

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, JANUARY 14, 2020

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, January 14, 2020, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Adam Booth, Justin Meier 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 Hoefflicker, Public Works Director Dale Shipp, Economic Development Director Alicia Shaw, Community Development Director Lisa Hastings, Collector Marilyn O'Dell, Recreation Director Haley Williams, Sandra Williams and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: December 10, 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 Booth. AYES: Booth, Guy, Meier, Bond, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met so nothing to report.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report.
- C. Public Works: Dave Powell. The Committee has not met so nothing to report.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report.

MAYOR'S REPORT: Mike Wright. It has been business as usual with Tonya keeping me updated with all that has been and is going on; City employees have been very busy doing a great job.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is in the packet including 210 lift station memo with update regarding reimbursement from insurance; will be running electricity in the columns at the downtown corner lot and Rotary will have their picture taken for the grant this week.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

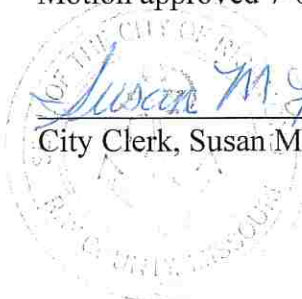
NEW BUSINESS:


- A. BILL NO. 20-01: AN ORDINANCE APPROVING THE FINAL PLAT FOR BALMAN LOT SPLIT; DIRECTING THE MAYOR AND ICTY 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 Hasting explained the purpose for this Ordinance. Motion for first and second reading by title only of Bill No. 20-01 by Councilor Meier, second by Councilor Hardwick. Roll called: AYES: Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-01. Motion to adopt Bill 20-01 as ordinance by Councilor Meier, second by Councilor Hardwick. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Booth, Meier and Kinnard. NAYS: None. Bill 20-01 approved

- B. Evergy 2020 Business Demand Response Program Agreement. CA Willim explained that this is the Demand Response Program the City has participated in for the past three years and it is time to renew the agreement. Motion authorizing the City Administrator to sign a three-year Evergy Demand Response Incentive Agreement by Councilor Meier, second by Councilor Guy. Roll called: AYES: Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved.


- C. Vehicles/Equipment for Sale. CA Willim explained that the City's Surplus Property Disposal Policy requires Council approval to sell property valued over \$5,000 and presented recommended items for sale in this year's budget. Motion to approve the sale of (1) 2014 Ford Taurus, (2) Caterpillar Motor Grader, (3) Sterling dump truck and two trailers not valued over \$5,000 on either www.govdeals.com or www.purplewave.com by Councilor Guy, second by Councilor Meier. Roll called: AYES: Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved.

ADJOURN: Motion to adjourn at 6:42 p.m. by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Bond, Powell, Guy, Hardwick, Booth, Meier and 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, JANUARY 28, 2020

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 January 28, 2020 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Barb Hardwick, Deanna Guy, Dave Powell, 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 Director Dale Shipp, Economic Development Director Alicia Shaw, Community Development Director Lisa Hastings and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: January 14, 2020 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 Booth. Roll called. AYES: Bond, Hardwick, Guy, Powell, Booth, Kinnard and Meier. 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 met earlier tonight and items discussed are on tonight's agenda.
- 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 January.

MAYOR'S REPORT: Mike Wright. Business as usual with Tonya keeping me updated; Public Works Department has been extremely busy; attended recent meeting with Fie Union meeting.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report with project updates and upcoming events included in packet:

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No. 20-02: AN ORDINANCE AMENDING SECTION 220.020 OF THE MUNICIPAL CODE OF THE CITY OF RICHMOD REGARDING GRAFFITI. Councilor Hardwick explained that the purpose of this ordinance is to provide a proactive approach to graffiti removal by adding the definition of graffiti to Section 220.020 (Nuisances Generally). Motion for first and second reading by title only of Bill No. 20-02 by Councilor Hardwick, second by Councilor Booth. Roll called: AYES: Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-02. Motion to adopt Bill 20-02 as ordinance by Councilor Meier, second by Councilor Hardwick. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Booth, Meier and Kinnard. NAYS: None. Bill 20-02 approved.

- B. BILL NO. 20-03: AN ORDINANCE AMENDING SECTION 700.100 OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND, MISSOURI REGARDING APPLICATION OF SEWER BASE RATE TO RESIDENTIAL MULTI-FAMILY FACILITIES UPON CHANGE OF OWNERSHIP. Councilor Hardwick explained that the purpose of this ordinance is to include the phrase "transfer of ownership" to Paragraph A (1) (a.) in Section 700.100 Sewer Rates. Motion for first and second reading by title only of Bill No. 20-03 by Councilor Hardwick, second by Councilor Guy. Roll called: AYES: Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-03. Motion to adopt Bill 20-03 as ordinance by Councilor Meier, second by Councilor Hardwick. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Booth, Meier and Kinnard. NAYS: None. Bill 20-03 approved.

- C. FY20 First Quarter Update. CA Willim presented FY20 First Quarter Update to Council.

ADJOURN: Motion to adjourn at 7:00 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Meier, Bond, Hardwick, Booth, Kinnard, Guy 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, FEBRUARY 11, 2020

PRAYER: Rob Kinnard

PLEDGE OF ALLEGIANCE: Boy Scout Troup 324 members Noah Spratt and Kalvin Spratt.

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, February 11, 2020, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Adam Booth, Ron Peterson 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, Finance Director Rebecca Hoeflicker, Public Works Director Dale Shipp, 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: January 28, 2020 minutes of the regular meeting were approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda as amended with the removal of item B. Bill 20-05 under New Business by Councilor Peterson, second by Councilor Hardwick. AYES: Booth, Guy, Peterson, Bond, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee met on February 5 to interview Mariner Wealth Advisors and via phone conference with U.S. Bank representatives regarding the City's RFP 10-19 Investment Services. The Committee's recommendation will be presented later tonight. Committee also met tonight jointly with the Public Works and Ordinance Committees and items discussed will be presented later tonight.
- B. Ordinance: Barb Hardwick. The Committee met tonight jointly with the Public Works and Finance and items discussed will be presented later tonight.
- C. Public Works: Dave Powell. The Committee met tonight jointly with Finance and Ordinance and items discussed will be presented later tonight.

D. Public Safety: Rob Kinnard. The Committee met February 4 to discuss department vehicles.

MAYOR'S REPORT: Mike Wright. It has been business as usual with Tonya keeping me updated with all that has been and is going on; attended all the recent Committee meetings. Mayor recognized three Police Officers recently promoted: Rachael Tarrant promoted to Corporal, Luke Covey promoted to Corporal and Scott Bagley promoted to Sergeant.

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

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. BILL NO. 20-04: AN ORDINANCE ALLOWING THE "SHOW ME GREEN SALES TAX HOLIDAY" TO APPLY TO THE LOCAL SALES TAXES FOR THE CITY OF RICHMOND BETWEEN APRIL 19, 2020 AND APRIL 25, 2020, FOR THE CITY OF RICHMOND, MISSOURI; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH. CA Willim explained that this sales tax holiday exempts from state sales tax all retail sales of qualifying energy star certified new appliances, up to \$1,500 per appliance. Motion for first and second reading by title only of Bill No. 20-04 by Councilor Peterson, second by Councilor Hardwick. Roll called: AYES: Guy, Peterson, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-04. Motion to adopt Bill 20-04 as ordinance by Councilor Peterson, second by Councilor Hardwick. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Booth, Peterson and Kinnard. NAYS: None. Bill 20-04 approved 7-0.

- B. BILL NO. 20-05: AN ORDINANCE CHANGING THE ZONING CLASSIFICATIONS OF DISTRICTS OR CERTAIN LANDS LOCATED IN THE CITY OF RICHMOND, MISSOURI, UNDER THE AUTHORITY GRANTED BY THE CODE OF ORDINANCES OF THE CITY OF RICHMOND, MISSOURI; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PART OF ORDINANCES IN CONFLICT HEREWITH. Per Agenda amendment Bill 20-05 was withdrawn.

- C. BILL 20-06: AN ORDINANCE APPROVING THE FINAL PLAT FOR WOODSON & DARNEAL'S ADDITION; 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 Lisa Hastings explained the history for this final plat. Motion for first and second reading by title only of Bill No. 20-06 by Councilor Powell, second by Councilor Peterson. Roll called: AYES: Guy, Peterson,


Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-06. Motion to adopt Bill 20-06 as ordinance by Councilor Peterson, second by Councilor Hardwick. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Booth, Peterson and Kinnard. NAYS: None. Bill 20-06 approved 7-0.

D. BILL NO. 20-07: AN ORDINANCE AMENDING CHAPTER 510 STREETS, SIDEWALKS AND OTHER PUBLIC AND PRIVATE PROPERTY, ARTICLE II. EXCAVATIONS, OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND REGARDING FINANCIAL SECURITY FOR EXCAVATIONS. Councilor Hardwick explained that this ordinance was discussed in Committee earlier tonight. Due to the increase in construction costs over the years, an increase in financial securities is being recommended to cover the cost of repairs performed by the City not repaired satisfactorily by the contractor. It will also provide the ability for the City to accept a letter of credit as an acceptable form of financial security. Motion for first and second reading by title only of Bill No. 20-07 by Councilor Hardwick, second by Councilor Peterson. Roll called: AYES: Guy, Peterson, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-07. Motion to adopt Bill 20-07 as ordinance by Councilor Peterson, second by Councilor Guy. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Booth, Peterson and Kinnard. NAYS: None. Bill 20-07 approved 7-0


E. Resolution 437 for Investment Services. Councilman Guy explained that the Committee met on February 5, 2020 to review the proposals received and hear presentations made by Mariner Wealth Advisors and via phone conference with US Bank representatives. The Committee recommends approval to the Council of Mariner Wealth Advisors to provide investment services to the City in accordance with the provisions of the City's Investment Policy adopted September 24, 2019. Motion to authorize the City Administrator and Finance Director to approve and direct Mariner Wealth Advisors of investment transactions and to approve Resolution 437 approving Mariner Wealth Advisors by Councilor Guy, second by Councilor Hardwick. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Booth, Peterson and Kinnard. NAYS: None. Motion approved 7-0

F. Household Hazardous Waste Date for 2020. CA Willim explained that due to the expense to hold small events in each city, MARC has established "host communities." This year the host community will be Excelsior Springs with Richmond and Lawson being partners. All Richmond residents will be able to bring their HHW to any event. We will coordinate with Excelsior Springs when they receive their date.

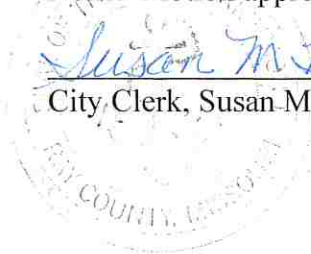
ADJOURN: Motion to adjourn at 6:50 p.m. by Councilor Guy, second Councilor Peterson. Roll called: AYES: Bond, Powell, Guy, Hardwick, Booth, Peterson and Kinnard. NAYS: None. Motion approved 7-0.



City Clerk, Susan M. Brunworth



Mayor, Mike Wright



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, FEBRUARY 25, 2020

PRAYER: Pastor Willy Isaacson

PLEDGE OF ALLEGIANCE: Councilor Bond

Mayor Pro Tem Powell called to order the regular meeting of the City Council of the City of Richmond, Missouri on February 25, 2020 at 6:33 p.m.

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

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

WELCOMING REMARKS: Mayor Pro Tem Powell welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: February 11, 2020 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 Booth. Roll called. **AYES:** Bond, Hardwick, Guy, Powell, Booth, Peterson, Kinnard and Meier. **NAYS:** None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met jointly tonight with Public Works and Public Safety; two of the items are on the agenda under New Business and equipment issues with the Fire Department were discussed.
- B. Ordinance:** Barb Hardwick. The Committee has not met and therefore nothing to report.
- C. Public Works:** Dave Powell. The Committee met jointly tonight with Public Safety and Finance; two of the items are on the agenda under New Business.
- D. Public Safety:** Rob Kinnard. The Committee met jointly tonight with Public Works and Public Safety; two of the items are on the agenda under New Business and equipment issues with the Fire Department were discussed.
- E. Park Department Liaison:** Deanna Guy. There was not a meeting in February; the Board will meet in March.

MAYOR'S REPORT: Mike Wright. The Mayor is absent tonight due to illness.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report with project updates and upcoming events included in packet. Time to start looking at streets for mill and overlay.

UNFINISHED BUSINESS: None.

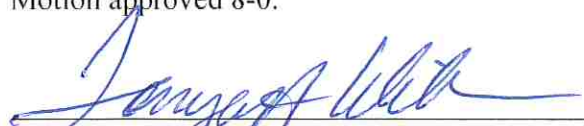
NEW BUSINESS:

- A. Hill Street Lift Station Repair. Councilor Hardwick explained as a follow-up to the February 11, 2020 Public Works/Finance/Ordinance Committees meeting that the Hill Street Lift Station experienced on February 9 an issue similar to the December, 2019 Lift Station issue (a break in the pipe caused sewage to flood the dry well, causing a complete loss of the pumps and electrical). A temporary diesel portable pump, hoses and fittings were delivered and installed enabling the lift station to keep going while a more permanent solution can be obtained. Insurance has been contacted and a claim number has been assigned. Motion to approve the emergency repair of Hill Street Lift Station for approximately \$40,000 and to transfer \$10,000 from Lift Station Maintenance to Lift Station Repair by Councilor Hardwick, second by Councilor Meier. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Booth, Meier, Peterson and Kinnard. NAYS: None. Motion approved 8-0.
- B. 16" Water Line Repair and Inserta Valves: Councilor Guy explained that public works has found two water leaks on the 16" main and parts have been ordered. Also there are two fire hydrants that will need inserta valves installed prior to repair. Would like to have MB Construction install inserta valves while here working on 16" main. Motion to approve hiring of MB Construction to repair the 16" water main and install inserta valves for two fire hydrants by Councilor Guy, second by Councilor Meier. Roll Called. AYES: Bond, Powell, Guy, Hardwick, Booth, Meier, Peterson and Kinnard. NAYS: None. Motion approved 8-0.

ADJOURN OPEN/ENTER CLOSE: Pursuant to Section 610.021 (3) Personnel, Section 610.021(9) Labor and Section 610.021(13) Personnel Records motion to adjourn open/enter closed session at 6:42 p.m. by Councilor Guy, second Councilor Meier. Roll called: AYES: Peterson, Guy, Meier, Bond, , Kinnard, Booth, Hardwick and Powell. NAYS: None. Motion approved 7-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 7:14 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Peterson, Guy, Meier, Bond, Kinnard, Booth, Hardwick and Powell. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 7:14 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Meier, Bond, Hardwick, Booth, Kinnard, Guy, Peterson and Powell. NAYS: None. Motion approved 8-0.



City Administrator, Tonya Willim



Mayor Pro Tem Dave Powell

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, MARCH 10, 2020

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 Tuesday, March 10, 2020, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Dave Powell, Deanna Guy, Barb Hardwick, Adam Booth, Ron Peterson, Justin Meier 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, 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: February 25, 2020 minutes of the regular meeting were approved with corrections.

COMMENTS FROM AUDIENCE: Tom Claire, 710 Hickory, Richmond, MO addressed the Council concerning people speeding along his street and the 4-way stop on Institute Street. He cited many examples of what he has seen going on and suggested possible solutions.

ADOPTION OF AGENDA: Motion to adopt the agenda as amended with the addition of item E. Waterline Supplies under New Business by Councilor Meier, second by Councilor Peterson. **AYES:** Meier, Booth, Guy, Peterson, Bond, Kinnard, Hardwick and Powell. **NAYS:** None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee met tonight jointly with Public Works and items discussed will be presented later tonight.
- B. Ordinance: Barb Hardwick. The Committee has not met so nothing to report tonight.
- C. Public Works: Dave Powell. The Committee met tonight jointly with Finance and items discussed will be presented later tonight.
- D. Public Safety: Rob Kinnard. The Committee has not met so nothing to report tonight.

- E. Park Board: Deanna Guy. Park Board met last night. Working on getting the parks open and ready for Spring.

MAYOR'S REPORT: Mike Wright. It has been business as usual with Tonya keeping me updated with all that has been and is going on; attended Committee meeting earlier tonight; Fire Union meeting; Planning and Zoning meeting. Mayor recognized and congratulated Matt Hollingsworth from the Fire Department who was recently promoted to Lieutenant.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in the packet. We are busy with many projects as reflected in report. AMI information with timeline was included for your information. Hill Street flow study is complete and will not need to upsize the new construction. Temporary permanent fix at Hill Street held up and operated as it should; Public Works did great work! Met at Matt Waller Drive this morning regarding lights and cemetery reflection pond. Have met with Suez people regarding how to handle mock test of Hill Street Standpipe by-pass and maintain pressure and water at the tower. Suez will be out soon to run FCC frequencies and determine top two. Farmer's Market will open soon and compost information will go out to the public in near future.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. BILL NO. 20-08: AN ORDINANCE CHANGING THE ZONING CLASSIFICATIONS OF DISTRICTS OR CERTAIN LANDS LOCATED IN THE CITY OF RICHMOND, MISSOURI, UNDER THE AUTHORITY GRANTED BY THE CODE OF ORDINANCES OF THE CITY OF RICHMOND, MISSOURI; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH. Community Development Director Lisa Hastings explained the changes. Motion for first and second reading by title only of Bill No. 20-08 by Councilor Meier, second by Councilor Peterson. Roll called: AYES: Booth, Kinnard, Bond, Powell, Guy, Meier, Hardwick and Peterson. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-08. Motion to adopt Bill 20-08 as ordinance by Councilor Meier, second by Councilor Peterson. Roll Called. AYES: Booth, Kinnard, Bond, Powell, Guy, Meier, Hardwick and Peterson. NAYS: None. Bill 20-08 approved 8-0.


- B. BILL NO. 20-09: AN ORDINANCE APPROVING THE FINAL PLAT FOR LESMO ACRES; 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 final plat for LESMO acres. Motion for first and second reading by title only of Bill No. 20-09 by Councilor Meier, second by Councilor Peterson. Roll called: AYES: Booth, Kinnard,

Bond, Powell, Guy, Meier, Hardwick and Peterson. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-09. Motion to adopt Bill 20-09 as ordinance by Councilor Meier, second by Councilor Peterson. Roll Called. AYES: Booth, Kinnard, Bond, Powell, Guy, Meier, Hardwick and Peterson. NAYS: None. Bill 20-09 approved 8-0.

- C. Wollard Boulevard waterline lowering: The unforeseen discovery of two 4" water mains instead of only one on this project has necessitated changes; everyone is in agreement to lower the water main below the new storm sewer. The changes are described in Work Change Directive No. 1 for the contract price of \$15,674.20. This brings the new contract price to \$204,270.82; however, this is a unit price project and there will be some deductions due to not having to relocate sewer laterals at 304 Wollard Boulevard. If inserta valves are needed, there is an additional \$11,000 (2 @ \$5,500). The project remains under budget. Motion to approve Work Change Directive No. 1 in the amount of \$15,674.20 for the water main lowering on Wollard Boulevard, authorize M&B Construction to install inserta valves in the amount of \$11,000 and authorize City Administrator to sign Work Change Directive No. 1 by Councilor Peterson, second by Councilor Meier. Roll Called. AYES: Booth, Kinnard, Bond, Powell, Guy, Meier, Hardwick and Peterson. NAYS: None. Motion approved 8-0.
- D. Liquor License Approval: George's Liquors is under new ownership and all necessary documents have been received to process their liquor license application. Motion to approve issuance of a City Liquor License to Aryan Investments, LLC as the new owner of George's Liquors by Councilor Meier, second by Councilor Peterson. Roll Called. AYES: Booth, Kinnard, Bond, Powell, Meier, Hardwick and Peterson. NAYS: Guy. Motion approved 7-1.
- E. Waterline Materials: CA Willim explained that due to checking of water pits, setters and meters in preparation for the AMI project, we have discovered there are about 220 pits that need to be replaced now. There are approximately 600 total pits to replace. Would like to purchase an additional 225 pits (@ \$32.46) in the amount of \$7,303. Motion to authorize purchase of 225 additional meter pits at \$32.46 for a total of \$7,303 by Councilor Peterson, second by Councilor Meier. Roll Called. AYES: Booth, Kinnard, Bond, Powell, Guy, Meier, Hardwick and Peterson. NAYS: None. Motion approved 8-0.

Mayor Wright asked Council to begin looking through their wards for streets needing overlay or slurry seal this year and would like to receive list back by next Monday.

ADJOURN: Motion to adjourn at 7:10 p.m. by Councilor Guy, second Councilor Hardwick. Roll Called. AYES: Booth, Kinnard, Bond, Powell, Guy, Meier, Hardwick and Peterson. NAYS: None. Motion approved 8-0.


City Clerk; Susan M. Brunworth


Mayor, Mike Wright

MINUTES OF A SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, MARCH 24, 2020

Mayor Wright called to order the special meeting of the City Council of the City of Richmond, Missouri on March 24, 2020, at 2:30 p.m.

STATEMENT BY MAYOR: As I'm sure everyone knows, the President, the Governor, and the Ray County Commission have all declared emergencies related to the COVID-19 pandemic. On Saturday, the Governor directed the Director of the State Department of Health and Senior Services to require social distancing statewide. On that same day, the Director issued an Order that in part provides that every person in the State of Missouri shall avoid social gatherings of more than 10 people which includes any planned event that would bring together more than 10 people in a single space at the same time. As a result, this City Council meeting is being conducted by telephone. Due to the state of emergency that exists and in order to comply with the Director's Order and ensure the safety of the public, access for the public to observe and attend this meeting is being provided by telephone rather than by in-person attendance. The posted agenda for this meeting included a phone number the public could use to listen to the meeting. This approach is also necessary due to City Hall currently being closed to the public.

ROLL CALL: COUNCIL PRESENT (via phone and/or computer): Bob Bond, Barb Hardwick, Deanna Guy, Dave Powell, Adam Booth, Rob Kinnard, Ron Peterson and Justin Meier. COUNCIL ABSENT: None.

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

NEW BUSINESS:

- A. Declaration of Emergency: CA Willim referred Council to the Declaration of Emergency contained in the packet and explained the purpose of same. Mayor Wright signed the Declaration of Emergency.
- B. Resolution No. 438 Adopting Emergency Regulations. CA Willim referred Council to Resolution No. 438 contained in the packet and explained the purpose of same. Motion to adopt Resolution No. 438 (a Resolution implementing emergency regulation necessary to protect the health, safety and welfare of residents and employees of the City of Richmond, Missouri) by Councilor Meier, second by Councilor Guy. Voice Vote Called. AYES: All. NAYS: None. Motion to approve Resolution No. 438 passed.

ADJOURN: Motion to adjourn at 2:45 p.m. by Councilor Guy, second by Councilor Hardwick. Voice Vote Called: AYES: All. NAYS: None. Motion passed.



City Clerk Susan Brunworth



Mayor Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, APRIL 14, 2020

PRAYER: Councilor Kinnard

PLEDGE OF ALLEGIANCE: Councilor Hardwick.

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, April 14, 2020, at 6:30 p.m. Mayor Wright stated City Council meeting is being conducted by telephone conference and video conferencing via WebEx. The posted agenda for this meeting included a phone number for the public to use to listen to the meeting.

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

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

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: March 10, 2020 Regular Meeting minutes and March 24, 2020 Special Meeting minutes were approved.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Meier, second by Councilor Hardwick. Voice Vote Called: AYES: All. NAYS: None. Motion approved 8-0.

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 Board: Deanna Guy. Park Board meeting for April 6 was canceled so nothing to report tonight.

MAYOR'S REPORT: Mike Wright. Tonya is keeping me updated with everything that has been and is going on under the "new" normal. Mayor recognized all City staff with the amazing work they are doing given the circumstances; very proud of everyone.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. As of last Friday, with the exception of Susan and myself, everyone at City Hall is working from home and it seems to be working well. The standpipe is completely drained. Suez mobilized last week and is now on site. They were able to get into the Standpipe today and that project is now underway. The engagement letter with Encompass Resolution has been signed to provide assistance with personnel/human resources given the circumstances we are in. Sections 135.180 and 135.210 provide for this exception of notice.

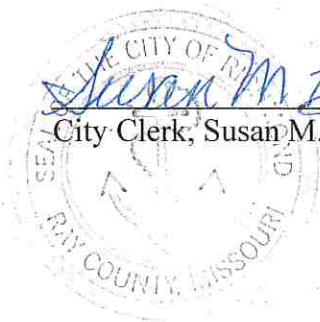
DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Purchase of Rescue Truck. CA Willim explained that FY20 budget includes purchase of new rescue truck to replace current 2005 Ford Rescue. This was budgeted for half to paid by Rural Fire and half to be paid by the City. FY20 budget has \$75,000 allocated for that purpose. Public Safety recommends that the City purchase the new rescue truck in full and it be titled to the City by using FY20 budgeted amount (\$75,000) to purchase the chassis and to place purchase cost of the body of the truck (\$105,247) in FY21 budget. Once the new truck is here then sell old rescue. Motion to purchase the 2020 Ford F550 Chassis (\$54,625) per specifications with Heiman Fire Equipment and body (\$105,247) per specifications for a total cost of \$159,872 by Councilor Meier, second by Councilor Kinnard. Voice Vote Called: AYES: All. NAYS: None. Motion approved.
- B. RFQ: Community Survey. CA Willim explained that conducting a citizen survey was included in the FY20 Goals and Objectives and would be done prior to updating the Comprehensive Plan. Motion to approve entering into contract negotiations and formalize an agreement with ETC for \$12,500 and authorizing the City Administrator to sign by Councilor Meier, second by Councilor Guy. Voice Vote Called: AYES: All. NAYS: None. Motion approved.

ADJOURN: Motion to adjourn at 7:02 p.m. by Councilor Guy, second Councilor Hardwick. Voice Vote Called. AYES: All. 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, APRIL 28, 2020

PRAYER: Councilor Meier

PLEDGE OF ALLEGIANCE: Councilor Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, April 28, 2020, at 6:30 p.m. Mayor Wright stated City Council meeting is being conducted by telephone conference via WebEx. The posted agenda for this meeting included a phone number for the public to use to listen to the meeting.

ROLL CALL: COUNCIL PRESENT: 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 and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: April 14, 2020 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. Voice Vote Called: **AYES:** All. **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. There was not a meeting in April.

MAYOR'S REPORT: Mike Wright. Tonya is keeping me updated with everything that has been and is going on.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Update on employees returning to work and plans for reopening City Hall next week; update on ongoing and upcoming projects.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

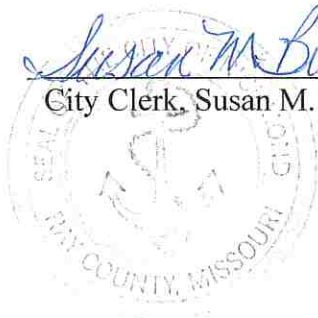
- A. RFP 02-20: Hay Harvesting 2020. City received one bid from Charles Calvert. Motion to approve and accept bid received from Charles Calvert for \$45.50 per bale and authorize the City Administrator to sign the Hay Harvesting License Agreement for 2020 by Councilor Meier, second by Councilor Hardwick. Voice Vote Called: AYES: All. NAYS: None. Motion approved 6-0.

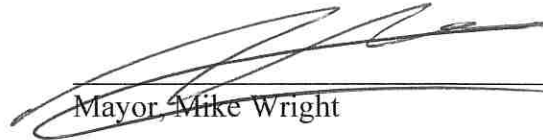
- B. Resolution 439: Building Safety Month. May is recognized by the International Building Codes as Building Safety Month. Motion to approve Resolution 439 recognizing the month of May as Building Safety Month by Councilor Meier, second by Councilor Hardwick. Voice Vote Called: AYES: All. NAYS: None. Motion approved 6-0.

ADJOURN: Motion to adjourn at 6:42 p.m. by Councilor Guy, second by Councilor Hardwick Voice Vote Called: AYES: All. 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, MAY 12, 2020

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 Tuesday, May 12, 2020, at 6:30 p.m.

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

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

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: April 28, 2020 Regular Meeting minutes were 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: Meier, Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee met jointly tonight with Public Safety and items discussed will be presented later 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 met jointly tonight with Finance and items discussed will be presented later tonight.
- E. Park Board: Deanna Guy. Park Board met Monday, May 4, and draft minutes are included in packet.

MAYOR'S REPORT: Mike Wright. Tonya keeps me updated with everything that has been and is going on. Mayor recognized all City staff with the amazing work they continue to do.

Recommends reappointment of Cole Oliphant to Building Code Board of Appeals. Roll Called: AYES: Meier, Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Reappointment approved 8-0.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. CA Willim highlighted several items contained in her report included in packet.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Public Hearing on Redevelopment Project 1(g) RFR, LLC. The Mayor called to order the Public Hearing at 6:42 p.m. and asked for comments. There being no questions, comments or concerns expressed, Mayor Wright closed the Public Hearing at 6:45 p.m.
 - 1. BILL NO. 20-10: ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, APPROVING THE THIRD AMENDMENT TO THE RICHMOND DOWNTOWN REDEVELOPMENT PLAN TO APPROVE REDEVELOPMENT PROJECT 1(g) AND AUTHORIZE TAX ABATEMENT AS DESCRIBED THEREIN. Motion for first and second reading by title only of Bill No. 20-10 by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Peterson, Guy, 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 20-10. Motion to adopt Bill 20-10 as ordinance by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Bill 20-10 approved 8-0.

- B. Bill No. 20-11: AN ORDINANCE APPROVING THE FINAL PLAT FOR BIG H ESTATES; 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. Motion for first and second reading by title only of Bill No. 20-11 by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Peterson, Guy, 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 20-11. Motion to adopt Bill 20-11 as ordinance by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Bill 20-11 approved 8-0.

- C. RFP 03-20: Fire Rescue Vehicle. Councilor Kinnard explained that the Fire Rescue Vehicle was rebid in a formal Request for Proposal so as to adhere to procedures and to verify that the process was met and that all bidders received the same specifications. Motion to approve the purchase of the 2020 Ford F550 Chassis (\$54,625) per specifications and body (\$105,247) per specification for a total cost of \$159,872 with


Heiman Fire Equipment by Councilor Meier, second by Councilor Kinnard. Roll Called: AYES: Meier, Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.

- D. 210 Lift Station Work Order #1. Councilor Guy explained that with 210 Lift Station construction finalizing, the addition of a 16' double swing gate to the south fence would be beneficial. This would allow authorized persons to drive through the lift station area from the north side to the south side to gain access to the 1" waterline area to 88th Street. Motion to approve Work Change Direction No. 1 for \$2,014.95 and authorizing the City Administrator to sign by Councilor Guy, second by Councilor Meier. Roll Called: AYES: Meier, Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.


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 open/enter closed session at 6:51 p.m. by Councilor Guy, second Councilor Meier. Roll called: AYES: Peterson, Guy, Meier, Bond, Kinnard, Booth, Hardwick and Powell. NAYS: None. Motion approved 8-0.

ADJOURN CLOSE/ENTER OPEN: Motion to adjourn close/enter open session at 9:29 p.m. with no action taken by Councilor Guy, second Councilor Meier. Roll called: AYES: Peterson, Guy, Meier, Bond, Kinnard, Booth, Hardwick and Powell. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 9:30 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Meier, Bond, Hardwick, Booth, Kinnard, Guy, Peterson and Powell. 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 26, 2020

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 Tuesday, May 26, 2020, at 6:30 p.m.

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

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

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: May 12, 2020 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:** Meier, Peterson, Guy, Bond, Kinnard, Hardwick, and Powell. **NAYS:** None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met jointly tonight with Public Safety and Ordinance and items discussed will be presented later in the meeting.
- B. Ordinance:** Barb Hardwick. The Committee met jointly tonight with Public Safety and Finance and items discussed will be presented later in the meeting.
- C. Public Works:** Dave Powell. The Committee has not met and therefore nothing to report.
- D. Public Safety:** Rob Kinnard. The Committee met jointly tonight with Finance and Ordinance and items discussed will be presented later in the meeting. One item discussed was the purchase of an aerial truck for the Fire Department. A truck that fits the Department's needs has been located in Keeseville, NY. The asking price of \$25,000 is negotiable. Motion authorizing City Administrator to negotiate the purchase price of the Simon Duplex 100' platform truck up to an amount of \$25,000 by Councilor Kinnard, second by Councilor Meier. Roll Called: **AYES:** Meier, Peterson, Guy, Bond, Kinnard, Hardwick, and Powell. **NAYS:** None. Motion approved 7-0.

E. Park Department Liaison: Deanna Guy. Next meeting is June 1, 2020.

MAYOR'S REPORT: Mike Wright. Tonya is keeping me updated with everything that has been and is going on. There are numerous projects underway and City staff is doing a great job.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in the packet. Updates: Hill Street water tower is filling now with no major complications; on-site survey for AMI meter system is scheduled to begin first of June and is expected to last approximately two months; hope to begin filling Southview Pool next week and insurance adjuster will be here Friday regarding the gym floor.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

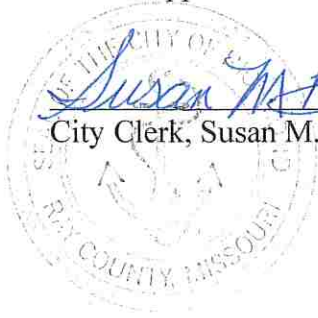
- A. FY19 Audit Presentation: Rita Carpenter, Westbrook & Co. Rita presented the results of the City's financial audit for the year ended September 30, 2019. There were no adjustments to the financial statements. The City received a clean opinion. Discussion ensued.
- B. MB Construction: Fire Hydrant at Royle and Thornton Intersection. Councilor Guy explained that an inserta valve was needed prior to repairing the noted fire hydrant. MB Construction installed the valve and PW completed repairs. Motion to approve installation of inserta valve on fire hydrant at Royle and Thornton Streets by MB Construction in the amount of \$5,500 by Councilor Guy, second by Councilor Peterson. Roll Called: AYES: Meier, Peterson, Guy, Bond, Kinnard, Hardwick, and Powell. NAYS: None. Motion approved 7-0.
- C. Wollard Boulevard Drainage Revised Work Order No. 1: Councilor Guy explained that on March 9 the Council approved Change Order No. 1 in the proposed amount of \$15,674.20. At the conclusion of the project, the amount need was \$12,287.14. Motion to approve Revised Change Order No. 1 in the amount of \$12,287.14 and revised contract amount of \$200,883.76 by Councilor Guy, second by Councilor Meier. Roll Called: AYES: Meier, Peterson, Guy, Bond, Kinnard, Hardwick, and Powell. NAYS: None. Motion approved 7-0.

ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021 (1) Legal, Section 610.021(3) Personnel and Section 610.021(13) Personnel Records motion to adjourn open/enter closed session at 7:06 p.m. by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 7-0.

ADJOURN CLOSED/ENTER OPEN: Motion to adjourn closed/enter open session at 7:48 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. Councilor Meier left

during closed session. Roll called: AYES: Peterson, Guy, Bond, Kinnard, Booth, Hardwick and Powell. NAYS: None. Motion approved 6-0.

ADJOURN: Motion to adjourn at 7:48 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called: AYES: Peterson, Guy, Bond, Kinnard, Hardwick and Powell. 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, JUNE 09, 2020

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 Tuesday, June 09, 2020, at 6:30 p.m.

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

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

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: May 26, 2020 Regular Meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

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

REPORT OF STANDING COMMITTEES:

- A. **Finance:** Deanna Guy. The Committee met jointly with Public Works on Thursday, June 4, and items discussed will be presented later tonight.
- 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, June 4, and solo tonight and items discussed will be presented later tonight.
- D. **Public Safety:** Rob Kinnard. The Committee has not met so nothing to report tonight.
- E. **Park Board:** Deanna Guy. Park Board met Monday, June 1, and draft minutes are included in packet.

MAYOR'S REPORT: Mike Wright. Recommend reappointment of Kenneth Buhrmeister and Jerrett Love to the Park Board. Roll Called: **AYES:** Peterson, Guy, Bond, Kinnard, Hardwick and Powell. **NAYS:** None. Reappointments approved 6-0. Recommend reappointment of Brett Smott

to the Planning and Zoning Committee. Roll Called: AYES: Peterson, Guy, Bond, Kinnard, Hardwick and Powell. NAYS: None. Reappointment approved 6-0. Introduced Jordan Robinett as the newest member of the Fire Department and recognized the promotion of Brandon Bines in the Police Department to Detective/Corporal. Business has been as usual with Tonya keeping me apprised of everything going on in the City.

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

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No 20-12: Ordinance Declaring the Official Results of the Election on June 2, 2020. Motion for first and second reading by title only of Bill No. 20-12 by Councilor Powell, second Councilor Hardwick. Roll called. AYES: Bond, Powell, Guy, Hardwick, Peterson and Kinnard. NAYS: None. Approved 6-0. City Clerk Susan Brunworth proceeded with first and second reading by title only of Bill 20-12. Motion to adopt Bill 20-12 as ordinance by Councilor Guy, second Councilor Hardwick. Roll called. AYES: Bond, Powell, Guy, Hardwick, Peterson and Kinnard. NAYS: None. Motion approved 6-0.

ADJOURN: Motion to adjourn at 6:44 p.m. by Councilor Guy, second Councilor Hardwick. AYES: Bond, Powell, Guy, Hardwick, Peterson and Kinnard. NAYS: None. Motion approved 6-0.

SWEARING IN OF NEW COUNCIL MEMBERS: At this time City Clerk Susan Brunworth swore in Councilmembers Bob Bond, Dave Powell, Barb Hardwick and Ron Peterson.

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 June 9, 2020 at 6:48 p.m.

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

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 Bond. AYES: Bond, Powell, Guy, Hardwick, Peterson and Kinnard. NAYS: None. Motion approved 6-0.

NEW BUSINESS:

- A. Bill No. 20-13: AN ORDINANCE APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF RICHMOND, MISSOURI AND RAY COUNTY, MISSOURI FOR THE PURPOSES OF PROVIDING COVID-19 FUNDING AVAILABLE UNDER THE CARES ACT. CA Willim explained that Ray County received \$2.7 million for its portion of the Missouri CARES (Coronavirus Aid, Relief and Economic Security) Act. The City will submit completed reimbursement forms along with the Intergovernmental Agreement to Ray County for reimbursement approval or denial. To date, the City's current COVID-19 related expenses are \$4,646. Motion for first and second reading by title only of Bill No. 20-13 by Councilor Peterson, second by Councilor Powell. Roll Called: AYES: Peterson, Guy, Bond, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 6-0. City Clerk Susan Brunworth proceeded with first and second reading by title only of Bill 20-13. Motion to adopt Bill 20-13 as ordinance by Councilor Peterson, second by Councilor. Roll Called: AYES: Peterson, Guy, Bond, Kinnard, Hardwick and Powell. NAYS: None. Bill 20-13 approved 6-0.
- B. Pressure Pave Street Treatment: Councilor Powell presented information on the PressurePave System by Donelson Construction for this year's street overlay project. Discussion ensued. Motion to approve Donelson Construction to perform PressurePave System for contract price of \$333,794.84 and direct the City Administrator to execute the contract and staff oversee the project by Councilor Powell, second by Councilor Peterson. Roll Called: AYES: Peterson, Guy, Bond, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 6-0.
- C. Resolution 440: Temporary Telework Policy: CA Willim explained that this policy outlines and gives guidance for temporary telework due to COVID-19 and provides an option for certain employees to work remotely. Motion to approve Resolution No. 440 for Temporary Telework Policy Concerning the COVID-19 Pandemic by Councilor Peterson, second by Councilor Hardwick. Roll Called: AYES: Peterson, Guy, Bond, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 6-0.

ADJOURN: Motion to adjourn at 6:56 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Bond, Hardwick, Kinnard, Guy, Peterson 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, JUNE 23, 2020

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 Tuesday, June 23 2020, at 6:35 p.m.

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

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Lt. Herdman, Fire Chief Mark Sowder, Public Works Director Dale Shipp, City Attorneys Chris Williams and John Mullane.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: June 09, 2020 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:** Meier, Booth, Guy, Bond, Kinnard, Hardwick, and Powell. **NAYS:** None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met jointly tonight with Public Safety and items discussed will be presented later in 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 jointly tonight with Finance and items discussed will be presented later in the meeting.
- E. Park Department Liaison:** Deanna Guy. July meeting has been canceled; next meeting will be August 3, 2020.

MAYOR'S REPORT: Mike Wright. Attended Open House at Bridge of Hope's new location; attended Joint Committee meeting tonight; Tonya keeps me updated with everything that has been and is going on. Introduced and welcomed new police officer Camille Johnson.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in the packet. Updates: South and Thornton Streets project is nearing completion as is Eastview Drainage project; street overlay will be next project with all prep work completed prior; Southview Pool is open with full occupancy attendance and going well so far.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Revenue/Expense Purchases: Councilor Kinnard explained all items have been discussed in Committees and recommended to full Council. Motion to approve (1) acceptance of insurance proceeds of \$19,190, (2) purchase of 1989 Simon Ladder Truck for 19,900; (3) authorize transportation cost of Ladder Truck not to exceed \$10,000; (4) authorize payment for contracted services \$21,650; (5) authorize purchase of storm warning mobile \$4,800 and (6) authorize purchase of uniform-protective gear \$12,730 by Councilor Kinnard, second by Councilor Meier. Roll Called: AYES: Meier, Booth, Guy, Bond, Kinnard, Hardwick, and Powell. NAYS: None. Motion approved 7-0.

- B. BILL NO. 20-14: AN ORDINANCE AMENDING THE FISCAL YEAR 2020 OPERATING BUDGET OF THE CITY OF RICHMOND, MISSOURI, BY AMENDING ORDINANCE NUMBER 2493 TO REFLECT CHANGES IN REVENUES (\$19,190) AND EXPENSES IN THE AMOUNT OF (\$69,084). CA Willim explained that this is the formal budget amendment for (1) acceptance of insurance proceeds of \$19,190, (2) purchase of 1989 Simon Ladder Truck for 19,900; (3) authorize transportation cost of Ladder Truck not to exceed \$10,000; (4) authorize payment for contracted services \$21,650; (5) authorize purchase of storm warning mobile \$4,800 and (6) authorize purchase of uniform-protective gear \$12,730. Motion for first and second reading by title only of Bill No. 20-14 by Councilor Meier, second by Councilor Powell. Roll Called: AYES: Meier, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-14. Motion to adopt Bill 20-14 as ordinance by Councilor Meier, second by Councilor Booth. Roll Called: AYES: Meier, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Bill 20-14 approved 7-0.

- C. Purchase of Tilt Deck Trailer. Motion to approve purchase of 2020 Tilt Deck/Rollback trailer from Cooper Trailers in the amount of \$8,595 by Councilor Meier, second by Councilor Hardwick. Roll Called: AYES: Meier, Booth, Guy, Bond, Kinnard, Hardwick, and Powell. NAYS: None. Motion approved 7-0.

- D. Resolution No. 441 Adopting the Regional Multi-Hazard Mitigation Plan. CA Willim explained that each community is required every five years to adopt a Regional Hazard


Mitigation Plan in order to receive SEMA/FEMA funds in the event of a disaster (regardless of the type of hazard or disaster). Motion to adopt Regional Multi-Hazard Mitigation Plan by Resolution No. 441 by Councilor Guy, second by Councilor Meier. Roll Called: AYES: Meier, Booth, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Bill 20-11 approved 8-0.

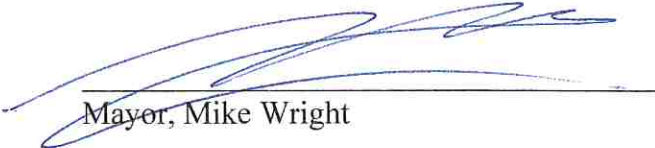
- E. 2020-2021 Business Liquor License Renewals. City Clerk Susan Brunworth. Businesses having completed necessary renewal requirements and ready for issuance of City Liquor Licenses are: BP Amoco, Casey's, George's Liquor Store, Harp's Food Store #275, Hide-A-Way Bar, Richmond Cenex, Richmond Sinclair, Richmond Shell and Tequila Jalisco Mexican Restaurant. 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: Ray County Shrine Club, Richmond Bowl, Shirkey Recreation Park, Stella's Nightclub, The Depot Tavern and Wal-Mart Super Store. 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 date authorized by the State of Missouri by Councilor Meier, second by Councilor Hardwick. Roll Called: AYES: Bond, Hardwick, Booth, Kinnard, Powell and Meier. NAYS: Guy. Motion approved 6-1. Motion to approve Hometown Pizza upon receipt of Application and State Licensing by date authorized by State of Missouri by Councilor Meier, second by Councilor Hardwick. AYES: Bond, Hardwick, Kinnard, Powell and Meier. NAYS: Guy. ABSTAIN: Booth. Motion approved 4-2.

ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021 (1) Legal, Section 610.021(3) Personnel and Section 610.021(13) Personnel Records motion to adjourn open/enter closed session at 6:53 p.m. by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.

ADJOURN CLOSED/ENTER OPEN: Motion to adjourn closed/enter open session at 7:30 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Guy, Bond, Kinnard, Booth, Meier, Hardwick and Powell. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 7:30 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called: AYES: Booth, Meier, Guy, Bond, Kinnard, Hardwick 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, JULY 14, 2020

PRAYER: Councilor Meier

PLEDGE OF ALLEGIANCE: Councilor Powell.

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, July 14, 2020, at 6:30 p.m.

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

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

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: June 23 2020 Regular Meeting minutes were 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: Meier, Peterson, Guy, Bond, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee met jointly with Public Works on Thursday, July 9, and items discussed will be presented later tonight.
- 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, July 9, and items discussed will be presented later tonight.
- D. Public Safety: Rob Kinnard (Absent tonight). The Committee has not met so nothing to report tonight.
- E. Park Board: Deanna Guy. Park Board did not meet this month.

MAYOR'S REPORT: Mike Wright. Attended Committee meeting last week; business has been as usual with Tonya keeping me apprised of everything going on in the City. Public Works have been very busy completing several projects.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report was not included in packet sent out and will be emailed to everyone tomorrow. Recapped several items included in report; explained handouts at their place; budget meetings have begun.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Work Order No. 20: Deer Ridge and Pea Ridge Study. Mike Milius, Olsson Associates, Inc., presented updated information on the drainage study previously conducted in 1990 and briefly explained what the study entails. This Work Order No. 20 was discussed at the Joint Public Works and Finance Committee meeting on July 9, 2020 and was recommended to full Council. It is an unbudgeted item totaling \$35,540; Transportation Fund will still have ample case in reserves at year-end. Motion to approve Olsson Associates, Inc. Work Order No. 20 in the amount of \$35,540 to complete the drainage study of Deer Ridge and Pea Ridge by Councilor Peterson, second by Councilor Meier. Roll called. AYES: Peterson, Meier, Bond, Powell, Guy, Hardwick and Booth. NAYS: None. Motion approved 7-0.

- B. Work Order No. 21: New Hill Street Lift Station and Force Main Improvements. Mike Milius, Olsson Associates, Inc., briefly recapped the recently completed 210 Lift Station's history; explained maintenance issues at Hill Street Lift Station and proposed design recommendation. Engineering completed now will have it ready to go if future funding becomes available. This Work Order No. 21 was discussed at the Joint Public Works and Finance Committee meeting on July 9, 2020 and recommended to full Council. Discussion ensued. Motion to approve Olsson Associates, LLC Work Order No. 21 in an amount not to exceed \$137,874 for engineering of Hill Street Lift Station by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Peterson, Guy, Bond, Booth, Meier, Hardwick and Powell. NAYS: None. Motion approved 7-0.

- C. BILL NO. 20-15: AN ORDINANCE APPROVING THE FINAL PLAT FOR MEADOW VALLEY; 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 Hasting provided background information. Motion for first and second reading by title only of Bill No. 20-15 by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Guy, Bond, Peterson, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of

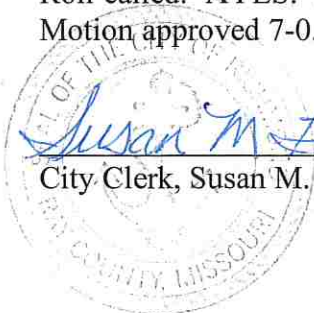
Bill 20-15. Motion to adopt Bill 20-15 as ordinance by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Guy, Bond, Peterson, Hardwick, Booth and Powell. NAYS: None. Bill 20-15 approved 7-0.

- D. BILL NO. 20-16: AN ORDINANCE APPROVING THE FINAL PLAT FOR SUNSET DIVISION; 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 Hasting provided background information. Motion for first and second reading by title only of Bill No. 20-16 by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Guy, Bond, Peterson, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-16. Motion to adopt Bill 20-16 as ordinance by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Guy, Bond, Peterson, Hardwick, Booth and Powell. NAYS: None. Bill 20-16 approved 7-0.
- E. BILL NO 20-17: AN ORDINANCE RELEASING LIENS FILED BY THE CITY OF RICHMOND, MISSOURI FOR SPECIAL ASSESSMENTS AGAINST CERTAIN PROPERTIES AND DIRECTING THE CITY ADMINISTRATOR OR HER DESIGNEES TO TAKE ACTIONS IN ACCORDANCE THEREWITH. CA Willim explained that cities can place liens for much more than just unpaid taxes; currently there are 31 properties with various liens attached to them. Some of these liens have been delinquent since 2003 and are as high as \$10,000. The proposed ordinance would release uncollectable special assessments from properties; actual taxes owed will not be released. Approval would clean the books of uncollectable debt. This was discussed at the Joint Public Works and Finance Committee meeting on July 9, 2020 and recommended to full Council. Discussion ensued. Motion for first and second reading by title only of Bill No. 20-17 by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Guy, Bond, Peterson, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-17. Motion to adopt Bill 20-17 as ordinance by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Guy, Bond, Peterson, Hardwick, Booth and Powell. NAYS: None. Bill 20-17 approved 7-0.
- F. Compact Track Loader w/Pick-Up Broom Attachment. Councilor Powell explained that FY20 budget included the purchase of a skid steer, a pick-up broom and a planer for a total of \$66,950. The decision has been made to not purchase the planer. Quotes were received and recommendation is to purchase Deere 325G compact track loader (\$47,394), 78' construction bucket (\$1,612), and 73' pick-up broom (\$4,694) for a total of \$53,700. This was discussed at the Joint Public Works and Finance Committee meeting on July 9, 2020 and recommended to full Council. Motion to purchase skid steer, bucket and pick-up broom from Murphy Tractor & Equipment in an amount not to exceed \$53,700 and authorize the City Administrator to sign by Councilor Powell, second by Councilor

Meier. Roll Called: AYES: Meier, Guy, Bond, Peterson, Hardwick, Booth and Powell.
NAYS: None. Motion passed.

- G. Sidewalk Improvement Grant Program Policy. CA Willim explained that the proposed policy is just clean up and putting into a new format; no changes were made to the original Policy 2013-01 approved by Council on October 23, 2013. This Policy was discussed at the Joint Public Works and Finance Committee meeting on July 9, 2020 and was recommended to full Council. Discussion ensued. Motion to approve Sidewalk Improvement Grant Program in its new form by Councilor Meier, second by Councilor Meier. Roll Called: AYES: Meier, Guy, Bond, Peterson, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.
- H. Drainage Improvement Grant Program Policy. CA Willim explained that the proposed policy removes Public Works from doing the installation. Property owners will submit the application and request review from the Community Development Director and then go through the same process as the Sidewalk Improvement Program. Discussion ensued. This Policy was discussed at the Joint Public Works and Finance Committee meeting on July 9, 2020 and was recommended to full Council. Discussion ensued. Motion to approve Drainage Improvement Grant Program by Councilor Peterson, second by Councilor Meier. Roll Called: AYES: Meier, Guy, Bond, Peterson, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.
- I. Infield Conditioner Purchase. Councilor Guy explained the estimate received from Game Time Athletics in the amount of \$8,200 for 50 tons of additional turface. The Park Board is proposing the transfer of funds (\$10,000) currently budgeted from Tree Trimming (20-00-00-7126). This item was discussed at the Joint Public Works and Finance Committee meeting on July 9, 2020 and recommended to full Council. Discussion ensued. Motion to approve purchase of 50 tons of turface from Game Time Athletics in an amount not to exceed \$89,200 and line transfer for same by Councilor Guy, second by Councilor Meier. Roll Called: AYES: Meier, Guy, Bond, Peterson, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 7:15 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Bond, Hardwick, Peterson, Booth, Guy, Meier and Powell. NAYS: None. Motion approved 7-0.



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, JULY 28, 2020

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 Tuesday, July 28 2020, at 6:32 p.m.

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

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Det. Brandon Bines, Fire Chief Mark Sowder, and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: July 14, 2020 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:** Meier, Booth, Guy, Bond, Kinnard, Hardwick, Peterson and Powell. **NAYS:** None. Motion approved 8-0.

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 tonight to discuss matters; no action taken and nothing to report tonight.
- E. Park Department Liaison:** Deanna Guy. Next meeting will be August 3, 2020.

MAYOR'S REPORT: Mike Wright. Business has been as usual; attended tonight's Public Safety Committee meeting; Tonya keeps me updated with everything that has been and is going on.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in the packet. Updates: Staff is busy wrapping up current year projects; FY21 budget meetings have consumed several days with Department Heads.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021(1) Legal, Section 610.021(3) Personnel, Section 610.021(9) Labor, Section 610.021(12) Contract, and Section 610.021(13) Personnel Records motion to adjourn open/enter closed session at 6:36 p.m. by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Guy, Meier, Bond, Kinnard, Hardwick, Booth, Peterson and Powell. NAYS: None. Motion approved 8-0.

ADJOURN CLOSED/ENTER OPEN: Motion to adjourn closed/enter open session at 7:10 p.m. with one action taken by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Guy, Bond, Kinnard, Booth, Meier, Hardwick, Peterson and Powell. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 7:11 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called: AYES: Booth, Meier, Guy, Bond, Kinnard, Hardwick, Peterson 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, AUGUST 11, 2020

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 Tuesday, August 11, 2020, at 6:30 p.m.

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

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

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: July 28, 2020 Regular Meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Motion to adopt the agenda with the amendment of removing closed session by Councilor Meier, second by Councilor Booth. Roll Called: **AYES:** Meier, Kinnard, Guy, Bond, Hardwick, Booth and Powell. **NAYS:** None. Motion approved 7-0.

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 Board: Deanna Guy. Park Board has not yet met this month.

MAYOR'S REPORT: Mike Wright. Tonya keeps me updated on everything going on in the City including the budget. Introduced Fire Captain Richard Yallaly to the Council and encouraged everyone to take a look at the new aerial truck in the parking lot.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in packet. Currently we are in clean-up mode with projects before FY20 closes in six weeks. We are working diligently on the budget and a Finance Committee will most likely be set for next week. Reminded Council of work session set for Thursday, August 20.

DEPARTMENT REPORTS: No questions or comments.

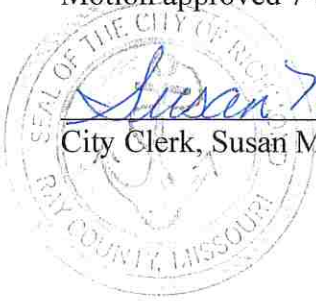
UNFINISHED BUSINESS: None.

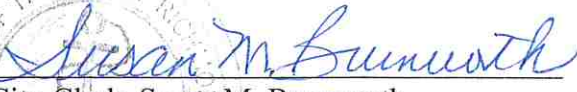
NEW BUSINESS:


- A. **BILL NO. 20-18: AN ORDINANCE ALLOWING A CONDITIONAL USE PERMIT ON A CERTAIN LAND LOCATED IN THE CITY OF RICHMOND, MISSOURI, UNDER THE AUTHORITY GRANTED BY THE CODE OF ORDINANCES OF THE CITY OF RICHMOND, MISSOURI; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH.** Community Development Director Lisa Hastings provided background information. Motion for first and second reading by title only of Bill No. 20-18 by Councilor Meier, second by Councilor Kinnard. Roll Called: AYES: Meier, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-18. Motion to adopt Bill 20-18 as ordinance by Councilor Meier, second by Councilor Kinnard. Roll Called: AYES: Meier, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Bill 20-18 approved 7-0.
- B. **BILL NO. 20-19: 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 annually adopts a conflict of interest ordinance so all elected, appointed and decision-making personnel, as well as candidates, are not required to file a PFD with the MEC. This is done for any political subdivision with an annual operating budget over \$1 million dollars. Motion for first and second reading by title only of Bill No. 20-19 by Councilor Meier, second by Councilor Guy. Roll Called: AYES: Meier, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-19. Motion to adopt Bill 20-19 as ordinance by Councilor Meier, second by Councilor Hardwick. Roll Called: AYES: Meier, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Bill 20-19 approved 7-0.
- C. **Show Me Construction – Cold Patch Storage Building.** CA Willim explained that the FY20 budget included funds for a storage building to cover the asphalt cold patch. RFP 05-20 received only one bid and it was from Show Me Construction. Motion to accept bid received from Show Me Construction in the amount of \$15,450 and authorize the City Administrator to sign the agreement by Councilor Meier, second by Councilor Guy.

Roll Called: AYES: Meier, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 6:44 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Bond, Hardwick, Kinnard, Booth, Guy, Meier 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, AUGUST 25, 2020

PRAYER: Dave Donaldson

PLEDGE OF ALLEGIANCE: Councilor Powell

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, August 25, 2020, at 6:30 p.m.

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

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

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: August 11, 2020 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: Mayor Wright read the following prior to any audience comments:

The Mayor, City Council and Staff would like to take this opportunity to not only address but to accept responsibility for the current condition of Richmond Memory Gardens. We agree that the beautiful resting place for loved ones is in need of attention and appreciate the numerous concerns we have received by friends, family and concerned citizens.

The City takes great pride in the services it provides to the community and we are committed to making the necessary improvements to rectify the current situation at the cemetery. The cemetery's current condition is not an accurate reflection of our attitude or commitment to you, our citizens. While we could offer an explanation for how all this came to be, we will not. But we can tell you is that a dedicated crew has worked diligently the past two days to tackle the much-needed clean-up of the grounds in general and around the markers. Our plan moving forward is to start bringing in topsoil and to seed the bare areas around the markers at the appropriate planting time this fall. Our goal is to have Richmond Memory Gardens restored by the next Spring into early Summer. Future plans include a reflection pond with a fountain and retention basin at the north entrance.

We appreciate your anticipated patience with us as we continue with the needed maintenance and the planned beautification at Richmond Memory Gardens.

Audience Comments:

Amie Ross, 9619 Profitt Road, Richmond, MO

Questions and concerns expressed regarding Richmond Memory Gardens.

Cletus Burnine, 904 E. Dauxville Drive, Richmond, MO

Questions and concerns expressed regarding Richmond Memory Gardens.

Brenda Dunwoodie, 603 Walnut Street, Richmond, MO

Questions and concerns expressed regarding Richmond Memory Gardens.

Matt Daughy, 20901 East 13th Terrace South, Independence, MO

Questions and concerns expressed regarding Richmond Memory Gardens.

Michele Kist, 36625 Highway D, Polo, MO

Questions and concerns expressed regarding Richmond Memory Gardens.

JoEllen Black - No address provided

Questions and concerns expressed regarding Richmond Memory Gardens.

Cynthia Hicks, 701 Owen, Excelsior Springs, MO

Questions and concerns expressed regarding Richmond Memory Gardens.

Renee Sullard, 10301 Harrison Lane, Richmond, MO

Questions and concerns expressed regarding Richmond Memory Gardens.

Kristi Pugh, 611 Zay Drive, Excelsior Springs, MO

Questions and concerns expressed regarding Richmond Memory Gardens.

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

REPORT OF STANDING COMMITTEES:

A. Finance: Deanna Guy. The Committee met August 19 to discuss proposed draft FY21 budget and will present to full council at Work Session on September 1.

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. Next meeting will be September 2, 2020.

MAYOR'S REPORT: Mike Wright. Business has been as usual; attended Goals Work Session and Finance Committee meeting; Tonya keeps me updated with everything that has been and is going on.

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

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Public Hearing – Setting of Tax Rate. A public hearing regarding the 2020 property tax rates proposed to be set at the August 25, 2020 Council meeting was opened by Mayor Wright at 7:29 p.m. Mayor Wright asked if there were any questions concerning the tax rates that were run in the Richmond Daily News. There were no questions or comments made from the audience. Mayor Wright adjourned the public hearing at 7:31 p.m.
- B. Bill 20-20: 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 2020 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 20-20 by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Powell, Kinnard and Peterson. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-20. Motion to adopt Bill 20-20 as ordinance by Councilor Meier, second by Councilor Guy. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Powell, Kinnard and Peterson. NAYS: None. Bill 20-20 approved 8-0.
- C. BILL NO. 20-21: AN ORDINANCE APPROVING AN APPLICATION AND AGREEMENT BETWEEN THE RICHMOND POLICE DEPARTMENT AND THE STATE OF MISSOURI REGARDING THE LESO SURPLUS PROPERTY PROGRAM ADMINISTERED BY THE MISSOURI DEPARTMENT OF PUBLIC SAFETY AND AUTHORIZING THE CITY ADMINISTRATOR AND CHIEF OF POLICE TO EXECUTE THE APPLICATION AND AGREEMENT. Motion for first and second reading by title only of Bill 20-21 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. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-21. Motion to adopt Bill 20-21 as ordinance by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Bill 20-21 approved 8-0.

D. Resolution No. 445: Adoption of Goals for FY21 Budget Year. CA Willim provided background information. Motion to approve Resolution 445 by Councilor Meier, second by Councilor Powell. Roll Called: AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 7:35 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called: AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. 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, SEPTEMBER 08, 2020

PRAYER: Councilor 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 Tuesday, September 08, 2020, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Deanna Guy, Barb Hardwick, Adam Booth and Dave Powell. COUNCIL PRESENT VIA PHONE: Ron Peterson. COUNCIL ABSENT: Justin Meier 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, Recreation Director Haley Williams, Municipal Court Clerk Lori Summers, Parks Superintendent Terry Dickey and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: August 25, 2020 Regular Meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

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

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee met in conjunction with the full Council at the September 1 Work Session to discuss the proposed FY21 budget which will be presented later 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 was absent, but the Committee has not met so nothing to report tonight.

E. Park Board: Deanna Guy. Park Board met Wednesday, September 2, 2020. Skate Park ramp replacement and Hamann Park loan payoff will be discussed later tonight.

MAYOR'S REPORT: Mike Wright. Attended Council Work Session on September 1 to discuss the proposed FY21 budget. Update to last Council meeting regarding Richmond Memory Gardens, we have two to three extra PW employees helping mow and clean off markers, purchased 200 pounds of Kentucky 31 tall fescue seed to sow around markers and bare spots, checking into grub kill to rid the cemetery of moles, talking with landscaping companies on fertilization and aeration, purchased the reflection pond fountain, at least ten markers have been raised and we are working on social media and website information about the upcoming total clean-off.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in packet. Last couple of weeks have been devoted to finalizing FY21 budget and completing projects.

DEPARTMENT REPORTS: Councilor Bond asked if the Police Report could include drug-related arrests in monthly Department Report. Chief Burnine indicated this would be included.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. ETC Citizen Survey Presentation: Robert Heacock presented results of the survey.
- B. BILL NO. 20-22: AN ORDINANCE APPROVING THE FINAL PLAT FOR MEADOW VALLEY; 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 Hasting presented history regarding this plat. Motion for first and second reading by title only of Bill No. 20-22 by Councilor Booth, second by Councilor Hardwick. Roll Called: Guy, Bond, Hardwick, Booth, Peterson and Powell. NAYS: None. Motion approved 6-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-22. Motion to adopt Bill 20-22 as ordinance by Councilor Hardwick, second by Councilor Booth. Roll Called: AYES: Guy, Bond, Hardwick, Booth, Peterson and Powell. NAYS: None. Bill 20-22 approved 6-0.
- C. BILL NO. 20-23: AN ORDINANCE ADOPTING THE ANNUAL OPERATING BUDGET OF THE CITY OF RICHMOND, MISSOURI, FOR FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021, ESTABLISHING FINANCIAL NEEDS AND RESOURCES FOR THE CITY OF RICHMOND, MISSOURI. Initial FY21 budget was presented to Finance Committee on August 19 and again at a full-council work session on September 1. Finance Committee made no recommended changes and recommends Council approve proposed FY21 budget. Motion for first and second reading by title only of Bill No. 20-23 by Councilor Guy,

second by Councilor Hardwick. Roll Called: Guy, Hardwick, Bond, Peterson, Booth and Powell. NAYS: None. Motion approved 6-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-23. Motion to adopt Bill 20-23 as ordinance by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES: Guy, Bond, Hardwick, Booth, Peterson and Powell. NAYS: None. Bill 20-23 approved 6-0.

- D. Property and Liability Insurance Renewal: CA Willim explained this is the annual renewal for City's property and liability insurance. There is an overall premium increase from \$142,584 in FY20 to \$163,504; a \$20,920 (14.67%) increase. Besides overall insurance market factors and the annual 3% increase in property replacement costs on all premises to cover inflation, specific factors influencing the premiums this year include an increase in property insurance premiums due to the new 210 lift station and the Hill Street standpipe previously being under-valued for replacement cost. Inland Marine increase is mainly due to the new coverage for the AMI meters and DCU equipment that is required by the lease. General liability premiums increased and are based on various factors throughout the current adopted annual budget. Auto insurance premiums increased due to upgrading several vehicles and trailers. Staff recommends rejection of the optional terrorism insurance in the amount of \$3,038. Motion to accept Trident for City's 2020-2021 property and liability insurance carrier and waive optional terrorism insurance by Councilor Hardwick, second by Councilor Booth. Roll Called. AYES: Guy, Bond, Hardwick, Booth, Peterson and Powell. NAYS: None. Motion approved 6-0.
- E. Skate Park Ramp Replacement: Councilor Guy explained that on July 15, 2020 a car crashed into the skate park ramp damaging it beyond use. The matter was discussed at the September 2 Park Board meeting and they would like to replace the ramp. A claim was submitted to the City's insurance company; City's property insurance deductible is \$5,000. Quote was received from ARC in the amount of \$9,419.04. This represents an unbudgeted item and the cost of the deductible can be covered within the current budget with a line item transfer: \$3,000 (from 20-00-00-7405 Building and Grounds), \$1,800 (from 20-00-00-7126 Tree Trimming), \$200 (from 20-00-00-5022 Mowing) for a total of \$5,000 (to 20-00-00-9015 Capital Asset – Equipment). Motion to approve line item transfer to cover the insurance deductible for replacement of ramp by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Bond, Peterson, Booth and Powell. NAYS: None. Motion approved 6-0.
- F. Hamann Park Loan Payoff: Councilor Guy explained that at the Park Board meeting on September 2, the Board recommended the payoff of the Hamann Park loan with Bank Midwest (one year and three months early). The payoff amount on September 9, 2020 is \$130,850.51; paying off early will save approximately \$2,000 of interest. The payoff was built into the FY20 budget. Motion to approve an amount of \$130,850.51 to Bank Midwest for the early pay off of the loan on Hamann Park with Bank Midwest by Councilor Guy, second by Councilor Booth. Roll Called: AYES: Guy, Bond, Hardwick, Booth, Peterson and Powell. NAYS: None. Motion approved 6-0.

ADJOURN: Motion to adjourn at 7:30 p.m. by Councilor Guy, second by Councilor Hardwick.
Roll called. AYES: Bond, Hardwick, Booth, Guy, Peterson and Powell. NAYS: None.
Motion approved 6-0.



Susan M. Brunworth

City Clerk, Susan M. Brunworth

[Signature]

Mayor, Mike Wright

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, SEPTEMBER 22, 2020

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 Tuesday, September 22, 2020, at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Bob Bond, Barb Hardwick, Deanna Guy, Dave Powell, Adam Booth, Rob Kinnard, Ron Peterson and Justin Meier. **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: September 08, 2020 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:** Meier, Booth, Guy, Bond, Kinnard, Hardwick, Peterson and Powell. **NAYS:** None. Motion approved 8-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met September 15 to discuss proposed policies and procedures regarding acquiring and selling property and abatement of certain liens and ordinance amending Chapter 103. These items will be addressed later tonight.
- 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. Next meeting will be October 5, 2020.

MAYOR'S REPORT: Mike Wright. Introduced and welcomed recent hire Fire Department Engineer Keagan Stutheit; update on cemetery progress; attended Fire Department Union

negotiation meeting; working on ad to fill Board vacancies. Otherwise, business has been as usual with Tonya keeping me updated with everything that has been and is going on.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in the packet but highlighted item 5 regarding the main PLC indicator at the WWTP not being operable. After performing all the diagnostic checks, a new one needed to be ordered. Until new one was received, Chad came to the Plant every four hours to switch SBRs and maintained the Plant. The new PLC indicator was an emergency purchase in the amount of \$2,500. In last days of FY20 Budget and beginning to prep for FY21 Budget. Met with Olsson today to review 30% plans for Hill Street Lift Station; hoping to be at 90% by end of next two months and by November be ready to submit to DNR. Discussed SRS funding and hope to start pre-package application to get ready to submit at same time DNR gives permission to build lift station. May not know anything until January through March, and if nothing heard by March or April probably not going to receive any funding. Deer Ridge and Pea Ridge study is coming in well. Have received back approximately 60 of the 200 questionnaires sent out. We have received 10-12 pallets of meters and plan to do a pilot program replacing five different sizes of meters. Tim with SUEZ will be first week of October to start working out the particulars of getting the pilot program going.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Purchase of Pitney Bowes Postage Machine: CA Willim explained the current lease will expire September 30. The City has always leased a postage machine, but learned that purchasing the postage machine and renting the internal postage meter is an available option without losing the benefits of the service level agreement (warranty). The total savings over five years would amount to \$1,415.28 if the purchase option is selected. This FY20 purchase is a non-budgeted item in Expendable Equipment (10-01-00-7006) and Council approval is needed. There is available excess money in Computer Software and Hardware (10-01-00-7090) to cover the overage. Motion to approve the purchase of the Pitney Bowes SendPro C Auto postage machine by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Booth, Guy, Bond, Kinnard, Hardwick, Peterson and Powell. NAYS: None. Motion approved 8-0.

- B. Change Order No. 1 AMI – Basement Set Relocations: CA Willim explained Change Order No. 1 concerns basement set meters for relocation from inside to outside at the right-of-way. The FY21 budget allocated funds in the amount of \$83,000 to cover this; the total of Change Order No. 1 is \$80,625. It is below budget by \$2,375. Motion to approve formal Change Order No. 1 not to take effect until after October 1, 2020 in the FY21 budget in the amount of \$80,625 by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Booth, Guy, Bond, Kinnard, Hardwick, Peterson and Powell. NAYS: None. Motion approved 8-0

- C. Bill 20-24: AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF RICHMOND, SECTION 700.090: AMENDING WATER RATES WITHIN THE CITY LIMITS, FOR THE CITY OF RICHMOND, MISSOURI; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH. Motion for first and second reading by title only of Bill 20-24 by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Powell, Kinnard and Peterson. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-24. Motion to adopt Bill 20-24 as ordinance by Councilor Meier, second by Councilor Guy. Roll called. AYES: Guy, Meier, Bond, Hardwick, Booth, Powell, Kinnard and Peterson. NAYS: None. Bill 20-24 approved 8-0.
- D. BILL NO. 20-25: AN ORDINANCE AMENDING THE FISCAL YEAR 2020 OPERATING BUDGET OF THE CITY OF RICHMOND, MISSOURI BY AMENDING ORDINANCE NUMBER 2493 TO REFLECT CHANGES IN REVENUES IN THE AMOUNT OF \$2,162,320 AND EXPENSES IN THE AMOUNT OF \$1,589,680. Motion for first and second reading by title only of Bill 20-25 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. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-25. Motion to adopt Bill 20-25 as ordinance by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Bill 20-25 approved 8-0.
- E. Acquiring Collector Deed Properties Policy and Procedure. Councilor Guy explained collectively this Policy and Procedure along with the Selling Collector Deed Properties Policy and Procedure and Abatement of Certain Liens Policy and Procedure. Motion to approve all three policies and procedures (Acquiring Collector Deed Properties Policy and Procedure, Selling Collector Deed Properties Policy and Procedure and Abatement of Certain Liens Policy and Procedure) by Councilor Meier, second by Councilor Peterson. Roll Called: AYES: Meier, Booth, Guy, Bond, Kinnard, Hardwick, Peterson and Powell. NAYS: None. Motion approved 8-0
- F. Selling Collector Deed Properties Policy and Procedure. (See Item E above)
- G. BILL NO. 20-26: AN ORDINANCE AMENDING CHAPTER 103 ADMINISTRATION, ARTICLE II. CITY ADMINISTRATOR FORM OF GOVERNMENT, SECTION 103.100 CITY ADMINISTRATOR – POWERS, RELATING TO THE AUTHORITY TO PURCHASE REAL PROPERTY. Motion for first and second reading by title only of Bill 20-26 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. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-26. Motion to adopt Bill 20-26 as ordinance by Councilor Meier, second by Councilor

Peterson. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Bill 20-26 approved 8-0.

H. Abatement of Certain Liens Policy and Procedure. (See Item E above)

I. BILL NO. 20-27: 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. Motion for first and second reading by title only of Bill 20-27 by Councilor Meier, second by Councilor Hardwick. 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 20-27. Motion to adopt Bill 20-27 as ordinance by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Bill 20-27 approved 8-0

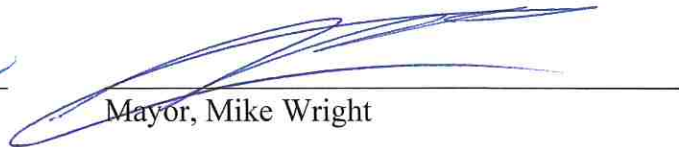
ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021(1) Legal, Section 610.021(3) Personnel, Section 610.021(9) Labor, and Section 610.021(12) Contract, motion to adjourn open/enter closed session at 6:57 p.m. by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Guy, Meier, Bond, Kinnard, Hardwick, Booth, Peterson and Powell. NAYS: None. Motion approved 8-0.

ADJOURN CLOSED/ENTER OPEN: Motion to adjourn closed/enter open session at 7:36 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Guy, Bond, Kinnard, Booth, Meier, Hardwick, Peterson and Powell. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 7:35 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called: AYES: Peterson, Guy, Meier, Bond, Kinnard, Hardwick, Booth and Powell. 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, OCTOBER 13, 2020

PRAYER: Pastor Randy Schreurs

PLEDGE OF ALLEGIANCE: Councilor Powell.

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, October 13, 2020, at 6:30 p.m.

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

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, 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: September 22, 2020 Regular Meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

ADOPTION OF AGENDA: Mayor removes Item A under New Business from agenda. Motion to adopt the agenda as amended by removing Item A under New Business by Councilor Meier, second by Councilor Guy. Roll Called: AYES: Guy, Bond, Hardwick, Booth, Peterson, Meier, Kinnard and Powell. NAYS: None. Motion approved 8-0.

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: The Committee has not met so nothing to report tonight.
- E. Park Board: Deanna Guy. Park Board did not meet on Monday, October 5, 2020, due to lack of a quorum.

MAYOR'S REPORT: Mike Wright. CA Willim has kept me informed with all that is going on; we talk regularly. Reminder that Mayor's Prayer Breakfast is this Thursday, October 15, at 7:00 at First Baptist Church and would like to see everyone there; tickets are still available.

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

DEPARTMENT REPORTS: Councilor Bond thanked Chief Burnine for including the Crime Clearance Report.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No 20-28: AN ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, VACATING AND DISCONTINUING AN ALLEY LOCATED SOUTH OF DARNEAL AVENUE AND A STREET VACATE OF A PORETION OF SUNSET BOULEVARD. Item removed from the agenda.

- B. BILL NO. 20-29: AN ORDINANCE ALLOWING A CONDITIONAL USE PERMIT ON A CERTAIN LAND LOCATED IN THE CITY OF RICHMOND, MISSOURI, UNDER THE AUTHORITY GRANTED BY THE CODE OF ORDINANCES OF THE CITY OF RICHMOND, MISSOURI; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH. Councilor Hardwick and Community Development Director Lisa Hasting presented history. Discussion ensued. Motion to postpone action until next Council meeting by Councilor Meier, second by Councilor Hardwick. Roll Called: AYES: Guy, Bond, Hardwick, Booth, Peterson, Meier, Kinnard and Powell. NAYS: None. Motion approved 8-0.


- C. BILL NO. 20-30: AN ORDINANCE ALLOWING A CONDITIONAL USE PERMIT ON A CERTAIN LAND LOCATED IN THE CITY OF RICHMOND, MISSOURI, UNDER THE AUTHORITY GRANTED BY THE CODE OF ORDINANCES OF THE CITY OF RICHMOND, MISSOURI; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH. Mayor Wright excused himself and turned the meeting over to Mayor Pro Tem Powell. Community Development Director Lisa Hasting presented history. Motion for first and second reading by title only of Bill No. 20-30 by Councilor Peterson, second by Councilor Meier. Roll Called: AYES: Guy, Bond, Hardwick, Booth, Peterson, Meier, Kinnard and Powell. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-30. Motion to adopt Bill 20-30 as ordinance by Councilor Peterson, second by Councilor Meier. Roll Called: AYES: Guy, Bond, Hardwick, Booth, Peterson, Meier, Kinnard and Powell. NAYS: None. Bill 20-30 approved 8-0.

D. Liquor License Renewal: City Clerk Brunworth explained that an Application for License to Sell Alcoholic Beverages has been received from the new owner of Oink & Moo BBQ, 1006 Main Street, Richmond. They are requesting a retail liquor by the drink license. Inspections have been completed and all required documentation received. This is a new liquor license, not a renewal. Motion to approve issuance of a City Liquor License to R and S Properties, LLC as the new owner of Oink & Moo BBQ, contingent upon the State of Missouri Liquor Control giving their approval by Councilor Peterson, second by Councilor Meier. Roll Called. AYES: Bond, Hardwick, Booth, Peterson, Kinnard, Meier and Powell. NAYS: Guy. Motion approved 7-1.

ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021(1) Legal and Section 610.021(12) Contract, motion to adjourn open/enter closed session at 6:58 p.m. by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Guy, Meier, Bond, Kinnard, Hardwick, Booth, Peterson and Powell. NAYS: None. Motion approved 8-0.

ADJOURN CLOSED/ENTER OPEN: Motion to adjourn closed/enter open session at 7:24 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Guy, Bond, Kinnard, Booth, Meier, Hardwick, Peterson and Powell. NAYS: None. Motion approved 8-0.

ADJOURN: Motion to adjourn at 7:26 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Bond, Hardwick, Booth, Guy, Peterson, Kinnard, Meier and Powell. 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, OCTOBER 27, 2020

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 Tuesday, October 27, 2020, at 6:30 p.m.

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

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine, Fire Chief Mark Sowder, 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: October 13, 2020 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 Hardwick. Roll Called: **AYES:** Booth, Guy, Bond, Kinnard, Hardwick, Peterson and Powell. **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 has not met and therefore nothing to report.
- E. Park Department Liaison:** Deanna Guy. Next meeting will be November 2, 2020.

MAYOR'S REPORT: Mike Wright. Reappointment of Beverly Phipps to the Park Board. Roll Called: **AYES:** Booth, Guy, Bond, Kinnard, Hardwick, Peterson and Powell. **NAYS:** None. Reappointment approved 7-0. Still need volunteers to help with Trick-or-Treat Street on Saturday, October 31, 2020. Enjoyed a great Mayor's Prayer Breakfast and Councilor Guy

thanked City Staff for their attendance. Otherwise, business has been as usual with Tonya keeping me updated with everything that has been and is going on.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in packet. Additionally, staff has stuffed approximately 2,040 bags with candy for upcoming Trick-or-Treat Street and we continue to prepare bid requests for upcoming projects.

UNFINISHED BUSINESS:

- A. Bill 20-29: AN ORDINANCE ALLOWING A CONDITIONAL USE PERMIT ON A CERTAIN LAND LOCATED IN THE CITY OF RICHMOND, MISSOURI, UNDER THE AUTHORITY GRANTED BY THE CODE OF ORDINANCES OF THE CITY OF RICHMOND, MISSOURI; SETTING AN EFFECTIVE DATE FOR THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH. Community Development Director Lisa Hastings explained that at the October 13, 2020 City Council meeting Council voted to postpone action on the renewal of a conditional use permit ("CUP") for a day care located at 307 South Camden Street so staff could consult with the City Attorney regarding the Council's authority to approve the CUP. Discussion ensued; applicant is entitled to seek a renewal of the CUP and the City Council has the authority to grant the CUP as recommended by the Planning Commission. Motion for first and second reading by title only of Bill 20-29 by Councilor Powell, second by Councilor Peterson. Roll called. AYES: Guy, Bond, Hardwick, Booth, Powell, 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 20-29. Motion to adopt Bill 20-29 as ordinance by Councilor Peterson, second by Councilor Kinnard. Roll called. AYES: Guy, Bond, Hardwick, Booth, Powell, Kinnard and Peterson. NAYS: None. Bill 20-24 approved 7-0.

NEW BUSINESS:

- A. Bill 20-28: AN ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, VACATING AND DISCONTINUING AN ALLEY LOCATED SOUTH OF DARNEAL AVENUE AND A STREET VACATE OF A PORTION OF SUNSET BOULEVARD. Community Development Director Lisa Hasting explained history of proposed Ordinance. Discussion ensued. Motion for first and second reading by title only of Bill 20-28 by Councilor Peterson, second by Councilor Hardwick. Roll called. AYES: Guy, Bond, Hardwick, Booth, Powell, 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 20-28. Motion to adopt Bill 20-28 as ordinance by Councilor Peterson, second by Councilor Guy. Roll called. AYES: Guy, Bond, Hardwick, Booth, Powell, Kinnard and Peterson. NAYS: None. Bill 20-24 approved 7-0.

ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021(3) Personnel and Section 610.021(13) Personnel Records, motion to adjourn open/enter closed session at 6:46 p.m. by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Guy, Bond, Kinnard, Hardwick, Booth, Peterson and Powell. NAYS: None. Motion approved 7-0.

ADJOURN CLOSED/ENTER OPEN: Motion to adjourn closed/enter open session at 7:19 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Guy, Bond, Kinnard, Booth, Hardwick, Peterson and Powell. NAYS: None. Motion approved 7-0.

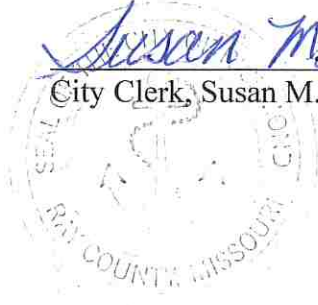
ADJOURN: Motion to adjourn at 7:19 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called: AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth and Powell. NAYS: None. Motion approved 7-0.



City Clerk, Susan M. Brunworth



Mayor, Mike Wright



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, NOVEMBER 10, 2020

PRAYER: Rev. 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 Tuesday, November 10, 2020, at 6:30 p.m.

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

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, and Police Chief Chad Burnine.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: October 27, 2020 Regular Meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

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

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee met jointly with Ordinance earlier this evening and items discussed will be presented later tonight.
- B. Ordinance: Barb Hardwick. The Committee met jointly with Finance earlier this evening and items discussed will be presented later tonight.
- C. Public Works: Dave Powell. The Committee has not met so nothing to report tonight.
- D. Public Safety: The Committee has not met so nothing to report tonight.
- E. Park Board: Deanna Guy. Park Board met on Monday, November 2, 2020.

MAYOR'S REPORT: Mike Wright. Appointment of Beau Minson, Sr. to the Park Board. Roll Called: **AYES:** Guy, Bond, Hardwick, Peterson and Powell. **NAYS:** None. Motion approved 5-0. Trick-or-Treat Street Drive-Through went well and those helping had a good

time. We were hoping for a better turnout, but donated bags to later events were extremely appreciated. Staff is doing a great job in spite of recent COVID exposures causing the closure of City Hall lobby. CA Willim has kept me informed with all that is going on; we talk regularly.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in packet; highlighted Memory Gardens' reflection pond progress.

DEPARTMENT REPORTS.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No 20-31: AN ORDINANCE OF THE CITY OF RICHMOND, MISSOURI, AMENDING SECTION 700.110 OF THE MUNICIPAL CODE OF THE CITY OF RICHMOND, MISSOURI REGARDING WATER RATES FOR WATER SUPPLIED TO PARTY OUTSIDE CITY. CA Willim explained that when City water rates were approved under Bill No. 20-24 at September 22, 2020 meeting, we failed to raise outside water rates at the same time. Motion for first and second reading by title only of Bill No. 20-31 by Councilor Peterson, second by Councilor Guy. Roll Called: AYES: Guy, Bond, Hardwick, Peterson and Powell. NAYS: None. Motion approved 5-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-31. Motion to adopt Bill 20-31 as ordinance by Councilor Peterson, second by Councilor Guy. Roll Called: AYES: Guy, Bond, Hardwick, Peterson and Powell. NAYS: None. Bill 20-31 approved 5-0.

- B. BILL NO. 20-32: AN ORDINANCE APPROVING A THREE-YEAR 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. CA Willim explained that on September 22, 2020 Council approved by ordinance the Cooperative Agreement. At the time the yearly renewal was presented to Council, staff was unaware that Rural Fire's Board would ask that the Agreement be extended to three years. The language has not changed. Motion for first and second reading by title only of Bill No. 20-32 by Councilor Guy, second by Councilor Peterson. Roll Called: AYES: Guy, Bond, Hardwick, Peterson and Powell. NAYS: None. Motion approved 5-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-32. Motion to adopt Bill 20-32 as ordinance by Councilor Peterson, second by Councilor Hardwick. Roll Called: AYES: Guy, Bond, Hardwick, Peterson and Powell. NAYS: None. Bill 20-32 approved 5-0

- C. Policy No. 2020-04.A Revision. CA Willim explained that Council approved Policy 2020-04 at the September 22, 2020 meeting. Now that bids have been received, staff would like to change the order of numbered items 8 and 9 so that Council will approve the bid amounts and then instruct the City Administrator to enter into an agreement with

the parties to complete the transaction. Motion to approve the revision to Policy 2020-04.A by Councilor Peterson, second by Councilor Hardwick. Roll Called: AYES: Guy, Bond, Hardwick, Peterson and Powell. NAYS: None. Motion approved 5-0.

D. City Property for Sale: Bid Results: CA Willim identified the sealed bids received for certain City-owned property obtained by a Collector's Deed through the Ray County Tax Sale. All bids fall within the City's policy and expectations. Motion to approve the bid amounts and instruct the City Administrator to enter into an agreement with each bidder per Policy 2020-04.A by Councilor Guy, second by Councilor Bond. Roll Called: AYES: Guy, Bond, Hardwick and Powell. NAYS: None. ABSTAIN: Peterson. Motion approved 4-1.

E. Establishment Candidate Filing Date: City Clerk Brunworth explained that the State set the first day to file for the April 6, 2020 election as Tuesday, December 15, 2020, and the last date to file as Tuesday, January 19, 2021. Motion to approve the dates as established by the State by Councilor Peterson, second by Councilor Hardwick. Roll Called. AYES: Guy, Bond, Hardwick, Peterson and Powell. NAYS: None. Motion approved 5-1.

ADJOURN: Motion to adjourn at 6:54 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Bond, Hardwick, Guy, Peterson and Powell. NAYS: None. Motion approved 5-0.



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, NOVEMBER 24, 2020

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 Tuesday, November 24, 2020, at 6:30 p.m.

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

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Police Chief Chad Burnine and Community Development Lisa Hastings.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: November 10, 2020 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:** Booth, Guy, Bond, Kinnard, Hardwick, Meier, Peterson and Powell. **NAYS:** None. Motion approved 8-0.

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. Next meeting will be November 2, 2020.

MAYOR'S REPORT: Mike Wright. Introduced and appointed new School Resource Officer Brandon Ray who joins the Police Department. Roll Called: **AYES:** Booth, Guy, Bond, Kinnard, Hardwick, Peterson, Meier and Powell. **NAYS:** None. Appointment approved 8-0. Otherwise, business has been as usual with Tonya keeping me updated with everything that has been and is going on.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is included in packet. Correction to item #8 that 855 meters have been replaced to date; City Hall lobby reopened on Monday and all staff have returned. CA commended all City staff for their diligence, team spirit and tenacity as we continue to operate in spite of COVID and the numerous challenges it has brought and continues to bring. CA updated Council regarding CARES Act reimbursements.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill 20-33: AN ORDINANCE APPROVING THE FINAL PLAT FOR HUGHES ADDITION; 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 Hasting explained history of proposed Ordinance. Discussion ensued. Motion for first and second reading by title only of Bill 20-33 by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Guy, Bond, Hardwick, Booth, Powell, Kinnard, Meier and Peterson. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-33. Motion to adopt Bill 20-33 as ordinance by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Guy, Bond, Hardwick, Booth, Powell, Kinnard, Meier and Peterson. NAYS: None. Bill 20-33 approved 8-0.
- B. Bill No. 20-34: AN ORDINANCE APPROVING THE FINAL PLAT FOR HUGHES ADDITION; 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 Hasting explained history of proposed Ordinance. Discussion ensued. Motion for first and second reading by title only of Bill 20-34 by Councilor Guy, second by Councilor Meier. Roll called. AYES: Guy, Bond, Hardwick, Booth, Powell, Kinnard, Meier and Peterson. NAYS: None. Motion approved 8-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-34. Motion to adopt Bill 20-34 as ordinance by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Guy, Bond, Hardwick, Booth, Powell, Kinnard, Meier and Peterson. NAYS: None. Bill 20-34 approved 8-0.
- C. Liquor License Approval: Depot LLC. Motion to approve the issuance of City Liquor License to Dennis Hess, applicant for Depot LLC, by Councilor Meier, second by Councilor Peterson. Roll called. AYES: Bond, Hardwick, Booth, Powell, Kinnard, Meier and Peterson. NAYS: Guy. Motion approved 7-1.

ADJOURN: Motion to adjourn at 6:58 p.m. by Councilor Guy, second by Councilor Hardwick.
Roll called: AYES: Peterson, Guy, Bond, Kinnard, Hardwick, Booth, Meier and Powell.
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, TUESDAY, DECEMBER 08, 2020

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 Tuesday, December 08, 2020, at 6:30 p.m.

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

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Susan Brunworth, Sgt Todd Herdman, Finance Director Rebecca Hoeflicker, Public Works Director Dale Shipp, Economic Development 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 24, 2020 Regular Meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None.

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

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee and 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 met earlier this evening and item discussed will be presented later tonight.
- D. Public Safety: The Committee has not met so nothing to report tonight.
- E. Park Board: Deanna Guy. There was no Park Board meeting this month.

MAYOR'S REPORT: Mike Wright. Richmond Fire Department Engineer Cody Oliphant was not able to attend tonight due to a call. Reappointment of Tracey Hewlett-Parks to the Park

Board. Roll Called: AYES: Bond, Booth, Guy, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 6-0. CA Willim has kept me informed with all that is going on; we talk regularly.

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

DEPARTMENT REPORTS.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No 20-35: AN ORDINANCE AUTHORIZING THE EXECUTION OF AN INTER-GOVERNMENTAL AGREEMENT BETWEEN THE MARC SOLIC WASTE MANAGEMENT DISTRICT AND THE CITY OF RICHMOND, MISSOURI RELATING TO THE REGIONAL HOUSEHOLD HAZARDOUS WASTE COLLECTION PROGRAM. CA Willim briefly explained City's history with the MARC Solid Waste Management District and that the 2021 participation fee will be \$1.07 per capita and will be applied to the 2018 population estimates of 5,634. Richmond's cost for 2021 would be \$6,028.38 and funds for the program are provided in the FY21 budget. Discussion ensued. Motion for first and second reading by title only of Bill No. 20-35 by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES: Bond, Booth, Guy, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 6-0. City Clerk Susan Brunworth proceeded with the first and second reading by title only of Bill 20-35. Motion to adopt Bill 20-35 as ordinance by Councilor Hardwick, second by Councilor Guy. Roll Called: AYES: Bond, Booth, Guy, Kinnard, Hardwick and Powell. NAYS: None. Bill 20-35 approved 6-0.

- B. Revisions to Personnel Manual Section 3.02. CA Willim discussed the addition of Section 302(a) Sick Leave Donation Policy. A leave donation would allow employees to donate accrued sick leave to a general pool to be used by fellow employees who experience medical emergencies or who are affected by major disasters and have exhausted all paid leave available. Lever1 was consulted regarding this addition. If approved, an Application for Donated Sick Leave will be drafted. Motion to approve Personnel Manual Section 3.02 Addition and Revision by Councilor Bond, second by Councilor Hardwick. Roll Called: AYES: Bond, Booth, Guy, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 6-0

- C. SimpleCity Enhancements (Payroll Time and Attendance and Accounts Payable ACH). CA Willim explained that the FY21 budget included the purchase of two enhancements for the City's accounting software, SimpleCity. Discussion ensued. Motion to authorize the City Administrator to sign the software and professional services agreement with gWorks for the two enhancements by Councilor Bond, second by Councilor Booth. Roll Called: AYES: Bond, Booth, Guy, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 6-0.


D. Waterline Replacement on Eastview Drive. CA Willim explained that approximately 200 feet of 2" water main on Eastview Drive at the intersection of Margaret Street needs to be replaced; crews have attempted to clamp this main five times within this last year. It is an unbudgeted project and would cost approximately \$2,600 from line item 52-53-00-71130 waterline repair. Propose City purchase materials and hire a contractor to replace the section of main. This section of street was pressure paved this summer. Motion to replace this section with contracted labor by Councilor Powell, second by Councilor Kinnard. Roll Called: AYES: Bond, Booth, Guy, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 6-0.


ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021(3) Personnel and Section 610.021(13) Personnel Records, motion to adjourn open/enter closed session at 7:03 p.m. by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Bond, Booth, Guy, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 6-0.

ADJOURN CLOSED/ENTER OPEN: Motion to adjourn closed/enter open session at 7:16 p.m. with no action taken by Councilor Guy, second Councilor Hardwick. Roll called: AYES: Bond, Booth, Guy, Kinnard, Hardwick and Powell. NAYS: None. Motion approved 6-0.

Mayor Wright recommended that City Staff receive the remainder half day off on Christmas Eve and New Years Eve, making both days a full day off. This has been done for the past couple of years and would like to do so again this year. Also, due to social distancing Council will not be able to cook Christmas breakfast for staff this year.

ADJOURN: Motion to adjourn at 7:16 p.m. by Councilor Guy, second by Councilor Hardwick. Roll called. AYES: Bond, Hardwick, Guy, Peterson and Powell. NAYS: None. Motion approved 5-0.


City Clerk, Susan M. Brunworth


Mayor, Mike Wright