

BOARD OF ALDERMAN: Special & Executive Session
CITY HALL, 345 S. MAIN, BOLIVAR, MO 65613
WEDNESDAY, JANUARY 16TH, 2024 AT 5:00 P.M.

Live Stream available during the meeting & viewing later is available via City of Bolivar Facebook
This service is only provided for as long as the City chooses to utilize Facebook Live services.

CALL TO ORDER

Mayor Warwick called the Special Session to order at 5:12 p.m.

PRESENT ALDERMEN

Steve Skopec, Brian Wilson, Alexis Neal, Ashley Raines, Dusty Ross, Justin Ballard, Steve Sagaser

ABSENT ALDERMEN

Ethel Mae Tennis

OTHERS ATTENDING

City Administrator Thomas Relford, Community Development Supervisor Kyle Lee, Fire Chief Brent Watkins, Public Information and Media Specialists Jill Way, Finance Director/Deputy City Clerk Natalie Scrivner, Police Chief Mark Webb, City Clerk Paula Henderson. City Attorney Don Brown was present through zoom.

PLEDGE OF ALLEGIANCE

Led by Alderman Ballard

MOTION TO ADOPT AGENDA

Alderman Sagaser motioned to approve the agenda. Alderman Ross seconded and the motion was unanimously approved.

Discussions regarding including a 15-, 20- or 25-year sunset on the sales tax proposition going to a vote of the people on April 2nd, 2024 for a three quarters of a percent (0.75%) General Sales Tax dedicated to the public safety and emergency preparedness of the city. Alderman Ballard made a motion to add a 15-year sunset to the proposition. Alderman Ross seconded the motion, which was unanimously approved.

1. **Bill No. 2024-04:** An ordinance amending call for an election in the City of Bolivar, Missouri for the 2024 Municipal Election, for Proposition – Public Safety to expire on December 31, 2039. Alderman Ballard made a motion for the first reading of Bill No. 2024-04. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2024-04. **Ordinance 3926.**

- i. **Ord. 3926: “AN ORDINANCE CALLING AN ELECTION IN THE CITY OF BOLIVAR, FOR PROPOSITION – PUBLIC SAFETY.”**

Alderman Sagaser motioned for a second reading of Bill No. 2024-04. Alderman Ballard seconded the motion. The City Attorney, Don Brown read Bill No. 2024-04.

ii. **Ord. 3926: "AN ORDINANCE CALLING AN ELECTION IN THE CITY OF BOLIVAR, MISSOURI FOR PROPOSITION – PUBLIC SAFETY."**

Roll Call

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

Nays: None

Absent: Tennis

2. **Bill No. 2024-05:** An ordinance amending call for an election in the City of Bolivar, Missouri for the 2024 Municipal Election, for Proposition – Public Safety to expire on December 31, 2044. *No call for a first reading.
3. **Bill No. 2024-06:** An ordinance amending call for an election in the City of Bolivar, Missouri for the 2024 Municipal Election, for Proposition – Public Safety to expire on December 31, 2049. *No call for a first reading.
4. **MOTION TO MOVE INTO EXECUTIVE SESSION: 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 5:26 pm. Alderman Sagaser seconded the motion.

Roll Call

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

Nays: None

Absent: Tennis

Alderman Ross made a motion to approve the Personnel Committees recommendation to create two new department head positions, Community Development Director and Park and Recreation Director. Kyle Lee to be appointed as Community Development Director with an increase in salary of \$10,000 and Todd Schrader to be appointed as Park and Recreation Director with an increase in salary of \$5,000, effective immediately. Motion seconded by Alderman Wilson.

Roll Call

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

Nays: None

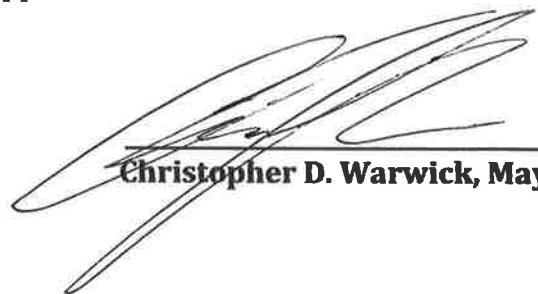
Absent: Tennis

MOTION TO LEAVE EXECUTIVE SESSION AT 6:11 pm. made by Alderman Wilson, seconded by Alderman Sagaser.

Roll Call

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

MOTION TO ADJOURN was made by Alderman Sagaser at 6:13 pm. Alderman Ballard seconded the motion, which was unanimously approved.



Christopher D. Warwick, Mayor

BOARD OF ALDERMAN: Work Session
CITY HALL, 345 S. MAIN, BOLIVAR, MO 65613
TUESDAY, JANUARY 9TH, 2024 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 opened the PUBLIC HEARING for the proposition – public safety general sales tax of three-quarters of a percent (0.75%) at 6:30 p.m. Questions and comments were heard from multiple citizens regarding the sales tax initiative. Mayor closed the Public hearing at 7:20 p.m.

CALL TO ORDER

Mayor Warwick called the Work Session to order at 7:21 p.m.

PRESENT ALDERMEN

Steve Skopec, Brian Wilson, Alexis Neal, Ashley Raines, Dusty Ross, Justin Ballard, Steve Sagaser

ABSENT ALDERMEN

Ethel Mae Tennis

OTHERS ATTENDING

City Administrator Thomas Relford, City Attorney Don Brown, Public Information and Media Specialists Jill Way, Finance Director/Deputy City Clerk Natalie Scrivner, Community Development Supervisor Kyle Lee, Police Chief Mark Webb, Fire Chief Brent Watkins, Parks Supervisor Rhett Warden, Parks and Recreation Superintendent Todd Schrader, City Clerk Paula Henderson, Human Resources Carol West & citizens from the public.

PLEDGE OF ALLEGIANCE

Led by Mayor Warwick

MOTION TO ADOPT AGENDA

Alderman Sagaser motioned to approve the agenda. Alderman Neal seconded and the motion was unanimously approved.

- 1. Fire Fighter oath of office: Tommy Gerean, Falecia Watson and Isaiah Prewitt.** Fire Chief/Emergency Management Director Brent Watkins administered the oaths of office.
- 2. Re-Appoint Mike Blain for 5-year term on the Board of Adjustment.** Alderman Sagaser approved the recommendation. Alderman Ballard seconded the motion, which was unanimously approved.

3. Special Event Application: Citizens Memorial Annual Heroes for Hospice 5k/10k, May 4th, 2024. The 5k route has been modified from last year's route. Alderman Skopec made a motion to approve the special event application. Alderman Ballard seconded the motion, which was unanimously approved.

4. Bill No. 2024-01: An ordinance calling an election in the City of Bolivar, for Proposition – Public Safety. Alderman Sagaser made a motion for the first reading of Bill No. 2024-01. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-01. **Ordinance 3923.**

- i. **Ord. 3923: "AN ORDINANCE CALLING AN ELECTION IN THE CITY OF BOLIVAR, FOR PROPOSITION – PUBLIC SAFETY.**

Alderman Ballard motioned for a second reading of Bill No. 2024-01. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-01.

- ii. **Ord. 3923: "AN ORDINANCE CALLING AN ELECTION IN THE CITY OF BOLIVAR, MFOR PROPOSITION – PUBLIC SAFETY.**

Roll Call

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

Nays: None

Absent: Tennis

5. Bill No. 2024-02: An ordinance authorizing a contract with Quality Clean for cleaning services at City Building. Alderman Sagaser made a motion for the first reading of Bill No. 2024-02. Alderman Neal seconded the motion. The City Attorney, Don Brown read Bill No. 2024-02. **Ordinance 3924.**

- i. **Ord. 3924: "AN ORDINANCE APPROVING A CONTRACT WITH QUALITY CLEAN FOR CLEANING SERVICES AT CITY BUILDINGS.**

Alderman Ballard motioned for a second reading of Bill No. 2024-02. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2024-02.

- ii. **Ord. 3924: "AN ORDINANCE APPROVING A CONTRACT WITH QUALITY CLEAN FOR CLEANING SERVICES AT CITY BUILDINGS.**

Roll Call

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

Nays: None

Absent: Tennis

6. Bill No. 2024-03: An ordinance authorizing a contract with GM Financial and AmeriCredit Financial Services, Inc for a Municipal Lease purchase for a municipal lease purchase of motor vehicles for the Police Department. Alderman Wilson made a motion for the first reading of Bill No. 2024-03. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-03. **Ordinance 3925.**

- i. **Ord. 3925: "AN ORDINANCE AUTHORIZING A CONTRACT WITH GM FINANCIAL AND AMERICREDIT FINANCIAL SERVICES, INC FOR A MUNICIPAL LEASE PURCHASE OF A MUNICIPAL LEASE PURCHASE OF MOTOR VEHICLES FOR THE POLICE DEPARTMENT.**

Alderman Sagaser motioned for a second reading of Bill No. 2024-03. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2024-03.

- ii. **Ord. 3925: "AN ORDINANCE AUTHORIZING A CONTRACT WITH GM FINANCIAL AND AMERICREDIT FINANCIAL SERVICES, INC FOR A MUNICIPAL LEASE PURCHASE OF A MUNICIPAL LEASE PURCHASE OF MOTOR VEHICLES FOR THE POLICE DEPARTMENT.**

Roll Call

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

7. Motion to donate Shop with a cop fund over to Polk County Area Shop with a Cop Program 501 C-3. Alderman Ross made a motion to transfer the donations collected in the Shop with a cop fund to the Polk County Area Shop with a Cop Program. Alderman Sagaser seconded the motion, which was unanimously approved.

8. People Centric end of contract review. The month-to-month partnership ended December 31st, 2023. A partnership overview from People Centric of services from late 2020 to present was available in the Board of Alderman packet.

9. MOTION TO MOVE INTO EXECUTIVE SESSION: 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. Motion made by Alderman Neal at 7:31 p.m., with a five-minute recess. Alderman Sagaser seconded the motion.

Roll Call

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

Executive Session in session at 7:45 p.m.

Roll Call

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

Nays: None

Absent: Tennis

Others present: City Administrator Thomas Relford, Community Development Supervisor Kyle Lee, Human Resources Carol West, Finance Director/Deputy City Clerk Natalie Scrivner.

Discussions and no motions made.

MOTION TO LEAVE EXECUTIVE SESSION AT 8:21 p.m. made by Alderman Ross, seconded by Alderman Sagaser.

Roll Call

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

Nays: None

Absent: Tennis

MOTION TO ADJOURN was made by Alderman Sagaser at 8:22 p.m. Alderman Ross seconded the motion, which was unanimously approved.



Christopher D. Warwick, Mayor

BOARD OF ALDERMAN: Regular Session
CITY HALL, 345 S. MAIN, BOLIVAR, MO 65613
TUESDAY, JANUARY 23RD, 2024 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 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

ABSENT ALDERMEN

Ethel Mae Tennis

OTHERS ATTENDING

City Administrator Thomas Relford, Community Development Director Kyle Lee, Finance Director/Deputy City Clerk Natalie Scrivner, Fire Chief Brent Watkins, Police Chief Mark Webb, Parks/Cemetery Supervisor Rhet Warden, Park and Recreation Director Todd Schrader, Media Specialists Jill Way. City Attorney Don Brown attended through zoom.

PLEDGE OF ALLEGIANCE

Led by Mayor Warwick

MOTION TO ADOPT AGENDA

Alderman Sagaser made a motion to approve the agenda. Alderman Ross seconded, which was unanimously approved.

- 1. Approval of Minutes:** December 12th, 2023 Regular and Executive Session and December 21st, 2023 Special & Executive Session. Alderman Wilson motioned to approve minutes. Alderman Ballard seconded the motion, which passed unanimously.
- 2. Bill and Financial Reports:** Alderman Ballard motioned to approve the December reports. Alderman Wilson seconded, unanimously approved.
- 3. Mayoral Appointments: Introductions, presentations, resolutions, proclamations, & citizen requests:**
 - Certificate of Commendation for Ms. Kristi Thomson. Mayor Warwick presented a Life Saving Award to Ms. Thomson for her life saving efforts on November 22nd, 2023.

- Liberty Utilities, Tracy Slagle Manager II, Business and Community Development explained the changes coming on the Liberty Utilities Electric, Water and Sewer bills in the next month. Account numbers will be changing as well, customers will need to make appropriate changes with auto draft accounts.
- New Hires: Mechanic Donnie Fellers introduced and welcomed.

4. **Administrator's Report** was presented by City Administrator Thomas Relford. This past month for personnel changes, resignations were received from the Public Works Director, Sports Coordinator and one Human Resources staff. Mr. Relford explained the board approved changes having the street department under Kyle Lee as the Community Development Director and have the Parks/Cemetery department under Todd Schrader as the Parks and Rec Director. The Public Works Director will not be filled and a new position of Community Development Special Projects Supervisor will be under the supervisor of Kyle Lee. Community Development Director Kyle Lee gave a yearly update of the department. Year comparisons were reviewed for permits issued, permit fees collected, code enforcement violations, dangerous building violations. Alderman Sagaser made a motion to approve the administrators report. Alderman Raines seconded the motion, which was unanimously approved.

5. **Old Business:**
None to Address

6. **New Business**

a. **"Missouri DNR Recreation Trails Program Grant Opportunity.** Parks and Recreation Director Todd Schrader discussed using this grant opportunity to asphalt pave the 1.25-mile walking trail around Dunnegan Memorial Park. The grant would be a 20% city match, estimates for the project to be around \$200,000-\$210,000. Alderman Ballard made a motion to approve the grant application. Alderman Wilson seconded the motion, which was unanimously approved.

b. **Copier Lease Agreement.** City Administrator Relford explained the current copier lease will expire July 2024. We have the opportunity through Omnia Partners Cooperative pricing for a 63-month lease for new Kyocera copier machines to evade an estimated 30% increase for a Canon lease agreement. Estimated annual costs will be \$23,286.36, currently averaging \$23,375.08. Alderman Ross made a motion to approve the recommendation. Alderman Ballard seconded the motion, which was unanimously approved.

c. Bill No. 2024-07: An ordinance approving a contract with the Bolivar/Polk County Special Road District; for the purpose of a cooperative road improvement services agreement. Alderman Sagaser made a motion for the first reading of Bill No. 2024-07. Alderman Ballard seconded the motion. The City Attorney, Don Brown read Bill No. 2024-07. **Ordinance 3927.**

- i. Ord. 3927: "AN ORDINANCE APPROVING A CONTRACT WITH THE BOLIVAR/POLK COUNTY SPECIAL ROAD DISTRICT; FOR THE PURPOSE OF A COOPERATIVE ROAD IMPROVEMENT SERVICES AGREEMENT."**

Alderman Ballard motioned for a second reading of Bill No. 2024-07. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2024-07.

- ii. Ord. 3927: "AN ORDINANCE APPROVING A CONTRACT WITH THE BOLIVAR/POLK COUNTY SPECIAL ROAD DISTRICT; FOR THE PURPOSE OF A COOPERATIVE ROAD IMPROVEMENT SERVICES AGREEMENT."**

Roll Call

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

Nays: None

Absent: Tennis

d. Bill No. 2024-08: An ordinance authorizing the city of Bolivar, Missouri to enter into an agreement with KPM, CPA's and Advisors, for Audit Services. Alderman Sagaser made a motion for the first reading of Bill No. 2024-08. Alderman Neal seconded the motion. The City Attorney, Don Brown read Bill No. 2024-08. **Ordinance 3928.**

- i. Ord. 3928: "AN ORDINANCE AUTHORIZING THE CITY OF BOLIVAR, MISSOURI TO ENTER INTO AN AGREEMENT WITH KPM, CPA'S AND ADVISORS, FOR AUDIT SERVICES."**

Alderman Ballard motioned for a second reading of Bill No. 2024-08. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2024-08.

- ii. Ord. 3928: "AN ORDINANCE AUTHORIZING THE CITY OF BOLIVAR, MISSOURI TO ENTER INTO AN AGREEMENT WITH KPM, CPA'S AND ADVISORS, FOR AUDIT SERVICES."**

Roll Call

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

Nays: None

Absent: Tennis

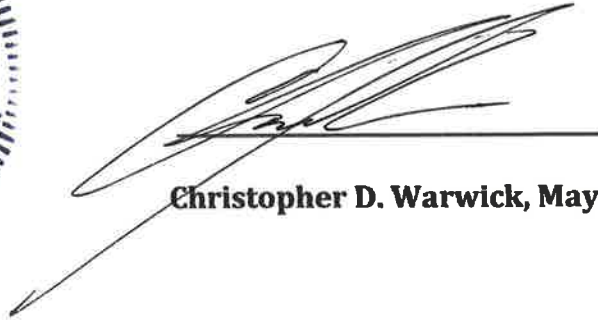
7. **Calendar of Events:** February 13th, 2024 Work Session; February 27th, 2024 Regular Session; February 17th, 2024 Polar Bear Run; Heroes for Hospice 5k/10k May 4th, 2024
8. **MOTION TO ADJOURN** was made by Alderman Ross at 7:11 p.m. seconded by Alderman Ballard, which was unanimously approved.

ATTESTED by:



Paula Henderson

Paula Henderson, City Clerk



Christopher D. Warwick, Mayor