

**BOARD OF ALDERMEN**  
**MINUTES**  
February 23, 2017

The Board of Aldermen of the City of Marshfield, Missouri, met in regular session on Thursday, February 23, 2017, in Council Chambers at Marshfield City Hall.

**BE IT KNOWN** that a public hearing will be held by the Board of Aldermen of the City of Marshfield, Missouri, at 6:30 p.m. on February 23, 2017 at City Hall, 798 S. Marshall, Marshfield, Missouri, upon the application of Janice Ferguson, concerning the matter of the proposed annexation into the City of Marshfield.

Mayor Robert Williams called the **Public Hearing** to order at 6:30 p.m.

Mayor Robert Williams asked if anyone would like to speak for or against this variance request.

No one spoke.

Mayor Robert Williams closed the Public Hearing at 6:31 p.m.

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No one spoke.

Mayor Robert Williams closed the Public Hearing at 6:32 p.m.

**CALL TO ORDER** – Mayor Robert Williams called the meeting to order at 6:32 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 Loftin made a motion to approve the minutes of February 9, 2017. Alderman Montgomery seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin, and Montgomery. Nay: None. Abstain: Herren.

**EXPENDITURES** – 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.

**FINANCIAL REPORTS** – Financial Reports for January were presented.

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

**MAYOR APPOINTMENTS** - Mayor Williams made a recommendation to reappoint John Dodson as Ethics Officer. Alderman Montgomery made a motion to approve the recommendation of the Mayor to reappoint John Dodson as Ethics Officer. Alderman Herren seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

### **OLD BUSINESS**

**UPDATE ON WATER SYSTEM IMPROVEMENT PROJECT (SRF)** – Scott Knight with CMT gave a presentation on the Water System Status. Areas he highlighted were:

- Electronic mapping of water system
- Began building hydraulic model
  - Field calibration mid-March
- Geo-coding of water billing records
  - Help understand how water moves through the system
- SRF loan application renewal
  - Remain on intended use plan into 2018
  - Proposed increase on upper borrowing limit

Knight stated the City would need to adjust their Capital Improvement Fee structure of from Water CIP of \$5.00 and Sewer CIP of \$9.00 to Water CIP of \$8.50 and Sewer CIP of \$5.50. Adjusting the Water CIP to \$8.50 would make borrowing limit of \$4,791,920.

Knight also gave a status on the Wastewater System. Area highlighted were:

- MDNA operating permit renewal
  - Draft public notice soon
- Bypass Elimination Plan projects
  - 75% complete on Priority #1 CIPP lining
    - Budget of approximately \$1 million
  - Begin work on piping changes and UV at WWTP
    - Budget of approximately \$1 million
    - Evaluating piping routes
    - Requested proposals from 3 UV manufacturers
    - Working with plant to confirm design basis

**FINANCING OPTION FOR WASTE WATER IMPROVEMENTS** - Scott Knight with CMT gave a presentation on the Waste Water financing options. Options are:

Scenario #1 – Bypass Elimination Plan Projects Only – USDA Loan (2.0%, 35 years)

Amount Borrowed \$2,000,000

Annual Cost \$ 163,000\*

\*includes debt service, 10% coverage & \$75,000 annual equipment replacement

Total Interest \$ 800,000

Scenario #2 – BEP Projects & Regional Life Station - Certificate of Participation (3.5%, 25 years)

Amount Borrowed \$3,000,000

Annual Cost \$ 180,400

Total Interest \$1,509,650 \*\*

\*\*Total Interest on \$2,000,000 COP would be approximately \$1.0 million

Capital Improvement Fee (CIP) of \$5.50 per month supports \$183,000 annual cost.

Alderman Foster made a motion to table the preference on financing to next meeting. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**PROJECT BUDGET FOR NEW POOL AND ACTIVITY COMPLEX** - Toth & Associates presented 4 Preliminary Opinions of Probable Construction Costs for Sanitary Sewer for the Activity Center.

	Construction Costs	Total Costs
Option #1	\$ 182,500	\$ 246,120
Option #2	\$ 413,750	\$ 557,983
Option #3	\$ 469,750	\$ 633,505
Option #4	\$1,080,250	\$1,456,825

Joseph A. Kinder with George K. Baum & Company presented financing options with Certificate of Participation (COP).

Discussion was held on phasing the project and doing pool first, followed by Activity Center. Mayor Williams stated if the City was to phase this project, the community could get the pool and center that they want. Estimated costs of a 4,800 sq. foot pool would be \$1.9 million and an 8,000 sq. foot building would be \$2.4 million. The average fitness area would take up 3,000 sq. feet of the building. What the community is wanting is a 6,000 to 6,500 sq. foot pool, which would cost \$2.4 million.

Alderman Montgomery made a motion for Total Project dollars of \$2.8 million with limiting borrowing to \$1.6 million for Phase 1 being pool and master build design plan. Alderman Herren seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

Alderman Foster made a motion to have City Staff make contact with property owners in regards to annexations and easements for Option 4. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**SELECTION OF PROFESSIONAL ENGINEERING SERVICES FOR I-44 INTERCHANGE** - City Administrator John Benson stated the City received six submittals for engineering services for I-44 interchange which included CMT Engineering, Great Rivers Engineering, Tran Systems, Veenstra & Kim Inc., Wilson & Company and CFS Engineering. Four firms were interviewed and scored. Recommendation from the interview panel for engineering services for I-44 interchange was CMT Engineering.

Alderman Foster made a motion to accept the recommendation of the interview panel for CMT Engineering. Alderman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**ADDENDUM NO. 1 TO TRANSPORTATION & ON-CALL ENGINEERING SERVICES WITH GREAT RIVERS ENGINEERING** – City Administrator John Benson stated the Board of Aldermen needs to approve the contract addendum to the contract with Great Rivers Engineering for design and construction management of improvements to the intersection of Route CC, Banning Street and Buffalo Street.

Spencer Jones with Great Rivers was present to answer any questions the Board of Aldermen had. Alderman Foster asked in Article VII – Compensation if the amount of \$11,047.14 was a fixed fee. Jones stated it was. Alderman Foster asked if the percentages could go up or down and Mr. Jones stated the percentages could not change.

**BILL NO. 2017-13 AN ORDINANCE AUTHORIZING AN ADDENDUM NO. 1 TO THE AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES BETWEEN THE CITY OF MARSHFIELD, MISSOURI AND GREAT RIVERS ASSOCIATES, INC. FOR TRANSPORTATION AND ON-CALL ENGINEERING SERVICES** - Attorney Chuck Repogle read by title twice the proposed Ordinance authorizing an Addendum No. 1 to the Agreement for Professional Engineering Services between the City of Marshfield, Missouri and Great Rivers Associates, Inc. for Transportation and On-Call Engineering Services.

Alderman Montgomery made a motion to approve the first 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.

Alderman Montgomery made a motion to approve the second 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.

**PROPOSED ANNEXATION FOR JANICE FERGUSON** – Mayor Williams stated that Janice Ferguson has petitioned the City of Marshfield for Voluntary Annexation on a strip on land located off South Elm Street. The strip of land does adjoin the City boundaries.

Mayor Williams stated that the City of Marshfield did receive a letter from Ray & Sheila Nickels whom border Mrs. Ferguson's property. In their letter they stated they do not want to be annexed into the City. They feel if the City of Marshfield annexes the proposed property in the City, which will be the first step to taking their choice away about whether or not they live in the city or outside the city limits.

Mayor Williams stated that this was a voluntary annexation and the City of Marshfield does not have any intentions to go beyond this property.

Alderman Montgomery made the motion to approve the request from Janice Ferguson for voluntary annexation. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**BILL NO. 2017-14 AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE CITY OF MARSHFIELD, MISSOURI** - Attorney Chuck Replogle read by title twice the proposed Ordinance annexing certain adjacent territory into the City of Marshfield, Missouri.

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, Montgomery and Herren. Nay: None.

Alderman Herren 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, Montgomery and Herren. Nay: None.

**PROPOSED ANNEXATION FOR JAMES H. HAILEY AND SARA SUE BOULDIN**- Mayor Williams stated James H. Hailey and Sara Sue Bouldin have petitioned the City of Marshfield for Voluntary Annexation on 23 acres of vacant property located North of 861 E. Hubble Drive. This proposed property is adjacent to the City boundaries.

Alderman Foster made the motion to approve the request from James H. Hailey and Sara Sue Bouldin for voluntary annexation. Alderman Loftin seconded the motion. The

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

**BILL NO. 2017-15 AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE CITY OF MARSHFIELD, MISSOURI** - Attorney Chuck Replogle read by title twice the proposed Ordinance annexing certain adjacent territory into the City of Marshfield, Missouri.

Alderman Montgomery made a motion to approve the first 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.

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, Montgomery and Herren. Nay: None.

**REQUEST FOR CITY TO GRANT DEED OF TEMPORARY EASEMENT** - City Administrator John Benson stated Destiny Church is requesting the City of Marshfield grant a temporary access easement across land owned by the City that would provide access to land to be purchased by Destiny Church until such time that Elm Street is constructed north of Highway CC.

Alderman Foster made a motion to grant the Deed of Temporary Easement for Destiny Church. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**BILL NO. 2017-16 AN ORDINANCE AUTHORIZING A DEED OF TEMPORARY EASEMENT IN FAVOR OF JAMES H. HAILEY, JR. AND SARA S. BOULDIN** - Attorney Chuck Replogle read by title twice the proposed Ordinance authorizing a Deed of Temporary Easement in favor of James H. Hailey, Jr. and Sara S. Bouldin.

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, Montgomery and Herren. Nay: None.

Alderman Foster 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, Montgomery and Herren. Nay: None.

## **NEW BUSINESS**

**MARSHFIELD SENIOR CENTER PROPOSAL** - Chris Parker with Marshfield Senior Center stated they are interested in developing a green space proposal for the empty lot located on the east side of its new facility. They believe this small lot could be turned into a park-like area that would add value to the center and to the community at large.

Their vision for this piece of property would include, but not be limited to, an outdoor seating area, walkway and lighting, and gardening area.

Discussion was held if the City would still own the property and the Senior Center could just use it or trade use for maintenance. Attorney Replogle will prepare a lease and bring back to the next meeting.

**DREW SUMMERS 7<sup>th</sup> ANNUAL MEMORIAL CAR & BIKE SHOW ON JUNE 10, 2017 -**

Don Summers spoke to the Board of Aldermen about the annual event in memory of their son Drew Summers. The purpose of the event is to raise funds for a scholarship for a senior boy to play ball in college. Summers requested permission to close the streets on the square except for the North lane of Jefferson and the South lane of Madison. Alderman Herren made a motion to grant Summers request. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**AWARD TRASH BID** - The City of Marshfield received three bids for trash service and spring cleanup. Those submitted bids were EZ Disposal, Republic Services and WCA. EZ Disposal is the only bid received to provide the Organic Waste dumpster for Waste Water Treatment Plant. Staff recommends that the City of Marshfield award EZ Disposal the 2017 Bid of Trash and Spring Clean services.

Alderman Herren made a motion to award the 2017 bid of Trash and Spring Clean services to EZ Disposal. Alderman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**AWARD SPORT UNIFORM BID** – The City of Marshfield received two bids for 2017 Sports Uniforms. Those submitted bids were Express Press and Absolute Screen Printing. Staff recommended that the City of Marshfield award the 2017 Bid for Sports Uniforms to Absolute Screen Printing.

Alderman Montgomery made a motion to award the 2017 bid of Sports Uniforms to Absolute Screen Printing. Alderman Herren seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**2017 SURPLUS PROPERTY** - Deputy City Administrator Sam Rost presented a list of items that the Board of Aldermen need to deem surplus property. Once the property is deemed surplus, the City will advertise in the newspaper. Purchase of this surplus property will be determined through a sealed bid process.

Alderman Montgomery made a motion to deem the list of items as surplus property. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**FUTURE AGENDA ITEMS** - Reserve Fund.

Break at 8:50 p.m.

**CLOSED SESSION** – Alderman Loftin 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 8:56 p.m. Alderman Montgomery seconded the motion. The motion passed in a roll call vote with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

Discussion was held. No action was taken.

Alderman Montgomery made a motion to enter regular session at 9:06 p.m. Alderman Loftin seconded the motion. The motion passed in a roll call vote. 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 9:07 p.m. Alderman Herren seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

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Robert Williams, Mayor

ATTEST:

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Karen Rost, City Clerk