

BOARD OF ALDERMEN
MINUTES
January 12, 2017

The Board of Aldermen of the City of Marshfield, Missouri, met in regular session on Thursday, January 12, 2017, 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 Alderman Vicki Montgomery. Absent: West Ward Alderman Champ Herren.

MINUTES – Alderman Montgomery made a motion to approve the minutes of December 15, 2016. Alderman Loftin seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren. Alderman Loftin made a motion to approve the minutes of December 27, 2016. Alderman Montgomery seconded the motion. The motion passed with two ayes. Voting aye: Loftin and Montgomery. Nay: None. Abstain: Foster. Absent: Herren. Alderman Foster made a motion to approve the minutes of December 30, 2016. Alderman Loftin seconded the motion. The motion passed with two ayes. Voting aye: Foster and Loftin. Nay: None. Abstain: Montgomery. Absent: Herren. Alderman Foster made a motion to approve the minutes of January 5, 2017. Alderman Montgomery seconded the motion. The motion passed with two ayes. Voting aye: Foster and Montgomery. Nay: None. Abstain: Loftin. Absent: Herren.

EXPENDITURES – Alderman Foster made a motion to approve expenditures. Alderman Montgomery seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

DEPARTMENTAL REPORTS - Monthly reports presented were Marshfield Police Department, Bill Pay Report, Fire Department Report, Building Inspector's Report, Permit Fee Report, Building Permit Report and Water Department Report.

MAYOR APPOINTMENTS - Mayor Williams made a recommendation to reappoint Susan McCarver for a four year term on the Planning and Zoning Commission. Alderman Montgomery made a motion to accept the recommendation of the Mayor to reappoint Susan McCarver on the Planning and Zoning Commission. Alderman Foster seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

Mayor Williams made a recommendation to reappoint Mel Troyer for a two year term as a Missouri Extension Center Representative of the City of Marshfield. Alderman Foster made a motion to accept the recommendation of the Mayor to reappoint Mel Troyer as the Missouri Extension Center Representative of the City of Marshfield. Alderman Loftin

seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

RESOLUTION OF APPRECIATION - DAVID TUNNELL - Mayor Williams read the Resolution of Appreciation for Judge David Tunnell. David Tunnell served the City as the Municipal Judge for the past two years. The Board of Aldermen of the City of Marshfield do publicly honor David Tunnell and extend their profound gratitude to David Tunnell for his contributions to the Marshfield Community.

OLD BUSINESS

AWARD BANKING BID - The Finance Committee met on December 2, 2016 and made a recommendation to the Board of Aldermen to retain Southern Missouri Bank of Marshfield for the City of Marshfield's banking services. Alderman Foster made a motion to accept the recommendation of the Finance Committee to retain Southern Missouri Bank of Marshfield for the City's banking services. Alderman Loftin seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

AUTHORIZED SIGNERS ON BANK ACCOUNT - MAYOR, MAYOR PRO-TEM, CITY ADMINISTRATOR AND DEPUTY CITY ADMINISTRATOR - Mayor Williams stated currently the signers are Mayor Robert Williams, Mayor Pro-tem Champ Herren, City Administrator John Benson and Deputy City Administrator Sam Rost. Alderman Montgomery made a motion to retain all current signers on the bank account. Alderman Loftin seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

APPROVAL OF CONTRACT WITH CRAWFORD, MURPHY & TILLY, INC., CONSULTING ENGINEERS (CMT) FOR WATER SYSTEM IMPROVEMENTS - City Administrator John Benson stated at the Board of Aldermen meeting on December 15, 2016, CMT was selected to provide civil engineering services for SRF water improvements to the City's water system and now the Board of Aldermen needs to approve the contract.

BILL NO. 2017-01 AN ORDINANCE AUTHORIZING AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES BETWEEN THE CITY OF MARSHFIELD, MISSOURI AND CRAWFORD, MURPHY & TILLY, INC., CONSULTING ENGINEERS (CMT) FOR WATER SYSTEM IMPROVEMENTS - Attorney Chuck Repogle read by title twice an Ordinance authorizing an agreement for professional engineering services between the City of Marshfield, Missouri and Crawford, Murphy & Tilly, Inc., Consulting Engineers (CMT) for Water System Improvements.

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

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

APPROVAL OF CONTRACT WITH CRAWFORD, MURPHY & TILLY, INC., CONSULTING ENGINEERS (CMT) FOR ON-CALL ENGINEERING SERVICES City Administrator John Benson stated at the Board of Aldermen meeting on December 15, 2016, CMT was selected to provide on-call engineering services for miscellaneous planning and engineering services for the City's water system. The contract provided for work orders to be provided by CMT to the City for approval. Each work order will provide description of the work to be performed, hourly rates charged by various applicable personnel who would work on the task and when applicable, a total amount not to exceed.

BILL NO. 2017-02 AN ORDINANCE AUTHORIZING AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES BETWEEN THE CITY OF MARSHFIELD, MISSOURI AND CRAWFORD, MURPHY & TILLY, INC., CONSULTING ENGINEERS (CMT) FOR ON-CALL ENGINEERING SERVICES - Attorney Chuck Replogle read by title twice an Ordinance authorizing an agreement for professional engineering services between the City of Marshfield, Missouri and Crawford, Murphy & Tilly, Inc., Consulting Engineers (CMT) for On-Call Engineering Services.

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

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

SAPP DESIGN ASSOCIATES ARCHITECTS, P.C. CONTRACT AMENDMENT - Alderman Foster asked for this to be moved to bottom of the agenda.

BILL NO. 2017-03 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.

NEW BUSINESS

APPROVAL FOR WWTP SYSTEM IMPROVEMENTS - Scott Knight with CMT gave a presentation for improvements to the City's Waste Water System. Improvements proposed include rehabilitation of priority 1 sanitary sewer mains as well as modifications to the wet weather flow equalization at the Waste Water Treatment Plant. These projects are outlined in the Voluntary Compliance Agreement to be undertaken in

2017. The project would also include installation of ultraviolet disinfection and a new out flow pipe. CMT Engineering would prepare an application for a USDA loan for financing of the project which would be paid through the Waste Water system's portion of the city's existing capital improvement fee.

City Administrator John Benson stated utilizing the City's existing agreement with CMT Engineering for waste water engineering services, this request is seeking approval to authorize CMT Engineering to prepare bid specifications and bid request documents for improvements to the City's Waste Water System to implement aspects of the City's Voluntary Compliance Agreement with Missouri Department of Natural Resources.

Alderman Foster made a motion to authorize preparation of bid specs and bid request documents for improvements to the City's WWTP system. Alderman Loftin seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION MUNICIPAL AND COST APPORTIONMENT AGREEMENT - City Administrator John Benson stated the City had applied with MoDOT for an Intersection Improvement 50/50 Cost Share Grant for improvements to the intersection of Route CC, Banning Street and Buffalo Street. The City of Marshfield was awarded this grant for this project with an estimated cost of \$1,678,784. Upon approval of the agreement the City of Marshfield will be responsible for paying 50% of the total project cost, which is estimated to be \$839,392. The City of Marshfield's contribution will include a credit for preliminary engineering costs that is estimated to be \$76,000. This will result in the City needing to pay for the remainder of its share of the project, which is estimated to be \$763,892. The City's funding for this project was budgeted from the Restricted Transportation Fund. The City will need to provide a check in the amount of \$763,892 to MoDOT twelve weeks prior to the construction bid letting date for this project. The City is responsible for paying all additional costs if the project costs exceed the estimated project budget of \$1,678,784. Time line of project is design late this year, bid in 2018 and construction beginning October 2018.

BILL NO. 2017-04 AN ORDINANCE TO AUTHORIZE THE MAYOR TO EXECUTE A MUNICIPAL AND COST APPORTIONMENT AGREEMENT BETWEEN THE CITY OF MARSHFIELD AND THE MISSOURI HIGHWAY AND TRANSPORTATION COMMISSION FOR PUBLIC IMPROVEMENT INVOLVING INTERSECTION IMPROVEMENTS - Attorney Chuck Replogle read by title twice an Ordinance authorizing the Mayor to execute a Municipal and Cost Apportionment Agreement between the City of Marshfield, Missouri and the Missouri Highway and Transportation Commission for public improvement involving intersection improvements.

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

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

DUNN MOWING, LLC CONTRACT ADDENDUM - Attorney Chuck Replogle stated that Dunn Mowing, LLC. cannot get a performance bond due to the wording of our contract for three years. The Original contract is for three (3) years and this agreement changes the wording to three (3) consecutive one (1) year terms. This will allow Dunn Mowing, LLC. to obtain a performance bond.

BILL NO. 2017-05 AN ORDINANCE AUTHORIZING AN ADDENDUM TO THE GROUNDS MOWING SERVICE AGREEMENT ENTERED INTO BY AND BETWEEN THE CITY OF MARSHFIELD AND DUNN MOWING, LLC. - Attorney Chuck Replogle read by title twice an Ordinance authorizing an Addendum to the Grounds Mowing Service Agreement entered into by and between the City of Marshfield and Dunn Mowing, LLC.

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

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

REFER REQUEST FOR HOME BUSINESS TO PLANNING & ZONING AND SET PUBLIC HEARING FOR FEBRUARY 14, 2017 - Mayor Robert Williams stated he is making a request to have a home business and is asking to be referred to Planning and Zoning and set a Public Hearing for February 14, 2017.

Alderman Foster made a motion to refer the request for home business to Planning & Zoning and set a Public Hearing for February 14, 2017. Alderman Loftin seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

SAPP DESIGN ASSOCIATES ARCHITECTS, P.C. CONTRACT AMENDMENT-

Attorney Chuck Replogle went over the updates to the contract amendment:

- Flat fee - Original offer from SAPP was \$325,000
City of Marshfield offer was \$300,000
SAPP offered \$310,500
After discussion the Board of Alderman wanted to offer 6.5%
- Article 11.5 shall be modified to 5 payments at 20% for each phase.
- Article 12.7 strike the word applicable in building codes
- Article 4.3.4 strike or amend with act of God exception or wording to state conditions out of the contractor or City's control
- Article 6.6- Section 9.5 is referenced, but there is no 9.5 - need to include

Alderman Foster made a motion to go to a flat fee of 6.5% with clarifications of changes to the contract amendment. Alderman Loftin seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

Mayor Williams asked Michael Sapp if he accepts the offer. Sapp stated based on the fact that SAPP Design would like to see the project done and done correctly, SAPP Design would accept the offer.

The contract amendment and Ordinance will be brought back next Thursday.

FUTURE AGENDA ITEMS – Reserve Fund and follow-up on handicap space on square.

Break taken at 9:02 p.m.

CLOSED SESSION – 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, purchase or sale of real estate at 9:06 p.m. Alderman Loftin seconded the motion. The motion passed in a roll call vote with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

Discussion was held. No action was taken.

Alderman Loftin made a motion to enter regular session at 9:37 p.m. Alderman Montgomery seconded the motion. The motion passed in a roll call vote. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

ADJOURN – With no other business appearing before the Board of Aldermen, Alderman Montgomery made a motion to adjourn the meeting 9:38 p.m. Alderman Loftin seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

Robert Williams, Mayor

ATTEST:

Karen Rost, City Clerk