

BOARD OF ALDERMEN
MINUTES
September 22, 2016

The Board of Aldermen of the City of Marshfield, Missouri, met in regular session on Thursday, September 22, 2016, 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, upon the application of Gary & Doris McFarland for a variance, pursuant to Section 410.100.C.5 of the Marshfield Municipal Code

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

Mayor Robert Williams stated the McFarland's had withdrew their request for a variance.

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

CALL TO ORDER – Mayor Robert Williams called the meeting to order at 6.31 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 made a motion to approve the minutes of September 8, 2016. Alderman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

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.

OLD BUSINESS

APPEAL ON CONDITIONAL USE – CROSSBRIDGE CHURCH – Pastor Jeff Mann stated that he went back to the trustees of the church and they see the need for improvement to the intersection at Banning and CC highway. Their traffic numbers on Sunday mornings are projected to be 120 cars and 60 cars on Wednesday night. They do not want an entrance on Buffalo Street, due to the creek at the bottom. Crossbridge Church is requesting that they be allowed to put an entrance across from Big Bear Court. They would be willing to work with the City at no extra cost and dedicate 30 feet of street right-of-way along the west property line to create a future 60 foot wide street right-of-way with the adjoining property to the west. They will also dedicate street right-of-way from the west edge of the proposed realigned Buffalo Street, extending east to the existing right-of-way of Buffalo Street. Any unused portion of right of way after

intersection redesign and construction would be vacated by the City and returned to the property owner.

Alderman Herren made a motion to grant the conditional use. Alderman Montgomery seconded the motion. Mayor Williams stated that Planning and Zoning had already granted the conditional use with conditions and they are appealing the conditions. Alderman Herren withdrew his motion. Alderman Montgomery withdrew her second.

Mayor Williams stated the conditions that Crossbridge are agreeing to are right-of-way for CC hwy/Banning/Buffalo intersection, 30 foot on NW for development of future road, and any unused land goes back to Church. They would like access granted off Banning in alignment with Big Bear Court.

Alderman Foster stated he still sees complications with that access. City Administrator John Benson stated the peak hours of traffic are different than other peak hours. They have three access points. The right of way dedication is more important for traffic in the future.

Alderman Herren made a motion to allow the conditional use with the conditions set by planning and zoning, but to grant access off Banning Street in alignment with Big Bear Court. Alderman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

MoDOT INTERSECTION IMPROVEMENT GRANT – REVIEW AND APPROVE ENGINEERING SERVICES EXPENDITURE

- City Administrator John Benson stated the City submitted an application to MoDOT for Highway CC and Banning improvements. Benson received an email from MoDOT requesting the City review cost estimates to make sure we are comfortable with them. This is a 50/50 grant, but the overruns would be a 100% responsibility to the City. City Administrator John Benson, Deputy City Administrator Sam Rost and Great Rivers Engineer King Coltrane met at the site. Coltrane stated the realignment of Banning and Buffalo needed to be looked at and a quick calculation shows a \$60,000 to \$100,000 cost estimate difference. City Administrator John Benson is recommending to the Board of Alderman to hire Great Rivers Engineer King Coltrane at a cost of \$9,000 to reassess our cost estimates and make any necessary changes to avoid overruns. Coltrane stated he would also strike the line that states the City would be responsible for 100% of the overruns. Coltrane stated this is a good project for MoDOT to be in on with the City of Marshfield and they should pay their share. Striking that line would stop them from pushing the overruns to the City of Marshfield and protect the City. Alderman Herren made a motion to approve the recommendation of City Administrator John Benson and hire Great Rivers Engineering to calculate the cost estimates for the improvements. Alderman Montgomery seconded the motion. The motion passed with three ayes. Voting aye: Loftin, Montgomery and Herren. Nay: None. Abstain: Foster.

VARIANCE REQUEST AT 322 N. MARSHALL ST. – WITHDRAWN BY MCFARLANDS- Gary and Doris McFarland sent a letter to the City of Marshfield cancelling their variance request for the property at 322 N. Marshall Street.

REPORT FROM PLANNING AND ZONING

- **FINAL PLAT OF FERGUSON ESTATES**

The Planning and Zoning Commission recommended approval of the final plat to the Board of Aldermen.

BILL NO. 2016-36 AN ORDINANCE APPROVING THE FINAL PLAT OF FERGUSON ESTATES, A SUBDIVISION IN THE CITY OF MARSHFIELD, WEBSTER COUNTY, MISSOURI - – Attorney Chuck Replogle read by title twice the proposed Ordinance approving the final plat of Ferguson Estates, a subdivision in the City of Marshfield, Webster County, 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 Foster 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, Montgomery and Herren. Nay: None.

TRANSPORTATION

- **VEGITATION ON RIGHT OF WAY** – City Administrator John Benson stated that MoDOT had been contacted and cut the grass in the right of way, as well as the property owner was contacted to mow. Fence row still has vegetation in it. Alderman Foster stated there is still no improvement on visibility with the vegetation in the fence row.
- **MAINTENANCE ON NORTH BUFFALO** – City Administrator John Benson stated the city owns and maintains a portion and the County owns and maintains a portion
- **INTERSECTION AT CC/BANNING** - covered previously in meeting

LANDSCAPING FOR BUMP-OUTS ON THE SQUARE - City Administrator John Benson spoke with Great Rivers Engineer King Coltrane and based on his suggestion of cost effectiveness, Benson is in the process of contacting a master gardener.

NEW BUSINESS

REQUEST PERMISSION TO APPLY FOR 2016 AFG GRANT - Fire Chief Michael Taylor requested permission from the Board of Alderman to apply for the 2016 Assistance to Firefighters Grant. The grant is administered by FEMA/Homeland Security and is a 95/5 matching grant with the City's responsibility being five percent of the overall requested amount. The request will be for funding of self-contained breathing apparatus (SCBA). The City currently owns 25 SCBA, each with one spare

tank. Currently the tanks are in the last of their 3-4 years of their 15 year life. Replacing all 25 SCBA and tanks will cost approximately \$160,000 - \$170,000. If the City were to be awarded the grant the city's matching portion of the grant would be between \$8,000 - \$8,500. The deadline to apply is November 18, 2016. Foster made a motion to approve the request to apply for the 2016 AFG grant. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

WAIVER TO CONSTRUCTION PERMIT FEE FOR COUNTY BUILDING -

Commissioner Paul Ipock requested that the Board of Alderman reduce the permit fee for the proposed metal building at the Marshfield Road Maintenance Facility located at 1106 S. White Oak Street from \$1,532.85 to \$250.00. Ipock stated there would be no water or sewer at the building. Alderman Foster made a motion to grant the request to reduce the permit fee to \$250.00. Alderman Herren seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

OLSSON OUTSTANDING BILLING - John Forrester with Olsson Associates went over the invoices that were dated August 30, 2016 which were for professional services rendered through August 6, 2016. Projects included in the invoices were: Water improvements, I-44 Waterline Bore, Jump Road Waterline Extension, Washington & McVay Waterline Extension, Disinfection of System, Notice of Violation, Facility Plan, Rate Evaluation and State Revolving Fund Loan. Forrester stated that the costs could be recaptured under the SRF plan. Mayor Williams stated that the agreement with Olsson says they shall submit invoices on a monthly basis and that had not been done. Mayor Williams asked the Board of Alderman if they would like to pay the invoices. There was a lack of a motion to pay the invoices. Mayor Williams stated that the Board of Aldermen needs to know what specific work has been done under what task orders for the invoices presented. Alderman Foster made a motion to table to next meeting for information on invoices. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

OLSSON CONTRACT AMENDMENT - Alderman Herren made a motion to table until next meeting. Alderman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

LIQUOR LICENSE REQUEST FOR MAIN STREET SMOKEHOUSE & GRILLE, LLC, DBA HOG EYE SMOKE PIT, 50 YORK DRIVE, UNIT 2, MARSHFIELD, MO 65706 -

City Clerk Karen Rost presented the application for liquor license for Main Street Smokehouse & Grille, LLC and stated all documentation was in order. Alderman Foster made a motion to approve the liquor license for Main Street Smokehouse & Grille, LLC, DBA Hog Eye Smoke Pit. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

APPROVAL REQUESTED TO INSTALL NEW CULVERTS NEAR CRAWFORD TIRE -

Deputy City Administrator Sam Rost stated the bottom has rotted out of current culverts, which has led to asphalt problems. To replace the existing culverts would exceed the

purchasing policy. The cost would be between \$8,600 to \$8,700. Alderman Foster asked if the City did this, would it effect the elevation there. Rost stated it would not and that they would be going back in the same level as current, with the same size pipe. Alderman Loftin made a motion to approve the request. Alderman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

ECONOMIC DEVELOPMENT UPDATE - City Administrator John Benson gave a report on the GRO grant. The Growth in the Rural Ozarks (GRO) program, is a three year initiative co-funded by the Community Foundation of the Ozarks (CFO) and the U.S. Department of Agriculture (USDA) aimed at promoting workforce and economic development. There will be a meeting on Wednesday, September 28, 2016 at City Hall.

NOVEMBER AND DECEMBER MEETING DATES - Discussion was held on the meeting dates in November and December. Alderman Foster made a motion to have one Board of Aldermen meeting in November and December. The dates set were November 17, 2016 and December 15, 2016. Alderman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

SET CHRISTMAS OPERATING HOURS - City Clerk Karen Rost stated the City personnel manual states city offices are closed half a day on Christmas Eve and all day Christmas Day. Should a holiday fall on Saturday and Sunday, the weekday closest to the holiday will be taken as the holiday. Staff is asking the Board of Aldermen to grant the employees off the entire day on December 23, 2016, with the employees using a half of day vacation. Deputy City Administrator Sam Rost stated the past several years the Board of Aldermen had granted Christmas Eve day off with the employees using no personal time.

Alderman Herren made a motion to do what we did last year. Alderman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

FUTURE AGENDA ITEMS – Olsson outstanding invoice billing, Olsson contract amendment and storm water and future drainage.

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 8:35 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.

Discussion was held.

Alderman Montgomery made a motion to enter regular session at 9:32 p.m. Alderman Herren 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 Foster made a motion to adjourn the meeting 9:33 p.m. Alderman Montgomery 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

DRAFT