

BOARD OF ALDERMAN: Work Session
CITY HALL, 345 S. MAIN, BOLIVAR, MO 65613
TUESDAY, MARCH 12th, 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 Warwick opened the PUBLIC HEARING at 6:30 p.m. for the Proposition-Public safety general sales tax of three-quarters of a percent (0.75%) until December 31st, 2039. Questions and comments were heard from multiple citizens regarding the sales tax initiative. City Administrator Thomas Relford addressed the matter with educational information and invited the public to the open house held at the Public Safety Center, Saturday, March 16th, 2024, 10:00 a.m.-12:00 p.m. to tour the facility, speak with police and fire department personnel. Mayor Warwick closed the Public Hearing at 6:53 p.m.

CALL TO ORDER

Mayor Christopher Warwick called the Work Session to order at 6:53 p.m.

PRESENT ALDERMEN

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

ABSENT ALDERMEN

Ethel Mae Tennis

OTHERS ATTENDING

City Administrator Thomas Relford, Community Development Director Kyle Lee, 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, Administrative Assistant Tracy Mason, Accounts Payable Clerk Freda Chism, Human Resources Carol West and citizens from the public.

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. Fire Fighter oath of office: Danielle Music, Bradley Weaver.** Fire Chief/Emergency Management Director Brent Watkins administered the oath of office.

2. **Bill No. 2024-18:** An ordinance authorizing a contract with Service Oriented Aviation Readiness, Inc., for fixed based operations lease and agreement for City Airport. Alderman Sagaser made a motion for the first reading of Bill No. 2024-18. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2024-18. **Ordinance 3938.**

- i. **Ord. 3938: "AN ORDINANCE AUTHORIZING A CONTRACT WITH SERVICE ORIENTED AVIATION READINESS, INC."**

Alderman Skopec motioned for a second reading of Bill No. 2024-18. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2024-18.

- ii. **Ord. 3938: "AN ORDINANCE AUTHORIZING A CONTRACT WITH SERVICE ORIENTED AVIATION READINESS, INC."**

Roll Call

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

Nays: None

Absent: Tennis

3. **Bill No. 2024-19:** An ordinance authorizing the city to enter into a contract with Cintas, for the city's uniform services. Alderman Sagaser made a motion for the first reading of Bill No. 2024-19. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-19. **Ordinance 3939.**

- i. **Ord. 3939: "AN ORDINANCE AUTHORIZING THE CITY TO ENTER INTO A CONTRACT WITH CINTAS, FOR THE CITY'S UNIFORM SERVICES."**

Alderman Ballard motioned for a second reading of Bill No. 2024-19. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-19.

- ii. **Ord. 3939: "AN ORDINANCE AUTHORIZING THE CITY TO ENTER INTO A CONTRACT WITH CINTAS, FOR THE CITY'S UNIFORM SERVICES."**

Roll Call

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

Nays: None

Absent: Tennis

4. **Policy 125, Section IV, Subsection B: Pre-employment drug testing.** City Administrator explained the changes of the policy that affects pre-employment drug testing. Alderman Neal made a motion to accept the policy as stated in the packet. Alderman Ballard seconded the motion, 6 Ayes: 1 Nay, motion approved.

5. **Fire Department Rescue Tools.** Fire Chief Brent Watkins explained the current cutter and spreader units (JAWS) had catastrophic hydraulics failure and they are working with insurance and maker to recoup some cost. Alderman Wilson made a motion to approve the purchase of the demo cutter and spreader units as presented. Alderman Ballard seconded the motion, which was unanimously approved.

6. **Surplus items list.** Community Development Supervisor Kyle Lee reviewed the list of surplus items in the packet and the best route to dispose/destroy. They are working with auctioneers to determine which items would be sold and which are salvage to maximize profits. Alderman Sagaser made a motion to have a salvage and inventory reduction sale, staff to determine best route. Alderman Wilson seconded the motion, which was unanimously approved.

7. **City wide cleanup dates and procedures.** Community Development Director Kyle Lee presented board with a list of proposed rules/policies for 2024.

Alderman Neal made a motion to have city wide clean-up set out date of April 29th, 2024 and amended it to include “to pick up the high visibility areas around Beef Days given priority” and check into any other items that need to be on the prohibited list. Alderman Ballard seconded the motion, unanimously approved.

8. **‘Welcome to Bolivar Sign’ monetary and in-kind labor designation.** Discussion was held about location, size, and scale, estimated cost for two signs, \$160,000. This would be paid partially from fundraising by Governor Parson and City maximum estimated at \$50,000, in addition to installation labor. Alderman Sagaser made a motion to table. Alderman Ross seconded the motion, which was unanimously approved.

9. **Dunnegan Park additional parking expansion north of original bathrooms.** Community Development Director Kyle Lee is requesting to add parking at Dunnegan Park and extend the gravel parking area as seen on the maps in packet. Alderman Ballard made a motion to go ahead with the parking improvements. Alderman Sagaser seconded the motion, which was unanimously approved.

10. **City Hall fence replacement update.** City Administrator Relford recommended replacing the wood fence at city hall as the work is complete on the chiller and HVAC. He recommends a chain link similar to what is at the pickle ball court. Alderman Ballard made a motion to install a new fence. Alderman Wilson seconded the motion, which was unanimously approved.

11. **Calendar of Events:** 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

12. 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 8:16 p.m. with a 5-minute recess. Alderman Skopec seconded the motion.

Roll Call

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

Nays: None

Absent: Tennis

Others present: City Administrator Thomas Relford, Community Development Director Kyle Lee.

Discussions and no motions made.

MOTION TO LEAVE EXECUTIVE SESSION AT 9:07 p.m. made by Alderman Ross, seconded by Alderman Ballard.

Roll Call

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

Nays: None

Absent: Tennis

Mayor Warwick brought from the table the discussion about the **'Welcome to Bolivar Sign.'** Alderman Neal made the point that the dollar amount was not that high, but the citizens do think of it that way even though it would be ARPA money. Alderman Sagaser made a motion to postpone this item until the work session in April. Alderman Skopec seconded the motion.

Roll Call

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

Nays: Ross

Absent: Tennis

13. MOTION TO ADJOURN was made by Alderman Sagaser, at 9:21 p.m. seconded by Alderman Ross, which was unanimously approved.



Tracy Mason

Tracy Mason, Administrative Assistant

Christopher Warwick

Christopher Warwick, Mayor

BOARD OF ALDERMAN: Regular Session
CITY HALL, 345 S. MAIN, BOLIVAR, MO 65613
TUESDAY, March 26th, 2024 AT 6:30 P.M.

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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, 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, Media Specialists Jill Way, Fire Chief Brent Watkins, Police Chief Mark Webb, Parks/Cemetery Supervisor Rhett Warden, Park and Recreation Director Todd Schrader, Community Development Streets & Special Projects Supervisor Gary Simms, Lt Brian Whalen, City Attorney Don Brown, City Clerk Paula Henderson

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:** February 13th, 2024 Work & Executive Session; February 15th, 2024 Workshop; February 27th, 2024 Regular and Executive Session. Alderman Ballard made a motion to approve minutes. Alderman Sagaser seconded the motion, which passed unanimously.
- 2. Bill and Financial Reports:** Alderman Wilson motioned to approve the February reports. Alderman Ballard seconded, unanimously approved.
- 3. Mayoral Appointments: Introductions, presentations, resolutions, proclamations, & citizen requests:**
 - **New Hires:** Police Officers Nikki Bridges and Canyon Davis-Chapman were introduced and welcomed.

4. **Administrator's Report** was presented by City Administrator Thomas Relford. Last month had many events educating citizens regarding the April 2nd ballot measure. Education costs thus far for banners, mailer, postage, index cards, radio ads and facebook boosts total \$1,646.99. The street department had 3 employees pass the CDL training and testing. The 2024 Budget has allocated \$12,000 to assist in tear down of dangerous buildings, currently there are 3 applications. The Recreation Center HVAC unit is in the process of being installed. The city is looking into potential rebates from Liberty Utilities for the installation of the HVAC units at both City Hall and the Recreation Center. April 29th, 2024 is the deadline to have items out for the city-wide cleanup. Once crews have completed pick-up for locations, there will be no return trips to that area. On May 16th, 2024 at 11:30 a.m. MML will have the regional meeting at Smith's Restaurant, the topic will be Homelessness. Parks and Recreation Superintendent Todd Schrader gave the 2023 annual report. Enrollment totals were given for soccer, baseball, softball, football and basketball. 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. 2024-20:** An ordinance changing the zoning classification for certain real estate generally located at 305 W. Locust Street, within the City of Bolivar. Alderman Neal made a motion for the first reading of Bill No. 2024-20. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2024-20. **Ordinance 3940.**

i. **Ord. 3940: "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FOR CERTAIN REAL ESTATE GENERALLY LOCATED AT 305 W. LOCUST STREET, WITHIN THE CITY OF BOLVIAR."**

Alderman Sagaser motioned for a second reading of Bill No. 2024-20. Alderman Ross seconded the motion. The City Attorney, Don Brown read Bill No. 2024-20.

ii. **Ord. 3940: "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FOR CERTAIN REAL ESTATE GENERALLY LOCATED AT 305 W. LOCUST STREET, WITHIN THE CITY OF BOLIVAR."**

Roll Call

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

Nays: None

Absent: Tennis

b. Bill No. 2024-21: An ordinance amending the Bolivar Municipal code by amending portions of section 415.100 regarding certain landscaping regulations for the city. Alderman Sagaser made a motion for the first reading of Bill No. 2024-21. Alderman Neal seconded the motion. The City Attorney, Don Brown read Bill No. 2024-21. **Ordinance 3941.**

- i. **Ord. 3941: "AN ORDINANCE AMENDING THE BOLIVAR MUNICIPAL CODE BY AMENDING PORTIONS OF SECTION 415.100 REGARDING CERTAIN LANDSCAPING REGULATIONS FOR THE CITY."**

Alderman Ballard motioned for a second reading of Bill No. 2024-21. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-21.

- ii. **Ord. 3941: "AN ORDINANCE AMENDING THE BOLIVAR MUNICIPAL CODE BY AMENDING PORTIONS OF SECTION 415.100 REGARDING CERTAIN LANDSCAPING REGULATIONS FOR THE CITY."**

Roll Call

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

Nays: None

Absent: Tennis

c. Bill No. 2024-22: An ordinance amending the Bolivar Municipal code by amending portions of section 410.430 regarding certain sign regulations for the city. Alderman Neal made a motion for the first reading of Bill No. 2024-22. Alderman Sagaser seconded the motion. The City Attorney, Don Brown read Bill No. 2024-22. **Ordinance 3942.**

- i. **Ord. 3942: "AN ORDINANCE AMENDING THE BOLIVAR MUNICIPAL CODE BY AMENDING PORTIONS OF SECTION 410.430 REGARDING CERTAIN SIGN REGULATIONS FOR THE CITY."**

Alderman Ballard motioned for a second reading of Bill No. 2024-22. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-22.

- ii. **Ord. 3942: "AN ORDINANCE AMENDING THE BOLIVAR MUNICIPAL CODE BY AMENDING PORTIONS OF SECTION 410.430 REGARDING CERTAIN SIGN REGULATIONS FOR THE CITY."**

Roll Call

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

Nays: None

Absent: Tennis

d. Bill No. 2024-23: An ordinance amending the Bolivar Municipal code by amending portions of section 115.090, City Clerk. Alderman Neal made a motion for the first reading of Bill No. 2024-23. Alderman Ballard seconded the motion. The City Attorney, Don Brown read Bill No. 2024-23. **Ordinance 3943.**

- i. **Ord. 3943: "AN ORDINANCE AMENDING THE BOLIVAR MUNICIPAL CODE BY AMENDING PORTIONS OF SECTION 115.090, CITY CLERK."**

Alderman Skopec motioned for a second reading of Bill No. 2024-23. Alderman Ballard seconded the motion. The City Attorney, Don Brown read Bill No. 2024-23.

- ii. **Ord. 3943: "AN ORDINANCE AMENDING THE BOLIVAR MUNICIPAL CODE BY AMENDING PORTIONS OF SECTION 115.090, CITY CLERK."**

Roll Call

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

Nays: None

Absent: Tennis

e. Bill No. 2024-24: An ordinance authorizing an agreement with Fisher, Patterson, Saylor & Smith, LLP for special legal counsel services for the City of Bolivar, Missouri. Alderman Sagaser made a motion for the first reading of Bill No. 2024-24. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-24. **Ordinance 3944.**

- i. **Ord. 3944: "AN ORDINANCE AUTHORIZING AN AGREEMENT WITH FISHER, PATTERSON, SAYLER & SMITH, LLP FOR SPECIAL LEGAL COUNSEL SERVICES FOR THE CITY OF BOLIVAR, MISSOURI."**

Alderman Ballard motioned for a second reading of Bill No. 2024-24. Alderman Raines seconded the motion. The City Attorney, Don Brown read Bill No. 2024-24.

- ii. **Ord. 3944: "AN ORDINANCE AUTHORIZING AN AGREEMENT WITH FISHER, PATTERSON, SAYLER & SMITH, LLP FOR SPECIAL LEGAL COUNSEL SERVICES FOR THE CITY OF BOLIVAR, MISSOURI."**

Roll Call

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

Nays: None

Absent: Tennis

7. **Calendar of Events:** April 2nd, 2024 Election Day; Thursday, April 11th, 2024 Work Session; April 23rd, 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; May 18th, 2024 EAA Chapter 1609 Young Eagle Flyout; May 16th, 2024 MML SW Regional Meeting at Smith's Restaurant 11:30 am-1:00 pm.
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 7:17 p.m. Alderman Wilson seconded the motion.

Roll Call

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

Discussions and no motions made.

MOTION TO LEAVE EXECUTIVE SESSION AT 7:54 p.m. made by Alderman Ross seconded by Alderman Ballard.

Roll Call

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

9. **MOTION TO ADJOURN** was made by Alderman Sagaser at 7:55 p.m. seconded by Alderman Ross, which was unanimously approved.



Paula Henderson, City Clerk

Christopher Warwick, Mayor