

**BOARD OF ALDERMEN  
SPECIAL MEETING MINUTES  
November 17, 2015**

The Board of Aldermen of the City of Marshfield, Missouri, met in a special session on Tuesday, November 17, 2015, in Council Chambers at Marshfield City Hall.

**CALL TO ORDER** – Mayor Robert Williams called the meeting to order at 7:38 p.m.

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

**EMPLOYMENT APPLICATION** - Staff had been told by previous administration, to not accept employment applications unless there was a position available and posted. The consensus of the Board of Aldermen now is to accept all employment applications for any position at all times.

**INFRASTRUCTURE PLANNING** - Alderman Foster wanted to discuss the U.S. Bicycle Route 76 Trail, also known as TransAmerica Bike Route that runs through Marshfield and down West Jackson Street. Foster would like to see no parking on West Jackson Street from “OO” highway to S. Crittenden. Alderwoman Montgomery stated she feels that it is a safety issue and not enough space to allow parking on West Jackson Street.

Foster stated, Andy Mueller with MoDOT had stated in the joint meeting on November 13, 2015, if the City of Marshfield wanted bike lanes on both sides of West Jackson Street, the City would need to pass a no parking ordinance for the specific segment of West Jackson Street (Route 38) and send a letter to MoDOT requesting the signs, which MoDOT will install. Within the same letter, the City of Marshfield would need to request MoDOT to also mark the route for bike lanes in both directions. MoDOT will include the striping in the upcoming resurfacing project from “OO” highway to Elm Street on West Jackson Street (Route 38).

Alderman Foster made a motion for no parking on West Jackson Street between “OO” highway and South Crittenden (four way stop). Alderwoman Montgomery seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

Mayor Williams requested to have an Ordinance to be drafted for the December 10, 2015 meeting.

**EXECUTIVE RECRUITMENT SERVICES** - Slavin Management Consultants were the only bid the City of Marshfield received for services. Alderman Foster made a motion to accept the proposal submitted by Slavin Management Consultants. Alderwoman Montgomery seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

**BILL NO. 2015-34 AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE AN EXECUTIVE SERVICE AGREEMENT BETWEEN THE CITY OF MARSHFIELD AND SLAVIN MANAGEMENT CONSULTANTS FOR THE PURPOSE OF ASSISTING THE MAYOR AND BOARD OF ALDERMEN WITH A COMPREHENSIVE POSITION PROFILE FOR CITY ADMINISTRATOR AND THEN TO IDENTIFY, RECRUIT AND PRESENT OUTSTANDING CANDIDATES WHO MEET THESE CRITERIA**

Attorney Linda Lott read by title twice the proposed Ordinance authorizing the Mayor to execute an executive service agreement between the City of Marshfield and Slavin Management Consultants for the purpose of assisting the Mayor and Board of Aldermen with a comprehensive position profile for City Administrator and then to identify, recruit and present outstanding candidates who meet these criteria.

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

Mayor Williams stated he would make contact with Slavin Management Consultants and arrange a site meeting.

**BLIGHTED PROPERTIES** - Mayor Williams stated that City Staff has been inspecting the buildings around the square. Britt Hume and Greg Smalley made a list of all violations on those properties. Williams stated with the City of Marshfield and Webster County Commissioners working on improving the appearance of the square, we need to address these issues, not only for the appearance, but for the safety of the community. The process can involve issuing a citation, condemning the property, the City making the necessary repairs and placing a lien on the property or demolition of the buildings. After discussion, the consensus of the Board of Aldermen, is to work with the owners of the properties, but if no aggressive repairs are made, then issue citation and then make the decision if the City will make the repairs or condemn the building and tear it down.

Alderman Foster asked how the City of Marshfield addresses the properties in the City and the way they look. Attorney Linda Lott stated the City of Marshfield has adopted the International Property Maintenance Code, but the City of Springfield just passed some Ordinances addressing properties and landlords and the City might want to look into modeling an Ordinance after them.

**ADJOURN** – With no other business appearing before the Board of Aldermen, Alderman Foster made a motion to adjourn the meeting at 8:24 p.m. Alderman Loftin seconded the motion. The motion passed with three ayes. Voting aye: Foster, Loftin and Montgomery. Nay: None. Absent: Herren.

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Robert Williams, Mayor

ATTEST:

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Karen Rost, City Clerk