

BOARD OF ALDERMEN
MINUTES
March 10, 2016

The Board of Aldermen of the City of Marshfield, Missouri, met in regular session on Thursday, March 10, 2016 in Council Chambers at Marshfield City Hall.

CALL TO ORDER – Mayor Robert Williams called the meeting to order at 6:30 p.m.

ROLL CALL - Answering roll call were Mayor Robert Williams, East Ward Aldermen Rob Foster and Jeremy Loftin and West Ward Aldermen Vicki Montgomery and Champ Herren.

MINUTES – Alderman Foster stated under the Industrial Park Sign section, he recommended the City of Marshfield own the sign and rent out spaces on the sign to businesses that are interested. Alderwoman Montgomery made a motion to approve the minutes of February 25, 2016 with the correction. Alderman Herren seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

EXPENDITURES AND FINANCIAL REPORT - Alderman Loftin asked about Workman's Compensation and asked if we had an audit done, because payroll is down. Deputy City Administrator Sam Rost stated we have an audit annually. Alderman Herren made a motion to approve expenditures. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

After review of the Revenue vs. Expense report, Mayor Williams asked if the Cemetery fund amount was correct. Deputy City Administrator Sam Rost stated there were two different funds for the Cemetery. Mayor Williams stated he would ask Financial Clerk Monica Robinson look into this.

MAYOR'S REPORT – None.

DEPARTMENTAL REPORTS – Monthly reports presented to the Board of Aldermen were the IPMC Report, Building Regulations and Water Department.

MAYOR APPOINTMENTS - Mayor Williams made a recommendation to reappoint Jim Downing, Mac Case, Dave Owen, Max Ash, Bill Blazer and Alderman Rob Foster to the Cemetery Board. Alderman Herren made a motion to approve the recommendation of the Mayor for the Cemetery Board reappointments. Alderwoman Montgomery seconded the motion. The motion passed with three ayes. Voting aye: Loftin, Montgomery and Herren. Nay: None. Abstain: Foster.

OLD BUSINESS

INDUSTRIAL PARK SIGN - Deputy City Administrator Sam Rost stated MoDOT is okay with the sign if placed the same distance back as the current Fire Department sign. Tom Houston with Webster Electric stated we are clear for setback on electrical. The signs exceed height restrictions for Marshfield City Code. Deputy City Administrator Sam Rost stated that Michael Daniels was supposed to be at the meeting to speak on this. Alderman Herren requested we table this issue until later in the meeting to allow Mr. Daniels time to get to meeting. Mayor Williams agreed to bring back later in the meeting.

REZONE FOR PHIL & GWEN JOYCE FROM R-1 (SINGLE FAMILY RESIDENCE TO B-1 (NEIGHBORHOOD BUSINESS DISTRICT) 532 & 538 W. JACKSON ST. - Phil Joyce requested the Board of Aldermen consider his application to rezone again. Joyce stated that in 2014 he had approached the Board of Aldermen, followed all the procedures and had a motion, but no second. Joyce stated he went back to Donna Lewis and she told him she would not fight him on this. Joyce would like to build two separate building with two units per building and to beautify Marshfield. Joyce submitted a new petition that showed all but two people that signed the original petition opposing the rezone, have signed the new petition stating they did not oppose the rezone.

Alderman Foster stated that it should be noted and it is greatly appreciated that Joyce wants to beautify Marshfield, but he was not in favor of spot zoning. Alderman Foster stated that a Public Hearing was held before, but we should set another Public Hearing and make sure the Board of Aldermen have all facts and allow the public to state their opinion. Alderman Loftin stated he was reading the history of the opposition in the past and he too is not in favor of spot zoning. Alderwoman Montgomery stated she was in favor of the rezone and we have granted some in the past and there are businesses just down the street. Alderman Herren stated the concept of not having mixed zoning, protects the property owners and quality of thoroughfare. Alderman Herren stated the City of Marshfield needs to look at Jackson Street as a whole.

Mayor Williams stated that Planning and Zoning will need to look at the entire area of Jackson Street as a whole. Mayor Williams stated the Board of Aldermen need to initiate another public hearing for the next Board of Aldermen meeting to allow all persons interested in giving their opinion a chance to speak.

Alderman Herren made a motion to set a Public Hearing at the Board of Aldermen for March 24, 2016 at 6:30 p.m. to allow any person a chance to speak for or against this rezoning. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

Donna Lewis asked to speak since her name was mentioned. Mayor Williams allowed Mrs. Lewis to speak. Donna Lewis stated she did tell Mr. Joyce that she would not fight him on this rezone, but she is still opposed to the rezoning.

ECONOMIC DEVELOPMENT -

- SREP MEMBERSHIP

Alderman Foster stated that Deputy City Administrator Sam Rost, Marshfield Development League's Tom Houston and Alderman Foster had a meeting with Justin Coyan and he walked them through the SREP Menu of Services track of emphasis that we need to choose from. Alderman Foster stated that the track of emphasis most driven toward economic development was Project Partner. Alderman Foster made a motion to select Project Partner as the City of Marshfield's track of emphasis. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

- CONTRACT OF SERVICES BETWEEN CITY OF MARSHFIELD AND THE MARSHFIELD AREA CHAMBER OF COMMERCE

Mayor Williams presented the Contract for Services between the City of Marshfield and the Marshfield Area Chamber of Commerce. The annual payment is \$3,000.00. The services provided include the Chamber packets which include a profile of Marshfield, a business directory, City and County maps, and operation of a tourism office which provides staff to answer questions about the City both by telephone and in person, solicits volunteers and monetary donations for use by all Chamber parties, and acts as a liaison for Economic and Business Development. Alderman Herren made a motion to approve the contract between the City of Marshfield and the Marshfield Area Chamber of Commerce and allow the Mayor to sign contract. Alderman Foster seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

- COMMUNITY FOUNDATION GRANT

Alderman Foster stated that the Community Foundation has a grant that will be awarded in the amount of \$300,000 over 3 years for Economic Development. There is a \$5,000 minimum buy in, which is not a payment, it will be used by the City of Marshfield for this project. Applications became available last week and the deadline is April 1, 2016 at 5:00 p.m.

The City of Marshfield needs to develop a job description for an Economic Developer first and then identify someone qualified for the job. We can then designate a salary for a future employee and move efforts forward. If the City of Marshfield should get the grant, the intention is to hire a full time Economic Development employee.

Alderman Foster asked what resources the City of Marshfield has that they could put towards making this happen. What is the commitment of the Board of Aldermen? The Board of Alderman needs to consider a dollar amount.

Alderman Herren made a motion to commit up to \$50,000 for this grant application and information for our partners. Alderman Foster seconded the

motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

Alderman Foster stated the City of Marshfield needs to pull all minutes that reflect Economic Development for the past two years for review.

BIDS ON BLIGHTED PROPERTIES - The City of Marshfield received two bids on Blighted Properties. The two bids include Master Trimmers and Dunn Mowing, LLC. The following is information from each bidder:

	<u>Master Trimmer</u>	<u>Dunn Mowing, LLC.</u>
5,000 sq. ft. or less	\$200.00	\$ 22.50
10,000 - 12,500 sq. ft.	\$315.00	\$ 80.00
22,500 - 25,000 sq. ft.	\$410.00	\$192.50
45,000 - 50,000 sq. ft.	\$550.00	\$305.00
70,000 - 80,000 sq.	\$650.00	\$372.50
Hourly Rate for Property Maintenance other than mowing Per hour, per person	\$ 40.00	\$ 40.00

Alderman Foster made a motion to accept the low bid from Dunn Mowing, LLC. Alderwoman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

INDUSTRIAL PARK SIGN - Discussion was held on designing a fee structure for the sign with 18 spaces. Deputy City Administrator Sam Rost will do bid specs for sign, cost of electricity to operate sign to include internal LED lighting, with eighteen spaces and the sign height of 15 feet. This will be brought back to Board of Aldermen.

NEW BUSINESS

REFER TO PLANNING & ZONING FOR CONDITIONAL USE FOR MINI STORAGE UNITS FOR JOHN BROOKS AT 709 E. COMMERCIAL ST. -

John Brooks withdrew request.

SET PUBLIC HEARING AT PLANNING & ZONING FOR APRIL 26, 2016 AT 6:00 P.M. FOR CONDITIONAL USE FOR MINI STORAGE UNITS FOR JOHN BROOKS AT 709 E. COMMERCIAL ST. -

John Brooks withdrew request.

REPORT FROM PARKS & RECREATION ADVISORY COMMITTEE

- MATCH ADDITIONAL FUNDS FOR SCRAP TIRE/POUR IN PLACE

Marshfield Rotary Club has designated \$10,100 for improvements to Rotary Park, if the City of Marshfield receives the scrap tire grant. The Parks & Recreation Advisory Committee would like the Board of Aldermen to match the amount to go towards the pour in place material. The priority for the pour in place material will be on the big apparatus, followed by the two merry go rounds, and the north swings. Sidewalks and borders to be funded by alternate funds. Funds to be taken from the Restricted Park Fund.

- SEALING TRAIL

The Parks & Recreation Advisory Committee would like for the trail at Rotary Park and the trail at Hidden Waters Park be sealed and the Parking lots at both trails to be striped. The estimated costs are \$22,240. The price includes 2 coats of sealer, and the City of Marshfield crews doing all the crack filling and removing dirt from edges of asphalt. Funds to be taken from the Transportation Fund.

- IMPROVING LUNDH BALL FIELD

The Parks & Recreation Advisory Committee is recommending the Board of Aldermen approve the funds of \$8,000 to raise the Lund Ball Field to make it a playable field like Shook Field. Funds to be taken from the Restricted Parks Fund.

Alderman Foster made a motion to approve the recommendations of the Parks & Recreation Advisory Committee. Alderwoman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

FUTURE AGENDA ITEMS – Alderman Herren stated he would like to have a Public Hearing on Garage Sales for the public to have input at the next Board of Aldermen meeting on March 24, 2016 at 6:30 p.m. Alderman Herren would like to see garage sales only allowed on the first Saturday of each month between the months of April to October, daylight hours only, no signage off premises and no permit required. Draft Ordinance to be brought back to the next meeting. The Board of Aldermen would also like to address Economic Development and Repealing of the Pan Handling Ordinance.

CLOSED SESSION - Alderwoman Montgomery made a motion to enter into closed session Pursuant to Section 610.021.2 of the Revised Statutes of the State of Missouri pertaining to leasing, purchasing or sale of real estate and Pursuant to Section 610.021.3 of the Revised Statutes of the State of Missouri pertaining to hiring, firing, disciplining or promoting particular employee at 8:25 p.m. Alderman Herren seconded the motion. The motion passed in a roll call vote with three ayes. Voting aye: Loftin, Montgomery and Herren. Nay: None. Abstain: Foster.

Alderman Foster left the meeting.

Alderman Montgomery made a motion to enter regular session at 8:31 p.m. Alderman Herren seconded the motion. The motion passed in a roll call vote with three ayes. Voting aye: Loftin, Montgomery and Herren. Nay: None. Absent: Foster.

Alderman Foster returned to the meeting at 8:31 p.m.

Alderman Montgomery made a motion to enter into closed session Pursuant to Section 610.021.2 of the Revised Statutes of the State of Missouri pertaining to leasing, purchasing or sale of real estate at 8:32 p.m. Alderman Loftin seconded the motion. The motion passed in a roll call vote with three ayes. Voting aye: Loftin, Montgomery and Herren. Nay: None. Abstain: Foster.

Alderman Foster left the meeting.

Alderman Montgomery made a motion to enter regular session at 9:20 p.m. Alderman Herren seconded the motion. The motion passed in a roll call vote with three ayes. Voting aye: Loftin, Montgomery and Herren. Nay: None. Absent: Foster.

Alderman Foster returned to the meeting at 9:20 p.m.

Break for five minutes at 9:20 p.m.

Alderman Montgomery made a motion to enter into closed session Pursuant to Section 610.021.2 of the Revised Statutes of the State of Missouri pertaining to leasing, purchasing or sale of real estate and Pursuant to Section 610.021.3 of the Revised Statutes of the State of Missouri pertaining to hiring, firing, disciplining or promoting particular employee at 9:25 p.m. Alderman Loftin seconded the motion. The motion passed in a roll call vote with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

Alderman Montgomery made a motion to enter regular session at 9:39 p.m. Alderman Herren seconded the motion. The motion passed in a roll call vote with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

ADJOURN – With no other business appearing before the Board of Aldermen, Alderman Montgomery made a motion to adjourn the meeting at 9:40 p.m. Alderman Herren seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

Robert Williams, Mayor

ATTEST:

Karen Rost, City Clerk

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