

BOARD OF ALDERMEN
SPECIAL MEETING MINUTES
November 3, 2016

The Board of Aldermen of the City of Marshfield, Missouri, met in a special session on Thursday, November 3, 2016, in Council Chambers at Marshfield City Hall.

CALL TO ORDER – Mayor Pro-tem Champ Herren called the meeting to order at 6:30 p.m.

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

ACTIVITY CENTER CONTRACT AMENDMENT FOR ARCHITECTURAL DESIGN SERVICES – Alderman Foster presented a list of discussion points he would like for the City of Marshfield and SAPP Design to go over, prior to negotiating the contract. Foster stated both sides should understand and agree to the basis for compensation amounts, what the triggers for compensation are, when those triggers occur, a complete road map which will respect that budget and how the budget could be wrong and what happens if it is wrong.

Michael Sapp with SAPP Design answered questions and stated the City of Marshfield needs to set budget, make a wish list of what we would like to have now and in the future and consider certain levels of authority to whom can make decisions. In the early design stage, they may need to meet weekly and once project starts they may need to meet every two to three weeks. SAPP Design needs to know who the City of Marshfield contact person will be and that person needs to have the authority to answer questions and make decisions, so they can move forward in a timely manner.

Consensus of the Board of Aldermen was to set a special work session on Monday, November 7, 2016 at 7:15 p.m. to discuss the Activity Center and contract.

BILL NO. 2016-40 AN ORDINANCE APPROVING AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF MARSHFIELD, MISSOURI AND SAPP DESIGN ASSOCIATES ARCHITECTS, P.C. - Skipped.

DETERMINE WHO HAS AUTHORITY TO SET DESIGNATED SMOKING AREAS ON CITY OWNED PROPERTIES - City Administrator John Benson stated that he was being approached by staff as to the designated smoking areas and who has the authority to designate them. Discussion with the Board of Aldermen lead to the Department Heads are to turn in requested to the City Administrator and the City Administrator will present them to the Board of Aldermen for final approval.

TERMINATION OF THE CONTRACT BETWEEN THE CITY OF MARSHFIELD, MISSOURI AND OLSSON ASSOCIATES PROVIDING PROFESSIONAL SERVICES –

Attorney Chuck Replogle and City Administrator John Benson met with Dick Scott of Olsson Associates and stated the Board of Aldermen are going in a different direction on water services. Mr. Scott stated that Olsson is aware that the City of Marshfield is frustrated about the billing and is prepared to change project manager and project team. Attorney Chuck Replogle provided a mutual termination document to Olsson Associates. The City of Marshfield cannot move forward until the agreement is signed. Consensus of the Board of Aldermen was that it was primarily the project manager that was the problem, but Olsson Associates had some control internally to oversee and keep on top of the project. Alderman Loftin made a motion to terminate the agreement with Olsson Associates and pursue other companies by RFQ. Alderman Foster seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

DISCUSSION ON CHANGE ORDER NO. 2, NO. 3 AND NO. 4 FOR THE AGREEMENT BETWEEN THE CITY OF MARSHFIELD AND ARC CONSTRUCTION, LLC

– City Administrator John Benson presented three change orders. Change Order No. 2 would remove existing pavement markings, sealing of parking area and install aluminum handrails in front of a business at the NE corner of the square to prevent pedestrians from walking in an area of a potential trip hazard. Change Order No. 3 would add additional storm water inlet on Madison, just east of Crittenden, in a low area that does not currently drain. The request would modify the completion date from November 18, 2016 to December 8, 2016. Change Order No. 4 would add concrete flumes inside the concrete bump outs to convey storm water runoff from the curb-cuts to the drainage inlets. The request would modify the completion date from December 8, 2016 to December 22, 2016.

City Administrator John Benson stated staff recommendation is to approve Change Order No. 2 and Change Order No. 3. Alderman Foster made a motion to approve Change Order No. 2 and Change Order No. 3. Alderman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

BILL NO. 2016-42 AN ORDINANCE APPROVING AND AUTHORIZING THE EXECUTION OF CHANGE ORDER NO. 2 FOR THE AGREEMENT BETWEEN THE CITY OF MARSHFIELD AND ARC CONSTRUCTION, LLC.

- Attorney Chuck Replogle read by title the proposed Ordinance approving and authorizing the execution of Change Order No. 2 for the agreement between the City of Marshfield and ARC Construction, LLC.

Alderman Foster made a motion to approve the reading of the proposed Ordinance. Alderman Montgomery seconded the motion. The motion passed with a roll call vote. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

Alderman Loftin made a motion to approve the reading of the proposed Ordinance. Alderman Montgomery seconded the motion. The motion passed with a roll call vote. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

BILL NO. 2016-43 AN ORDINANCE APPROVING AND AUTHORIZING THE EXECUTION OF CHANGE ORDER NO. 3 FOR THE AGREEMENT BETWEEN THE CITY OF MARSHFIELD AND ARC CONSTRUCTION, LLC. - Attorney Chuck Replogle read by title the proposed Ordinance approving and authorizing the execution of Change Order No. 3 for the agreement between the City of Marshfield and ARC Construction, LLC.

Alderman Montgomery made a motion to approve the reading of the proposed Ordinance. Alderman Loftin seconded the motion. The motion passed with a roll call vote. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

Alderman Foster made a motion to approve the reading of the proposed Ordinance. Alderman Herren seconded the motion. The motion passed with a roll call vote. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

BILL NO. 2016-44 AN ORDINANCE APPROVING AND AUTHORIZING THE EXECUTION OF CHANGE ORDER NO. 4 FOR THE AGREEMENT BETWEEN THE CITY OF MARSHFIELD AND ARC CONSTRUCTION, LLC. - skipped

ADJOURN – With no other business appearing before the Board of Aldermen, Alderman Loftin made a motion to adjourn the meeting at 8:35 p.m. Alderman Foster seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

Champ Herren, Mayor Pro-tem

ATTEST:

Karen Rost, City Clerk