
BOARD OF ALDERMAN: Work Session
CITY HALL, 345 S. MAIN, BOLIVAR, MO 65613
TUESDAY, FEBRUARY 13TH, 2024 AT 6:30 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

President of the Board Justin Ballard 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. City Administrator Thomas Relford addressed the matter with educational information. President of the Board Justin Ballard closed the Public hearing at 7:20 p.m.

CALL TO ORDER

President of the Board Justin Ballard 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

ABSETN ALDERMEN

Ethel Mae Tennis

OTHERS ATTENDING

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

PLEDGE OF ALLEGIANCE

Led by President of the Board Justin Ballard

MOTION TO ADOPT AGENDA

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

- 1. Missouri Beef Days Special Event Applications: Street Festival May 4th and Parade May 11th.** Matt Henenberg addressed the Board describing the upcoming events. Alderman Skopec made a motion to approve both special event applications. Alderman Sagaser seconded the motion, which was unanimously approved.

2. Resolution for MoDNR Grant for paving Dunnegan Walking Trail. Alderman Wilson approved the resolution. Alderman Raines seconded the motion, which was unanimously approved.

3. Bill No. 2024-09: An ordinance authorizing a contract with DLTS for CDL Training services for city employees. Alderman Sagaser made a motion for the first reading of Bill No. 2024-09. Alderman Wilson seconded the motion. The City Attorney, Don Brown read Bill No. 2024-09. **Ordinance 3929.**

i. **Ord. 3929: "AN ORDINANCE AUTHORIZING A CONTRACT WITH "DLTS" FOR CDL TRAINING SERVICES FOR CITY EMPLOYEES."**

Alderman Wilson motioned for a second reading of Bill No. 2024-09. Alderman Ballard seconded the motion. The City Attorney, Don Brown read Bill No. 2024-09.

ii. **Ord. 3929: "AN ORDINANCE AUTHORIZING A CONTRACT WITH "DLTS" FOR CDL TRAINING SERVICES FOR CITY EMPLOYEES."**

Roll Call

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

4. Bill No. 2024-10: An ordinance authorizing a contract with the State of Missouri's Department of public safety for a subaward agreement for the 2023 Local Law Enforcement Block Grant. Alderman Sagaser made a motion for the first reading of Bill No. 2024-10. Alderman Neal seconded the motion. The City Attorney, Don Brown read Bill No. 2024-10. **Ordinance 3930.**

i. **Ord. 3930: "AN ORDINANCE AUTHORIZING A CONTRACT WITH THE STATE OF MISSOURI'S DEPARTMENT OF PUBLIC SAFETY FOR A SUBAWARD AGREEMENT FOR THE 2023 LOCAL LAW ENFORCEMENT BLOCK GRANT."**

Alderman Neal motioned for a second reading of Bill No. 2024-10. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-10.

ii. **Ord. 3930: "AN ORDINANCE AUTHORIZING A CONTRACT WITH THE STATE OF MISSOURI'S DEPARTMENT OF PUBLIC SAFETY FOR A SUBAWARD AGREEMENT FOR THE 2023 LOCAL LAW ENFORCEMENT BLOCK GRANT."**

Roll Call

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

Nays: None

Absent: Tennis

5. **Bill No. 2024-11:** An ordinance authorizing a contract with Sumnerone, Inc., for a lease and service agreement for copy equipment for the city. Alderman Ross made a motion for the first reading of Bill No. 2024-11. Alderman Sagaser seconded the motion. The City Attorney, Don Brown read Bill No. 2024-11. **Ordinance 3931.**

- i. **Ord. 3931: "AN ORDINANCE AUTHORIZING A CONTRACT WITH SUMNERONE, INC., FOR A LEASE AND SERVICE AGREEMENT FOR COPY EQUIPMENT FOR THE CITY."**

Alderman Sagaser motioned for a second reading of Bill No. 2024-11. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-11.

- ii. **Ord. 3931: "AN ORDINANCE AUTHORIZING A CONTRACT WITH SUMNERONE, INC., FOR A LEASE AND SERVICE AGREEMENT FOR COPY EQUIPMENT FOR THE CITY."**

Roll Call

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

Nays: None

Absent: Tennis

6. **Bill No. 2024-12:** An ordinance authorizing a contract with the state of Missouri's Highways and Transportation Commission for a Sidewalk Improvement Agreement. Alderman Sagaser made a motion for the first reading of Bill No. 2024-12. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-12. **Ordinance 3932.**

- i. **Ord. 3932: "AN ORDINANCE AUTHORIZING A CONTRACT WITH THE STATE OF MISSOURI'S HIGHWAYS AND TRANSPORTATION COMMISSION FOR A SIDEWALK IMPROVEMENTS AGREEMENT."**

Alderman Neal motioned for a second reading of Bill No. 2024-12. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-12.

- ii. **Ord. 3932: "AN ORDINANCE AUTHORIZING A CONTRACT WITH THE STATE OF MISSOURI'S HIGHWAYS AND TRANSPORTATION COMMISSION FOR A SIDEWALK IMPROVEMENT AGREEMENT."**

Roll Call

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

Nays: None

Absent: Tennis

7. **Bill No. 2024-13:** An ordinance authorizing a contract with the state of Missouri's Highways and Transportation Commission for a Transportation Enhancement Funds Program Agreement. Alderman Sagaser made a motion for the first reading of Bill No. 2024-13. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-13. **Ordinance 3933.**

- i. **Ord. 3933: "AN ORDINANCE AUTHORIZING A CONTRACT WITH THE STATE OF MISSOURI'S HIGHWAYS AND TRANSPORTATION COMMISSION FOR A TRANSPORTATION ENHANCEMENT FUNDS PROGRAM AGREEMENT."**

Alderman Raines motioned for a second reading of Bill No. 2024-13. Alderman Wilson seconded the motion. The City Attorney, Don Brown read Bill No. 2024-13.

- ii. **Ord. 3933: "AN ORDINANCE AUTHORIZING A CONTRACT WITH THE STATE OF MISSOURI'S HIGHWAYS AND TRANSPORTATION COMMISSION FOR A TRANSPORTATION ENHANCEMENT FUNDS PROGRAM AGREEMENT."**

Roll Call

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

Nays: None

Absent: Tennis

8. **Bill No. 2024-14:** An ordinance approving End of Year Fund Transfers from the Indirect 12/18 Fund to the General and Park Department Funds for the Fiscal Year Ending 2023, as noted in the 2023 Budget for the City of Bolivar, Missouri. Alderman Sagaser made a motion for the first reading of Bill No. 2024-14. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-14. **Ordinance 3934.**

- i. **Ord. 3934: "AN ORDINANCE APPROVING END OF YEAR FUND TRANSFERS FROM THE INDIRECT 12/18 FUND TO THE GENERAL AND PARK DEPARTMENT FUNDS FOR THE FISCAL YEAR ENDING 2023, AS NOTED IN THE 2023 BUDGET FOR THE CITY OF BOLIVAR, MISSOURI."**

Alderman Raines motioned for a second reading of Bill No. 2024-14. Alderman Skopec seconded the motion. The City Attorney, Don Brown read Bill No. 2024-14.

- ii. **Ord. 3934: "AN ORDINANCE APPROVING END OF YEAR FUND TRANSFERS FROM THE INDIRECT 12/18 FUND TO THE GENERAL AND PARK DEPARTMENT FUNDS FOR THE FISCAL YEAR ENDING 2023, AS NOTED IN THE 2023 BUDGET FOR THE CITY OF BOLIVAR, MISSOURI."**

Roll Call

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

Nays: None

Absent: Tennis

9. **Bill No. 2024-15:** An ordinance authorizing a contract with Alan Roberts, for tree removal services to accommodate airport airspace safety. Alderman Sagaser made a motion for the first reading of Bill No. 2024-15. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2024-15. **Ordinance 3935.**

- i. **Ord. 3935: "AN ORDINANCE APPROVING A CONTRACT WITH ALAN ROBERTS FOR TREE REMOVAL SERVICES TO ACCOMMODATE AIRPORT AIRSPACE SAFETY."**

Alderman Neal motioned for a second reading of Bill No. 2024-15. Alderman Wilson seconded the motion. The City Attorney, Don Brown read Bill No. 2024-15.

- ii. **Ord. 3935: "AN ORDINANCE APPROVING A CONTRACT WITH ALAN ROBERTS FOR TREE REMOVAL SERVICES TO ACCOMMODATE AIRPORT AIRSPACE SAFETY."**

Roll Call

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

Nays: None

Absent: Tennis

10. **Adding authorized user to sign checks.** Alderman Neal made a motion to approve allowing the City Administrator Thomas Relford to sign checks when the Mayor and Board President is unavailable. Alderman Wilson seconded the motion, which was unanimously approved.

Alderman Ross made a motion to allow Mayor Warwick to join Executive Session by phone. Motion dies with no second.

Alderman Wilson made a motion to allow Mayor Warwick to zoom for the closed Executive Session. Alderman Ross seconded the motion.

Roll Call

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

11. 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 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,. Motion made by Alderman Neal at 7:41 p.m., with a five-minute recess. Alderman Raines seconded the motion.

Roll Call

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

Executive Session in session at 7:48 p.m.

Others present: City Administrator Thomas Relford, Fire Chief Brent Watkins, Community Development Superintendent Kyle Lee.

Alderman Wilson made a motion to move forward on the Albany Ave Road & Trail Design concepts with Option C. Alderman Sagaser seconded the motion.

Roll Call

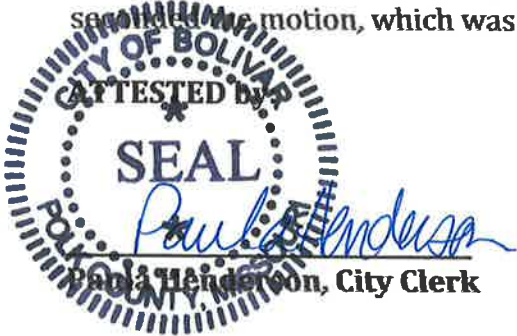
Ayes: Ross, Ballard, Skopec, Wilson, Sagaser, Raines, Neal
Nays: None
Absent: Tennis

MOTION TO LEAVE EXECUTIVE SESSION AT 8:29 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 8:30 p.m. Alderman Raines seconded the motion, which was unanimously approved.



Justin Ballard
Justin Ballard, President of the Board

BOARD OF ALDERMAN: WORKSHOP
RECREATION CENTER, 1710 W. BROADWAY, BOLIVAR, MO 65613
TUESDAY, FEBRUARY 15TH, 2024 AT 7:30 A.M.

PRESENT ALDERMEN

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

ALDERMEN ABSENT

Ethel Mae Tennis

OTHERS ATTENDING

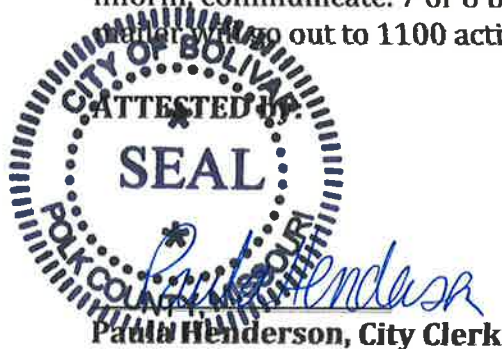
City Administrator Thomas Relford, Fire Chief Brent Watkins, City Clerk Paula Henderson, Finance Director/Deputy City Clerk Natalie Scrivner, Public Information and Media Specialists Jill Way, Community Development Director Kyle Lee, Parks and Rec Director Todd Schrader, Police Chief Mark Webb, Police Lt. Zach Palmer, Fire Lt. John Kendall, Fire Captain Scott Jones, Police Corp Brian Whalen, Fire fighters Lucas Hadley, Justin Davis and Wyatt Atkinson, Building Inspector Stephen Rose, Parks and Rec Coordinators Hannah Vodicka & Shawna Cheney, Fire Admin Assistant Shawntell Sitton, PD Admin Assistant Randi Patke

Proposition – Public Safety General Sales Tax of three-quarters of a percent (0.75%) until December 31, 2039 dedicated to the public safety and emergency preparedness.

Discussion points presented by Linda Bunch, The Marketing Bunch, LLC

How is this going to protect me and my family lives and property?

The educational message needs to be clear on why this is important. Here is the need, if things do not change cuts will be made to employees, services, the budget will have to be balanced. Police and Fire Departments have had frozen positions since 2018. Educate, inform, communicate. 7 or 8 banners will be placed around town and an informational flyer will go out to 1100 active voters' the week of March 18th.



Christopher D. Warwick, Mayor

BOARD OF ALDERMAN: Regular Session
CITY HALL, 345 S. MAIN, BOLIVAR, MO 65613
TUESDAY, FEBRUARY 27th, 2024 AT 6:30 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 Christopher Warwick called the Regular Session to order at 6:30 p.m.

PRESENT ALDERMEN

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

ABSENT ALDERMEN

Ethel Mae Tennis, Steve Sagaser

OTHERS ATTENDING

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

PLEDGE OF ALLEGIANCE

Led by Mayor Warwick

MOTION TO ADOPT AGENDA

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

1. **Approval of Minutes:** January 9th, 2024 Work & Executive Session; January 17th, 2024 Special & Executive Session; January 23rd, 2024 Regular and Executive Session. Alderman Raines made a motion to approve minutes with one correction to Absent Alderman on January 9th, 2024. Alderman Wilson seconded the motion, which passed unanimously.
2. **Bill and Financial Reports:** Alderman Ballard motioned to approve the January reports. Alderman Wilson seconded, unanimously approved.
3. **Mayoral Appointments: Introductions, presentations, resolutions, proclamations, & citizen requests:**
 - **New Hires:** Human Resources Payroll Specialists Lori Turner, Community Development Streets & Special Projects Supervisor Gary Simms and Community Development Coordinator Kevin Kelly were introduced and welcomed.

- Friends of Bolivar Parks, Corey Rich– Donation of Pickle Ball Courts. The Pickle Ball Courts have been completed and the Friends of Bolivar Park Board wished to donate to the city. Alderman Ballard made a motion to accept the donation of the pickle ball courts. Alderman Wilson seconded the motion, which was unanimously approved.
4. **Administrator's Report** was presented by City Administrator Thomas Relford. There will be several speaking events the next month for education on the April 2nd ballot measure. The first one is tomorrow at the Senior Center. The banners for proposition – Public safety general sales tax was shown and the informational mailers will be mailed on in a couple weeks. This past month for personnel changes, resignations were received from the street supervisor. The city has received several applications for the open police officer positions. Welcome to Bolivar sign ideas is being reviewed. City Hall HVAC improvements will start tomorrow, crews are working on re-stripping the parking lot. There was no objection to increasing the Beef Days 2024 Sponsorship to \$3125, an increase over the budgeted amount of \$2,500. City Administrator explained the Senior Center property lease and that they are asking for in kind labor help with concrete around the dumpster area. Alderman Skopec made a motion to approve in-kind labor this is project. Alderman Ballard seconded the motion, which was unanimously approved. Park crews have been working on clearing underbrush and dead trees from Dunnegan Park. Alderman Neal made a motion to allow employees on personal time to obtain firewood for personal use and whatever wood is left the city staff to look into selling in the way that will minimize time investment and maximize profit. Alderman Ballard seconded the motion, which was unanimously approved. Fire Chief Brent Watkins gave the annual Fire Department report. Bolivar City Fire Department Mission: Our family helping to serve and protect the lives and property of your family. Police Chief Mark Webb gave the annual Police Department report. Bolivar City Police Department Mission: It is the mission of the Bolivar Police Department to provide professional and impartial service in protection of the lives and property of the citizens of Bolivar. We will serve the community with integrity, honesty, courage and commitment to promote and maintain the safety and security of all. We will strive to create partnerships with the community while upholding and improving the quality of life and safeguarding the freedoms and liberty of all citizens. Alderman Neal made a motion to approve the administrators report. Alderman Ross seconded the motion, which was unanimously approved.
5. **Old Business:**
None to Address

6. New Business

a. **Bill No. 2024-16:** An ordinance authorizing participation with the Missouri Highway Department of Transportation in the Missouri's Highway Safety Program. Alderman Wilson made a motion for the first reading of Bill No. 2024-16. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2024-16. **Ordinance 3936.**

- i. **Ord. 3936: "AN ORDINANCE AUTHORIZING PARTICIPATION WITH THE MISSOURI HIGHWAY DEPARTMENT OF TRANSPORTATION IN THE MISSOURI'S HIGHWAY SAFETY PROGRAM."**

Alderman Ballard motioned for a second reading of Bill No. 2024-16. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-16.

- ii. **Ord. 3936: "AN ORDINANCE AUTHORIZING PARTICIPATION WITH THE MISSOURI HIGHWAY DEPARTMENT OF TRANSPORTATION IN THE MISSOURI'S HIGHWAY SAFETY PROGRAM."**

Roll Call

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

Nays: None

Absent: Sagaser, Tennis

b. **Bill No. 2024-17:** An ordinance authorizing a contract with Polk County Extension Council – the Managerial training services for city. Alderman Neal made a motion for the first reading of Bill No. 2024-17. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-17. **Ordinance 3937.**

- i. **Ord. 3937: "AN ORDINANCE AUTHORIZING A CONTRACT WITH POLK COUNTY EXTENSION COUNCIL – THE MANAGERIAL TRAINING SERVICES FOR CITY."**

Alderman Ballard motioned for a second reading of Bill No. 2024-17. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-17.

- ii. **Ord. 3937: "AN ORDINANCE AUTHORIZING A CONTRACT WITH POLK COUNTY EXTENSION COUNCIL – THE MANAGERIAL TRAINING SERVICES FOR CITY."**

Roll Call

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

Nays: None

Absent: Sagaser, Tennis

7. **Calendar of Events:** March 12th, 2024 Work Session; March 26th, 2024 Regular Session; May 4th, 2024 Heroes for Hospice 5k/10k; May 4th, 2024 Missouri Beef Days Street Festival; May 11th, 2024 Missouri Beef Days Parade

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.. Motion made by Alderman Neal at 8:06 p.m. Alderman Ross seconded the motion.

Roll Call

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

Nays: None

Absent: Sagaser, Tennis

Discussions and no motions made.

MOTION TO LEAVE EXECUTIVE SESSION AT 8:08 p.m. made by Alderman Ross, seconded by Alderman Ballard.

Roll Call

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

Nays: None

Absent: Tennis, Sagaser

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



Christopher Warwick, Mayor

Paula Henderson, City Clerk