potable Water Pumps at WWTP. Councilor Powell explained what happened at the non-potable pump station and that the program issue has been corrected and will send out a critical alarm in the future if there is ever water in the pump station again. Motion to approve the purchase of two pumps and labor kit not to exceed \$5,751, second by Councilor Meier. Roll called. AYES: Bond, Powell, Meier, Hardwick, and Kinnard. NAYS: None. Motion approved 5-0.
- F. Hay Bids: Councilor Powell explained the two bids received and the difference between them. The recommendation of the Public Works Committee is to accept the bid received from Charles Calvert for \$60.50 per bale. Motion to accept bid of \$60.50 per bale from Charles Calvert by Councilor Powell, second by Councilor Meier. Roll called. AYES: Bond, Powell, Meier, Hardwick, and Kinnard. NAYS: None. Motion approved 5-0.
- G. Resolution No. 434 Building Safety Month. Community Development Director Lisa Hasting explained that May is recognized by the International Building Codes as Building Safety Month. Missouri has signed a Governor's proclamation that May will be Building Safety Month. Each week has a theme for public awareness and the hope is to coordinate events and efforts with the Fire Department in the community. Motion to approve Resolution 434 recognizing the month of May as Building Safety Moth by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Bond, Powell, Meier, Hardwick, and Kinnard. NAYS: None. Motion approved 5-0.

ADJOURN: Motion to adjourn at 6:57 p.m. by Councilor Hardwick, second Councilor Kinnard. AYES: Powell, Bond, Hardwick, Kinnard, Guy, and Meier. NAYS: None. Motion approved 6-0.


City Clerk, Susan M. Brunworth


Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, APRIL 9, 2019

PRAYER: Darren Sherwood

PLEDGE OF ALLEGIANCE: Councilor Dave Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, April 9, 2019, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. COUNCIL ABSENT: Sam Coleman

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Sgt. Jerry Folvarcik, Assistant Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Public Works Director Dale Shipp, Community Development Director Lisa Hastings, Collector Marilyn O'Dell, Recreation Director Haley Williams, HR Director Sandra Williams, Municipal Court Clerk Carol Coats, and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: March 26, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda as presented by Councilor Meier, second by Councilor Peterson. AYES: Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met and therefore nothing to report.
- B. Ordinance: Barb Hardwick. The Committee has not met and therefore nothing to report.
- C. Public Works: Dave Powell. The Committee has not met and therefore nothing to report.
- D. Public Safety: Rob Kinnard. The Committee met prior to tonight's meeting. Items/issues discussed: thanking Police and Fire Departments, School District, Thurman Funeral Home and others involved in the very effective, powerful docudrama held at the High School earlier today. The docudrama staged an incident that involved drunk driving and texting, a fatality, multiple injuries, an arrest and life flight being brought in. Many compliments were received from parents, as well as students, who were in attendance. We discussed gas drive-off issues local businesses are experiencing. Richmond is one of the few remaining communities where people can pump gas without paying first. Gas drive-off incidents are on the rise and often times the suspect is not located which results in lost revenue to the business. The Committee will continue gathering information, review ordinances from other cities, and coordinate with the Ordinance Committee and Chris Williams about a possible ordinance. Parking concerns on South Institute were discussed and we continue monitoring and exploring options. Parking concerns on Wellington Street will also continue to be monitored. Parents are parking along Johnny Walker

Lane to pick up kids from the High School. The concern is kids crossing where there is no crosswalk. The Committee will bring this to the Ordinance Committee for a designated no-parking area.

- E. Park Department Liaison: Deanna Guy. Minutes from April 1 meeting are included in the packet. Highlights include: Hamann Park experiences parking issues when both shelters are rented so a discount will be offered to rent both; tree bid is out and will be discussed at May meeting; internet service problems at Maurice Roberts Park and the need for more board members. Currently only have six and nine are needed.

MAYOR'S REPORT: Mike Wright. As Deanna mentioned, the Park Board needs three more members so if you know anyone who might be interested in serving please let me know. Planning and Zoning needs two members. I am always looking for interested people to serve on boards. A Certificate of Appreciation for Sam Coleman's years of service on the Council was read and will be mailed to him. It's a busy time of year for the City and Tonya keeps me updated with numerous telephone calls.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report included in the packet. Highlighted the emergency purchase of four new tires and installation for the wheel loader, new Wastewater Plant Operator started today, finalized the Rotary grant application for the downtown lot and should know in May whether granted, compost site is open for the season, Lonnie's retirement celebration is Friday, and next SmartDollar meeting is April 16.

DEPARTMENT REPORTS: CA Willim brought Council's attention to the new GIS Department report, and forms, that are included in this month's packet. Very excited about this new position.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No 19-06: Ordinance Declaring the Official Results of the Election on April 2, 2019. Motion for first and second reading by Councilor Meier, second Councilor Peterson. Roll called. AYES: Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-06. Motion to adopt Bill 19-06 as ordinance by Councilor Peterson, second Councilor Meier. Roll called. AYES: Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 6:48 p.m. by Councilor Guy, second Councilor Meier. AYES: Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 7-0.

SWEARING IN OF NEW COUNCIL MEMBERS: At this time City Clerk Susan Brunworth swore in Mayor Mike Wright and Councilmembers Justin Meier, Deanna Guy, Adam Booth and Rob Kinnard.

SEATING OF NEW COUNCIL MEMBERS: Mayor reseated the Council.

Mayor Wright called to order the second part of the regular meeting of the City Council of the City of Richmond, Missouri on April 9, 2019 at 6:54 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Adam Booth, Barb Hardwick, Ron Peterson and Rob Kinnard. COUNCIL ABSENT: None

VOTE OF MAYOR PRO TEM: The Mayor explained the blank pieces of paper and asked each Councilmember to write down their selection for Mayor Pro Tem, fold the piece of paper and hand back to him. Once all the pieces were returned, he read the names and announced that Dave Powell received the most votes and is elected as Mayor Pro Tem.

MAYOR APPOINTED COMMITTEES/COMMITTEE CHAIRS:


- A. Finance Committee: Chairperson Deanna Guy, Dave Powell, Ron Peterson
- B. Public Works Committee: Chairperson Dave Powell, Ron Peterson, Barb Hardwick
- C. Ordinance Committee: Chairperson Barb Hardwick, Deanna Guy, Adam Booth
- D. Public Safety Committee: Chairperson Rob Kinnard, Justin Meier, Bob Bond
- E. Park Board Liaison: Deanna Guy.

ADOPTION OF AGENDA: Motion to approve second part of the agenda as printed by Councilor Peterson, second Councilor Meier. AYES: Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Adam Booth, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.

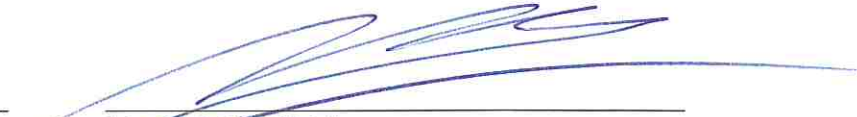
NEW BUSINESS:

- A. Maurice Roberts Park – Mediacom Contract. Councilor Guy explained that like Hamann Park, Maurice Roberts Park does not have line of sight to have internet from City Hall so it will need to be hardwired for the NVR to work properly and record. This was discussed at the April 1, 2019 Park Board meeting, meets their approval and the Board motioned for approval of the three-year contract for \$135.90 a month and to bring to the full Council for approval. Motion to approve and authorize City Administrator to sign and enter into a three-year contract with Mediacom for internet service at Maurice Roberts Park by Councilor Powell, second Councilor Peterson. AYES: Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Adam Booth, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.
- B. Mushroom Festival Street Closure. CA Willim explained the Mushroom Committee has asked for street closures for the 39th Annual Mushroom Festival event beginning at 3:00 p.m. on Thursday, May 2, through 8:00 a.m. on Sunday, May 4. Motion to approve by Councilor Peterson, second Councilor Hardwick. AYES: Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Adam Booth, Ron Peterson and Rob Kinnard. ABSTAIN: Meier. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 7:01 p.m. by Councilor Guy, second Councilor Hardwick. AYES: Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Adam Booth, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.



City Clerk, Susan Brunworth



Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, APRIL 23, 2019

PRAYER: Darrin Daniel

PLEDGE OF ALLEGIANCE: Councilor Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on April 23, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Dave Powell, Bob Bond, Justin Meier, Barb Hardwick, Deanna Guy, Ron Peterson, Adam Booth and Rob Kinnard. COUNCIL ABSENT: None.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Public Works Director Dale Shipp, Community Development Lisa Hastings, and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: April 09, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Meier, second by Councilor Peterson. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met tonight and will present items discussed later in this meeting.
- B. Ordinance:** Barb Hardwick. The Committee has not met and therefore nothing to report.
- C. Public Works:** Dave Powell. The Committee met on April 18 to discuss items that will be presented later in this meeting.
- D. Public Safety:** Rob Kinnard. The Committee has not met and therefore nothing to report.
- E. Park Department Liaison:** Deanna Guy. Have not met since last council meeting and therefore nothing to report.

MAYOR'S REPORT: Mike Wright. CA and I attended MML West Gate meeting in Blue Springs regarding medical marijuana and what cities can and cannot do. That is still an ongoing process for Missouri and more will be learned. CA, Chris and I met with Kirk Davis to discuss the upcoming Goals Session in May. The questionnaire has been sent to everyone and it's very important that you respond directly to Kirk. Attended Public Works Committee meeting on April 18. At this time, I would like to appoint Kristin Bates to the Park Board so she can attend the next meeting on May 6. Roll Called: AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Appointment approved 8-0. Two potential police officers were interviewed this afternoon and I would like to appoint Jeffrey Rash and Luke Covey tonight with formal approval at next Council meeting on May 14. Roll Called: AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Appointments approved 8-0.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report included in the packet. At the request of RDD that the City resume control of the Farmer's Market, new forms were developed and they are included in my report. That information can also be found on the website. Darneal project tube is in and dirt work mostly completed. Remember the Goals Session is scheduled for Friday, May 17 and it is very important that you complete the questionnaire and return it directly to Kirk. Fire Fighter Zeb Williams modeled for Council recently purchased new bunker gear and air packs as Fire Chief Mark Sowder explained. Fire Department is very appreciative of the new equipment and thrilled to have it.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No. 19-07 Ordinance Approving Final Plat Wilson's Addition Subdivision. Community Development Lisa Hasting explained the history of and need for this Plat. Motion for first and second reading by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-07. Motion to adopt Bill 19-07 as Ordinance by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.
- B. Henkel for Hope Relay for Life. Henkel Technologies requested Council to allow them to collect money for their Relay for Life Team Henkel for Hope on June 1, 2019 between 11:00 a.m. and 2:00 p.m. at the intersections of South Street and Spartan Drive, East Main and Spartan Drive and Walton Way. They will not be standing in the roadway or impede traffic. Motion to approve Henkel's request by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.
- C. FY19 Mill/Street Overlay. CA explained that the City released a Request for Proposal for the 2019 street overlay project on March 18, with a close date of April 12. Four bids

were received and the lowest, most responsible bidder (per unit cost) is Advanced Asphalt Paving. Approximately 50' of East Franklin at Spartan Drive will have a concrete apron as part of the overlay project and we have the ability to partnership with Letzig Development to pay for half of the project and be completed to City's specifications. Public Works Committee met on April 18 and reviewed the bid results and recommends Advanced Asphalt for the overlay and concrete apron. Motion to accept Advanced Asphalt's bid for the 2019 street overlay project not to exceed \$284,943.60, accept partnership with Letzig Development for concrete apron not to exceed \$3,500 and direct City Administrator to execute the contracts by Councilor Meier, second by Councilor Guy. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.

- D. FY19 Waterline Replacement. CA explained that the City released a Request for Proposal for the 2019 waterline replacement project for Mary, Martha and Margaret Streets on March 18, with a close date of April 12. Four bids were received for all three streets, full replacement (materials and labor) and all were over budget. The City amended the Request for Proposal on April 15 asking all four bidders to resubmit by April 17 for labor only with the City purchasing all materials. Three bids were received and the lowest, most responsible bidder is MB Construction, LLC with a total bid of \$76,300 for labor only. The City has a quote for waterline materials of \$19,221. Public Works Committee met on April 18 and reviewed the bid results and recommends MB Construction for installation of the waterlines and City to purchase materials. Motion to accept MB Construction, LLC bid for the 2019 waterline replacement installation labor only not to exceed \$76,300 and City purchase waterline materials not to exceed \$19,221 and City Administrator to execute the contract by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.
- E. Municipal Complex Gutter Replacement and Underground Drainage. Councilor Guy explained the FY19 budget included \$15,000 for gutters and underground drainage. The total of gutters and downspouts replacement and the underground drainage installation is \$20,995. This is approximately \$6,000 over budget but staff estimates that the Municipal Complex Fund will end the fiscal year with a cash balance of \$5,000 if both projects are approved. The City released a Request for Proposal for the replacement of gutters and downspouts on the Municipal Complex on March 4 with a close date of March 24, 2019. Four bids were received and the lowest, most responsible bidder is Slote gutter Company with a total bid of \$11,410 (without icebreakers) for 6" gutters and 3"x4" downspouts. Motion to accept Slote Gutter Company's bid not to exceed \$11,410 for 6" gutter replacement and 3"x4" downspouts (without icebreakers) and direct the City Administrator to execute the contract by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0. Councilor Guy further explained that two bids were received for the underground drainage installation and the lowest most responsible bidder is Tri-State Construction with a total of \$9,585 for 6" and 8" PVC pipe. Motion to accept bid from Tri-State Construction for underground drainage not to exceed \$9,585 and direct the City Administrator to execute the contract by Councilor Guy, second by

Councilor Powell. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.


F. Resolution No 433A: Amendment Adopting Application Permit Fee Schedule. Community Development Lisa Hasting explained that this amendment is to clean up and make revisions to Resolution 433 approved and accepted on December 11, 2018. Motion to approve Resolution 433A by Councilor Powell, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.

G. Goals and Objectives: Second Quarter Update. CA Willim presented the Second Quarter Update to Council's Goals and Objectives. She highlighted each Goal and Objective with the accomplishments made since the First Quarter's Update and where we stand in achieving them.


ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (1) Legal and (12) Contract, motion to adjourn at 7:15 6 p.m. by Councilor Guy, second Councilor Hardwick. Roll Called: AYES: Guy, Meier, Kinnard, Bond, Peterson, Hardwick, Booth and Powell. NAYS: None. Approved 8-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 7:44 p.m. with one action taken by Councilor Guy, second Councilor Hardwick. AYES: Guy, Meier, Bond, Kinnard, Peterson, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 7:45 p.m. by Councilor Guy, second by Councilor Hardwick. AYES: Bond, Peterson, Kinnard, Powell, Guy, Hardwick, Booth and Meier. NAYS: None. Motion approved 8-0.



City Clerk, Susan M. Brunworth





Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, MAY 14, 2019

PRAYER: Brian Guy

PLEDGE OF ALLEGIANCE: Councilor Dave Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, May 14, 2019, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson, Adam Booth and Rob Kinnard. **COUNCIL ABSENT:** None.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoefflicker, Public Works Director Dale Shipp, Community Development Director Lisa Hastings, Collector Marilyn O'Dell, Recreation Director Haley Williams, and Municipal Court Clerk Carol Coats.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: April 23, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda as presented by Councilor Bond, second by Councilor Meier. **AYES:** Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. **NAYS:** None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee met jointly with Public Works last Thursday, May 9, and again tonight. Items discussed will be presented later in tonight's meeting.
- B. Ordinance: Barb Hardwick. The Committee met jointly with Public Safety on Tuesday, May 7, 2019. Items discussed will be presented later in tonight's meeting.
- C. Public Works: Dave Powell. The Committee met jointly with Finance on Thursday, May 9. Items discussed will be presented later in tonight's meeting.
- D. Public Safety: Rob Kinnard. The Committee met jointly with Ordinance on Tuesday, May 7, 2019. Items discussed will be presented later in tonight's meeting.

- E. Park Department Liaison: Deanna Guy. This is a busy time of year for the Park Department. Minutes from the May 6 meeting are included in the packet. A couple of issues discussed included gutter replacement on some of the park buildings and considering how best to handle. Tree bids were discussed; will continue to discuss due to issues involved.

MAYOR'S REPORT: Mike Wright.

- A. Would like to re-appoint Jimmy Carter to the Richmond Downtown District. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Re-appointment approved 8-0.
- B. Would like to re-appoint Joyce Bowles to the Park Board. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Re-appointment approved 8-0.
- C. Would like to appoint Tracey Hewlitt to the Park Board. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Appointment approved 8-0.

New Police Officer Jeffrey Rash and returning Police Officer Luke Covey were welcomed to the Richmond Police Department, having been appointed at last Council meeting on April 23. I have attended all the recent Committee meetings; Emergency Response meeting with City personnel to evaluate City's readiness in event of storm-related emergency, and usual meetings and phone calls with Tonya as she keeps me current. The recent Mushroom Festival was another great success and thank you to everyone involved. Be sure to check out the exceptional Eagle Scout sidewalk project that is now completed at the front of the building. If your scheduled permits, try to attend the MML West Gate meeting on Thursday, May 23, in Excelsior Springs. Medical marijuana, presented by Patraic Corcoran of Williams & Campo, will be presented and should be very informational.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. MB Construction arrived in town yesterday and started on Mary Street as part of the waterline project. The underground drainage project has also started as you noticed when you came in tonight and they are hopeful of being completed by the end of the week. We did change plans on drainage to exit out toward the parking lot to keep from having to cut the newly installed Eagle Scout sidewalk. The change will not alter the successful completion of the drainage project.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No 19-08: ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF RICHMOND, MISSOURI, BY ADDING SECTION 215.1130 GASOLINE PRE-PAYMENT OR PRE-APPROVAL TO REQUIRE BUSINESSES SELLING GASOLINE AND/OR DIESEL FUEL TO INDIVIDUAL CUSTOMERS TO PROVIDE FOR PRE-PAYMENT OR PRE-APPROVAL OF THE SALE BEFORE

FUEL MAY BE PUMPED AND SECTION 6705.110 COMPLIANCE WITH GASOLINE PRE-PAYMENT OR PRE-APPROVAL WHICH ALLOWS FOR THE NO-RENEWAL OF A BUSINESS LICENSE FOR FAILING TO REQUIRE PRE-PAYMENT OR PRE-APPROVAL OF FUEL SALES. Councilor Hardwick explained that information presented initially to the Public Safety Committee and then in joint meeting with Ordinance, as well as information gathered by staff, both Public Safety and Ordinance recommend Council approve Bill 19-08 to become Ordinance. Motion for first and second reading by title only by Councilor Peterson, second by Councilor Meier. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-06. Motion to adopt Bill 19-08 as ordinance by Councilor Meier, second by Councilor Peterson. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Bill 19-06 approved 8-0.

- B. Bill No. 19-09: AN ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, AMENDING SCHEDULE II. PARKING RESTRICTIONS, TABLE II-1 NO PARKING ZONES INCLUDED IN TITLE III. TRAFFIC CODE OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND, MISSOURI, TO DESIGNATE NO PARKING ZONES ALONG JOHNNY WALKER LANE. Councilor Hardwick explained that safety hazards continue to arise in connection to the proximity of the high school and Spartan Drive (Highway 13) with parking on both sides of Johnny Walker Lane. The Public Safety Committee reviewed this parking restriction and recommends approval. Motion for first and second reading by title only by Councilor Hardwick, second Councilor Peterson. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-09. Motion to adopt Bill 19-09 as ordinance by Councilor Meier, second Councilor Peterson. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Bill 19-09 approved 8-0.
- C. Bill No. 19-10: AN ORDINANCE AMENDING SECTIONS 605.230, 605.240, AND 605.250 OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND, MISSOURI REGARDING THE FARMERS' MARKET. Councilor Hardwick explained that the organization who managed the market has returned it back to the City. It has been brought to the City's attention that the current ordinance is very restrictive. The addition of "artisans" selling their crafted goods and artwork was an avenue that would broaden market participants. Also adding the requirement that 80% of the products for sale must be grown or produced by vendors and any foods being sold must be from an approved source will also allow more vendors to participate. Motion for first and second reading by title only by Councilor Hardwick, second by Councilor Meier. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-10.

Motion to adopt Bill 19-10 as ordinance by Councilor Meier, second Councilor Peterson. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Bill 19-10 approved 8-0.

- D. Bill 19-11: AN ORDINANCE TO AMEND SECTIONS 103.090 AND 135.060 OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND, MISSOURI TO MODIFY THE REQUIREMENTS FOR PUBLICATION OF NOTICE FOR REQUESTING BIDS. CA Willim explained that this ordinance is a clean-up of the existing ordinance to allow “and/or” for publication. Motion for first and second reading by title only by Councilor Guy, second Councilor Meier. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-11. Motion to adopt Bill 19-11 as ordinance by Councilor Meier, second Councilor Peterson. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Bill 19-11 approved 8-0
- E. Bill 19-12: AN ORDINANCE APPROVING THE FINAL PLAT FOR SPARTAN BUSIENSS CENTER; DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE THE SUBDIVISION PLAT; SETTING AN EFFECTIVE DAT FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH. Community Development Lisa Hasting explained that this is for another lot in the Spartan Business Center; splitting another lot for community development. Motion for first and second reading by title only by Councilor Peterson, second Councilor Meier. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-12. Motion to adopt Bill 19-12 as ordinance by Councilor Meier, second Councilor Peterson. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Bill 19-09 approved 8-0
- F. Work Order No. 16: Wollard Boulevard Drainage Project. Councilor Powell explained that Work Order No. 16 has been updated to include design, bidding and construction phase services for the Wollard project and consideration of the Vineyard Street drainage area. This project has been in discussion since 2010 and we are now at the stage where once this Work Order is approved, we can actually get a design built that will address drainage issues. Motion to approve the City Administrator to enter into agreement with Olsson to complete the proposed drainage project on Wollard Boulevard by Councilor Powell, second by Councilor Meier. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.
- G. FRP 06-19: Block Retaining Wall South Thornton/East South Street. Councilor Powell explained that this project has been discussed over the years because of safety concerns for children walking home from school. Public Works staff is able to construct a

sidewalk and other aspects of the project, but is unable to build a retaining wall that is necessary to stabilize the soil behind it and prevent erosion from occurring on the sidewalk. One bid was received from The Green Mile Lawn Service in the amount not to exceed \$51,892 and the Public Works and Finance Committees both recommend approval by council. Motion to accept the Green Mile Lawn Service's bid for construction of a block retaining wall not to exceed \$51,892 and direct the City Administrator to execute the contract by Councilor Powell, second by Councilor Peterson. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.

H. Professional Services Agreement: Kirk Davis. Councilor Guy explained that this is an unbudgeted item but funds are available to cover Kirk Davis' fee for the Goal Setting Work Session scheduled for Friday, May 17, 2019. Last year's retreat was very helpful to City staff and provided a roadmap of how to plan, budget and carry out planned projects, as well as guidance toward key areas important to Council. Motion to approve the agreement and authorize the Mayor to execute the contract for a one-day goal setting work session in the amount of \$5,000 by Councilor Guy, second by Councilor Hardwick. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.

ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (3) Personnel motion to adjourn at 7:02 p.m. by Councilor Guy, second Councilor Hardwick. AYES: Guy, Meier, Kinnard, Booth, Bond, Peterson, Hardwick and Powell. NAYS: None. Approved 8-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 7:18 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. AYES: Guy, Meier, Bond, Kinnard, Peterson, Hardwick and Powell. NAYS: None. Approved 7-0.

ADJOURN: Motion to adjourn at 7:19 p.m. by Councilor Meier, second Councilor Powell. AYES: Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Adam Booth, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.



Susan M. Brunworth
City Clerk, Susan M. Brunworth

Mike Wright
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, MAY 28, 2019

PRAYER: Councilor Kinnard

PLEDGE OF ALLEGIANCE: Councilor Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on May 28, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Dave Powell, Bob Bond, Barb Hardwick, Deanna Guy, Ron Peterson, Adam Booth and Rob Kinnard. COUNCIL ABSENT: Justin Meier.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: May 14, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Bond, second by Councilor Guy. AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met tonight and will present items discussed later in this meeting.
- B. Ordinance:** Barb Hardwick. The Committee has not met and therefore nothing to report.
- C. Public Works:** Dave Powell. The Committee has not met and therefore nothing to report.
- D. Public Safety:** Rob Kinnard. The Committee has not met and therefore nothing to report.
- E. Park Department Liaison:** Deanna Guy. Have not met since last council meeting and therefore nothing to report.

MAYOR'S REPORT: Mike Wright. I would like to appoint Tomas Rodriquez as a new police officer. Roll Called: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Appointment approved 7-0. Oath of Office was administered by City Clerk Susan Brunworth to Officer Rodriquez and he was welcomed to the Richmond Police Department. Attended the goal setting retreat last week and the MML West Gate meeting in Excelsior Springs along with Tonya, Deanna and Barb which was very interesting. Tonya has kept me up to date on the numerous projects going on.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in the packet, but would like to add that we had a good weekend at the pool, especially considering all the rain. Haley reported approximately 400 people attended opening weekend. M&B Construction is on Martha Street at this time and Slote Guttering has completed all the work to the front of the building and is hoping to complete the back tonight. Rain is causing some issues at the plants, but staff is managing well. Staff is not in attendance tonight so they can be prepared should the weather cause issues later tonight.


UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Cemetery UTV Purchase. This utility vehicle is included in the FY19 budget to replace the current Gator purchased in 1997. Ag-Power provided the 2019 John Deere TS Gator 4x2 to the City under the cooperative purchasing program HGACBuy, which is available to the City as a member of MARC. Motion to approve the purchase of the 2019 John Deere TS Gator 4x2 not to exceed \$6,904.29 by Councilor Guy, second by Councilor Powell. Roll called. AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.
- B. GIS Equipment Purchase. This was discussed at tonight's Finance Committee and purchase is recommended by the Finance Committee since it is not a budgeted item. The Trimble R2, a Global Navigation Satellite System (GNSS) receiver (not budgeted), and the required smart device (iPad) (budgeted), is needed to further the City's GIS capabilities and mapping system. It can be purchased in the current fiscal year, while remaining within the current budget, since items budgeted in FY19 will not be purchased. Motion to approve the purchase of the Trimble R2 not to exceed \$6,875 and an iPad not to exceed \$800 by Councilor Guy, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.
- C. Addendum to Gutter Contract – Parks. The Park Board discussed during the May meeting that since Slote Guttering is replacing gutters on the Municipal Complex, a bid should be obtained from them for gutter replacement and ice breakers on restrooms and concession areas at Armour Park, Southview Park and Maurice Roberts Park. Motion to approve installation of gutters and adding ice breakers as an addendum to the current contract that the City has with Slote Guttering in an amount not to exceed \$4,185 by Councilor Guy, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.
- D. RFP 05-19: Tree Removal/Clean-Up Maurice Roberts Park. The Park Board reviewed the bids received from the City's Request for Proposal and Bramlett's Tree Service was found to be the lowest most responsible bid. Motion to accept Bramlett's Tree Service for tree trimming and clean-up at Maurice Roberts Park in an amount not to exceed \$9,400 by Councilor Guy, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0

- E. First Thursdays at Hometown Pizza. Richmond Downtown District is not sponsoring First Thursdays this year, but Hometown Pizza and some of the other businesses are trying to keep it alive. Hometown is asking permission to block off three to four parking spaces in front of their business while hosting First Thursday events. Motion to approve Hometown Pizza blocking off three to four parking spaces in front of their business while hosting First Thursday events beginning in June through December, second Thursdays in July and December due to conflicts, by Councilor Peterson, second by Councilor Hardwick. Roll called. AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.
- F. Resolution 435 Adopting Goals and Objectives for the City of Richmond for FY20 Budget Year. Goals and objectives were developed at the work session held on May 17, 2019 to assist in and give direction to planning the City's future. Once adopted, objectives to meet them will be discussed with staff and how they relate to and can be incorporated into the FY20 budget. Motion to adopt Resolution No. 435: Goals and Objectives for the FY2020-2021 Budget Year by Councilor Powell, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0
- G. Used Meter Reader Vehicle. Staff is requesting approval to place a bid on a vehicle once it is found to specifications up to the amount of \$10,000 as budgeted in the FY19 budget and bring to Council the vehicle purchased. Motion to approve spending authority to purchase a used meter reader truck in an amount up to \$10,000 by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.
- H. Kevlar Vest Agreement. This is an in-house SOP for the Police Department. Each police officer is personally fit for a protective Kevlar vest and when they leave employment with the Richmond Police Department, their Kevlar vest is unsafe to be used by another officer. Adoption of this Agreement would allow the officer to keep their vest upon departure from the Department and would reimburse the Department on a depreciation/prorated basis (1/5 of the purchase price per useful life years remaining). This Agreement would apply to all new and veteran officers who receive a new vest after the five-year useful life expires. Motion to approve the Agreement on repayment of the undepreciated portion of Kevlar vests to go into effect immediately affecting all future Kevlar vest purchases by Councilor Hardwick, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0

ADJOURN: Motion to adjourn at 6:57 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.



City Clerk, Susan M. Brunworth



Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JUNE 11, 2019

PRAYER: Councilor Rob Kinnard

PLEDGE OF ALLEGIANCE: Councilor Dave Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, June 11, 2019, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Adam Booth and Rob Kinnard. **COUNCIL ABSENT:** Barb Hardwick and Ron Peterson.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Public Works Director Dale Shipp, Community Development Director Lisa Hastings, Recreation Director Haley Williams, HR Director Sandra Williams, Municipal Court Clerk Carol Coats and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: May 28, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda as presented by Councilor Meier, second by Councilor Guy. **AYES:** Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, and Rob Kinnard. **NAYS:** None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met so nothing to report tonight.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report tonight.
- C. Public Works: Dave Powell. The Committee has not met so nothing to report tonight.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report tonight.
- E. Park Department Liaison: Deanna Guy. Minutes from the June 3 meeting are included in the packet. Board is appreciative of Council's approval of bids for new gutters and downspouts and tree trimming.

MAYOR'S REPORT: Mike Wright.

- A. Would like to re-appoint Kenneth Buhrmeister to Park Board. Roll Called. **AYES:** Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy and Rob Kinnard. **NAYS:** None. Re-appointment approved 6-0.
- B. Would like to re-appoint Everett Thompson to the Planning and Zoning Committee. Roll Called. **AYES:** Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy and Rob Kinnard. **NAYS:** None. Re-appointment approved 6-0.

- C. Would like to re-appoint Bret Bowman to the Building Code Board of Appeals. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy and Rob Kinnard. NAYS: None. Appointment approved 6-0.
- D. Appointment of Mark Sowder as the Emergency Management Director for the City of Richmond. He will be our SEMA contact. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy and Rob Kinnard. NAYS: None. Appointment approved 6-0

Usual meetings and phone calls with Tonya as she keeps me current. Sat in on meeting with Tonya, Mark, Chad and KCPL representatives to discuss upcoming merger and changes we might expect. Sat in on interview with Tonya and Rebecca for the Economic Development position.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. To follow up on the Mayor's appointment of Mark Sowder as the City's Emergency Management director, I met with the Presiding Commissioner and learned that SEMA has been out for local government briefings pursuant to the federal disaster declaration for flooding and severe storms between March 11 and April 16. Staff has met and discussed our application and I believe there are a couple of items we can pursue. We incurred an emergency purchase from Smith and Loveless in the total amount of \$5,543 to replace the pump we just purchased for the Hill Street Lift Station. The lift stations ran non-stop and handled a lot of water. Lisa Lift Station also had issues and we may include them. The City has not met officially with SEMA, but staff is gathering information together so we can apply. The annual Pet Clinic starts tonight and that is where Marilyn is. Lastly, I am excited to announce we have hired Alicia Shaw as our Economic Development Director; she will start on Monday, June 24. She brings a lot of experience to the City and we are anxious to get her on-board. Business as usual with on-going projects and those scheduled to begin in the near future.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No 19-13: AN ORDINANCE APPROVING THE FINAL PLAT FOR PANGBORN LOT SPLIT; DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE THE SUBDIVISION PLAT; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH. Community Director Lisa Hasting explained the history behind and reason for this Final Plat for Pangborn Lot Split. Motion for first and second reading by title only by Councilor Meier, second by Councilor Kinnard. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy and Rob Kinnard. NAYS: None. Motion approved 6-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-13. Motion to adopt Bill 19-13 as ordinance by Councilor Meier, second by Councilor Powell. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy and Rob Kinnard. NAYS: None. Bill 19-13 approved 6-0.

ADJOURN: Motion to adjourn at 6:41 p.m. by Councilor Guy, second Councilor Kinnard. AYES: Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Adam Booth and Rob Kinnard. NAYS: None. Motion approved 6-0.


City Clerk, Susan M. Brunworth


Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JUNE 25, 2019

PRAYER: Bill Purcell

PLEDGE OF ALLEGIANCE: Councilor Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on June 25, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Dave Powell, Bob Bond, Barb Hardwick, Deanna Guy, Adam Booth, and Justin Meier. COUNCIL ABSENT: Ron Peterson and Rob Kinnard

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Lt. Todd Herdman, Public Works Superintendent Dale Shipp and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: June 11, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Meier, second by Councilor Guy. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth and Powell. NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee has not met and therefore nothing to report.
- B. Ordinance:** Barb Hardwick. The Committee has not met and therefore nothing to report.
- C. Public Works:** Dave Powell. The Committee met tonight. Items discussed will be presented later in the meeting
- D. Public Safety:** Rob Kinnard. The Committee has not met and therefore nothing to report.
- E. Park Department Liaison:** Deanna Guy. Have not met since last council meeting and therefore nothing to report.

MAYOR'S REPORT: Mike Wright. Richmond is hosting a Missouri Highways and Transportation Commission meeting on Wednesday, July 10. A reception will be held on

Tuesday evening, July 9, at Shirkey Golf Course from 5:30 to 7:30. The reception conflicts with our next regular Council meeting so I would like to cancel the July 9 Council meeting to allow everyone to attend. Motion to cancel regular Council meeting of July 9 by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Guy, Bond, Hardwick, Meier, Booth and Powell. NAYS: None. Motion approved 6-0. It is an honor to host one of their meetings and everyone is encouraged to attend both the reception and meeting. The Wednesday morning meeting starts at 9:00 and the City will have a presentation. The meeting is open to the public and everyone is encouraged to bring friends. Tonya keeps me up to date on the numerous projects we have going on.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Our Economic Development Director Alicia Shaw started yesterday and we are excited to have her aboard. To update the Mary, Martha and Margaret Streets project, we have three connections left on Margaret and then the contractors will start with yard cleanup. Public Works installed a culvert; two driveways on Mary and Margaret need concrete and then we should be able to finish remaining cleanup. The mill and overlay project is scheduled to begin late-July early-August and is scheduled for completion before school starts. Met with Olsson on the 210 lift station and Wollard Boulevard projects. The Wollard project is currently at 30% design; we are seeking easements. The 210 lift station is at 60% design; we may need easements. Also working on the South and Thornton Streets project; easement letters have been sent out. American Celebration is this Friday; hope to see everyone there. Otherwise, we are busy with summer projects.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Non-Potable Water Pump (Wastewater Treatment Plant). Councilor Powell explained that on June 5, 2019 staff received a SCADA alarm and when they responded discovered the pump station was flooded with water. After staff pumped water out it was discovered that the bearings and seals on the pump had failed while running causing the pump station to flood. The pump motor is no longer operational and will need to be replaced along with the pump impeller assembly for a total cost of \$4,514.37. This was an unbudgeted item. Motion to approve the purchase of one pump, pump service labor kit and complete impeller replacement in an amount not to exceed \$4,514.37 by Councilor Powell, second by Councilor Meier. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth and Powell. NAYS: None. Motion approved 6-0.

- B. Annual Liquor License Renewals: City Clerk Susan Brunworth. Businesses having completed necessary renewal requirements and ready for issuance of City Liquor Licenses are: Casey's, Depot Tavern, George's Liquor Store, Harp's Food Store #275, Hide-A-Way Bar, Hometown Pizza, Richmond Bowl, Shirkey Recreation Park, Tequila Jalisco Mexican Restaurant and Wal-Mart. Businesses that have not completed necessary renewal requirements but will be issued City Liquor Licenses upon receipt of Application and State Licensing by June 30 are: BP Amoco, Ray County Shrine Club, Richmond Cenex, Richmond Sinclair, Richmond Shell. Motion to approve businesses that have completed necessary renewal requirements as well as those City is waiting on receipt of

Application and State Licensing by June 30 by Councilor Meier, second by Councilor Powell. Councilor Booth asked for clarification and verification as to whether he should abstain from voting since Hometown Pizza is his employer. City Attorney Williams explained that it is his decision, but he is not the owner. It was discussed to break the motion into two separate motions allowing Councilor Booth to abstain from the motion relating to Hometown Pizza only to avoid any appearance of conflict. Councilor Meier amended his motion to remove Hometown Pizza and vote separately. Roll called: AYES: Meier, Bond, Booth, Hardwick, Booth and Powell. NAYS: Guy. Motion approved 5-0. Motion to approve Hometown Pizza liquor license by Councilor Meier, second by Councilor Hardwick. Roll called: AYES: Meier, Bond, Hardwick and Powell. NAYS: Guy. ABSTAIN: Booth. Motion approved 4-0.

- C. Painting of City Hall: City Administrator Tonya Willim. During the replacement of gutters at City Hall, damaged fascia was exposed and needs to be painted. Parks Superintendent Terry Dickey and his staff, including Full Employment Council individuals, can paint City Hall and repair fascia. The repainting would take about 50 hours and they can do all the repairs themselves. Materials would include paint, paint materials and fascia materials for \$3,000. This amount would be used from the \$35,000 earmarked for tuck point and sealing of City Hall in the FY19 Budget. Motion to approve the use of \$3,000 of the \$35,000 earmarked for tuck pointing and sealing to repair the fascia and paint City Hall by Councilor Guy, second by Councilor Meier. Roll called. AYES: Meier, Bond, Hardwick, Booth, Buy and Powell. NAYS: None. Motion approved 6-0.

ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (1) Legal and Section 610.021(12) Contract motion to adjourn open/enter close at 6:54 p.m. by Councilor Guy, second Councilor Meier. AYES: Guy, Meier, Booth, Bond, Hardwick and Powell. NAYS: None. Approved 6-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 7:12 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. AYES: Guy, Meier, Bond, Hardwick and Powell. NAYS: None. Approved 6-0.

ADJOURN: Motion to adjourn at 7:13 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Guy, Bond, Hardwick, Booth and Powell. NAYS: None. Motion approved 6-0.


City Clerk, Susan M. Brunworth


Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JULY 23, 2019

PRAYER: Darrin Daniels

PLEDGE OF ALLEGIANCE: Councilor Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on July 23, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Dave Powell, Bob Bond, Barb Hardwick, Deanna Guy, Adam Booth, Rob Kinnard and Justin Meier. COUNCIL ABSENT: Ron Peterson.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Public Works Superintendent Dale Shipp, City Collector Marilyn O'Dell, Economic Development Director Alicia Shaw and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: June 26, 2019 minutes of the regular meeting approved as printed (*July 9, 2019 council meeting was canceled*).

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda as amended by Mayor Wright with addition of item B Appointment of Courtney Sisson to Richmond Housing Authority by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Powell. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met earlier tonight. Items discussed will be presented later in the meeting.
- B. Ordinance:** Barb Hardwick. The Committee met earlier tonight. Items discussed will be presented later in the meeting.
- C. Public Works:** Dave Powell. The Committee met tonight. Items discussed will be presented later in the meeting.
- D. Public Safety:** Rob Kinnard. The Committee met earlier tonight. Items discussed will be presented later in the meeting.

E. Park Department Liaison: Deanna Guy. Have not met since last council meeting and therefore nothing to report.

MAYOR'S REPORT: Mike Wright. Re-appointment of Darrin Daniel to the Park Board. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Powell. NAYS: None. Motion approved 7-0. Appointment of Courtney Sisson to the Richmond Housing Authority Board. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Powell. NAYS: None. Motion approved 7-0. Appreciated everyone who attended the Tuesday night reception and Wednesday morning meeting of the Missouri Highways and Transportation Commission. Attended a couple of the Ray County Fair events; attended last night's Planning and Zoning meeting. Business as usual as Tonya keeps me up to date on the numerous projects we have going on.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Introduced Economic Development Director Alicia Shaw to the Council. Nothing to add since all Committees met prior to tonight's meeting.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill 19-14: ORDINANCE AMENDING ZONING ORDINANCE RELATING TO MEDICAL MARIJUANA. Councilor Hardwick explained the changes being recommended by Planning and Zoning for zoning relating to medical marijuana. Motion for first and second reading by title only of Bill 19-14 by Councilor Hardwick, second by Councilor Meier. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-14. Motion to adopt Bill 19-14 as ordinance by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Powell. NAYS: None. Bill 19-14 approved 7-0.

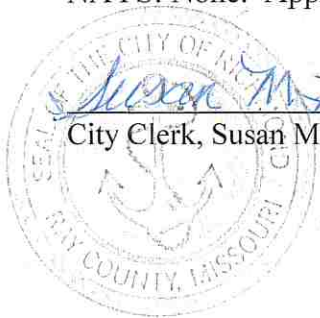
- B. Bill 19-15: ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, APPROVING A MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION GLOBAL NAVIGATION SATELLITE REAL TIME NETWORK FOR CONTINUOUSLY OPERATING REFERENCE STATIONS USER'S RESPONSIBILITY AND AGREEMENT FOR THE USE AND ACCESS OF DATA AGREEMENT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT. CA Willim explained the need for this free inter-governmental service that can be used in conjunction with the City's GIS equipment. Motion for first and second reading by title only of Bill 19-15 by Councilor Guy, second by Councilor Kinnard. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-15. Motion to adopt Bill 19-15 as ordinance by Councilor Meier, second by Councilor Guy. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Powell. NAYS: None. Bill 19-15 approved 7-0.

- C. Fire Department Truck 400 Tires: Councilor Kinnard explained for the safety of the driver and the vehicle, the purchase of four new tires cannot wait until the FY 20 budget. He further explained that this purchase is an unbudgeted item and requires Council approval but there is currently \$1,361 of unused funds in the Fire Prevention line item that can be transferred to Vehicle Repair. Motion to approve the transfer of \$1,005 from line item Fire Prevention to line item Vehicle Repair for the purchase of four new tires for Truck 400 by Councilor Kinnard, second by Councilor Meier. Roll called. AYES: Meier, Bond, Hardwick, Booth, Guy, Kinnard and Powell. NAYS: None. Motion approved 7-0.
- D. Abandoned Bicycle Policy: Councilor Kinnard explained that the Police Department has over 30 unclaimed bicycles. The goal is to seek out charitable groups and organizations that will clean and repair them so they can be donated to kids through various programs. Motion to approve Richmond Police Department Abandoned Bicycle Policy by Councilor Kinnard, second by Councilor Meier. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Powell. NAYS: None. Motion approved 7-0
- E. Goals and Objectives: Third Quarter Update. CA Willim updated Council on the Third Quarter's achievements and where we are as we near completion of the FY19 budget year.

ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (1) Legal, Section 610.021 (3) Personnel and Section 610.021(12) Contract motion to adjourn open/enter close at 6:59 p.m. by Councilor Guy, second Councilor Meier. Roll called. AYES: Guy, Meier, Booth, Bond, Kinnard, Hardwick and Powell. NAYS: None. Approved 7-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 7:46 p.m. with no action taken by Councilor Guy, second Councilor Powell. Roll called. AYES: Guy, Meier, Booth, Bond, Kinnard, Hardwick and Powell. NAYS: None. Approved 7-0.

ADJOURN: Motion to adjourn at 7:47 p.m. by Councilor Hardwick, second by Councilor Kinnard. Roll called. AYES: Guy, Meier, Booth, Bond, Kinnard, Hardwick and Powell. NAYS: None. Approved 7-0.



Susan M. Brunworth

 City Clerk, Susan M. Brunworth

Mike Wright

 Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, AUGUST 13, 2019

PRAYER: Councilor Rob Kinnard

PLEDGE OF ALLEGIANCE: Councilor Dave Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, August 13, 2019, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Adam Booth, Barb Hardwick, Ron Peterson and Rob Kinnard. **COUNCIL ABSENT:** None.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Public Works Director Dale Shipp, Economic Development Director Alicia Shaw, Community Development Director Lisa Hastings, Collector Marilyn O'Dell, Recreation Director Haley Williams, HR Director Sandra Williams, Municipal Court Clerk Carol Coats and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: July 23, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda as presented by Councilor Meier, second by Councilor Peterson. **AYES:** Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. **NAYS:** None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee met jointly with Public Works tonight. Items discussed will be presented later in the meeting.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report tonight.
- C. Public Works: Dave Powell. The Committee met jointly with Finance tonight. Items discussed will be presented later in the meeting.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report tonight.
- E. Park Department Liaison: Deanna Guy. No quorum was present for August 5, 2019 meeting.

MAYOR'S REPORT: Mike Wright. Attended MML meeting on July 25th with Tonya and Ron Peterson. Ron was the recipient of the Outstanding Citizen Award; City is very appreciative of all he does for us. Street projects all look great. Fire Department and Women's Auxiliary was at Harps

this past weekend; everyone enjoyed a great time. Had the honor of signing five Eagle Scout Proclamations. Usual meetings and phone calls with Tonya as she keeps me current.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Aside from what is contained in report, Thornton and South Street project is coming along well and will be our last project for the year. We continue to research into whether Rex Street is a dedicated City street.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No 19-16: AN ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS. CA Willim explained that the City adopts this Ordinance every year in August to meet the Missouri Ethics Commission's September 15 deadline. Adoption of this ordinance affords that all elected, appointed and decision-making personnel, as well as candidates, are not required to file a PFD with the MEC. Motion for first and second reading by title only by Councilor Peterson, second by Councilor Hardwick. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-16. Motion to adopt Bill 19-16 as ordinance by Councilor Meier, second by Councilor Peterson. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Bill 19-16 approved 8-0.

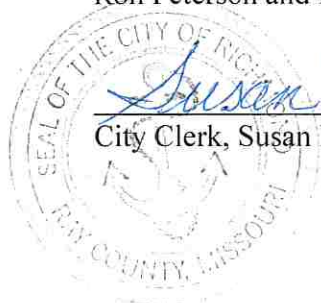
- B. Bill No. 19-17. AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE COOPERATIVE AGREEMENT BETWEEN THE CITY OF RICHMOND, MISSOURI AND THE RAY COUNTY COLLECTOR OF REVENUE RELATING TO COLLECTION OF TAXES AND SPECIAL ASSESSMENTS. CA Willim explained that one of Council's goals was to have a cooperative agreement with the Ray County Collector for the collection of the City's taxes; this goal has been met. CA Willim highlighted benefits this will give Richmond citizens. Motion for first and second reading by title only by Councilor Peterson, second by Councilor Meier. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-17. Motion to adopt Bill 19-17 as ordinance by Councilor Meier, second by Councilor Guy. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Bill 19-17 approved 8-0.

- C. Policy 2019-02: Social Media Policy. One of Council's 2018-2019 Goals and Objectives was to establish additional ways of communicating with the public. This Social Media Policy will establish guidelines for all external communications from the City using various social networking mediums. Motion to approve Policy No. 2019-02 Social Media Policy by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Bob Bond, Adam

Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.

- D. Bid Tab: RFP07-19-A: Amended Grind/Shred Compost. The lowest most responsible bid for the Request for Proposal was received from CS Carey. As the bid was based on the Contractor and City reaching an agreement on the number of cubic yards currently in the compost pile prior to work commencing, the estimated total cost of this project could change. Motion to enter into Agreement with CS Carey for the grinding of brush based on the per the unit prices listed in the bid, not to exceed a total of \$19,161, and authorize City Administrator to sign by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.
- E. Bid Tab: RFP 08-19: Structure Demolition. The lowest most responsible bid for the Request for Proposal for demolition of structures located at 110 Hill Street and 802 East North Main Street was received from Macey Excavating LLC. Motion to enter into Agreement with Macey Excavating LLC for demolition of both structures not to exceed \$12,010 and for the City Administrator to execute the Agreement by Councilor Powell, second by Councilor Meier. Roll called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.
- F. Cooperative Agreement with Overhead Door of Kansas City. The City's cooperative procurement process through Kansas City Regional Purchasing Cooperative as a member of Mid-America Regional Council allows the City of enter into agreement with Overhead Door utilizing an agreement they currently have with the City of Lee's Summit at a municipal rate. This Agreement will only be utilized if one of the City's 17 overhead doors is broken and in need of service. Motion to enter into an Agreement with Overhead Door and authorize the City Administrator to sign by Councilor Guy, second by Councilor Powell. Roll called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0
- G. Street Closure "Meet the Spartan" Night. The Richmond High School is hosting their annual "Meet the Spartan" night on Thursday, August 29, 2019, on the west side of the downtown square. To accommodate this event, temporary street closures are necessary. Motion for temporary street closures for Richmond High School's "Meet the Spartan" event on August 29, 2019 from 6:30 p.m. to 8:30 p.m. by Councilor Powell, second by Councilor Meier. Roll called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 6:53 p.m. by Councilor Guy, second Councilor Meier. Roll called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 8-0.




City Clerk, Susan M. Brunworth


Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, AUGUST 27, 2019

PRAYER: Councilor Kinnard

PLEDGE OF ALLEGIANCE: Councilor Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on August 27, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Barb Hardwick, Deanna Guy, Adam Booth, Rob Kinnard, Ron Peterson and Justin Meier. COUNCIL ABSENT: Dave Powell.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Public Works Superintendent Dale Shipp, *Economic* Community Development Director Alicia Shaw and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: August 13, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Peterson. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met on August 20 to discuss the FY20 budget.
- B. Ordinance:** Barb Hardwick. The Committee has not met and therefore nothing to report.
- C. Public Works:** Dave Powell. In Councilor Powell's absence, Councilor Hardwick reported that the Committee has not met and therefore nothing to report.
- D. Public Safety:** Rob Kinnard. The Committee has not met and therefore nothing to report.
- E. Park Department Liaison:** Deanna Guy. Have not met since last council meeting and therefore nothing to report.

MAYOR'S REPORT: Mike Wright. Along with Tonya and Chad, met with Ray County Commissioners, Ray County Sheriff Bush and Ray County Prosecutor Johnston. The 2nd Annual Employee Pool Party on August 23 was well attended with everyone having a great time. Attended the Finance Committee on August 20. Business as usual as Tonya keeps me up to date on the numerous projects we have going on.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. We are in the last quarter of the FY19 budget and busy wrapping things up before year end. First of the two scheduled demolitions is completed and the second one will begin shortly. The Thornton and South Street sidewalk project is moving slow due to weather; hopefully we will see progress once weather dries out.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Public Hearing – Setting of Tax Rate. A public hearing regarding the 2019n property tax rates proposed to be set at the August 27, 2019 Council meeting was opened by Mayor Wright at 6:36 p.m. Mayor Wright asked if there were any questions concerning the tax rates that were run in the Richmond Daily News. Finance Director Rebecca Hoeflicker provided information about the proposed tax rate for 2019. It is slightly higher than last year. There were no questions or comments made from the audience. Mayor Wright adjourned the public hearing at 6:39 p.m.

- 1. Bill 19-18: ORDINANCE IN RELATION TO THE SETTING OF THE TAX LEVY FOR GENERAL REVENUE, PARK PURPOSES, AND GENERAL OBLIGATION BONDS OF THE CITY OF RICHMOND, MISSOURI FOR THE YEAR 2019 IN ACCORDANCE TO THE LAWS AND STATUTES AND PROVIDING AN EFFECTIVE DATE FOR THIS ORDINANCE. Motion for first and second reading by title only of Bill 19-18 by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Peterson. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-18. Motion to adopt Bill 19-18 as ordinance by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Peterson. NAYS: None. Bill 19-18 approved 7-0.

- B. Emergency Purchases/Repairs. Public Works Director Dale Shipp provided a brief history of the non-potable water pumps explaining the replacement of No 1 due to being under water and the motor burning up; No. 2 was submersed under water but after drying out it worked until August 15 when staff was not able to get it started. Upon investigation, it was determined that moisture inside the transformer had visible burn marks. Cost: Pump \$2,667, pump service labor kit \$150. Additionally, on August 16 the SBR Basin 1 mixer was found to be non-operational due to an apparent lightning strike causing the motor windings to be shorted out. Cost: \$11,378.69 for motor replacement and magnetic motor starter and overload relay at a cost of \$1,442.08 (claim will be filed with insurance). Further on August 16, staff found the north pump station motor No 1 to

be “tripped” out; it appears that the same lightening event has caused this issue. The pump will need to be sent to JCI Industries for further inspection and potential repair. Cost: unidentified at this time (claim will be filed with insurance). Motion to approve emergency purchases as noted and the unidentified cost at this time for pump station motor No. 1 by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Peterson. NAYS: None. Motion approved 7-0.

- C. MARC Mini-Grant Opportunity. ^{Economic} Community Development Director Alicia Shaw presented information about an opportunity to apply for a mini grant through the Mid-America Regional Council Solid Waste Management District that if awarded would cover some of the City’s cost for labor (wages) for the annual Fall City-wide yard waste pick up. This is a reimbursement grant only, no fund match. Motion to approve permission to apply for the MARC SWMD mini-grant by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Peterson. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 6:43 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Kinnard and Peterson. NAYS: None. Motion approved 7-0.



Susan M. Brunworth

City Clerk, Susan M. Brunworth

Mike Wright

Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, SEPTEMBER 10, 2019

PRAYER: Councilor Rob Kinnard

PLEDGE OF ALLEGIANCE: Boy Scout Pack 324 members Calvin Spratt, Noah Spratt and Pack Leader Mark Spratt.

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, September 10, 2019, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Justin Meier, Dave Powell, Deanna Guy, Adam Booth, Barb Hardwick and Rob Kinnard. **COUNCIL ABSENT:** Ron Peterson.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Public Works Director Dale Shipp, Economic Development Director Alicia Shaw, Community Development Director Lisa Hastings, Collector Marilyn O'Dell, Recreation Director Haley Williams, HR Director Sandra Williams, Municipal Court Clerk Carol Coats and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: August 27, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda as amended with appointment of Jerrett Love to the Park Board by Councilor Meier, second by Councilor Kinnard. **AYES:** Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick and Rob Kinnard. **NAYS:** None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met aside from the Work Session held on September 3 to discuss the proposed FY20 Budget which will be presented later in the meeting.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report tonight.
- C. Public Works: Dave Powell. The Committee has not met so nothing to report tonight.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report tonight.
- E. Park Department Liaison: Deanna Guy. Due to Labor Day being on the first Monday this month and a conflict with September 9, the Park Board will meet on September 16.

MAYOR'S REPORT: Mike Wright. Appointment of Jerrett Love to the Park Board. Roll called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick and Rob Kinnard. NAYS: None. Motion approved 7-0. It's been business as usual since last Council meeting.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Aside from what is contained in report, CS Carey began work at the compost site. On August 30, Alicia, Chad and myself met with the Richmond School District Director of Athletics and Communication to discuss painting Spartan heads along the proposed route to sponsor school spirit. This is an excellent opportunity to build a partnership with the School. City will furnish the paint and football team will furnish the labor. Progress continues on the South Street/Thornton Street project.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Fund Balance Policy 2019-03: Finance Director Rebecca Hoeflicker explained that this policy updates fund balance terminology and fund balance guidelines for the General Fund as contained in the Fund Balance Policy adopted in 2010. In addition to updating terminology and general wording, this policy will change the required minimum fund balance in the general fund from 10% of annual operating expenses to two months (16.67%) of annual operating expenditures and decrease the requirement to replenish the fund balance if it falls below the required minimum from five years to three years. Motion to approve Richmond Internal Operating Policy No. 2019-03 by Councilor Guy, second by Councilor Meier. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick and Rob Kinnard. NAYS: None. Richmond Internal Operating Policy No. 2019-03 approved 7-0.
- B. Bill No. 19-19. AN ORDINANCE ADOPTING THE ANNUAL OPERATING BUDGET OF THE CITY OF RICHMOND, MISSOURI, FOR FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020, ESTABLISHING FINANCIAL NEEDS AND RESOURCES FOR THE CITY OF RICHMOND, MISSOURI. Initial FY20 budget was presented to Finance Committee on August 20 and again at a work session on September 3 with full Council. Finance Committee made no recommended changes and recommends Council approve proposed budget. Motion for first and second reading by title only to approve Bill No. 19-19 by Councilor Guy, second by Councilor Hardwick. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick and Rob Kinnard. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-19. Motion to adopt Bill 19-10 as ordinance by Councilor Meier, second by Councilor Hardwick. Roll Called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick and Rob Kinnard. NAYS: None. Bill 19-19 approved 7-0.
- C. RFP 09-19: Generator Inspection and Preventative Maintenance: CA Willim explained that the City now owns seven generators, but only three were included in a service agreement. The City released a Request for Proposal for Generator Inspection and Preventative


Maintenance to cover all generators and the low bidder is Clifford Power with a total bid of \$8,243 to provide all service that was requested. Motion to enter into an agreement with Clifford Power and authorize the City Administrator to sign by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick and Rob Kinnard. NAYS: None. Motion approved 7-0.

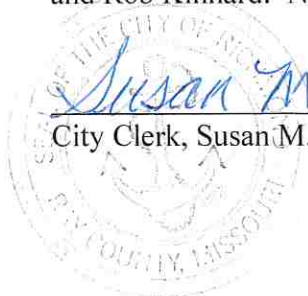
- D. Sourcewell Cooperative Purchasing – Orkin Pest Control. CA Willim explained that as a member of Sourcewell, the City has the opportunity to contract with Orkin Pest Control for services at City Hall (includes Police Department and Gym area) and the Fire Department under a commercial services agreement. Motion to enter into Orkin Pest Control Commercial Services Agreement and authorize the city Administrator to sign by Councilor Meier, second by Councilor Guy. Roll called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick and Rob Kinnard. NAYS: None. Motion approved 7-0.
- E. Purchase of Basketball Goals for City Gym. CA Willim explained that the south-end basketball goal/backboard in the City Gym was accidentally broken beyond repair. The City received \$500 toward the replacement cost from the organization involved in “open gym” time. Two backboard systems will need to be purchased so they match. The lowest, most responsible quote was received from Viking Athletic Goods in the amount of \$2,377.90 for both. This purchase is an unbudgeted item, but can be completed in the current fiscal year while remaining within budget by transferring \$2,377.90 to Expendable Equipment Expense. Motion to approve the purchase of two basketball backboard systems for the City Gym not to exceed \$2,377.90 from Viking Athletic Goods by Councilor Kinnard, second by Councilor Meier. Roll called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick and Rob Kinnard. NAYS: None. Motion approved 7-0.

ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (1) Legal, motion to adjourn at 6:50 p.m. by Councilor Guy, second Councilor Meier. AYES: Adam Booth, Rob Kinnard, Bob Bond, Dave Powell, Deanna Guy, Justin Meier and Barb Hardwick. NAYS: None. Approved 7-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 6.55 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. AYES: Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Approved 7-0.

ADJOURN: Motion to adjourn at 6:55 p.m. by Councilor Meier, second Councilor Hardwick. Roll called. AYES: Bob Bond, Adam Booth, Justin Meier, Dave Powell, Deanna Guy, Barb Hardwick and Rob Kinnard. NAYS: None. Motion approved 7-0.


City Clerk, Susan M. Brunworth




Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, SEPTEMBER 24, 2019

PRAYER: Bill Purcell

PLEDGE OF ALLEGIANCE: Councilor Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on September 24, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Barb Hardwick, Deanna Guy, Dave Powell, Rob Kinnard, and Justin Meier. COUNCIL ABSENT: Adam Booth and Ron Peterson.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Public Works Superintendent Dale Shipp and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: September 10, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Meier, second by Councilor Guy. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met earlier tonight and items discussed will be presented during the meeting.
- B. Ordinance:** Barb Hardwick. The Committee has not met and therefore nothing to report.
- C. Public Works:** Dave Powell. The Committee has not met and therefore nothing to report.
- D. Public Safety:** Rob Kinnard. The Committee met earlier tonight and items discussed will be presented during the meeting.
- E. Park Department Liaison:** Deanna Guy. The Board met on September 16 and welcomed a new member. Board will not meet until November.

MAYOR'S REPORT: Mike Wright. Re-appointment to Board of Zoning Adjustments: Nathan Green. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Re-appointment approved 6-0. Re-appointments to Housing Authority Board: Royce Duffett and Tammy Menke. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Re-appointments approved 6-0. Attended American Legion breakfast and their National Commander was in attendance. Business as usual with Tonya keeping me up to date on everything.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. I am returning from vacation and would like to commend staff for keeping me informed of everything going on in my absence; they did an excellent job. The Thornton and South Street project is progressing and we are hopeful to see the wall construction nearing completion by the end of next week, weather permitting. CS Carey has completed grinding at the compost site and we are waiting for them to haul off now. We have gone out for bid on the 210 Lift Station. We are working on obtaining the last few easements for the Wollard Boulevard project and then we will be ready to put it out for bid. There have been a couple of major leaks. We are finally finished with Dunns Lane and with the intersection at Dunns Lane and Thornton.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. BILL 19-20: AN ORDINANCE AMENDING THE FISCAL YEAR 2019 OPERATING BUDGET OF THE CITY OF RICHMOND, MISSOURI, BY AMENDING ORDINANCE NUMBER 2468 TO REFLECT CHANGES IN EXPENSES IN THE AMOUNT OF SEVENTEEN THOUSAND THREE HUNDRED FORTY DOLLARS (17,340). These adjustments are needed for the Municipal Complex Fund for the FY2019 budget. Motion for first and second reading by title only of Bill 19-20 by Councilor Powell, second by Councilor Meier. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Motion approved 6-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-20. Motion to adopt Bill 19-20 as ordinance by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Bill 19-20 approved 6-0.
- B. Adoption of FY20 Job Classification Plan and Pay Scales. CA Willim explained that the pay scales are based on the 2019 pay scales, with each step being moved one step to the left, giving each City employee a 1% COLA pay raise, effective upon implementation (October 1, 2019/Fiscal Year 2020). Motion to approve FY20 Job Classification Plan and Pay Scales by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Motion approved 6-0.
- C. Property and Liability Insurance Renewal. CA Willim explained that it is renewal time for the City's property and liability insurance through Trident. Staff recommends accepting Trident's proposal for 2019-2020 (10.01.19 – 09.30.2020) and rejecting the optional terrorism insurance. Motion to approve Trident for the City's 2019-2020 property and liability insurance carrier, and waive optional terrorism insurance, by


Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Motion approved 6-0.

D. Policy No. 2019-04 Investment Policy. Councilor Guy explained that the City has available cash that can be invested in safe investments to obtain a higher return than what is available in a checking account. A formal written investment policy that sets the guidelines of allowable investments is necessary before any investing of public funds can be undertaken. The State Treasurer's model investment policy was modified and reviewed by City Attorney Chris Williams. Motion to approve Investment Policy 2019-04 by Councilor Guy, second by Councilor Meier. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Motion approved 6-0.

E. Bill No. 19-21 AN ORDINANCE APPROVING A COOPERATIVE AGREEMENT BETWEEN THE CITY OF RICHMOND, MISSOURI AND THE RICHMOND FIRE PROTECTION DISTRICT FOR FIREFIGHTING AND EMERGENCY SERVICES AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT. The term of the cooperative agreement between the City and Richmond Fire Protection District expired on December 31 2017 and has been automatically renewing on a month-to-month basis since that date. No changes were made except a new term of October 1, 2019 through September 30, 2020. Motion for first and second reading by title only of Bill 19-21 by Councilor Kinnard, second by Councilor Meier. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Motion approved 6-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-21. Motion to adopt Bill 19-21 as ordinance by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Bill 19-21 approved 6-0.

F. Police Department Equipment Purchase. Councilor Kinnard explained that the Police Department is requesting to purchase equipment in the FY19 budget year that will require the transfer of funds. They are requesting to purchase a rotary file to increase the needed record storage area; a rifle and shotgun are needed for Patrol Unit 606. The total purchase amount requested from excess funds in Computer Software and Hardware is \$4,413. Motion to approve the purchase of a Retrieval Business System rotary file in the amount of \$3,426, a rifle from Keisler in the amount of \$627, and a shotgun from Frontier Justice in the amount of \$360 from excess funds in Computer Software and Hardware by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Motion approved 6-0.

ADJOURN: Motion to adjourn at 6:54 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Guy, Meier, Bond, Hardwick, Kinnard and Powell. NAYS: None. Motion approved 6-0.


Susan M. Brunworth
City Clerk, Susan M. Brunworth


Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, OCTOBER 08, 2019

PRAYER: Pastor Cathy Myers

PLEDGE OF ALLEGIANCE: Councilor Dave Powell.

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, October 08, 2019, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. **COUNCIL ABSENT:** Justin Meier and Adam Booth.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Lt. Todd Herdman, Fire Chief Mark Sowder, and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: September 24, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Peterson, second by Councilor Hardwick. **AYES:** Rob Peterson, Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick and Rob Kinnard. **NAYS:** None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met so nothing to report tonight.
- B. Ordinance: Barb Hardwick. The Committee met tonight and will have items discussed later on the agenda.
- C. Public Works: Dave Powell. The Committee has not met so nothing to report tonight.
- D. Public Safety: Rob Kinnard. The Committee met tonight and will have items discussed later on the agenda.
- E. Park Department Liaison: Deanna Guy. There was no Park Board meeting this month.

MAYOR'S REPORT: Mike Wright. It's been business as usual since last Council meeting with Tonya keeping me updated. The Richmond Chamber of Commerce banquet is Thursday, October 24, 2019. Council is encouraged to attend; City has a table of eight reserved.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in the packet, but to update the South and Thornton Streets project, I spoke with the contractor today and he apologizes for the delays caused by the wet weather. He continues to be hopeful for a completion of the project in the near future.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No. 19-22. AN ORDINANCE AMENDING CHAPTER 115, ARTICLE IV, OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND, MISSOURI TO ADD A NEW SECTION 115.290 REGARDING CONTRACTING FOR CITY COLLECTOR SERVICES. Councilor Hardwick explained that this Ordinance will allow the City to enter into contract with Ray County for the collection of City of Richmond taxes. Motion for first and second reading by title only to approve Bill No. 19-22 by Councilor Hardwick, second by Councilor Guy. Roll Called. AYES: Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 6-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-22. Motion to adopt Bill 19-22 as ordinance by Councilor Peterson, second by Councilor Powell. Roll Called. AYES: Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Bill 19-22 approved 6-0.

- B. Bill No. 19-23. AN ORDINANCE AUTHORIZING THE EXECUTION OF AN INTER-GOVERNMENTAL AGREEMENT BETWEEN THE MARC SOLID WASTE MANAGEMENT DISTRICT AND THE CITY OF RICHMOND, MISSOURI RELATING TO THE REGIONAL HOUSEHOLD HAZARDOUS WASTE COLLECTION PROGRAM. Councilor Hardwick explained that City has not held a hazardous waste collection since 2017 and it would be good to hold one in 2020. Motion for first and second reading by title only to approve Bill No. 19-23 by Councilor Hardwick, second by Councilor Kinnard. Roll Called. AYES: Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 6-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-23. Motion to adopt Bill 19-23 as ordinance by Councilor Guy, second by Councilor Bond. Roll Called. AYES: Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Bill 19-23 approved 6-0.

- C. Bill No. 19-24. AN ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, AMENDING SCHEDULE II. PARKING RESTRICTIONS, TABLE II-1. NO PARKING ZONES INCLUDED IN TITLE III. TRAFFIC CODE OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND, MISSOURI TO DESIGNATE NO PARKING ZONES ALONG SOUTH STREET. Councilor Kinnard explained that the designation of no-parking due to poor visibility for cars trying to exit from Southview Pool parking

lot after events and not being able to see around cars blocking the view onto South Street is due to safety concerns brought to the Police Department by citizens. Motion for first and second reading by title only to approve Bill No. 19-24 by Councilor Peterson, second by Councilor Kinnard. Roll Called. AYES: Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 6-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-24. Motion to adopt Bill 19-24 as ordinance by Councilor Peterson, second by Councilor Kinnard. Roll called. AYES: Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Bill 19-24 approved 6-0.

D. Police Department Enclosed Trailer Purchase. Councilor Kinnard explained that the Police Department would like to purchase an enclosed trailer with donated funds from the Richmond Chamber of Commerce for their assistance at the Mushroom Festival. The trailer will enable the Department to easily move and store barricades used during different events, emergencies, etc. Motion to approve the purchase of enclosed trailer, decaled and hitch not to exceed \$3,972.75 from the donation account for the Police Department by Councilor Peterson, second by Councilor Kinnard. Roll called. AYES: Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 6-0.

ADJOURN: Motion to adjourn at 6:45 p.m. by Councilor Guy, second Councilor Hardwick. Roll called. AYES: Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson and Rob Kinnard. NAYS: None. Motion approved 6-0.



Susan M. Brunworth
City Clerk, Susan M. Brunworth

Mike Wright
Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, October 22, 2019

PRAYER: Darrin Sherwood

PLEDGE OF ALLEGIANCE: Councilor Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on October 22, 2019 at 6:33 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Barb Hardwick, Ron Peterson, Dave Powell, Rob Kinnard, and Justin Meier. COUNCIL ABSENT: Adam Booth and Deanna Guy.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Economic Development Director Alicia Shaw and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: October 8, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: Richmond Rotary members Becky Treccariche and Connie Taylor presented a check from the Rotary in the amount of \$14,000 for use toward Phase 1 of the Downtown Lot development.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Peterson, Meier, Bond, Kinnard, Hardwick and Powell. Nays: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. Councilor Guy was absent, but the Committee has not met and therefore nothing to report.
- B. Ordinance:** Barb Hardwick. The Committee has not met and therefore nothing to report.
- C. Public Works:** Dave Powell. The Committee has not met and therefore nothing to report.
- D. Public Safety:** Rob Kinnard. The Committee has not met and therefore nothing to report.
- E. Park Department Liaison:** Deanna Guy. There was not a meeting in October.

MAYOR'S REPORT: Mike Wright. Met with Fire Department union representatives last week; also attended Mayor's Prayer Breakfast last week and extend a thank you to everyone involved; business as usual with Tonya keeping me up to date on everything.


CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in packet but to highlight the 10/10 item, we received a check from the insurance company in the amount of \$13,130 to cover damages incurred to the non-potable pump and basin mixer we brought to you in August; CS Carey is now completed with grinding and hauling at the compost site and came in under budget; received check for City's 1/3 share of the hay money in the amount of \$5,345.05

UNFINISHED BUSINESS: None.

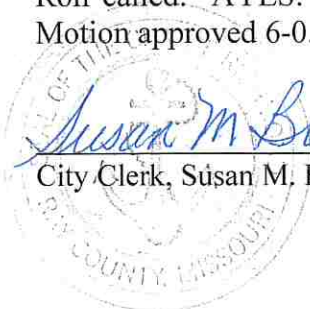
NEW BUSINESS:

- A. 210 Lift Station Bid Tab – Mike Milius, Olsson. Recommended awarding bid to David E. Ross Construction. Motion to accept recommendation that Notice of Award be given to David E Ross Construction for the 210 Lift Station and Stormwater EQ Basin Expansion in the contract amount of \$774,800 by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Peterson, Meier, Bond, Kinnard, Hardwick and Powell. Nays: None. Motion approved 6-0.
- B. Purchase Meter Reader Truck: FY20 budget included the purchase of a new meter reader truck. City has received two quotes, with lowest from Swafford Ford in the amount of \$26,662.76. Motion to purchase 2020 F150 Super Cab 4x4 XL from Swafford Ford in the amount of \$26,662.76 by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Peterson, Meier, Bond, Kinnard, Hardwick and Powell. Nays: None. Motion approved 6-0.
- C. Adopted Ordinances Codification: Codification is brought to Council based on cost this year; last codification was in September, 2017. Motion to approve General Code to codify adopted ordinances in an amount not to exceed \$6,170, plus shipping and handling, to take advantage of 10% promotion discount by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Peterson, Meier, Bond, Kinnard, Hardwick and Powell. Nays: None. Motion approved 6-0.
- D. Fourth Quarter Goals Update: CA Willim presented fourth quarter updates. Mayor and Council extended congratulations to staff for a successful year.

ADJOURN: Motion to adjourn at 7:01 p.m. by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Peterson, Meier, Bond, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 6-0.



City Clerk, Susan M. Brunworth



Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, November 12, 2019

PRAYER: Pastor Brian Guy.

PLEDGE OF ALLEGIANCE: Councilor Dave Powell.

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, November 12, 2019, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson, Justin Meier, Adam Booth and Rob Kinnard. **COUNCIL ABSENT:** None.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoefflicker, Public Works Director Dale Shipp, Economic Development Director Alicia Shaw, Community Development Director Lisa Hastings, Recreation Director Haley Williams, and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: October 22, 2019 minutes of the regular meeting were approved with corrections.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Bond, second by Councilor Peterson. **AYES:** Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. **NAYS:** None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee met jointly with Public Works on Thursday, November 7, and items discussed will be presented in tonight's meeting.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report tonight.
- C. Public Works: Dave Powell. The Committee met jointly with Finance on Thursday, November 7, and items discussed will be presented in tonight's meeting.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report tonight.
- E. Park Department Liaison: Deanna Guy. Park Board met on Monday, November 4, and minutes from this meeting are included in the packet. The Board will not meet during the winter months unless necessary. Next meeting will be on Monday, March 2, 2020.

MAYOR'S REPORT: Mike Wright. Attended this year's Trick or Treat Street and it was again a very successful event for the community. Wish to thank the Police Department for organizing and working at it plus everyone else who donated time and contributions of treats and food. Attended committee meetings. Council is invited to attend the Thanksgiving luncheon "cook-off" on Monday, November 25, at 11:30 a.m. Otherwise, it's been business as usual since last Council meeting with Tonya keeping me updated.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in the packet.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Wollard Boulevard Drainage Project. Taylor Jurgens with Olsson presented information regarding the project. A total of eight bids were received; they were opened on Tuesday, November 5, 2019. Olsson recommended that Notice of Award be given to the low bidder, Blue Nine, for the Wollard Boulevard Drainage Project in the amount of \$188,596.62. Finance and Public Works Committees discussed this at their joint meeting on November 7 and recommend approval to full Council. Motion to accept Olsson's recommendation that Notice of Award be given to Blue Nine Construction, authorize the Mayor to sign contract upon approval of City Attorney and Engineer for the Wollard Boulevard Drainage Project in the contract amount of \$188,596.62. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Motion approved 8-0.
- B. Olsson's Work Order No. 18 – Hill Street Lift Station Flow Study Evaluation. Mike Milius with Olsson addressed the history of this project. Work Order No. 18 is the proposal to complete the flow evaluation for the Hill Street Lift Station. Finance and Public Works Committees discussed this at their joint meeting on November 7 and recommend approval to full Council. Motion to approve Olsson Work Order No. 18 for the flow evaluation of Hill Street Lift Station in the amount of \$30,625 by Councilor Meier, second by Councilor Peterson. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Motion approved 8-0.
- C. 210 Lift Station and Stormwater Equalization Basin Expansion Changer Order. Mike Milius with Olsson. While the contract amount was within the City's budget it was over the engineer's budget amount; Olsson reached out to the contractor to see what changes could be considered. After reviewing with the engineer and City staff, recommending a deduction in items in the amount of \$7,440 and adding one additional item. Finance and Public Works Committees discussed this at their joint meeting on November 7 and recommend approval to full Council. Motion to accept decrease change order of \$5,740 with new contract price of \$769,060 and authorize the Mayor to sign change order and

contract upon approval of City Attorney and Engineer for the 210 Lift Station by Councilor Meier, second by Councilor Hardwick. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Motion approved 8-0.

- D. RFP 13-19: Block Retaining Wall, Free-Standing Wall with Columns and Fence. Councilor Guy explained that two bids were received. Phase 1 on the Downtown Lot Project will encompass all services, material and equipment related to the first phase. Donated funds from Rotary in the amount of \$14,000 will be applied to this phase of the project. Finance and Public Works Committees discussed this at their joint meeting on November 7 and recommend approval to full Council. Motion to approve Green Mile Landscaping and authorize the City Administrator to execute contract not to exceed \$48,701 by Councilor Guy, second by Councilor Powell. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Motion approved 8-0.
- E. RFP 11-19: High Service Pump #3 Rehabilitation – Water Plant. Councilor Powell explained that four bids were received. Finance and Public Works Committees discussed this at their joint meeting on November 7 and recommend approval to full Council. Motion to approve proceeding with rehab of HSP #3 by JCI Industries, Inc. in the amount of \$2,057.60 and any needed repairs not to exceed a total of \$7,250 and authorize City Administrator to sign Agreement by Councilor Powell, second by Councilor Peterson. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Motion approved 8-0.
- F. Bill 19-25: ORDINANCE APPROVING AN ADDENDUM OF AGREEMENT TO THE CONTRACT FOR RESIDENTIAL SOLID WASTE BETWEEN THE CITY OF RICHMOND, MISSOURI AND HEARTLAND WASTE, AS AMENDED AND SUPERSEDED AND AUTHORIZING THE MAYOR TO SIGN THE ADDENDUM OF AGREEMENT ON BEHALF OF THE CITY. Councilor Guy explained that this would allow Heartland Waste to provide curbside yard waste collection once per week to all residential customers during the months of April through October. Heartland Waste will also provide a 30-yard dumpster at the compost site for the City to dispose of yard waste debris throughout the year rather than accumulating a large pile that must be ground and hauled away. Finance and Public Works Committees discussed this at their joint meeting on November 7 and recommend approval to full Council. Motion for first and second reading by title only to approve Bill No. 19-25 by Councilor Meier, second by Councilor Peterson. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-25. Motion to adopt Bill 19-25 as ordinance by Councilor Meier, second by Councilor Peterson. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Bill 19-25 approved 8-0.

- G. Resolution No. 436 Adopting Schedule of Rates for Collection of Residential Solid Waste. Motion to approve Resolution No. 436 adopting the schedule of rates for the collection of residential solid waste to take effect April 1, 2020 by Councilor Powell, second by Councilor Meier. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Motion approved 8-0.
- H. Bill No. 19-26: ORDINANCE APPROVING THE FINAL PLAT FOR GAY'S SUBDIVISION; DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE THE SUBDIVISION PLAT; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith. Community Development Director Lisa Hastings explained the history relating to the proposal for a replat of Lot 2 of Gay's Subdivision. Motion for first and second reading by title only to approve Bill No. 19-26 by Councilor Meier, second by Councilor Peterson. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-26. Motion to adopt Bill 19-26 as ordinance by Councilor Meier, second by Councilor Peterson. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Bill 19-26 approved 8-0
- I. Gymnasium Floor Repair Quote. CA Willim explained that the Recreation Department budgeted \$20,000 in FY20 budget to repair the southeast area of the Richmond City Gymnasium floor (a/k/a "the hump"). Kiefer U.S.A. submitted a proposal in the amount of \$19,680 to remove and dispose damaged Mondo Advance and subfloor, furnish and install two layers of half-inch plywood and furnish and install Mondo Advance 8mm resilient Athletic Flooring with work to begin in May, 2020. Finance and Public Works Committees discussed this at their joint meeting on November 7 and recommend approval to full Council. Motion to authorize City Administrator to enter into agreement with Kiefer U.S.A. in an amount not to exceed \$19,680 by Councilor Meier, second by Councilor Hardwick. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Bill 19-26 approved 8-0.
- J. Wal-Mart Grant – Fire Department. CA Willim explained that the Fire Department has the opportunity to apply for a Wal-Mart grant that does not require the City to match any funds received, or fund any part of the purchase. They are seeking a grant in the amount of \$3,726.98 to cover the purchase of four pieces of strength and conditioning equipment to add to their workout room. Finance Committee discussed this at their joint meeting on November 7 and recommends approval to full Council. Motion to approve authorization for the Fire Department to apply for funding from Wal-Mart and the Wal-Mart Foundation for the betterment of the community in the amount of \$3,726.98 by Councilor Peterson, second by Councilor Meier. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Bill 19-26 approved 8-0.


K. Establishment Candidate Filing Dates. City Clerk Susan Brunworth stated that the State has set the first day to file for the April 7, 2020 election as Tuesday, December 17, 2019, and the last date to file as Tuesday, January 21, 2020. Motion to establish Candidate Filing dates as established by Councilor Powell, second by Councilor Hardwick. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Bill 19-26 approved 8-0.


L. Street Closure for Christmas Parade and Extravaganza. CA Willim explained that the Chamber of Commerce is kicking off the Christmas season with a lighted parade on December 5, 2019 and is asking to close North Thornton from Main Street to W.N. Main Street and close W.N. Main Street from the east end of the Thornton Street intersection to the west side of the College Street intersection. They are also requesting closure of one parking space for the Santa's House in front of Hometown Pizza from December 3, 2019 to December 8, 2019.

ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (1) Legal, Section 610.021(3) Personnel, and Section 610.021 (13) Personnel Records motion to adjourn at 7:00 p.m. by Councilor Guy, second Councilor Peterson. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Bill 19-26 approved 8-0.

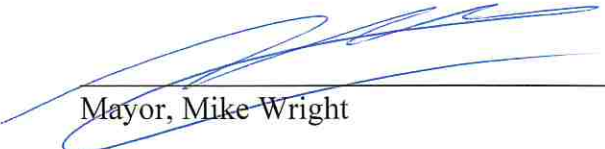
ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 7:08 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Bill 19-26 approved 8-0.

ADJOURN: Motion to adjourn at 7:08 p.m. by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Rob Peterson, Deanna Guy, Justin Meier, Bob Bond, Rob Kinnard, Barb Hardwick, Adam Booth and Dave Powell. NAYS: None. Bill 19-26 approved 8-0.





City Clerk, Susan M. Brunworth



Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, NOVEMBER 26, 2019

PRAYER: Brian Guy

PLEDGE OF ALLEGIANCE: Councilor Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on November 26, 2019 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Barb Hardwick, Deanna Guy, Dave Powell, Ron Peterson, and Justin Meier. COUNCIL ABSENT: Adam Booth and Rob Kinnard.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Public Works Director Dale Shipp, Economic Development Director Alicia Shaw, Community Development Director Lisa Hastings, Collector Marilyn O'Dell, and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: November 12, 2019 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Peterson, Meier, Bond, Hardwick, Guy and Powell. NAYS: None. Motion approved 6-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met earlier tonight jointly with Public Works and Public Safety. Items discussed will be on tonight's agenda.
- B. Ordinance:** Barb Hardwick. The Committee has not met and therefore nothing to report.
- C. Public Works:** Dave Powell. The Committee met earlier tonight jointly with Finance and Public Safety. Items discussed will be on tonight's agenda.
- D. Public Safety:** Rob Kinnard. In Councilor Kinnard's absence, Committee member Councilor Meier reported that the Committee met earlier tonight jointly with Public Works and Finance. Items discussed will be on tonight's agenda.
- E. Park Department Liaison:** Deanna Guy. There was not a meeting in November.

MAYOR'S REPORT: Mike Wright. Attended: Committee meetings, Planning and Zoning meeting, photo session with Rotary members at the downtown corner lot, City Hall Third Annual Chili Cook-Off and enjoyed a great time as well as good food; Economic Development Director's presentation to Council. Reminded Council that the Christmas parade is December 5. Council discussed possible dates to host the Employee Christmas Breakfast and decided on Tuesday, December 17. Council also discussed that the next meeting is on December 24 and canceled as it is Christmas Eve.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in packet.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No. 19-27 AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT FOR RESIDENTIAL LOCATED WITHIN B-3 CENTRAL BUSINESS DISTRICT. Councilor Hardwick explained that Planning and Zoning met last week to discuss this conditional use permit. Based on information received and heard at the meeting, Planning and Zoning denied the application. Motion to deny the conditional use permit application and deny Bill No. 19-27 by Councilor Hardwick, second by Councilor Powell. Roll Called: AYES: Peterson, Bond, Hardwick, Guy and Powell. NAYS: None. ABSTAIN: Meier. Motion approved 5-0.
- B. Purchase 2020 Ford Explorer – Police Department: Councilor Meier presented information regarding the three quotes obtained for the purchase of a new 2020 Ford Explorer by the Police Department. The lowest bid was received from Lou Fusz Dealership in Chesterfield, Missouri in the amount of \$34,400. Motion to approve the purchase of a new 2020 Ford Explorer from Lou Fusz in an amount not to exceed \$34,400 by Councilor Meier, second by Councilor Hardwick. Roll called. AYES: Peterson, Meier, Bond, Hardwick, Guy and Powell. NAYS: None. Motion approved 6-0.
- C. RFP 12-19: Replacement of Chemical Building Roof, Richmond Water Plant. CA Willim explained that the FY20 budget included replacing the roof on the chemical building at the Water Plant. Three bids were received from the Request for Proposal and the lowest most responsible bidder is CentiMark for a total price of \$25,331. This proposal includes complete tear-off of existing pea-gravel roof and installation of new TPO membrane covering, all surface preparation, insulation, removal of gutter and emptying debris and installation of prefabricated pipe and wall flashing for seam seal. Motion to approve replacement of chemical building roof by CentiMark for an amount not to exceed \$25,331 and enter into agreement and authorize the City Administrator to sign by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Peterson, Meier, Bond, Hardwick, Guy and Powell. NAYS: None. Motion approved 6-0.
- D. Pool Lift Station Pumps. Councilor Powell explained that the two pumps located at Southview Pool need to be replaced. These are non-budgeted items and require approval.

Motion to approve the purchase of two Barnes 2.8 HP, submersible sewerage pumps at \$3,347 each, divided one-third between Recreation-Pool, Parks and Wastewater in an amount not to exceed \$7,095 by Councilor Powell, second by Councilor Guy. Roll called. AYES: Peterson, Meier, Bond, Hardwick, Guy and Powell. NAYS: None. Motion approved 6-0.

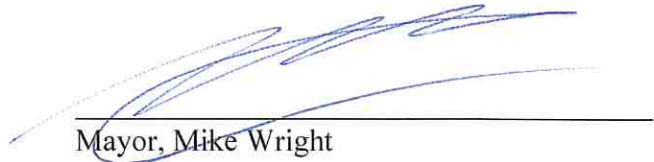
ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (1) Legal and Section 610.021(12) Contract motion to adjourn open/enter closed session at 6:45 p.m. by Councilor Guy, second Councilor Peterson. Roll called: AYES: Peterson, Guy, Meier, Bond, Hardwick and Powell. NAYS: None. Motion approved 6-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 7:08 p.m. with two actions taken by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Peterson, Guy, Meier, Bond, Hardwick and Powell. NAYS: None. Motion approved 6-0.

ADJOURN: Motion to adjourn at 7:08 p.m. by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Peterson, Meier, Bond, Hardwick, Guy and Powell. NAYS: None. Motion approved 6-0.



City Clerk, Susan M. Brunworth



Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, DECEMBER 10, 2019

PRAYER: Bill Purcell.

PLEDGE OF ALLEGIANCE: Councilor Dave Powell.

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, December 10, 2019, at 6:32 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Ron Peterson, Justin Meier and Rob Kinnard. COUNCIL ABSENT: Adam Booth.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoefflicker, Public Works Director Dale Shipp, Economic Development Director Alicia Shaw, Community Development Director Lisa Hastings, Collector Marilyn O'Dell, Recreation Director Haley Williams and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: November 26, 2019 minutes of the regular meeting were approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Meier, second by Councilor Peterson. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee met on December 3 to discuss the finances regarding SUEZ and these items will be presented in tonight's meeting.
- B. Ordinance: Barb Hardwick. The Committee met prior to tonight's meeting and ordinances discussed will be presented in tonight's meeting.
- C. Public Works: Dave Powell. The Committee has not met so nothing to report tonight.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report tonight.
- E. Park Department Liaison: Deanna Guy. The next Board meeting will be March 2, 2020.

MAYOR'S REPORT: Mike Wright. Reminded Council about the Employees' Christmas Breakfast next Tuesday; the Christmas Extravaganza was well attended and enjoyed; Tonya has kept me updated with all that has been going on. Appointment of Linda Todd to the Housing Authority Board. Roll Called: AYES: Bond, Powell, Guy, Hardwick, Peterson, Meier and Kinnard. NAYS: None. Appointment approved.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in the packet; update on the downtown lot is that it is between 50-60% completed on the College Street side. Will regroup with Rotary to take pictures once he gets up front.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

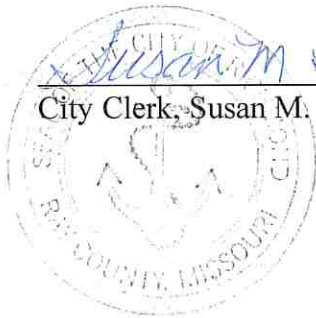
- A. SUEZ Documents: Tom Stechmann. Addressed questions from Council and assured that any and all concerns would be addressed as project gets underway and will continue through completion. Project is scheduled to begin in Spring, 2020 and will work closely with Dale Shipp. Motion to approve (1) Water Tank Maintenance Contract – Hill Street Standpipe, (2) Water Tank Maintenance Contract – Valley Drive Tower, (3) Water Well Full Maintenance Contract – Well 3, (4) Water Well Full Maintenance Contract – Well 5, (5) Water Well Full Maintenance Contract – Well 6, (6) Master Service Agreement – AMI and (7) Scope of Work No. 1 Meter Maintenance Program – Between Utility Service Co., Inc. and City of Richmond and authorize the Mayor to sign subject to final legal review by City Attorney by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Bond, Powell, Guy, Hardwick, Peterson, Meier and Kinnard. NAYS: None. Motion approved.

- B. Bill No. 19-28 AN ORDINANCE AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER TAX-EXEMPT LEASE PURCHASE AGREEMENT WITH U.S. BANCORP GOVERNMENT LEASING AND FINANCING, INC., AS LESSOR, AND RELATED INSTRUMENTS IN CONNECTION WITH THE ACQUISITION AND INSTALLATION OF NEW AMI WATER METERS AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH. Haden R. Crumpton, Gilmore Bell, explained that the Agreement is a lease-purchase for the City to borrow funds in the amount of \$1,428,624 for the implementation of a complete AMI system. Funds will be available upon closing on December 30, 2019, repayment beginning in January, 2020 with monthly payments made from ½ Water Fund and ½ Wastewater Fund. Motion for first and second reading of Bill No. 19-28 and authorizing that this transaction approves the Agreement in the form presented to City Council with changes required by the City's legal counsel and approved by the Mayor and authorizing the Mayor to sign the Agreement by Councilor Hardwick, second by Councilor Peterson. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Peterson, Meier and Kinnard. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-28. Motion to adopt Bill 19-28 as

ordinance by Councilor Meier, second by Councilor Guy. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Peterson, Meier and Kinnard. NAYS: None. Bill 19-28 approved 7-0.

C. Bill No. 19-29 AN ORDINANCE AMENDING SECTIONS 145.150, 145.595, AND 390.220 OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND, MISSOURI REGARDING PENALTIES AND FEES FOR LATE TAX PAYMENTS. Councilor Hardwick explained that this Ordinance will amend those sections specifically mentioned in Bill No. 19-29 to comply with the Cooperative Agreement with the Ray County Collector regarding penalties and fees for late tax payments. Motion for first and second reading by title only of Bill No. 19-29 by Councilor Hardwick, second by Councilor Meier. Roll called: AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 19-29. Motion to adopt Bill 19-29 as ordinance by Councilor Meier, second by Councilor Guy. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Peterson, Meier and Kinnard. NAYS: None. Bill 19-28 approved 7-0

ADJOURN: Motion to adjourn at 6:52 p.m. by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Bond, Powell, Guy, Hardwick, Peterson, Meier and Kinnard. NAYS: None. Motion approved 7-0.



Susan M Brunworth

City Clerk, Susan M. Brunworth

Mike Wright

Mayor, Mike Wright