

February 21, 2024

The Rock Port Board of Aldermen met on Wednesday, February 21, 2024, at 6:00 p.m. with Mayor Amy Thomas presiding. Board members present were Lisa Farmer, Kelley Herron, and Raechel Schoonover. Alderman Kory Paris was absent. Also present was Utility Office Manager Terri McGuire, City Clerk Emily Schulte, Lead Laborer Jarod Hudson, and Laborer Dennis Sherlock. Visitors were Park Board President Jen Geib and Secretary Sheena Roup, Regan Griffin, Michael Graves, Jeff Mace, Mike Klosek Sr., and Mike Klosek Jr.

Mayor Amy Thomas called the meeting to order then led the meeting in reciting the Pledge of Allegiance.

Approval of Meeting Agenda

Herron moved to approve the meeting agenda. Schoonover seconded. All votes aye.

Approval of Meeting Minutes

Herron moved to approve the January 17, 2024 and February 9, 2024 meeting minutes. Schoonover seconded. All votes aye.

Regan Griffin – Grant Opportunities

Griffin was present on behalf of Restore Rock Port. He wanted to offer their assistance again this year working together to attain grants for community betterment. Though there are countless grants available, a good resource for finding opportunities specific to us is at www.rd.usda.gov and searching by communities of our size.

Restore Rock Port is optimistic about several grant opportunities; however, they aren't possible without the city's partnership. Griffin suggested a multi-year city plan to assist with future planning and the incorporation of grants, perhaps involving the Planning Commission.

Klosek's LLC – Trash Contract

Kloseks were in attendance to discuss their rates proposal given at the January meeting. A draft agreement was given to board members, and prompt consideration was requested as Klosek's is currently losing money on Rock Port's service. Herron asked for a little more time since Paris was absent and our agreement is still good until July 1st, given it auto-renewed last year. Thomas and Farmer didn't believe the increases to be out of line, as costs of doing business are going up.

Farmer moved to approve the revisions to the Solid Waste Disposal contract submitted by Klosek's LLC. Motion died for lack of a second.

If the revisions were to be approved, Herron inquired if we could begin upgrading some of the dumpsters. It was stated this is already happening, it's simply a slow process. Schoonover inquired if business rates could be added to the agreement, however Klosek's stated they were only interested in contracting the residential, as business needs vary.

City Consent Agenda

Herron moved to approve the City financial statements, accounts payables, tax report, delinquent tax list, the City Clerk, Chief of Police, all board reports. Farmer seconded. All votes aye.

Utility Consent Agenda

Herron moved to approve the Utility financial statements, accounts payables, purchased power and water statements, take or pay water use report, water loss reports, Utility Office Manager report and City Superintendent report. Schoonover seconded. All votes aye.

Contract for Solid Waste Disposal

Thomas reiterated that all of her business' costs were going up, so asked how we can tell another business they can't raise their rates. Herron suggested putting it out to bid to ensure we're covering all our bases and Kloseks can put in their bid the rates they would like implemented. Thomas responded that it's always open for bid, any interested party simply needs to submit one. Schulte stated that she believed Herron was referring to a RFP, and the city has not opened one for trash service.

Herron moved to approve putting out an RFP for Solid Waste Disposal until April 12th. Schoonover seconded. Herron and Schoonover aye. Farmer nay.

Farmer believes this situation differs from others that should go out for bid. We should be attempting to stay local.

Bill #1242 – MPPA Mutual Aid Agreement

McGuire relayed that the next two bills are current mutual aid agreements that are needing renewed. Farmer stated we also needed to follow up with Atchison-Holt. Hudson acknowledged that while we should do that as well, these agreements are separate from that one.

Bill # 1242 – MPPA Mutual Aid Agreement – was read by Thomas. Farmer moved to approve the first reading. Herron seconded. Roll call vote was taken. Farmer, Herron, and Schoonover voted aye. Nay – none. Absent – Paris. Bill # 1242 – MPPA Mutual Aid Agreement – was read for a second time by Herron. Farmer moved to approve the second reading. Herron seconded. Roll call vote was taken. Farmer, Herron, and Schoonover voted aye. Nay – none. Absent – Paris. Mayor Thomas declared Bill # 1242, Ordinance # 1242.

Bill #1243 – APPA Mutual Aid Agreement

Bill # 1243 – APPA Mutual Aid Agreement – was read by Thomas. Herron moved to approve the first reading. Schoonover seconded. Roll call vote was taken. Farmer, Herron, and Schoonover voted aye. Nay – none. Absent – Paris. Bill # 1243 – APPA Mutual Aid Agreement – was read for a second time by Herron. Farmer moved to approve the second reading. Herron seconded. Roll call vote was taken. Farmer, Herron, and Schoonover voted aye. Nay – none. Absent – Paris. Mayor Thomas declared Bill # 1243, Ordinance # 1243.

ARPA Funds Request

Schulte requested the use of the remaining ARPA funds on the subscription and integration of municipality software for the city. Though the remaining funds won't cover all the costs

associated with the project, it would be a helpful start. The first year would be the most expensive with the transfer of data and an amendment would likely need to be made to the General Fund budget.

The city currently has desktop QuickBooks for a majority of the financials, however the product is beginning to produce errors and is no longer supported by the company. All other processes, including licensing and permitting, are recorded and tracked through paper and Microsoft Office documents.

Schulte provided a couple quotes she attained in the fall but weren't considered for the 2024 budget. She is willing to start the process over if the board would consider the allocation, however she doesn't want to jeopardize city time and resources demoing and meeting with each company for specialized proposals if the board isn't interested in moving forward.

Thomas asked if the Park Board would like to speak. Park Board President Geib thanked the board for the funds approved for the toddler playset. While they appreciated the alternative sets sent back, they preferred the set they initially chose. They would now appreciate additional ARPA considerations for picnic tables and trash cans. Quotes were distributed.

GreenLight Certificate of Occupancy

Thomas relayed that though we don't have a building inspector, GreenLight Dispensary is needing a certificate of occupancy. Given the city issued a business license, it didn't seem like it would be an issue. Schoonover suggested that if they need something in addition to the business license, and it requires an inspector, the city should consider hiring one.

Farmer showed examples of what they've been provided from other cities. Schulte relayed that we likely shouldn't issue any documents to GreenLight, as right now they're doing business through the city under Verdant Creation Missouri 2, LLC.

Schoonover offered to investigate what would need to be done to issue the certificate.

Hiring Committee

Herron stated one interview has taken place for the Superintendent opening and another is scheduled for next week. Thomas stated having expressed previously wanting to join the committee for these interviews. Herron stated there being concerns with her involvement given the Mayor's relationship with the previous Superintendent.

Herron then relayed a request from the committee to add an additional tier to the city's pay scale. The current tier 4 would become tier 5. The new tier 4 would be the median ranges of tiers 3 and 5 and contain the Police Officer and Lead Laborer positions.

Herron moved to approve the suggested changes to the city pay scale. Schoonover seconded. All votes aye.

Lease Agreement Expiration

Thomas inquired if there's a map showing all city leases and were they all put out to bid. Schulte stated she has created a detailed list of agreements initiated or renewed during her employment and is adding pre-existing agreements and their information as she comes across them. They weren't always well documented.

Mace expressed interest in wanting to renew his current 20-year lease set to expire March 8, 2025. He would be interested in renewing for another 20 years.

Thomas asked Mace if he bid on the original lease in 2005. Mace stated he did not, he was selected as a neighboring property owner who the Board of Aldermen entrusted to ensure the parcel was upkept. Schulte added that leases were not previously put out to bid; a previous city attorney had advised the city to add that step to our process to ensure all citizens receive equal opportunities. It was also recommended by the attorney to not enter into agreements over 5 year terms.

Farmer moved to approve putting the aforementioned city-owned parcel out for bid until March 20th for a period of 5 years. Schoonover seconded. All votes aye.

Adjourn into executive session for legal matters pursuant to Section 610.021 (3) RSMo.

Herron moved to adjourn into executive session pursuant to Section 610.021(3) RSMo. Farmer seconded. All votes aye.

Adjourn executive session and resume regular session.

Herron moved to adjourn into regular session. Schoonover seconded. All votes aye.

Interim Superintendent Jarod Hudson

The contract has been returned from the company the city chose for the Lead Service Line Inventory project. It was passed along to DNR.

It was requested to put the blue Ford and attached salt spreader out for auction.

Thomas stated there are over \$200,000 worth of improvements being made at the city park. New gates should be discussed to protect these assets. Thomas then asked what the status was regarding the leaking toilet in the park bathroom. Hudson stated they didn't have the parts on hand the park is needing to repair it. Sherlock suggested they purchase a new commercial flush valve to have installed.

City Clerk Emily Schulte

Schulte stated putting information regarding the 2023 General Fund reserves in her report. She asked that the board read it all over and said she'd put it in on the March agenda for consideration.

Hudson inquired again if the Street Department could put the Ford out for auction.

Herron moved to approve the Street Department auctioning the 1990 Ford with salt spreader, as is. Farmer seconded. All votes aye.

Aldерwoman Raechel Schoonover

Schoonover inquired if the board planned to make a decision regarding the remaining ARPA funds. Herron stated the park was just allotted up to \$30,000 for the items they're hoping to add to the park, so he thought it best to utilize the remaining funds on software integration. Schulte requested at least 120 days to come back with software options, as it'll take time coordinating with each company we'd like to demo. Herron stated if more time was needed in addition to the 120 days, just let the board know.

Herron moved to approve the remaining ARPA funds be allotted towards municipality software for city operations. Schoonover seconded. All votes aye.

Alderman Kelley Herron

Herron expressed his appreciation to Hudson and Sherlock for stepping up these past few weeks.

Alderwoman Lisa Farmer

Farmer wanted to discuss the recommendation given in Schulte's written report to rezone the property at 105 Speedy's Drive where the marijuana dispensary is set to open. Farmer relayed that the members of the Planning Commission have stated they don't have an issue with the property going ahead and being rezoned by the Board of Aldermen, as they make the final decision in zoning requests; the Planning Commission just makes recommendations.

Farmer moved to rezone the property at 105 Speedy's Drive. Motion died for lack of a second.

The Certificate of Occupancy Farmer requested on behalf of GreenLight earlier in the meeting was readdressed. It was suggested they possibly look at whether that should come from the Fire Marshall as opposed to the city. She appreciated the suggestion and will relay that suggestion to their management.

Mayor Amy Thomas

Thomas would like everyone to do some research regarding what they would like the proceeds from the Marijuana Tax to go towards then the board can schedule a special meeting to discuss options. She would like to see it set aside as matching funds for grants.

Thomas inquired how many other long-term leases have been entered into on behalf of the city previously that we are unaware of.

Thomas suggested that all staff spend some time putting together a time task analysis for their position. This isn't a board request, but for the employee's own awareness. They should document what types of tasks they each do and how long those tasks take. She will be asking to see what everyone has come up with.

Thomas would like to look in to assisting Chief Morriss by hiring a building inspector, at minimum for the Opp Hotel issues. She expressed her desire to find money in the budget to pay for a property inspection. Herron asked that a building inspector be put on March's agenda.

Farmer moved to adjourn at 8:29 p.m. Herron seconded. All votes aye.