

BOARD OF ALDERMAN: Regular Session
CITY HALL, 345 S. MAIN, BOLIVAR, MO 65613
TUESDAY, SEPTEMBER 19TH, 2023 AT 6:30 P.M.

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CALL TO ORDER

Mayor Chris Warwick called the Regular Session to order at 6:30 p.m.

PRESENT ALDERMEN

Brian Wilson, Alexis Neal, Ashley Raines, Steve Sagaser, Dusty Ross, Justin Ballard, Steve Skopec and Ethel Mae Tennis

OTHERS ATTENDING

City Administrator Thomas Relford, Finance Director/Deputy City Clerk Natalie Scrivner, Finance Director Natalie Scrivner, Public Works Director Chuck Brown, City Clerk Paula Henderson, Fire Chief Brent Watkins, Police Chief Mark Webb, City Attorney Don Brown, Park and Recreation Superintendent Todd Schrader, Accounts Payable Freda Chism; Community Development Supervisor Kyle Lee; SOAR Flight Instructor/Safety Coordinator Seth Whittington

PLEDGE OF ALLEGIANCE

Led by Mayor Warwick

MOTION TO ADOPT AGENDA

Alderman Sagaser motioned to approve the agenda, Alderman Ross seconded, which was unanimously approved.

1. **Approval of Minutes:** August 8th, 2023 Work & Executive Session; August 22nd, 2023 Regular and Executive Session; August 28th, 2023 Special Executive Session. Alderman Ballard motioned to approve minutes. Alderman Wilson seconded the motion, which passed unanimously.
2. **Mayoral Appointments: Introductions, presentations, resolutions, proclamations, & citizen requests:**
 - New Hire Introductions: Fire Fighters: Wyatt Atkinson, Isaiah Prewitt, Jack Blankenship, Justin Davis; Street Laborers: Tim Poindexter & Tim Young.
 - Fire Chief Brent Watkins administered the Fire Fighter oath of office for Wyatt Atkinson and Justin Davis.
 - Resolution adopting the Bolivar Transportation Plan, Planning and Zoning Commission adopted the plan by resolution on September 14th, 2023. Alderman Ross made a motion to approve the Bolivar Transportation Plan. Alderman Sagaser seconded the motion, which was unanimously approved.

3. **Bill and Financial Reports:** Alderman Ballard motioned to approve the July reports. Alderman Wilson seconded, unanimously approved.

4. **Administrator's Report:** City Administrator Thomas Relford presented to the board the administrators report. Administration has been reviewing a proposal for CDL on-site training and proposals may be brought forward at a future meeting. The public works project list was in the packet for review, no changes to the priority of the list at this time. US Engineering has examined the City Hall HVAC and suggest replacing the heat exchanger and outside water tower for efficiency. Bids will go out for these replacements. Administration has also been actively working on a pay step increase for employee retention. The City attorney has been researching the lodging tax options for the city, hopeful for an update at the October Work session. Liberty Utilities, LLC has mentioned the future need for the property the city currently leases for the recycling center and animal pound. Discussions have begun with Polk County Humane Society for a possible agreement for services. The Clark Ave house demo and clean up is almost complete. Currently HR staff is reviewing options for a more user-friendly software system. Alderman Wilson made a motion to approve the city attorney to draft 501-c3 documents for the Shop with a cop program. Alderman Sagaser seconded the motion, which was unanimously approved. The special road district will have a board meeting tomorrow and the city will discuss upcoming road projects. Tomorrow evening at 6:00 pm will be the first meeting of the Citizens Commission. Alderman Neal made a motion to approve the administrators report. Alderman Wilson seconded the motion, which was unanimously approved.

5. **Old Business:**
 - a. **East Loop Update.** Community Development Supervisor Kyle Lee explained the possibility of a MoDOT 50/50 Cost Share grant. The application will need to indicate the boards intent to fund the project moving forward. Scenarios of projected sales tax revenue were presented separated in the north and south sections.

 - b. A Resolution supporting the funding of a major roadway project looping from the intersection of Broadway Ave/MO32 & D-Hwy to a new intersection along the south corridor of Springfield Ave/MO83. Alderman Neal made a motion to approve the Resolution. Alderman Ballard seconded the motion, which was unanimously approved.

 - c. **Bill No. 2023-66:** An ordinance authorizing the city to enter into an agreement with Doke Propane, for the supply of propane to the city. Alderman Sagaser made a motion for the first reading of Bill No. 2023-66. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2023-66. **Ordinance 3885.**

- i. **Ord. 3885: "AN ORDINANCE AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH DOKE PROPANE, FOR SUPPLY OF PROPANE TO THE CITY."**

Alderman Ballard motioned for a second reading of Bill No. 2023-66. Alderman Neal seconded the motion. The City Attorney, Don Brown read Bill No. 2023-66.

- ii. **Ord. 3885: "AN ORDINANCE AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH DOKE PROPANE, FOR SUPPLY OF PROPANE TO THE CITY."**

Roll Call

Ayes: Ballard, Sagaser, Raines, Neal, Wilson, Ross, Ballard, Skopec
Nays: None
Absent: None
Abstain: Tennis

d. **Bill No. 2023-67:** An ordinance approving contracts and work orders with Civic Plus for certain specialized technology services. Alderman Sagaser made a motion for the first reading of Bill No. 2023-67. Alderman Neal seconded the motion. The City Attorney, Don Brown read Bill No. 2023-67. **Ordinance 3886.**

- i. **Ord. 3886: "AN ORDINANCE APPROVING CONTRACT AND WORK ORDERS WITH CIVIC PLUS FOR CERTAIN SPECIALIZED TECHNOLOGY SERVICES."**

Alderman Ballard motioned for a second reading of Bill No. 2023-67. Alderman Neal seconded the motion. The City Attorney, Don Brown read Bill No. 2023-67.

- ii. **Ord. 3886: "AN ORDINANCE APPROVING CONTRACT AND WORK ORDERS WITH CIVIC PLUS FOR CERTAIN SPECIALIZED TECHNOLOGY SERVICES."**

Roll Call

Ayes: Sagaser, Raines, Neal, Wilson, Ross, Ballard, Skopec
Nays: None
Absent: None
Abstain: Tennis

6. New Business

a. **2023 Street Improvement bid** review explained by Public Works Director Chuck Brown. Proposals were received from APAC-Central, Inc and Emery Sapp & Sons, Inc. Alderman Ross made a motion to approve APAC-Central, Inc, Option 1, excluding W. Chestnut, and wedging costs as needed up to a project total of \$510,000. \$210,000 to be

paid from 2023 Street budget and \$300,000 to come from street reserves. Alderman Skopec seconded the motion, which was unanimously approved.

b. **General Engineering statement of qualifications.** Community Development Supervisor Kyle Lee explained that two statements of qualifications were received, Great River Engineering and Toth and Associates. Alderman Skopec made a motion to approve Great River Engineering. Alderman Sagaser seconded the motion, which was unanimously approved.

c. **Domestic Violence Endowment & Support Fund (DoVES) Grant 25% match** new opportunity. Police Chief Webb explained the application has been submitted. This is a 2-year grant and then could re-apply. This would help fund a city dedicated domestic violence investigator and a domestic violence assistant prosecutor attorney to help solidify the cases. Alderman Ross made a motion to approve the application. Alderman Wilson seconded the motion, which was unanimously approved.

d. **Police department car – state bid availability purchase.** Codification of purchasing approval. Alderman Ballard made a motion to approve the purchase of a police department 2023 Dodge Durango with Landmark Dodge for a state bid price of \$39,650. Alderman Wilson seconded the motion, which was unanimously approved.

e. **Turn-Key Mobile, Inc – Cradlepoint Wireless Interoperability.** Police Chief Mark Webb explained the need for mobile field reporting, internet access for the police vehicles for installed wireless routers and antennas. State bid price for 15 installations is \$21,420. Annual maintenance fees will be \$200 per unit. Alderman Ross made a motion to approve the proposal with Turn-Key Mobile, Inc., initial purchase costs to come from ARPA funds; annual maintenance costs to be budgeted. Alderman Wilson seconded the motion, which was unanimously approved.

f. **Bill No. 2023-68:** An ordinance changing the zoning classification for certain property generally located at 521 Hendrickson St, within the city of Bolivar. Alderman Neal made a motion for the first reading of Bill No. 2023-68. Alderman Ballard seconded the motion. The City Attorney, Don Brown read Bill No. 2023-68. **Ordinance 3887.**

- i. **Ord. 3887: “AN ORDINANCE THE ZONING CLASSIFICATION FOR CERTAIN PROPERTY GENERALLY LOCATED AT 521 HENDRICKSON STREET, WITHIN THE CITY OF BOLIVAR.”**

Alderman Ballard motioned for a second reading of Bill No. 2023-68. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2023-68.

- ii. **Ord. 3887: “AN ORDINANCE THE ZONING CLASSIFICATION FOR CERTAIN PROPERTY GENERALLY LOCATED AT 521 HENDRICKSON STREET, WITHIN THE CITY OF BOLIVAR.”**

Roll Call

Ayes: Wilson, Neal, Raines, Sagaser, Ross, Ballard, Skopec
Nays: Tennis
Absent: None

g. **Bill No. 2023-69:** An ordinance authorizing a contract with the Southern Stone County Fire Protection district, for the Bolivar Fire Department’s use of a mobile fire training unit for training purposes. Alderman Wilson made a motion for the first reading of Bill No. 2023-69. Alderman Sagaser seconded the motion. The City Attorney, Don Brown read Bill No. 2023-69. **Ordinance 3888.**

- i. **Ord. 3888: “AN ORDINANCE AUTHORIZING A CONTRACT WITH THE SOUTHERN STONE COUNTY FIRE PROTECTION DISTRICT, FOR THE BOLIVAR FIRE DEPARTMENT’S USE OF A MOBILE FIRE TRAINING UNIT FOR TRAINING PURPOSES.”**

Alderman Ross motioned for a second reading of Bill No. 2023-69. Alderman Sagaser seconded the motion. The City Attorney, Don Brown read Bill No. 2023-69.

- ii. **Ord. 3888: “AN ORDINANCE AUTHORIZING A CONTRACT WITH THE SOUTHERN STONE COUNTY FIRE PROTECTION DISTRICT, FOR THE BOLIVAR FIRE DEPARTMENT’S USE OF A MOBILE FIRE TRAINING UNIT FOR TRAINING PURPOSES.”**

Roll Call

Ayes: Ross, Ballard, Skopec, Sagaser, Wilson, Raines, Neal
Nays: Tennis
Absent: None

h. **Bill No. 2023-70:** An ordinance approving a contract with officer Joshua Nystrom, for a K-9 training tuition agreement. Alderman Sagaser made a motion for the first reading of Bill No. 2023-70. Alderman Neal seconded the motion. The City Attorney, Don Brown read Bill No. 2023-70. **Ordinance 3889.**

- i. **Ord. 3889: “AN ORDINANCE APPROVING A CONTRACT WITH OFFICER JOSHUA NYSTROM, FOR A K-9 TRAINING TUITION AGREEMENT.”**

Alderman Ballard motioned for a second reading of Bill No. 2023-70. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2023-70.

- ii. **Ord. 3889: "AN ORDINANCE APPROVING A CONTRACT WITH OFFICER JOSHUA NYSTROM, FOR A K-9 TRAINING TUITION AGREEMENT."**

Roll Call

Ayes: Raines, Neal, Wilson, Sagaser, Ballard, Skopec, Ross
Nays: Tennis
Absent: None

i. **Bill No. 2023-71:** An ordinance approving a contract with the Dorothy S. Queckboerner Trust indenture dated June 9th, 1987, for purchase of real estate within the City of Bolivar, Missouri. Alderman Ross made a motion for the first reading of Bill No. 2023-71. Alderman Ballard seconded the motion. The City Attorney, Don Brown read Bill No. 2023-71. **Ordinance 3890.**

- i. **Ord. 3890: "AN ORDINANCE APPROVING A CONTRACT WITH THE DOROTHY S. QUECKBOERNER TRUST INDENTURE DATED JUNE 9, 1987, FOR PURCHASE OF REAL ESTATE WITHIN THE CITY OF BOLIVAR, MISSOURI."**

Alderman Sagaser motioned for a second reading of Bill No. 2023-71. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2023-71.

- ii. **Ord. 3890: "AN ORDINANCE APPROVING A CONTRACT WITH THE DOROTHY S. QUECKBOERNER TRUST INDENTURE DATED JUNE 9, 1987, FOR PURCHASE OF REAL ESTATE WITHIN THE CITY OF BOLIVAR, MISSOURI."**

Roll Call

Ayes: Neal, Raines, Skopec, Ballard, Ross, Sagaser, Wilson
Nays: Tennis
Absent: None

j. **Bill No. 2023-72:** An ordinance approving a contract with the H & M Properties and Investments, LLC, for purchase of real estate within the City of Bolivar, Missouri. Alderman Wilson made a motion for the first reading of Bill No. 2023-72. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2023-72. **Ordinance 3891.**

- i. **Ord. 3891: "AN ORDINANCE APPROVING A CONTRACT WITH H & M PROPERTIES AND INVESTMENTS, LLC, FOR PURCHASE OF REAL ESTATE WITHIN THE CITY OF BOLIVAR, MISSOURI."**

Alderman Ross motioned for a second reading of Bill No. 2023-72. Alderman Wilson seconded the motion. The City Attorney, Don Brown read Bill No. 2023-72.

- ii. **Ord. 3891: "AN ORDINANCE APPROVING A CONTRACT WITH H & M PROPERTIES AND INVESTMENTS, LLC, FOR PURCHASE OF REAL ESTATE WITHIN THE CITY OF BOLIVAR, MISSOURI."**

Roll Call

Ayes: Sagaser, Skopec, Raines, Ballard, Ross, Wilson, Neal

Nays: Tennis

Absent: None

7. **Calendar of Events:** September 22nd, 2023 BHS Homecoming Parade; October 7th, 2023, SBU Homecoming Parade; October 10th, 2023 Work Session; October 14th, 2023 Legends in the Park; October 24th, 2023 Regular Session; November 19th, 2023 Gobbliñ & Hobblin Run

8. **MOTION TO MOVE INTO EXECUTIVE SESSION: 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 Sales of Real Estate by a public governmental body where Public knowledge or 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 ratings or records pertaining to employees or applicants for employment,... Motion made by Alderman Neal at 7:46 p.m. Alderman Sagaser seconded the motion.

Roll Call

Ayes: Wilson, Neal, Raines, Sagaser, Ross, Ballard, Skopec, Tennis

Nays: None

Absent: None

10-minute recess before executive session starts

OTHERS PRESENT for Executive Session:

City Attorney Don Brown; City Administrator Thomas Relford; Police Chief Mark Webb in the closed session until 8:05 p.m.

Discussions and no motions were made during executive session.

MOTION TO LEAVE EXECUTIVE SESSION at 8:09 p.m. made by Alderman Sagaser, seconded by Alderman Ballard.

Roll Call

Ayes: Wilson, Ross, Sagaser, Raines, Neal, Skopec, Ballard
Nays: Tennis
Absent: None

9. **MOTION TO ADJOURN** was made by Alderman Sagaser at 8:09 p.m. seconded by Alderman Wilson, which was unanimously approved.



Paula Henderson, City Clerk

A handwritten signature in black ink, which appears to be "Christopher D. Warwick", is written over a horizontal line.

Christopher D. Warwick, Mayor