

**BOARD OF ALDERMEN  
MINUTES  
December 15, 2016**

The Board of Aldermen of the City of Marshfield, Missouri, met in regular session on Thursday, December 15, 2016, 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 Aldermen Vicki Montgomery and Champ Herren.

**MINUTES** – Alderman Herren made a motion to approve the minutes of December 1, 2016. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**EXPENDITURES & FINANCIAL REPORTS**– Alderman Herren made a motion to approve expenditures. Alderman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**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.

**OLD BUSINESS**

**PRESENTATION OF BANKING BID** – City Administrator John Benson stated that the City of Marshfield received four banking bids. Bids received were Bear State Bank, Simmons Bank, Southern Missouri Bank of Marshfield and First Home Savings Bank. The Finance Committee performed interviews at their December 2, 2016 meeting and made a recommendation to the Board of Aldermen to retain Southern Missouri Bank of Marshfield for the City of Marshfield's banking services. The Board of Aldermen will vote on this at their January 12, 2017 meeting.

**TRANSPORTATION & ON-CALL ENGINEERING SERVICES CONTRACT** - The Board of Aldermen selected Great Rivers Engineering as their Transportation & On-Call Engineering firm on November 17, 2016 and Great Rivers Engineering has provided a contract.

**BILL NO. 2016-53 AN ORDINANCE AUTHORIZING AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES BETWEEN THE CITY OF MARSHFIELD, MISSOURI AND GREAT RIVER ASSOCIATES, INC. FOR TRANSPORTATION AND ON-CALL ENGINEERING SERVICES** - Attorney Chuck Repogle read by title twice an Ordinance authorizing an 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 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.

**ACTIVITY CENTER CIVIL ENGINEER DESIGN SERVICES CONTRACT - The** Board of Aldermen selected Toth and Associates as the Activity Center Civil Engineering Design Services firm on November 17, 2016 and Toth and Associates has provided a contract. This contract will allow the City of Marshfield to have Toth and Associates provide the Schematic Design. Additional tasks that include site development, water system extension, sewer system extension and roadway extension will be presented as addendum to this agreement and will require the Board of Aldermen to approve, prior to commencing work.

**BILL NO. 2016-54 AN ORDINANCE AUTHORIZING AN AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE CITY OF MARSHFIELD, MISSOURI AND TOTH AND ASSOCIATES, INC. FOR ACTIVITY CENTER CIVIL ENGINEERING DESIGN SERVICES** - Attorney Chuck Replogle read by title twice an Ordinance authorizing an agreement for professional services between the City of Marshfield, Missouri and Toth and Associates, Inc. for Activity Center Civil Engineering Design Services.

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, Montgomery and Herren. Nay: None.

Alderman Herren 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.

**CONTRACT RENEWAL WITH MISSOURI DEPARTMENT OF CORRECTIONS** – City Administrator John Benson presented a contract with the Ozark Correctional Center and our desire to renew our agreement with their Supervised Work Release Program. The contract would extend to May 31, 2018, include up to six (6) offenders and would be Monday through Friday, 7:30 a.m. – 3:30 p.m. shifts.

**BILL NO. 2016-55 AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A SUPERVISED WORK RELEASE PROGRAM AGREEMENT BETWEEN THE MISSOURI DEPARTMENT OF CORRECTIONS DIVISION OF ADULT INSTITUTIONS AND THE CITY OF MARSHFIELD, MISSOURI** - Attorney Chuck Replogle read by title

twice an Ordinance authorizing the Mayor to execute a Supervised Work Release Program Agreement between the Missouri Department of Corrections Division of Adult Institutions and the City of Marshfield, Missouri.

Alderman Herren 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, Montgomery and Herren. Nay: None.

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, Montgomery and Herren. Nay: None.

### **REPORT FROM PLANNING & ZONING**

- **Replat of Part of Lot 1, Block 2, Southwest Addition** – Jason Rost is wanting to divide the current lot into two lots for the purpose of building a duplex on each new lot.  
The Planning and Zoning Commission made a recommendation to the Board of Aldermen for approval of the replat.

**BILL NO. 2016-56 AN ORDINANCE APPROVING THE REPLAT OF PART OF LOT 1, BLOCK “2” SOUTHWEST ADDITION, TO THE CITY OF MARSHFIELD, WEBSTER COUNTY, MISSOURI** – Attorney Chuck Replogle read by title twice an Ordinance approving the Replat of Park of Lot 1, Block “2” Southwest Addition, to the City of Marshfield, Webster County, Missouri.

Alderman Foster 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, Montgomery and Herren. Nay: None. Abstain: Loftin.

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, Montgomery and Herren. Nay: None. Abstain: Loftin.

### **NEW BUSINESS**

**DESIGNATION OF SMOKING AREA AT THE FIRE STATION NO. 3** - Fire Chief Michael Taylor presented to the Board of Aldermen a request to designate an area in the bays away from the doorways leading to the offices/training areas of the station for the use of tobacco products. Taylor presented to the Board of Aldermen a drawing of the building layout and made three areas of suggestion. The three areas would be in the front of bay, back of bay and the south wall of the bay. Concern of the Board of Aldermen was lack of ventilation and the rights of the volunteers that are non-smokers.

Alderman Herren made a motion to allow an area not to exceed 10 feet outside of the back of the building, between the bay doors. Alderman Montgomery seconded the

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

**SELECTION OF AN ENGINEERING FIRM PROPOSAL FOR WATER SYSTEM IMPROVEMENTS** - City Administrator John Benson stated the City of Marshfield received three submittals from CMT Engineering, Toth and Associates, and Great Rivers Engineering. The firms were interviewed by a panel consisting of City Staff (John Benson, Sam Rost, and Richard Nevills) and two finance committee members (Jeremy Loftin and John Cooper). The interview panel met to discuss thoughts and scoring criteria. The interview panel recommends that CMT Engineering be selected to provide civil engineering services for improvements to the City's water system.

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

**REFER TO PLANNING & ZONING ON JANUARY 17, 2017 AND SET PUBLIC HEARING AT BOARD OF ALDERMEN FOR JANUARY 26, 2017 FOR REZONING FROM B-3, I-1 AND R-1 TO B-1 AT 423 S. LOCUST ST.** - Alderman Herren made a motion to refer to Planning and Zoning Commission on January 17, 2017 and set a Public Hearing at the Board of Aldermen for January 26, 2017 for rezoning at 423 S. Locust St. from B-3, I-1 and R-1 to B-1. Alderman Loftin seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**REFER TO PLANNING & ZONING AND SET PUBLIC HEARING AT PLANNING & ZONING COMMISSION FOR JANUARY 17, 2017 ON CONDITIONAL USE REQUEST FOR MINI-STORAGE UNITS TO BE LOCATED AT 423 S. LOCUST ST.** - Alderman Herren made a motion to refer to planning and zoning and set Public Hearing at Planning & Zoning Commission for January 17, 2017 on Conditional Use request for mini-storage units to be located at 423 S. Locust St. Alderman Montgomery seconded the motion. The motion passed with four ayes. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**FUTURE AGENDA ITEMS** - Contract for CMT Engineering for Water Improvements, CMT presentation for waste water improvements and financing, SAPP contract and award banking bid.

**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 7:13 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 Foster made a motion to enter regular session at 8:55 p.m. Alderman Loftin seconded the motion. The motion passed in a roll call vote. Voting aye: Foster, Loftin, Montgomery and Herren. Nay: None.

**FUTURE AGENDA ITEMS** – Alderman Foster stated he would like to see an agenda item addressing utilizing the City Parks to their fullest potential. Also, annexing outer roads.

**ADJOURN** – With no other business appearing before the Board of Aldermen, Alderman Loftin made a motion to adjourn the meeting 9:00 p.m. Alderman Foster 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