



City Of
BOONVILLE

City of Boonville

City Council Work Session Agenda

November 2, 2020

6:00 p.m.

City Council Chambers

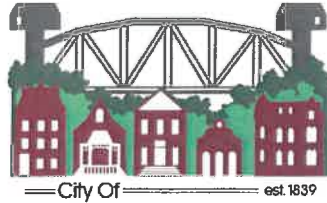
525 E. Spring Street

Boonville MO 65233

- Meeting will be open to the public; however, social distancing will be practiced. If you feel unwell or have the following symptoms (fever, cough, or shortness of breath) please do not enter.
-

I. Discussion Regarding Housing Development on Highway 87.

NOTICE: The City of Boonville will comply with the Americans with Disabilities Act (ADA). Individuals who require an accommodation due to disability to attend this meeting should contact our office at (660) 882-2332 or Relay Missouri, 1-800-735-2966 TTY at least 48 hours in advance.



City of Boonville
Council Meeting Agenda

November 2, 2020

7:00 p.m.

City Council Chambers

525 E. Spring Street

Boonville MO 65233

- Meeting will be open to the public; however, social distancing will be practiced. If you feel unwell or have the following symptoms (fever, cough, or shortness of breath) please do not enter. You may view the live stream of the meeting at <https://www.youtube.com/user/cityofboonvillemo> and on channel 3 with Suddenlink Cable TV.
 - If you are unable to attend the meeting due to an illness, and you have a public comment that you would like to present to the council, please contact Teresa Studley, City Clerk, before 4pm on the day of the Council Meeting, at (660) 882-2332 or by email at teresa.studley@boonville-mo.org. Your statement will be read during the hearing of citizens' comments.
-

I. Call to order – Pledge and Prayer (Morris Carter)

II. Roll call

III. Hearing of Citizens' Comments

**IV. Approval of the Minutes of the October 19, 2020 Council Meeting and Closed Session
Minutes from July 6, 2020 and October 19, 2020**

V. Consent Items.

- a) Consider Pay Request No. 1 from Walls HVAC Service, LLC in the amount of \$64,689.93 for Pool AHU Replacement at the Boonslick Heartland YMCA.

VI. Presentation of Accounts and Claims

VII. Unfinished Business

- A) None.

VIII. New Business

- A) Consideration of Black Flock LLC lease extension

IX. Reports of Standing Committees

- A) Planning and Zoning Commission – October 13, 2020 (Whitney Venable)**
- B) Housing Authority – October 14, 2020 (Morris Carter)**
- C) Cemetery Board – October 22, 2020 (Theresa Hurt)**
- D) Street, Alley, and Sanitation Board – October 28, 2020 (Steve Young)**
- E) Board of Public Works – October 29, 2020 (Curtis Robertson)**

X. Reports of City Officials

- A) City Administrator**
 - Discussion of City Attorney Ordinance
- B) Mayor**
- C) City Clerk**

XI. Miscellaneous

XII. Closed Session RSMO 610.021 – (1) Legal

XIII. Adjourn

NOTICE: The City of Boonville will comply with the Americans with Disabilities Act (ADA). Individuals who require an accommodation due to disability to attend this meeting should contact our office at (660) 882-2332 or Relay Missouri, 1-800-735-2966 TTY at least 48 hours in advance.

DRAFT COPY PENDING CITY COUNCIL REVIEW AND APPROVAL

City of Boonville
City Council Meeting Minutes
October 19, 2020

The Boonville City Council met in Regular Session on October 19, 2020 at 7:00 p.m. in the Council Chambers located at 525 East Spring Street, Boonville Missouri. The following officers were present: Ned Beach, Mayor; Kate Fjell, City Administrator; Teresa Studley, City Clerk; and Randy Ayers, Sergeant at Arms. Doug Abele, Interim City Counselor, was absent.

NOTICE POSTED: Thursday, October 15, 2020 at 1:53 p.m.

CALL TO ORDER – PLEDGE AND PRAYER

The meeting was called to order and Theresa Hurt led the prayer, after the pledge of allegiance.

ROLL CALL

The following Council Representatives were present, sitting distantly from each other: Theresa Hurt, Morris Carter, Whitney Venable, Albert Turner, Michael Stock, Steve Young, and Susan Meadows. Council Representative Curtis Robertson was absent.

HEARING OF CITIZENS' COMMENTS

None.

APPROVAL OF THE MINUTES OF THE OCTOBER 5, 2020 COUNCIL MEETING

The minutes were approved as presented.

CONSENT ITEMS

None.

PRESENTATION OF ACCOUNTS AND CLAIMS

Ms. Studley read the ordinance appropriating money, in its entirety, and a second time, by title only, since a copy of the ordinance had been made available prior to the meeting. Mr. Carter moved, and Mr. Venable seconded the motion for approval of the ordinance. With no questions, roll call was taken. Ayes: Hurt, Carter, Venable, Turner, Stock, Young, and Meadows. Total (7). Opposed: None. Total (0). Absent: Robertson. Total (1). Motion Carried.

UNFINISHED BUSINESS

None.

NEW BUSINESS

CONSIDER STREET CLOSURE AND PARKING RESTRICTION REQUEST FOR BLACK RIFLE, LLC AND BUECKY'S BBQ FOR EVENT ON CHESTNUT STREET

Mayor Beach inquired of Council if there were any questions. Ms. Meadows stated that she understands that citizens are wanting to get out and participate in activities due to Covid-19 keeping citizens in; however, she has concerns regarding the possibility of a large number of people in attendance which may increase the risks associated with Covid-19. Ms. Meadows inquired if the sponsors are doing anything to follow any guidelines that the County Health Department has recommended. Ms. Meadows stated the statistics of recent hospitalizations due to Covid-19. Ms. Meadows stated that she would feel better if the sponsors were encouraging some measure of precaution. Mr. Turner agreed with Ms. Meadows. Mr. Turner has concerns if there was no requirement to mask up or to follow the social distancing guidelines. Ms. Hurt stated that she feels the same way.

Mr. Venable stated that Council needs to address the street closure, since all the requirements have been fulfilled. Mr. Venable moved, and Mr. Young seconded the motion to approve the street closure and parking restriction request.

Mr. Turner feels that since the City of Boonville is providing the location, the City could be responsible. Mr. Young inquired if there were any county-wide or city-wide restrictions in place for Covid-19 at this time. Ms. Fjell responded that there were not any restrictions. Mr. Young stated that citizens could be responsible for themselves. Mr. Young added that it would be difficult to enforce any type of restrictions. Ms. Meadows stated she understands the difficulty; however, she feels the City should take a stronger stand about this. Ms. Meadows stated that she doesn't believe it needs to be enforced or mandated, but she feels the sponsors should partner with the City of Boonville to promote good practices. We need to come to some middle ground to protect ourselves from Covid-19. Mr. Young inquired if Council could require that signage be posted to require masks for the event.

Mr. Venable stated that this is a free will event. Mr. Venable stated that the pandemic has been going on for several months. Mr. Venable feels that with the Council stating that citizens should "mask up", that will not change anyone's mind on what they do to protect themselves from the virus. Citizens have made their mind up on where they stand in this situation. It is not going to change their mind whether the Council recommends it or not. Mr. Venable stated that if you don't feel safe, then don't attend the event. Mr. Venable added that the Council does not need to limit the rights of others just because that is how we are feeling. Ms. Meadows stated that the people that go, can end up spreading the virus to others.

Mr. Carter stated that we tried to put signage up at the ball fields recommending protective steps, however the signs were torn down.

There was further discussion by Council.

Mayor Beach recognized Ryan Stockamp, sponsor representative of the event. Mr. Stockamp stated that the idea of the event being outside is to make it possible to social distance. The reason for the street closure, is so there will be more space for the event. Mr. Stockamp

described the setup of the event and the steps they are making to socially distance. Mr. Stockamp stated that they are not going to discourage anyone from wearing a mask. There was discussion between Council and Mr. Stockamp. After the discussion, roll call was taken. Ayes: Hurt, Venable, Stock, and Young. Total (4). Opposed: Carter, Turner, and Meadows. Total (3). Absent: Robertson. Total (1). Motion Carried.

Ms. Fjell stated that should conversations about masking, social distancing, or any requirements want to come back up to Council, just as we did earlier in the year with the sporting events, the conversation can occur. Ms. Fjell stated that in all fairness, if someone asks if the City of Boonville have any restrictions or requirements, she informs them that there are no restrictions or requirements. If the Council wants to change that by making requirements, then that would need to happen with Council action as well.

REPORTS OF STANDING COMMITTEES

HISTORIC PRESERVATION – OCTOBER 12, 2020

The meeting was cancelled.

POLICE BOARD – OCTOBER 12, 2020

Ms. Hurt reported that the board discussed the new surveillance system that was purchased will be installed. The board discussed the officer's salaries, which she agrees, that they are underpaid. They also discussed the new patrol vehicles. Mayor Beach inquired if they were going to get salary information from other communities. Ms. Hurt stated that this was discussed. It seems that the pay for a starting officer, is the same as an officer that has been with the department for some time.

REPORTS OF CITY OFFICIALS

CITY ADMINISTRATOR

Ms. Fjell stated that she requested City Counselor, Doug Abele, to write up an explanation of a quorum for City Council purposes and the number of votes generally required to approve or take action on matters coming before the Council. Ms. Fjell referenced the memo that was included in the Council Packet on pages 26 and 27. Ms. Fjell informed the Council, that to pass an ordinance, it shall require the affirmative vote of a majority of the City Council persons elected to the Council. This means that ordinances require a minimum of five affirmative votes of the City Council Members. Therefore, if there are only five council persons in attendance at the meeting, and the vote is 4 yes and 1 no, then the ordinance does NOT pass. Ms. Fjell clarified that this is only for ordinances, not resolutions. Mr. Turner inquired if a councilman was not able to attend, is it possible for them to call into the council meeting. Ms. Fjell stated that a Councilman can call into the meeting.

Ms. Fjell briefed the Council on the Kemper Campus projects.

- HVAC system is on order with Danny Taft

- Mr. Twenter is tuckpointing
- Elevator inspection at the Library Learning Center has been completed
- Road and parking lot project will likely lap over into next March or April

Ms. Fjell stated that she had placed an inquiry request on property and a vacant lot list at Council's seats (See **Attachment A** herein incorporated and attached to these minutes). The request was from Ms. Chequita Hinkle, in reference to a property at 1101 Rural Street. Ms. Hinkle was inquiring if the City of Boonville would be interested in the donation of 1101 Rural Street. Also, Ms. Fjell has been thinking about doing something with the several residential lots that the City has accumulated over the years, whether it was donated to the City or the City purchased the property. Ms. Fjell has been considering either doing a sealed bid on the properties or by going through a realtor. Ms. Fjell stated that the decision is up to the Council as to how they would like to proceed. Ms. Fjell stated that the City does not need these empty lots. Ms. Fjell stated that she would like some direction on how and if the City should begin unloading the ownership of these residential properties and also direction regarding Ms. Hinkle's request.

After brief discussion by Council, it was decided to have sealed bids on the residential properties and then there will be an ordinance for accepting a bid for the sale of each property. Ms. Fjell confirmed that Council wants to take sealed bids on the other residential lots. We will advertise them in the paper and then have a closing date. Ms. Fjell questioned Council if they want to put any conditions on the properties for the sale. General consensus from Council was to put no conditions for the sale of the properties.

Also, there was a consensus from Council to dedicate 1101 Rural Street to the organization that have taken over the property at CCBC. Mr. Carter recommends that the City should sell 1101 Rural Street to the organization for \$1. Ms. Fjell stated that she will work with Mr. Abele and Ms. Hinkle to determine what is needed to close on the property.

Ms. Fjell questioned Council what they would prefer to do with the commercial lot at 421 Main Street (Old Stein House Lot). General consensus from Council was to have sealed bids for this property and then there will be an ordinance for accepting the bid for the property.

MAYOR

Mayor Beach directed the Council to the financial statement that was included in the council packet on pages 29 through 39. Mayor Beach suggested that Council make notes and to talk to Ms. Fjell about them if there are any questions.

CITY CLERK

No report was offered.

MISCELLANEOUS

Mr. Carter commended Ms. Fjell and stated that she is doing a good job. She is keeping Council up to date and she is thinking about what the City can and cannot do.

CLOSED SESSION RSMO 610.021 (3) PERSONNEL

Mr. Venable moved, and Mr. Stock seconded the motion for the Council to go into closed session pursuant to RSMO 610.021 (3) Personnel. Roll Call was taken. Ayes: Hurt, Carter, Venable, Turner, Stock, Young, and Meadows. Total (7). Opposed: None. Total (0). Absent: Robertson. Total (1). Motion Carried.

ADJOURN

Upon returning to open session at 7:37 p.m., Mr. Young moved, and Mr. Stock seconded the motion to adjourn at 7:37 p.m. and the voice vote was unanimous.

Respectfully Submitted,

Teresa Studley, City Clerk

Approved:

Ned Beach, Mayor

DRAFT COPY PENDING CITY COUNCIL REVIEW AND APPROVAL

**City of Boonville
Council Meeting
Closed Session Minutes
July 6, 2020**

The Boonville City Council met in Closed Session on July 6, 2020 at 7:55 p.m. in the Council Chambers located at 525 East Spring Street, Boonville Missouri. The following officers were present: Ned Beach, Mayor; Kate Fjell, City Administrator; Teresa Studley, City Clerk; and Bobby Welliver, Sergeant at Arms. Doug Abele, Interim City Counselor, was absent.

Notice Posted: Thursday, July 1, 2020 at 2:40 p.m.

Roll Call

The following Council Representatives were present: Theresa Hurt, Morris Carter, Albert Turner, Michael Stock, Steve Young, Susan Meadows, and Curtis Robertson. Council Representative Whitney Venable was not present.

RSMo 610.021 (3) Personnel

Ms. Fjell informed the Council of the upcoming retirement of M.L. Cauthon III, Director of Public Works, on September 30, 2020 and Pam Paxton, Animal Control Officer, on November 30, 2020.

Ms. Fjell informed the Council of how many vacation hours each of the retirees have accumulated and how it will be used.

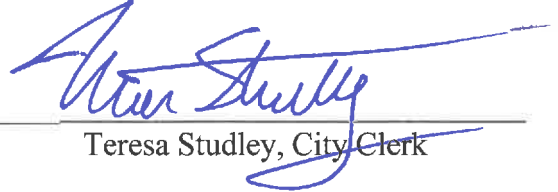
Ms. Fjell stated that she plans to name Becky Keeran as interim department head for animal control and Jeff Ditto as interim Public Works Department Head, until the positions are officially filled. Ms. Fjell informed the Council of the salary that she would recommend paying each person.

Ms. Fjell directed the Council to the memo that was given to them in regards to procedures that she is following to fill the positions permanently as allowed by the Personnel Manual and City Ordinance Chapter 2, Article III, Division 3, Section 2-52 (1). There was brief discussion by Council on the procedures of filling the positions.

Ms. Fjell reminded the Council that it was originally planned to do an evaluation of her work at the 6-month range. Due to Covid-19, it was postponed. Ms. Fjell gave the Council an open-ended evaluation form to fill out to assist with the evaluation. Ms. Fjell stated that the Council can fill out the forms and this will assist in guiding the conversation at a later Closed Session.

At 8:25 p.m., Mr. Carter moved, and Mr. Stock seconded the motion to adjourn the closed session and return to open session. Roll call was taken. Ayes: Hurt, Carter, Turner, Stock, Young, Meadows, and Robertson. Total (7). Opposed: None. Total (0). Absent: Venable. Total (1). Motion Carried.

Respectfully Submitted,



Teresa Studley, City Clerk

Approved,

Ned Beach, Mayor

DRAFT COPY PENDING CITY COUNCIL REVIEW AND APPROVAL

**City of Boonville
Council Meeting
Closed Session Minutes
October 19, 2020**

The Boonville City Council met in Closed Session on October 19, 2020 at 7:33 p.m. in the Council Chambers located at 525 East Spring Street, Boonville Missouri. The following officers were present: Ned Beach, Mayor; Kate Fjell, City Administrator; Teresa Studley, City Clerk; and Randy Ayers, Sergeant at Arms. Doug Abele, Interim City Counselor, was absent.

Notice Posted: Thursday, October 15, 2020 at 1:53 p.m.

Roll Call

The following Council Representatives were present: Theresa Hurt, Morris Carter, Whitney Venable, Albert Turner, Michael Stock, Steve Young, and Susan Meadows.

Absent: Council Representative Curtis Robertson was absent.

RSMo 610.021 (3) Personnel

Ms. Fjell referenced the memo that was given to Council in regards to the posting of two positions within the City of Boonville: Director of Public Works and Animal Control Office.

Ms. Fjell recommends that Mr. Jeff Ditto be promoted to Director of Public Works and Ms. Becky Keeran to be promoted to Animal Control Officer. There was brief discussion by Council.

Mr. Carter moved, and Mr. Venable seconded the motion to approve Ms. Fjell's recommendation to approve Mr. Jeff Ditto as Director of Public Works and Ms. Becky Keeran as Animal Control Officer. With no questions, roll call was taken. Ayes: Hurt, Carter, Venable, Turner, Stock, Young, and Meadows. Total (7). Opposed: None. Total (0). Absent: Robertson. Total (1). Motion Carried.

At 7:37 p.m., Mr. Carter moved, and Mr. Stock seconded the motion to adjourn the closed session and return to open session. Roll call was taken. Ayes: Hurt, Carter, Venable, Turner, Stock, Young, and Meadows. Total (7). Opposed: None. Total (0). Absent: Robertson. Total (1). Motion Carried.

Respectfully Submitted,



Teresa Studley, City Clerk

Approved,

Ned Beach, Mayor

PROJECT: Pool AHU Replacement Boonslick
Heartland YMCA
PROJECT NO: 454-278

CONTRACTOR: Wall's HVAC Service LLC
OWNER: City of Boonville

APPLICATION NO: 1
APPLICATION DATE: 10-14-2020
PERIOD FROM: 10-1-2020

ORIGINAL CONTRACT SUM: \$84,562
NET CHANGE BY CHANGE ORDERS: N/A
CONTRACT SUM TO DATE: \$84,562
TOTAL COMPLETED & STORED TO DATE: \$71,877.70 85%
RETAINAGE 10%: \$7,187.77
TOTAL EARNED LESS RETAINAGE: \$64,689.93
LESS PREVIOUS CERTIFICATES OF PAYMENT: 0
CURRENT PAYMENT DUE: \$64,689.93
CONTRACT TIME LIMIT DATE: 1-30-2021

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
BY: [Signature]
DATE: 10-14-20

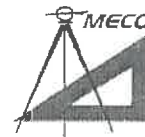
OWNER:
BY: _____

ORDER NO.	DATE APPROVED	ADDITIONS	DEDUCTIONS
TOTALS			

NET CHANGE BY CHANGE ORDERS: 0

In accordance with the Contract Documents, based on site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED OF \$ 64,689.93
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ENGINEER:
BY: [Signature]



MECO ENGINEERING COMPANY, INC.
ENGINEERS * SURVEYORS

2701 INDUSTRIAL DRIVE
JEFFERSON CITY, MISSOURI 65109

573/893-5558

ORDINANCE APPROPRIATING MONEY

Be it Ordained by the Council of the City of Boonville as follows:

Section 1: For the purpose of paying salaries and various accounts against the City of Boonville, which have been allowed by the Council, at the regular meeting thereof on **November 1, 2020** the sum of **\$809,512.03**

General Fund	\$153,093.23
Sanitation	\$17,309.97
CIP Tax	\$39,019.43
Water Works	\$181,864.69
Capital Projects	\$0.00
Waste Water	\$101,704.96
Tourism	\$5,866.28
Gaming	\$17,296.08
Parks/Water	\$282,431.56
Kemper Sales Tax	\$10,925.83

Section 2: The Accountant is hereby authorized and instructed to draw checks on the respective City bank accounts, in favor of the persons whose salaries and accounts have been allowed as above, amounting to **\$809,512.03** being the total amount of money above appropriated.

Section 3: This ordinance shall take effect and be in force from and after its passage. First reading on **November 1, 2020** read for the second time this **November 1, 2020** since a copy was made available prior to the meeting.

Approved **November 1, 2020** _____
Mayor

Endorsed **November 1, 2020** : I hereby certify that a sufficient sum of money stands to the credit of the City, unappropriated, in the various funds to meet the requirements of this ordinance.

Accountant

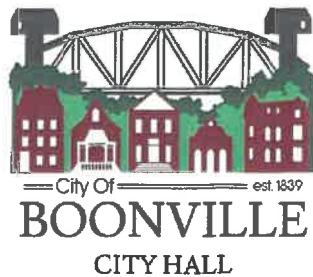


Date: October 26, 2020
To: Mayor and City Council
From: Kate Fjell, City Administrator
RE: Hail Ridge Golf Course Lease Extension (Black Flock, LLC)



Included in your council packet is a signed letter from Josh Black agreeing to a one-year extension of the existing lease for Hail Ridge. I am recommending that Council approve this extension. There are several reasons for a lease extension: a) potential developments in and around the golf course may impact the golf course and these should be considered in any new lease with the golf course; b) due to several other agreements being finalized this last year, miscellaneous other issues, and COVID 19, staff has not had adequate time to review the lease and recommend any changes; and c) the City has failed to complete some projects necessary to enhance the development of the golf course (i.e. City water line extension).

By fall of 2021, we should have clarity on any developments and how they may impact the golf course and hopefully, have easements in hand and construction planned or occurring on the water line extension. Mr. Black has been patient with the City's progress on the capital improvement projects and has worked to improve and grow the golf course throughout the lease agreement.



October 5, 2020

Black Flock, LLC
c/o Josh Black
17511 Hwy 87
Boonville, MO 65233

Dear Mr. Black:

Thank you for meeting with me on Friday, September 11 to discuss the lease arrangement with the City for Hail Ridge golf course. The City desires to extend the existing lease agreement for an additional year. This extension will expire on December 31, 2021.

The City desires to extend the lease for one more year under the same terms due to potential developments in the area that may have a positive impact on the lease arrangement. Additionally, the City continues to work towards getting water to the golf course and the additional year should be sufficient time for us to have clarity on the time frame for construction of the proposed 12" water line, including to the club house.

From the meeting with you, I understand that you are also willing to extend the existing lease for an additional year.

Please acknowledge your willingness to extend the lease for an additional year by signing the Consent below. In accordance with the lease, the City Council will take up the renewal of the lease at the Council meeting after receiving your signed Consent.

If you have any questions, please call or email me. Thank you for all the hard work and effort you have put into the golf course. Your hard work shows in the improvement of the course.

Sincerely,



Kate Fjell
City Administrator

CONSENT TO LEASE EXTENSION

I hereby acknowledge receipt of the foregoing letter and my signature below represents my consent, both individually and on behalf of Black Flock, LLC to an extension of the existing golf course lease agreement with the City of Boonville for an additional year, to expire on December 31, 2021.



Josh Black, Individually and as Owner

10-20-20
Date

**CITY OF BOONVILLE
PLANNING AND ZONING COMMISSION MEETING
MINUTES OF OCTOBER 13, 2020**

VOTING MEMBERS PRESENT

- 1) David Day
- 2) Steve Hage, Building Inspector
- 3) Matt Billings, Chairman
- 4) Clark Greis
- 5) Andrew Cowherd
- 6) Ned Beach, Mayor
- 7) Zach Simpson

VOTING MEMBERS ABSENT: Whitney Venable

STAFF/PRESENTERS/GUESTS

William and Cheryl Whitehurse
Melody Derendinger
Kate Fjell, City Administrator

NOTICES AND EXHIBITS: Posted and available on Thursday, October 8, at 10:57a.m. at City Hall.

1. **CALL TO ORDER:** Chairman Billings called the meeting to order at 6:00 p.m. Roll call was taken with seven (7) of eight (8) members present constituting a quorum.
2. **MINUTES:** Mr. Beach moved, and Mr. Hage seconded a motion that the minutes be approved. Mr. Hage clarified his comments on the minutes to indicate that he stated the following, “Mr. Hage answered that there will be access on Ashley Road only” Motion passed unanimously with the correction.
3. **HEARING OF PUBLIC COMMENTS:**
Mrs. Whitehurse expressed concern about vacating Jayhawk Drive, stating that it would landlock property they currently own. Mrs. Whitehurse stated that they have an interest in developing the property that would utilize Jayhawk Dr, but the vacation would make the property undevelopable. Mrs. Whitehurse also stated that she was not contacted about the potential street vacation. Mrs. Whitehurse stated that she and her husband met with Panhandle Eastern to discuss what would be needed to allow for a driveway to cross the pipeline. Mrs. Whitehurse stated that significant upgrades would need to be done at the location of the pipeline to allow for vehicles to utilize a driveway at significant cost to the property owner, since there are portions of the line which are only 3 feet underground.
4. **OLD BUSINESS:**
None

5. NEW BUSINESS:

a. **Jayhawk Dr., Street Vacation Request Reconsideration (Lake Farrell Estates)**

Ms. Fjell introduced the reconsideration of the Jayhawk Street Vacation Request. She stated that after the initial request, the Whitehurses and their realtor visited with Steve Hage, Jeff Ditto and herself expressing concerns about the vacation. Ms. Fjell stated that staff conducted research into the development of Lake Ferrell Estates and the subdivision of the Whitehorse property in 2012. Ms. Fjell stated that there was a change in street names from the Lake Ferrell subdivision to the subdivision of the Whitehorse property, from Jayhawk Drive to Selwyn Drive which accounted for some of the difficulty in researching for staff.

Mr. Hage said that upon researching all plat approvals of Lake Farrell, Jayhawk Drive was always included on the plat maps. Additionally, Mr. Hage stated that after researching and visiting with Panhandle Eastern, it was determined that the two remaining lots in Lake Farrell can accommodate a 40x60 house with Jayhawk Drive remaining and accommodating Panhandle Eastern.

Mr. Hage stated that he thought access to the Whitehorse property via Ashley Road was possible since the Panhandle Eastern lines run under Ashley Road currently.

Mr. Hage asked Mrs. Whitehorse how Jayhawk came to exist. Mrs. Whitehorse stated that former building inspector, Mr. Maurice Amick, had Jayhawk Dr. platted in Lake Farrell to keep the property from ever being landlocked.

Mr. Hage moved and Mr. Gries seconded a motion to table the request for the vacation of Jayhawk Dr. Ayes: Day, Beach, Billings, Hage, Greis, Cowherd, Simpson (7); Nays: None (0); Abstain: None (0)

6. MISCELLANEOUS:

None

7. ADJOURN

Mr. Gries moved and Mr. Beach seconded a motion to adjourn the meeting. The motion passed unanimously. The Meeting adjourned at 6:17PM

Respectfully submitted,

Kate Fjell, City Administrator



HOUSING AUTHORITY of the City of Boonville

506 Powell Ct. Office: 660-882-7332
Boonville, MO 65233-1521 Fax: 660-882-6811



MINUTES OF THE REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF BOONVILLE, MO HELD ON OCTOBER 14, 2020

On the 14th Day of October 2020, at 12:00 P.M. the Housing Authority Commissioners
met for a regular meeting at 506 Powell Court, Boonville, MO 65233

Present: Chairperson, Marilyn Adkins (Tele) Vice Chairperson, Betty St. John (Tele)
Commissioner, Charles Green (Tele) Commissioner, Elder Wayne Jones
Guests: Stacey Pagliaro (Tele), Sarah Hill Absent: Morris Carter, Katelyn Huckabey

1. Roll: There being a quorum Chairperson, Marilyn Adkins called the meeting to order. Adkins asked if there is any pertinent information to discuss before the agenda is placed on the table. Rorah stated newly appointed Commissioner, Katelyn Huckabey apologized that she previously scheduled today, but will attend the November regular board meeting. All Commissioners present expresses their gratitude for new Commissioner, Katelyn Huckabey accepting the appointment to the Housing Authority Board.

2. Meeting Minutes: Consideration was given, and discussion held on minutes of the September 16, 2020 Regular Board Meeting. Charles Green made motion to approve the minutes with extra word (John) to be removed from the sentence in Item 3. The motion was seconded by Betty St. John. The motion passed.

3. Bills and Communications: Discussion was held, and consideration was given on the following. The UMB Bank Balance for October 14, 2020 was \$54,033.23. Bills Paid in September 2020 were reviewed. The Bank Reconciliation Statement, Operating Budget, Trial Balance, Board Summary Report from July 2020 were discussed and reviewed.

4. Report of the Secretary: Consideration was given, and discussion was held on the following. PIC Report for September 30, 2020 was at 100%. The Project Performance Reports for September 30, 2020 were also distributed and discussed. Tenant Occupancy was at 96%.

5. Unfinished Business: Discussion was held, and consideration was given on the FYE June 30, 2020 Operating Budget Revision – Resolution No. 580. Marilyn Adkins made motion to approve the FYE June 30, 2020 Operating Budget Revision with Resolution No. 580. Wayne Jones Second the motion. The Resolution No. 580 passed.

6. New Business: Discussion was held, and consideration was given on the FYE 6-30-2020 PILOT – (Payment in Lieu of Taxes). All Commissioners agreed PILOT payment checks will be distributed in November 2020.

7. Miscellaneous: Rorah request a motion be made to comply with the Department of Labor Guidance on Families First Coronavirus Response Act (FFCRA) and to pro rate the Paid Time Off and Performance and Response pay for new employee Sarah Hill through December 31, 2020. All Commissioners agreed. Marilyn Adkins made motion to approve the proration as discussed. Elder Wayne Jones second the motion. The motion passed.

8. Adjournment Marilyn Adkins made motion to adjourn, Charles Green second.

CHAIRPERSON: _____ Date _____

SECRETARY: _____ Date _____

City of Boonville, Missouri

Cemetery Board Committee Meeting

Thursday, October 22, 2020@3:30 pm

Council Chambers

525 E Spring

Boonville, Mo 65233

The Thursday, October 22, 2020 meeting of the Cemetery Board Committee meeting was incomplete due to the lack of quorum for this meeting.

**CITY OF BOONVILLE
STREET, ALLEY & SANITATION BOARD
CANCELLATION
October 28, 2020
6:30 p.m.
City Services Building
1200 Locust Street
Boonville, Missouri**

The **Wednesday, October 27, 2020** meeting of the **STREET, ALLEY AND SANITATION BOARD** has been cancelled due to lack of a quorum. The next regularly scheduled meeting is **November 25, 2020**.

**Date Posted: October 28, 2020
Time Posted: 11:45 a.m.**

**CITY OF BOONVILLE
BOARD of PUBLIC WORKS
CANCELLATION
October 29, 2020
5:30 p.m.
City Services Building
1200 Locust Street
Boonville, Missouri**

The **Thursday, October 29, 2020** meeting of the **BOARD of PUBLIC WORKS** has been cancelled due to lack of agenda items. The next regularly scheduled meeting is **November 26, 2020**.



Date: October 28, 2020
To: Mayor and City Council
From: Kate Fjell, City Administrator
RE: City Attorney Compensation and Ordinance Revisions

For the past year and a half, the City Attorney has been submitting invoices for reimbursement over and above the hours worked as stipulated in current City ordinances. The position of City Attorney is up for election in April of 2021, so if the Council wants to amend or change the Ordinance, now is the time. If the Council desires to look at amendments/changes, my recommendation is for staff to put together a couple of options for your review at the next Council meeting.

Included with this memo is the previous pay requests received and a summary from Bobby on the number and type of tickets for some background material.

Current City Ordinance:

Sec. 2-75. - Duties.

(a)

City attorney. The city attorney shall prosecute all persons charged with violating ordinances of the city; and, to that end, he or she shall attend the circuit court, municipal division, and prosecute all complaints and information that may be brought by the city therein; he or she shall also handle all appeals in which the city is a party arising from the circuit court, municipal division. The city attorney shall perform such other duties as prescribed by state law. The city attorney's position is a part time position. In the normal exercise of the city attorney's duties, the city would anticipate the attorney to expend an average of 15 hours per month. In the event the city attorney, on a fiscal year basis, would expend in excess of 180 hours of time in the performance of his or her duties, he or she may request that the city council award reasonable compensation for time spent in excess of 180 hours. The city council of the City of Boonville, in the exercise of reasonable discretion, shall determine what, if any, additional compensation is reasonable for the hours expended by the city attorney in excess of 180 hours per year.

Current Base Pay: \$22,096.64 (hourly rate \$122.76)

BRAD L. WOOLDRIDGE
BOONVILLE CITY ATTORNEY
312 MAIN STREET
BOONVILLE, MISSOURI 65233-1565
TELEPHONE: 660-882-3447 FACSIMILE: 660-882-2542

July 9, 2019

Mr. Irl Tessendorf
City of Boonville
VIA HAND DELIVERY

RE: *Statement of Fees for Professional Services Rendered*
Boonville City Attorney Position; Fiscal Year 2018

Irl:

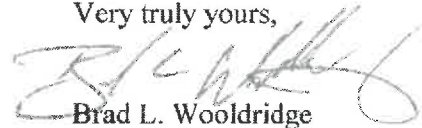
Please find enclosed my *Statement of Fees for Professional Services Rendered* for Fiscal Year 2018 for the hours I expended on municipal offense prosecution in excess of the 180 hours mandated by Section 2-75 of Chapter 2, Article III, Division 5 of the Code of Ordinances for Boonville, Missouri. Per the ordinance, the pertinent language reads as follows:

In the event the city attorney, on a fiscal year basis, would expend in excess of 180 hours of time in the performance of his or her duties, he or she may request that the city council award reasonable compensation for time spent in excess of 180 hours. The city council of the City of Boonville, in the exercise of reasonable discretion, shall determine what, if any, additional compensation is reasonable for the hours expended by the city attorney in excess of 180 hours per year.

Please note that the time compiled on the attached document is the bare minimum number of hours expended; it is *NOT* an average. I totaled the hours in the most conservative manner possible.

If you have any questions or concerns, or if you would like me to provide additional explanation of my calculation, I would be happy to meet with you or, in the alternative, appear before the City Council to provide a synopsis of my work. Thank you.

Very truly yours,



Brad L. Wooldridge

BLW/idi
Attachments

CITY ATTORNEY MINIMUM HOURS EXPENDED – FISCAL YEAR 2018

	CASES FILED		<u>Non-Traffic Ordinance</u>
	<u>Alcohol/Drug Related Traffic</u>	<u>Other Traffic</u>	
April 2018	1 <i>8 pending from March '18</i>	166 <i>290 pending from March '18</i>	10 <i>51 pending from March '18</i>
May 2018	0	150	5
June 2018	0	148	3
July 2018	2	142	6
August 2018	1	164	6
September 2018	1	144	10
October 2018	0	180	3
November 2018	2	259	8
December 2018	0	125	5
January 2019	0	198	7
February 2019	0	8	0
March 2019	1	385	8
Totals	8	2069	71

Total cases filed in Fiscal Year 2017 **961**
 Total cases filed in Fiscal Year 2018 **2148**

Breakdown of hours expended*

Alcohol & Drug Related Traffic	8 cases @ 1.00 hours	8.00 hours
Other Traffic	2069 cases @ 0.20 hours	413.80 hours
Non-Traffic Ordinance	71 cases @ 0.20 hours	14.20 hours
Primary Docket Preparation	12 dockets @ 1.50 hours	18.00 hours
Primary Docket Appearances	12 dockets @ 2.00 hours	24.00 hours
Summons Docket Preparation	7 dockets @ 1.00 hours	7.00 hours
Summons Docket Appearances	7 dockets @ 1.50 hours	10.50 hours
Change of Judge Docket Preparation	10 dockets @ 0.25 hours	2.50 hours
Change of Judge Docket Appearances	10 dockets @ 0.50 hours	<u>5.00 hours</u>
	TOTAL HOURS	503.00 hours
	Hours mandated by Ordinance 2-75	<u>(180.00 hours)</u>
	TOTAL ADDITIONAL HOURS	323.00 hours

Annual Salary: \$22,096.62 ÷ 180 hours = Rate of pay: \$122.76/hour

<u>323.00</u> Additional hours @ \$122.76/hour	TOTAL BILL	\$39,651.48
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*The hours referenced in the respective categories above represent the *minimal* amount of time expended.

2017 Total Disbursements to City of Boonville

\$61,121.58

2018 Total Disbursements to City of Boonville

April	\$ 9158.50	
May	\$ 12,508.50	
June	\$ 12,937.00	
July	\$ 9,666.50	
August	\$ 12,319.50	
September	\$ 14,267.00	
October	\$ 15,986.00	
November	\$ 15,287.50	
December	\$ 12,257.00	
January	\$ 12,695.50	
February	\$ 16,940.00	
March	\$ 20,322.50	
TOTAL	\$164,706.00	(Increase of \$103,584.42)

2019 Total Disbursements to City of Boonville (To date)

First Quarter (April-June) \$49,245.91

483 filings in First Quarter 2018.

496 filings in First Quarter 2019.

\$34,604.00 in total disbursements in First Quarter 2018.

\$49,245.91 in total disbursements in First Quarter 2019.

Projection of \$196,983.64 in Total Disbursements to City of Boonville for Fiscal Year 2019

BRAD L. WOOLDRIDGE
BOONVILLE CITY ATTORNEY
312 MAIN STREET
BOONVILLE, MISSOURI 65233-1565
TELEPHONE: 660-882-3447 FACSIMILE: 660-882-2542

January 10, 2020

Mayor Ned Beach
City of Boonville
VIA HAND DELIVERY

RE: Payment Request; Boonville City Attorney; 1st Quarter and 2nd Quarter, Fiscal Year 2019

Mayor Beach:

Please find below my Payment Request for the 1st Quarter and 2nd Quarter of Fiscal Year 2019 for hours I expended on municipal offense prosecution in excess of the minimum hours contemplated and mandated by Section 2-75, Boonville City Code.

Per our prior discussions, I am deducting 45 hours off of every quarter to reflect the minimum 180 hours I am to expend annually. This should address the City's concern with how to properly prepare and budget for the additional expense on an annual basis.

As I have done in the past, the time compiled below is the **bare minimum** number of hours expended; it is **NOT** an average. I totaled the hours in the most conservative manner possible.

1st Quarter – Fiscal Year 2019

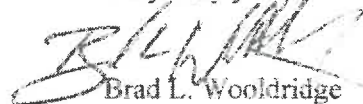
Cases filed	542
Income to the City	\$ 49,245.50
Total hours expended	129.40
Less standard hours per ordinance	(45.00)
Additional hours expended	84.40
Hourly rate per ordinance	\$ 122.76
84.40 hours x \$122.76	\$ 10,360.94
Payment request	\$ 10,360.94

2nd Quarter – Fiscal Year 2019

Cases filed	451
Income to the City	\$ 32,306.50
Total hours expended	112.00
Less standard hours per ordinance	(45.00)
Additional hours expended	67.00
Hourly rate per ordinance	\$ 122.76
67.00 hours x \$122.76	\$ 8,224.92
Payment request	\$ 8,224.92

If you have any questions or concerns, or if you would like me to provide additional explanation of my calculation, please advise. Thank you.

Very truly yours,


Brad L. Wooldridge

BLW/idi

CITY ATTORNEY MUNICIPAL COURT SUMMARY – 1ST QUARTER - FISCAL YEAR 2019

	CASES FILED		
	<u>Alcohol/Drug Related Traffic</u>	<u>Other Traffic</u>	<u>Non-Traffic Ordinance</u>
April 2019	0	89	6
	<i>7 pending from March '19</i>	<i>597 pending from March '19</i>	<i>52 pending from March '19</i>
May 2019	0	259	0
June 2019	0	182	6
Totals	0	530	12
Total cases filed in 1ST Quarter			542

Breakdown of hours expended

Alcohol & Drug Related Traffic	0 cases @ 1.00 hour	0.00 hours
Other Traffic	530 cases @ 0.20 hours	106.00 hours
Non-Traffic Ordinance	12 cases @ 0.20 hours	2.40 hours
Primary Docket Preparation	6 dockets @ 1.50 hours	9.00 hours
Primary Docket Appearances	6 dockets @ 2.00 hours	12.00 hours
Change of Judge Docket Preparation	0 dockets @ 0.25 hours	0.00 hours
Change of Judge Docket Appearances	0 dockets @ 0.50 hours	<u>0.00 hours</u>
	TOTAL HOURS	129.40 hours

Total Disbursements to City of Boonville

April 2019	\$ 17,896.50
May 2019	\$ 22,941.00
June 2019	\$ 8,408.00
TOTAL	\$ 49,245.50

BRAD L. WOOLDRIDGE
BOONVILLE CITY ATTORNEY
312 MAIN STREET
BOONVILLE, MISSOURI 65233-1565
TELEPHONE: 660-882-3447 FACSIMILE: 660-882-2542

April 16, 2020

Mayor Ned Beach
City of Boonville
VIA HAND DELIVERY

RE: Payment Request; Boonville City Attorney; 4th Quarter, Fiscal Year 2019

Mayor Beach:

Please find below my Payment Request for the 4th Quarter of Fiscal Year 2019 for hours I expended on municipal offense prosecution in excess of the minimum hours contemplated and mandated by Section 2-75, Boonville City Code.

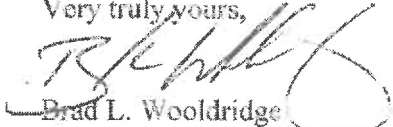
I am again deducting 45 hours off of this quarter to adjust for the minimum 180 hours I am to expend annually.

4th Quarter – Fiscal Year 2019

Cases filed	367
Income to the City	\$ 30,438.00
Total hours expended	93.20
Less standard hours per ordinance	(45.00)
Additional hours expended	48.20
Hourly rate per ordinance	\$ 122.76
48.20 hours x \$122.76	\$ 5,917.03
 Payment request	 \$ 5,917.03

If you have any questions or concerns, or if you would like me to provide additional explanation of my calculation, please advise. Thank you.

Very truly yours,


Brad L. Wooldridge

BLW/idi

CITY ATTORNEY MUNICIPAL COURT SUMMARY – 4th QUARTER - FISCAL YEAR 2019

	CASES FILED		
	<u>Alcohol/Drug Related Traffic</u>	<u>Other Traffic</u>	<u>Non-Traffic Ordinance</u>
January 2020	0 <i>6 pending from Dec. '19</i>	112 <i>594 pending from Dec. '19</i>	1 <i>39 pending from Dec. '19</i>
February 2020	1	107	4
March 2020	0	138	4
Totals	1	357	9

Total cases filed in 4th Quarter **367**

Breakdown of hours expended*

Alcohol & Drug Related Traffic	1 case @ 1.00 hour	1.00 hour
Other Traffic	357 cases @ 0.20 hours	71.40 hours
Non-Traffic Ordinance	9 cases @ 0.20 hours	1.80 hours
Primary Docket Preparation	6 dockets @ 1.50 hours	9.00 hours
Primary Docket Appearances	5 dockets @ 2.00 hours	10.00 hours
Change of Judge Docket Preparation	0 dockets @ 0.25 hours	0.00 hours
Change of Judge Docket Appearances	0 dockets @ 0.50 hours	<u>0.00 hours</u>
	TOTAL HOURS	93.20 hours

Total Disbursements to City of Boonville

January	\$ 12,604.00
February	\$ 10,008.50
March	\$ 7,825.50
TOTAL	\$ 30,438.00

Through four (4) quarters of Fiscal Year 2019

Total filings:	2063
(Total filings in 2018: 2148)	
Total disbursements to the City of Boonville:	\$155,786.00
(Total disbursements in 2018: \$164,706.00)	

BOONVILLE POLICE DEPARTMENT

Citations by Violation

Report EXCLUDES voids

Offense Dates:4/1/2020-10/26/2020

Type:Parking,Citation,Summons

Violation Type: All Tickets

Traffic Violations:ALL

Non-Traffic:ALL

Violation Category	# Tickets	% of Tickets
Accidents	2	0.21
Alcohol, Drugs-Non Traffic	102	10.55
Animals	6	0.62
Assault	12	1.24
Damage Property	1	0.10
Drivers License	80	8.27
DUI, Alcohol-Drugs, Traffic	18	1.86
Financial Responsibility	171	17.68
Fraudulent Activities	1	0.10
General Driving	18	1.86
Health-Safety	3	0.31
Lane Usage	13	1.34
Lights - Vehicle	1	0.10
Obstructing Justice, Police	1	0.10
Public Order	2	0.21
Public Peace	8	0.83
Registration	238	24.61
Seat Belts, Child Restraint	3	0.31
Sex, Moral, Obscene Crimes	1	0.10
Signs, Signals	19	1.96
Speeding	247	25.54
Stealing, Larceny	2	0.21

BOONVILLE POLICE DEPARTMENT

Citations by Violation

Report EXCLUDES voids

Offense Dates:4/1/2020-10/26/2020

Type:Parking,Citation,Summons

Violation Type: All Tickets

Traffic Violations:ALL

Non-Traffic:ALL

Violation Category	# Tickets	% of Tickets
Traffic - Other	10	1.03
Trespassing	5	0.52
Vehicle Equip, Inspections	1	0.10
Yield Right-of-Way	2	0.21
Total	967	100.00%

BOONVILLE POLICE DEPARTMENT

Citations by Offense Month

Report EXCLUDES voids

Offense Dates:4/1/2020-10/31/2020

Type:Parking,Citation,Summons

Violation Type: All Tickets

Traffic Violations:ALL

Non-Traffic:ALL

Month	Number of Tickets	Percentage
January	0	0.00%
February	0	0.00%
March	0	0.00%
April	10	1.03%
May	138	14.15%
June	189	19.38%
July	186	19.08%
August	136	13.95%
September	164	16.82%
October	152	15.59%
November	0	0.00%
December	0	0.00%
Total	975	100.00%



PROSECUTING ATTORNEY, HOWARD COUNTY
PO Box 112, Fayette, MO 65248

Deborah K. Riekhof, *Prosecuting Attorney*
Natalie Cleeton, *Legal Assistant*
Angela Coats, *Restitution Clerk*

(660) 248-3005
(660) 248-3007 (FAX)

October 15, 2020

City of Boonville
401 Main Street
Boonville, MO 65233

Dear Mayor Beach and Boonville City Council:

Thank you for your check to Howard County in the amount of \$6,750 from your Riverboat Revenues this year.

This year has been painful for all of us; the COVID pandemic shutdown devastated area businesses and hugely affected our mutual county economies. At the same time, a rise in violent crime and alarming disrespect for law enforcement in general has forced us to expect our local peace officers to do more under riskier circumstances while offering them less.

It is my sincerest hope that the necessitated decrease in funding this year is an aberration, for all our sakes, and that we can continue to benefit from Cooper County's generous and sustained support at previous levels as the economy recovers.

Again, on behalf of Howard County, thank you for sharing your revenues with us during an unpredicted and unprecedented budget shortfall. I look forward to our counties continuing a strong, mutually dependent relationship in the future.

Sincerely,

A handwritten signature in dark ink, reading "Deborah K. Riekhof".

Deborah K. Riekhof
Howard County Prosecuting Attorney

DKR:nsc