

BOARD OF ALDERMAN: Work Session
CITY HALL, 345 S. MAIN, BOLIVAR, MO 65613
TUESDAY, JUNE 7th, 2022 AT 6:30 P.M.

Live Stream available during the meeting & viewing later is available via City of Bolivar
Facebook

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CALL TO ORDER

Mayor Warwick called the Work Session to order at 6:30 pm.

PRESENT ALDERMEN

Alexis Neal, Dan Wohnoutka, Steve Sagaser, Dusty Ross, Justin Ballard, Steve Skopec, Ethel Mae Tennis

ABSENT ALDERMEN

Charles Keith

OTHERS ATTENDING

City Administrator Tracy Slagle, Public Works Director Jerry Hamby, Police Chief Webb, Fire Chief Watkins, Finance Director/Deputy City Clerk Natalie Scrivner, Community Development Director Kyle Lee, Former Alderman Michael Ryan, Superintendent Dr. Asbill & citizens from the public.

PLEDGE OF ALLEGIANCE

Mayor Warwick

MOTION TO ADOPT AGENDA

Alderman Sagaser motioned to approve the agenda; adding Golf Tractor to Item #11 and adding Executive Session pertinent to *RSMo.021(1)* stating: legal actions or litigation involving a public governmental body and any confidential communications between a public governmental body or its representatives and its attorney. Alderman Wohnoutka seconded and the motion was unanimously approved.

MAYORAL APPOINTMENTS

Introductions, presentations, resolutions, proclamations, and citizen requests:

1. Request to address council, **Wanda Johnson**, presenting concerns and questions regarding the proposed East Loop.
2. **Matt Griswold, People Centric**, gave a quarterly update of the services being used by the City. An employee survey was done, and it's been about one (1) year since the

last survey was completed.

3. **Matt Henenberg, Missouri Beef Days 2022**, gave an overview from the week-long event in May. The event was a success and the organization is already making plans for a Beef Days 2023.

4. **Open Heats United Methodist** presented a Special Event application for June 26, 2022. Alderman Ross motioned to approve the request as presented, and Alderman Sagaser seconded the motion. It was unanimously approved.

5. **Financing Options for Fire Department mini pumper truck** were presented by two banks. Alderman Sagaser motioned to table to discuss until the 6-28-2022 meeting, seconded by Alderman Ross, and unanimously approved.

6. **2022 Street Resurfacing** bids were received. Of 3 different bids, Alderman Skopec motioned to approve the entire project by Emery Sapp & Sons Concrete and Asphalt Streets totaling \$965,293.18, with additional costs for curb and gutter on McColm Ave. To include initial \$600,000 of expenses coming from the Street Reserve Funds and remaining costs will be decided upon with proposals brought forth at a future meeting by Administration. Alderman Sagaser seconded the motion.

Roll Call

Ayes: Tennis, Skopec, Ballard, Sagaser, Wohnoutka

Nay: Ross, Neal

Absent: Keith

7. **Bill No. 2022-39:** An ordinance amending Chapter 410 of the Bolivar Municipal Code to add regulations for short term rentals of real estate within the City. Alderman Sagaser made a motion for the first reading of Bill No. 2022-39. Alderman Wohnoutka seconded the motion. The City Attorney, Don Brown, read Bill No. 2022-39. **Ordinance 3744.**

i. Ord. 3744: "AN ORDINANCE AMENDING CHAPTER 410 OF THE BOLIVAR MINICIPAL CODE TO ADD REGULATIONS FOR SHORT TERM RENTALS OF REAL ESTATE WITHIN THE CITY"

Alderman Ross made a motion for the second reading of Bill No. 2022-39. Alderman Ballard seconded the motion. The City Attorney, Don Brown, read Bill No. 2022-39. **Ordinance 3744.**

ii. Ord. 3744: "AN ORDINANCE AMENDING CHAPTER 410 OF THE BOLIVAR MINICIPAL CODE TO ADD REGULATIONS FOR SHORT TERM RENTALS OF REAL ESTATE WITHIN THE CITY"

Roll Call

Ayes: Neal, Wohnoutka, Sagaser, Ross, Ballard, Skopec, Tennis.

Nays: None

Absent: Keith

8. **Bill No. 2022-40:** An ordinance changing the zoning classification for certain property generally located in the Simon Square Platted Area. Alderman Sagaser made a motion for the first reading of Bill No. 2022-40. Alderman Ballard seconded the motion. The City Attorney, Don Brown, read Bill No. 2022-40. **Ordinance 3745.**

i. Ord. 3745: "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FOR CERTAIN PROPERTY GENERALLY LOCATED IN THE SIMON SQUARE PLATTED AREA"

Alderman Skopec made a motion for the second reading of Bill No. 2022-40.

Alderman Wohnoutka seconded the motion. The City Attorney, Don Brown, read Bill No. 2022-40. **Ordinance 3745.**

ii. Ord. 3745: "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FOR CERTAIN PROPERTY GENERALLY LOCATED IN THE SIMON SQUARE PLATTED AREA"

Roll Call

Ayes: Neal, Wohnoutka, Sagaser, Ross, Ballard, Skopec, Tennis.

Nays: None

Absent: Keith

9. **Bill No. 2022-41:** An ordinance amending the Bolivar Municipal Code by amending Chapters 225 & 600 to revise and add new sections regarding limited instances where permits may be obtained for public consumption of alcohol at special events. Alderman Sagaser made a motion for a first reading of Bill No. 2022-41. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2022-41. **Ordinance 3746.**

i. Ord. 3746: "AN ORDINANCE AMENDING THE BOLIVAR MUNICIPAL CODE BY AMENDING CHAPTERS 225 & 600 TO REVISE AND ADD NEW SECTIONS REGARDING LIMITED INSTANCES WHERE PERMITS MAY BE OBTAINED FOR PUBLIC CONSUMPTION OF ALCOHOL AT SPECIAL EVENTS"

Bill No. 2022-41 dies due to lack of second reading.

10. There was a proposal for **Removable Rumble Strips** at separate locations within the city. See next item of discussion for motion.

11. **Raised Crosswalks** were proposed at several locations within the city, N Hartford between Division and Laird, Frisco Trail on Aldrich, and Tracker Marine on Killingsworth Ave. Alderman Neal made a motion to start with approval of 2 raised crosswalks on Hartford Ave estimated at \$2,500 each and rumble strips at \$600 each and if they satisfy the needs and speed limits for the crosswalks can be determined, we can try them at the other locations. Alderman Ross seconded the motion, and was approved unanimously.

12. **Unbudgeted items, Airport tractor and amended agenda addition item of Golf tractor**, 40 hp with front end loaders were presented. Estimated costs are between thirty-five (35) and thirty-eight (38) thousand. Alderman Ross made a motion to go out for bid. Alderman Neal seconded the motion, and was approved unanimously.

13. **An unbudgeted item**, was presented as a need to repurchase from the damage sustained to the old trailer from the unexpected hail storm. Trailer is a used 2021 Rice Flatbed Trailer \$5,500; insurance claim funds will cover the entire purchase. Alderman Sagaser motioned to approve the purchase, with Alderman Wohnoutka seconding. The motion passed unanimously.

Alderman Ballard, President of the Board took over the meeting at 8:45 pm for conflict of interest with Mayor Warwick, Warwick Electric.

14. A Geographic test was done at the **Ballfield for the light bid**. The test showed there was rock in areas that would increase the cost of the project. Additional drilling costs \$4,285.00 and \$14,877.50. Total being \$19,162.50. Ordinance for the change order with Warwick Electric, LLC will be presented at 6-28-2022 regular session. Alderman Skopec motioned to approve, Alderman Tennis seconded, and the motion passed unanimously.

15. The **Municipal Advisor Review** staff asked for direction from the board. Attorney Don Brown will discuss with Kerry Douglas regarding policy and trust establishments and get back to the board at a later time.

EXECUTIVE SESSION pertinent to RSMo 610.021(1) Legal Action, Cause of Action, or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorney.; RSMo 610.021 (2) Leasing, Purchase, or Sale of Real Estate by a public governmental body where Public knowledge of the transaction might adversely affect the legal consideration therefor.; RSMo 610.021(13) Individually Identifiable Personnel Records, performance rating or records pertaining to employees or applicants for employment..., was motioned by Alderman Neal at 9:03 pm. Alderman Sagaser seconded the motion.

Roll Call

Ayes: Neal, Wohnoutka, Sagaser, Ross, Ballard, Skopec, Tennis.

Nays: None

Absent: Keith

OTHERS PRESENT for Executive Session:

City Administrator Tracy Slagle, City Attorney Don Brown, City Clerk Paula Henderson, Finance Director/Deputy City Clerk Natalie Scrivner, Matt Griswold, People Centric Consulting Group, LLC.

MOTION FOR OPEN SESSION was proposed by Alderman Skopec, seconded by Alderman Ross at 11:04 pm.

MOTION TO ADJOURN was made by Alderman Sagaser at 11:05 pm. Alderman Ballard seconded the motion, which was unanimously approved.

ATTESTED by:



Paula Henderson, City Clerk

Christopher D. Warwick, Mayor

**BOARD OF ALDERMAN: Regular Session
CITY HALL, 345 S. MAIN, BOLIVAR, MO 65613
TUESDAY, JUNE 28th, 2022 AT 6:30 P.M.**

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Facebook**

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CALL TO ORDER

Mayor Warwick called the Regular Session to order at 6:30 pm.

PRESENT ALDERMEN

Alexis Neal, Dan Wohnoutka, Steve Sagaser, Dusty Ross, Justin Ballard, Steve Skopec, Ethel Mae Tennis, Charles Keith

OTHERS ATTENDING

City Administrator Tracy Slagle, Fire Chief Watkins, Attorney Don Brown, Lieutenant Barron, Lieutenant Palmer, Finance Director/Deputy City Clerk Natalie Scrivner, Administrative Assistant Tracy Mason, Community Development Director Kyle Lee, and other citizens due to request to address council.

PLEDGE OF ALLEGIANCE

Mayor Warwick

MOTION TO ADOPT AGENDA

Alderman Sagaser motioned to approve the agenda and to move the Lifesaver awards from item 4 to just after Bills and Financials. Alderman Ross seconded, which was unanimously approved.

- 1. Approval of Minutes:** May 5th, 2022 Special and Executive Session; May 17th, 2022 Regular and Executive Session. Alderman Keith motioned to approve, and Alderman Ballard seconded, the motion passed unanimously.
- 2. Bill and Financial Reports:** Alderman Skopec motioned to approve the reports. Alderman Ballard seconded, and the motion passed unanimously.
- 3. Administrator's Report:** New Hires Introduced; Anthony Bolivar, Police Officer; Justin Quinn, Code Inspection Technician; Jill Way, Public Information and Media Specialist; Tracy Mason, Administrative Assistant; Johnathan McGowin, Police Officer. Mike Ryan with Open Hearts United Methodist Church thanked the City staff and the Board for permitting the special event on June 26th, 2022.

Quarterly FD Update yields that the new Rescue 14 is ready on 7/8 and Chief Watkins will fly out 7/11 to inspect. We should expect delivery near the end of July. The garage dedication totaled \$130,000 after completion of the project. There are 3 new part time staff, and they have completed orientation. There were repairs to FD's primary fire engine, and Chief Watkins provided run reports.

Alderman Neal motioned to approve the Administrator's Report & FD Quarterly. Alderman Ballard seconded, and the motion was approved unanimously.

4. Mayoral Appointments

Introductions, presentations, resolutions, proclamations, & citizen requests:

Lifesaver Recognition Awards went to Corporal Mark Morris and Officer Tim Stillings for their efforts on June 5th, 2022. They were pinned by State Fire Marshall Bean.

2021 Audit Report, Rebecca Baker, KPM, CPAs, and Advisors showed that cash increased 2.2 million in 2021. There was clarification to accounting standards that changed, and there were cybersecurity recommendations. The report states no opinion given, which is the best that can be received.

Jacob Spindler was appointed at Associate City Prosecutor via Alderman Neal's motion. Alderman Sagaser seconded that motion; and it passed unanimously.

Request to address council, **Roger and Debra Short**, on behalf of Sho-Me Muffler. They are requesting help with concrete and managing the storm water. The retaining wall to the south of their shop building is starting to fall apart.

Request to address council, **Kathleen and Jeffrey Cox**, who own the property to the south of Sho-Me Muffler have expressed need and would allow an easement.

Request to address council, **Alan Green**, states that his yard is a pond, the house is condemned, and there's quite a bit of water. He has asked for help in the past.

Request to address council, **Stephen Sharman**, did not proceed. Mr. Sharman was not present.

5. Old Business

- A. Bill No. 2022-42:** An ordinance authorizing an agreement with Emery Sapp & Sons for an asphalt and resurfacing project.

Alderman Ross made a motion to table until after **Old Business d. Review Funding Options, lists.** That motion was seconded by Alderman Sagaser and passed unanimously.

President of the Board of Alderman, Justin Ballard, took over order of the meeting for the next item of business.

- B. Bill No. 2022-43:** An ordinance authorizing an agreement with Warwick Electric LLC for change order for Fullerton Field Ball Light Installation for fields 2 & 3 project. Alderman Neal made a motion for the first reading of Bill No. 2022-43. Alderman Ross seconded the motion. The City Attorney, Don Brown, read Bill No. 2022-43. **Ordinance 3748.**

- i. **Ord. 3748: "AN ORDINANCE AUTHORIZING AN AGREEMENT WITH WARWICK ELECTRIC, LLC FOR A CHANGE ORDER FOR THE FULLERTON FIELD BALL LIGHT INSTALLATION ON FIELDS 2 AND 3 PROJECT.**

Alderman Neal motioned for a second reading of Bill No. 2022-43. Alderman Ross seconded the motion. The City Attorney, Don Brown, read Bill No. 2022-43. **Ordinance 3748.**

- ii. **Ord. 3748: "AN ORDINANCE AUTHORIZING AN AGREEMENT WITH WARWICK ELECTRIC, LLC FOR A CHANGE ORDER FOR THE FULLERTON FIELD BALL LIGHT INSTALLATION ON FIELDS 2 AND 3 PROJECT.**

Roll Call

Ayes: Alderman Ballard, Neal, Wohnoutka, Sagaser, Keith, Tennis, Ross,
Skopec

Nays: None

Mayor Warwick took order of the meeting back from President Ballard.

- C. Bill No. 2022-44:** An ordinance authorizing an agreement with T3 Wireless Inc, for purchase of 1-2020 Ram 2500 Truck and 2-2022 Ford F350 Trucks and Horseshoe Bend Special Road District for the purchase of a 2015 F550Truck for the Bolivar Street Department. Alderman Ballard made a motion for the first reading of Bill No. 2022-44. Alderman Sagaser seconded the motion. The City Attorney, Don Brown, read Bill No. 2022-44. **Ordinance 3749.**

- i. **Ord. 3749: "AN ORDINANCE AUTHORIZING AN AGREEMENT WITH T3 WIRELESS INC, FOR PURCHASE OF 1-2020 RAM 2500 TRUCK AND 2-**

**2022 FORD F350 TRUCKS AND HORSESHOE BEND SPECIAL ROAD
DISTRICT FOR THE PURCHASE OF A 2015 F550 TRUCK FOR THE
BOLIVAR STREET DEPARTMENT.**

Alderman Ballard motioned for a second reading, Alderman Sagaser seconded, and the second reading passed unanimously.

- ii. **Ord. 3749: "AN ORDINANCE AUTHORIZING AN AGREEMENT WITH T3 WIRELESS INC, FOR PURCHASE OF 1-2020 RAM 2500 TRUCK AND 2-2022 FORD F350 TRUCKS AND HORSESHOE BEND SPECIAL ROAD DISTRICT FOR THE PURCHASE OF A 2015 F550 TRUCK FOR THE BOLIVAR STREET DEPARTMENT.**

Roll Call

Ayes: Alderman Ballard, Neal, Wohnoutka, Keith, Tennis, Ross, Skopec

Nays: Sagaser

D. Review Funding Options or Lists:

- a. Direct Proceeds from Liberty Sale
- b. American Rescue Plan Act (ARPA) Funds
- c. Indirect proceeds from debt paid off using Capitol Improvement Tax.
- d. Indirect proceeds as a result of the Water/Sewer reserves.

Overview of the Direct Proceeds list from Liberty Sale.

Alderman Ross motioned to approve ARPA list items included are: HVAC City Hall, HVAC PSC, HVAC Golf Course, repair roof sliders at pool, UV lights at pool, additional park restrooms, Fullerton Fields pavilions building, mobile message board, Fire dept safety gear/compressor, expand road improvements totaling \$1,023,660.00 to come out of ARPA funding. Alderman Ballard seconded, and motion was passed unanimously.

Items for consideration were listed on the Indirect Proceeds list from debt paid off using Capital Improvement Tax for several years.

Alderman Neal made a motion to encumber funds from the water/sewer reserve fund to cover the Liberty Utilities Franchise Fee of \$150,000 a year for the next 8 years totally 1.2 million. Motion seconded by Alderman Ballard.

Roll Call

Ayes: Alderman Ballard, Neal, Wohnoutka, Sagaser, Keith, Tennis, Ross,
Skopec

Nays: None

Alderman Neal made a motion to approve the allocation of the water/sewer reserve fund for the proposed items in the Capital Expense 2022-2023 column (Police software \$11,000, Secured Entry of buildings \$250,000, street list of \$532,000). Alderman Ballard seconded the motion.

Roll Call

Ayes: Alderman Ballard, Neal, Wohnoutka, Sagaser, Keith, Tennis, Ross,
Skopec
Nays: None

Alderman Skopec made a motion to take off the table Old Business Item **A. Bill No. 2022-42: An ordinance authorizing an agreement with Emery Sapp & Sons for a street asphalt and resurfacing project.** Alderman Ross seconded the motion, which was unanimously approved.

Bill No. 2022-42: An ordinance authorizing an agreement with Emery Sapp & Sons for a street asphalt and resurfacing project. Alderman Sagaser made a motion for the first reading of Bill No. 2022-42. Alderman Keith seconded the motion. The City Attorney, Don Brown read Bill No. 2022-42. **Ordinance 3747.**

i. Ord. 3747: "AN ORDINANCE AUTHORIZING AN AGREEMENT WITH EMERY SAPP & SONS FOR STREET ASPHALT AND RESURFACING PROJECT."

Alderman Skopec made a motion for the second reading of Bill No. 2022-42. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2022-42. **Ordinance 3747.**

ii. Ord. 3747: "AN ORDINANCE AUTHORIZING AN AGREEMENT WITH EMERY SAPP & SONS FOR STREET ASPHALT AND RESURFACING PROJECT."

Roll Call

Ayes: Alderman Ballard, Neal, Wohnoutka, Sagaser, Keith, Tennis, Ross,
Skopec
Nays: None

E. Financing Options for Fire Department Mini Pumper Truck were brought to the table. Options were self-financing with a policy draft for an internal policy loan or .5% over prime fixed at beginning of the loan. Attorney will bring back a policy in the future. Alderman Sagaser made a motion to self-finance the mini-pumper for 5 years at 2.25% from the indirect proceeds as a result of the Water/Sewer reserves. Alderman Neal seconded the motion, which was unanimously approved.

F. Garen McElroy, Transportation Team Leader with Great River Engineering – Bolivar East Loop Road is in the process of scheduling meetings to get closer views on how the city and county partnership will work together towards this project. More information to be forth coming.

G. Garen McElroy, Great River Engineering – Storm Water Application
Applications for TAP Grant and DNR Grant require board support. Alderman Ballard motioned to approve 2 resolutions for storm water grant applications, and Alderman Sagaser seconded. The motion was unanimously approved.

Alderman Ross made a motion for a 5-minute recess at 8:59 pm. Alderman Sagaser seconded the motion, with was unanimously approved. Meeting back in session at 9:13 pm.

H. Tractor bids for the airport and golf course were heard. The bids received were three (3) tractors from Quarles Supply for a 40hp, 47hp, or a 54 hp. Airport specified their needs, and golf clarified their needs as well. It was agreed that the 40hp would be suit the needs of all.
Alderman Skopec motioned to approve a 40 hp tractor (with front-end loader) for \$32,232 from Quarles Supply Co., Inc. for each the airport and golf course. Alderman Sagaser seconded the motion, and it passed unanimously.

I. Golf Equipment was requested. Alderman Ross motioned to approve seeking bids for golf equipment list presented (excluding the 40 hp tractor already approved), estimated total around \$275,000. Alderman Neal seconded, and the motion was unanimously approved.

J. Revisit Removable Rumble Strips locations from June 7th meeting. MoDOT treetop said that glue down strips would not stay. Jerry Hamby would prefer to not use rebar or screw downs. There will be an attempt to try glue downs at a test site. That test site will be at North Hartford.

6. NEW BUSINESS

A. Bill No. 2022-45: An ordinance approving fund transfers from the Water/Sewer fund of Indirect Fund of Indirect Proceeds to various funds for the fiscal year ending 2022. Alderman Sagaser made a motion for a first reading of Bill No. 2022-45. Alderman Ross seconded the motion. The City Attorney read Bill No. 2022-45.
Ordinance 3750.

i. “ORD. 3750: “AN ORDINANCE APPROVING FUND APPROVING FUND TRANSFERS FROM THE WATER/SEWER FUND OF INDIRECT FUND OF INDIRECT PROCEEDS TO VARIOUS FUNDS FOR THE FISCAL YEAR ENDING 2022.”

Alderman Keith motioned for a second reading of Bill No. 2022-45. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2022-45.
Ordinance 3750.

ii. "ORD. 3750: "AN ORDINANCE APPROVING FUND APPROVING FUND TRANSFERS FROM THE WATER/SEWER FUND OF INDIRECT FUND OF INDIRECT PROCEEDS TO VARIOUS FUNDS FOR THE FISCAL YEAR ENDING 2022."

Roll Call:

Ayes: Alderman Ballard, Neal, Wohnoutka, Sagaser, Keith, Tennis, Ross, Skopec

Nays: None

Absent: None

B. EMC Property and Casualty Insurance Renewal. Paul Long, Ollis/Arney/Akers Insurance & Business Advisors took the property and casualty insurance to market this year. Paul gave some detailed information regarding other policies and quotes. He proposed a renewal with EMC Insurance \$448,151.00 and this will keep property deductible at \$10,000 per occurrence. Alderman Ballard motioned to approve the renewal with EMC, with Alderman Ross seconding. The motion passed unanimously.

C. Cemetery Flower Removal Dates – Section 250.010 Section E

The request was to move the date to remove cemetery flowers from June 30th, to June 15th, to allow workers to get cemetery cleaned up for Independence Day. Alderman Ross motioned to approve, Alderman Neal seconded, and the motion passed unanimously.

7. Calendar of Events: July 12th, 2022 Work Session; July 26th, 2022 Regular Session; July 4th, 2022 Celebration of Freedom

8. EXECUTIVE SESSION pertinent to RSMo 610.021(1): Legal actions, cause of action, or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorney...; RSMo 610.021(2): Leasing, Purchase, or Sale of Real Estate by a public governmental body where Public knowledge of the transaction might adversely affect the legal consideration therefor...; RSMo 610.021(3): Hiring, firing, disciplining, or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded...; RSMo 610.021(13): Individually Identifiable Personnel Records, performance rating or records pertaining to employees or applicants for employment..., was motioned by Alderman Neal at 9:53 pm. Alderman Wohnoutka seconded the motion.

Roll Call

Ayes: Keith, Neal, Wohnoutka, Sagaser, Ross, Ballard, Skopec, Tennis
Nays: None
Absent: None


MOTION FOR OPEN SESSION was proposed by Alderman Sagaser at 11:15 pm. Alderman Ross seconded the motion.

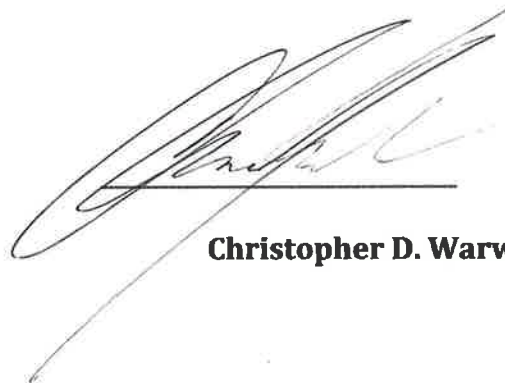
Roll Call

Ayes: Tennis, Skopec, Ballard, Ross, Sagaser, Wohnoutka, Neal, Keith
Nays: None
Absent: None

9. **MOTION TO ADJOURN** was made by Alderman Sagaser at 11:16 pm. Alderman Ross seconded the motion, which was unanimously approved.




Paula Henderson, City Clerk



Christopher D. Warwick, Mayor