

**City of Odessa Board of Aldermen  
Odessa Community Building | 601 W. Main Street  
September 25, 2017 | 7:00 pm  
Meeting Minutes**

**CALL TO ORDER**

Mayor Adam Couch called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Couch led the Pledge of Allegiance.

**ROLL CALL**

City Clerk Peggy Eoff called the roll.

Alderman Steve Lockhart	Present	Alderman Steve Wright	Present
Alderman Brian Henning	Present	Alderman Ray Harves	Present
Alderman John Carmody	Present	Alderman Mike Stevens	Present

City Staff present: Nici Wilson-City Administrator, Dawn Jennings-Finance Director, Peggy Eoff-City Clerk, Lt. Liese-Odessa Division/Lafayette Co. Sherriff, Darrin Lamb-Water/Street Superintendent, Keith Gibson-EMS Director, Sybille Wilson-Community Planning & Development, Darren Ellison-Electric Department, Delbert Palette-Water Department Kenny Snider Wastewater Department.

Others present: Hannah Spaar-The Odessan, Joe Spaar-Park Board representative Rachel Defoe-Newton, Junior Munsterman, Bruce Whitsitt, Steve & Lisa Bailey, Drew Shippy and Judy Thomas

**WELCOME TO VISITORS**

Mayor Couch welcomed visitors.

**APPROVAL OF CONSENT AGENDA**

- Approval of Minutes
  - August 28, 2017 – Budget Work Session
  - August 28, 2017 – Regular Session
- Park Board Appointment – Kelly Pugh (Term Expiration: 2020)
- Special Event Application - Marching Invitational
  - Applicant: Odessa Band, Junior Munsterman
  - Saturday October 21, 2017 – 9:30 am to 11:00 am
  - Location: 2<sup>nd</sup> Street and the 1912 green space
- Special Event Application - Christmas Lighting and Parade
  - Applicant: Odessa Chamber
  - Monday November 20, 2017 – 6:20 pm to 7:15 pm
- City Administrator's Report (Info Only)
- Code Compliance Monthly Report (Info Only)
- Monthly EMS Summary Report (Info Only)

The application for the Fall Festival submitted by the Chamber Merchant's Group was pulled from the consent agenda and placed under new business after Alderman Lockhart noted he had some questions regarding the application.

Alderman Stevens noted a correction in the August 28, 2017 Budget Work Session minutes that Alderman Harves was listed twice.

Motion was made by Alderman Wright, seconded by Alderman Stevens to approve the consent agenda with the noted correction. Motion carried 6-0.

### **PUBLIC COMMENTS**

There were no public comments.

### **MAYORS REPORT**

- Mayor Couch thanked Acting President Steven Wright for filling in last meeting.
- Mayor Couch noted that the September 11, 2017 meeting had been canceled due to the annual Missouri Municipal League conference that he and Nici Wilson attended. He further noted that the sessions were very good and there were many opportunities to network with other city officials during the conference. He encouraged the Board to consider attending next year's conference and/or any of the other educational events that MML offers.
- Mayor welcomed Joe Lauber to his second meeting and noted that the City's new prosecutor, Peter Rottgers presided over municipal court for the first time the previous week and it went very well.
- Many events will be happening downtown during the fall season and leading into the holiday season and would encourages drivers to use extra caution when driving through town.

### **ALDERMEN REPORTS**

- Alderman Lockhart inquired as to what is the definition of new construction and what determines how something is classified as new construction.
- Alderman Stevens stated that the during the governing body work session of the Strategic Planning one of the top discussion items was the I-70 interchange. Alderman Stevens further added that the current issue of *The Odessan*, MoDOT Area Engineer, Rich Shipley, had an article regarding a survey that anyone can complete online to assist MoDOT in their planning process for future projects. Stevens encouraged citizens to take a few minutes to complete the survey and leave comments to share their opinion and thoughts on what they would like to see in this area.

### **OLD BUSINESS**

There was no old business to come before the Board of Aldermen.

## **NEW BUSINESS**

### *Special Event Application - Odessa Fall Festival*

Mayor Couch presented the application submitted by the Odessa Merchants Group for an event they are planning on Saturday October 14, 2017, from 6:00 am to 4:00 pm at the Rail Road Park. Alderman Lockhart commented that he felt they should have porta potties available during the event. Motion was made by Alderman Stevens, seconded by Alderman Carmody to approve the Special Event Application as submitted for the Odessa Fall Festival. Motion carried 6-0.

### *Motion of Approval – Method of final platting Hunter’s View*

Sybillie Wilson stated that Steve and Lisa Bailey had submitted a formal request to the Planning and Zoning Commission for their consideration to allow them to submit the final plat of Hunter’s View in phases. It was noted that it is common for a city to allow a subdivision to be platted in phases. S. Wilson further stated that the Planning and Zoning Commission had unanimously approved the request at their meeting. Motion was made by Alderman Stevens, seconded by Alderman Wright to approve the request submitted by Steve and Lisa Bailey to final plat Hunter’s View in phases as recommended by the Planning and Zoning Commission. Motion carried 6-0.

### *Proposed Resolution – Contract with Heartland Waste*

City Administrator Nici Wilson presented a proposed resolution approving a contract between the City of Odessa and Heartland Waste of West Central Missouri, LLC for residential solid waste collection service for two (2) years. Motion was made by Alderman Wright, seconded by Alderman Henning to approve the resolution and allowing the Mayor to execute the contract between the City and Heartland Waste. Motion carried 6-0.

### *Bill No. 2017-19 (1<sup>st</sup> reading)*

City Administrator Nici Wilson presented bill no. 2017-19, a proposed ordinance amending Chapter 1.0 Sections 1.101.6 and 1.101.7 of the Code of Ordinance amending the fiscal year. In a memo to the Mayor and Board, N. Wilson stated that the City Admin staff had been working since early in June on budget preparations for the upcoming fiscal year. During these discussions on revenue projections and the timing of many of our projects, recent conversations included the potential change of the fiscal year. After meeting with each department supervisor the overall consensus was with a change in our fiscal year from October 1-September 30 to April 1-March 31, it would better suit the budgeting needs and optimize scheduling of projects. During our discussions several points were brought up in favor of the change:

- The budget preparation period will now come during a time when our public works departments are not in the traditional busy outdoor season (mowing, paving, park projects, etc.).
- We foresee less scheduling conflicts with not doing budget preparations during summer vacation schedules.
- The Parks department will have a better overview of their end of the year budget as a majority of their revenues are received in the summer months.

- Our expense projections for employee benefits will be more accurate as they are done at calendar year end and will be able to be reflected accordingly.

Finance Director Dawn Jennings has talked with our auditors, the Missouri State Auditor's office and our City Attorneys. In those conversations they provided guidance on the logistics to make it a smooth transition and direction on the financial statement preparations that will need to be done to be provided to our bond holders. Twelve (12) month financial statements will be prepared in lieu of the traditional audit in October. We will follow up with our annual audit in May 2018 which will cover an eighteen (18) month period. In addition, the timing of this proposed change with our operating software conversion to INCODE lined up for a clean cut over in financials and general ledger.

After in depth review, our team felt that this change would provide significant benefits to the overall management of our organization. Jennings began amending the preliminary budget that was previously presented to the Board. Wilson undictated that while we wish it was as simple as cutting the numbers in half, it is much more in depth based on the timing of when revenues are received and when expenditures occur. Spreadsheets were provided reflecting a proposed six (6) month budget (FYE 03-31-2018) asking the Board for their consideration to approve an ordinance amending the budget that we are currently working under by adding six (6) months to it.

Alderman Wright noted concerns with construction type projects not being able to be completed within the traditional months' outside projects are done during the fiscal year if funding wasn't allocated and approved for usage until April. N. Wilson noted that there should be sufficient time to get projects bid out and completed even if the funds were appropriated with a budget approval by April 1. Motion was made by Alderman Wright, seconded by Alderman Henning to approve the first reading of bill no. 2017-19. Motion carried 6-0.

*Bill No. 2017-19 (2<sup>nd</sup> reading)*

Motion was made by Alderman Harves, seconded by Alderman Lockhart to approve the second reading of bill no. 2017-19. Vote as follows: Alderman Carmody aye Alderman Stevens aye Alderman Wright aye Alderman Henning aye Alderman Harves aye Alderman Lockhart aye. Motion carried.

*Bill No. 2017-20 (1<sup>st</sup> reading)*

City Administrator Nici Wilson presented bill no. 2017-20, a proposed ordinance approving, adopting and appropriating the budget for 2016-2017 fiscal year by 50% for six (6) additional months (October 1, 2017 – March 31, 2018). Discussion was as follows:

Alderman Henning – Inquired if we will show red until taxes come in.

Wilson stated, no that we will have balances brought forward from the previous year.

Alderman Wright – Asked if it was still the intention next year to budget for the re-establishment of the Police Department and inquired the proposed expenditures in the extended budget.

Jennings stated that the \$250,000.00 is for the remaining of the contract with Lafayette County and then the short time within this six (6) month budget that we plan to have the new chief in place.

Joe Spaar (Park Board) – Expressed concerns on the timing of transfers.

Motion was made by Alderman Wright, seconded by Alderman Harves to approve the first reading of bill no. 2017-20. Motion carried 6-0.

*Bill No. 2017-20 (2<sup>nd</sup> reading)*

Motion was made by Alderman Henning, seconded by Alderman Lockhart to approve the second reading of bill no. 2017-20. The following is a summary of items to be included in the proposed six (6) month budget:

- \$2.00 increase per customer for residential trash service (from \$10.80 to \$12.80) to cover the costs of administration and bad debt from unpaid trash bills
- 2.5% pay increase for each department
- Additional expense for change in LAGERS to Rule of 80
- Purchase of additional mower not to exceed \$10,000.00 for use by parks
- Codification of ordinances
- Hiring of the following additional employees:
  - Police Chief.
  - Part time Municipal Court Clerk.(to be compliant with new court regulations)
  - Public works employee, with duties to be shared by the Electric, Water, Wastewater and Street Departments.
  - Full time supervisor and two additional employees for the Electric Department.
  - Two additional employees for the Water Department to replace two employees anticipated to retire within the next 18 months.
  - One additional employee for the Wastewater Department.
- Use of \$100,000.00 from the reserves of the Transportation Tax Fund to implement the first year of the Street Plan.
- Replacement of the eight (8) wheeler used to access the city's wells when the area is flooded, not to exceed \$15,000.00.
- Water treatment plant improvements not to exceed \$25,000.00, to include purchase of CL17's, DR2800, CO2 basin cover, Turbidity meter.
- Replacement of the VFD at the second well, not to exceed \$30,000.00.
- Donation of \$9,000.00 plus labor for asphaltting walking trail at Dyer Park. Remainder of project to be funded by outside donations.
- Truck and snow plow purchase, for Wastewater Department not to exceed \$30,000.00
- Wastewater Lagoon closures being funded through the remaining SRF loan and funds from the 2011 COP refinance.
- Centennial Hills Phase III infrastructure improvements for the Electric Department.
- Electric rate study to be completed by BHMGM.

Vote as follows: Alderman Lockhart aye Alderman Harves aye Alderman Henning aye Alderman Wright aye Alderman Stevens aye Alderman Carmody aye.  
Motion carried.

*Bill No. 2017-21 (1<sup>st</sup> reading)*

City Administrator Nici Wilson presented bill no. 2017-21 Authorizing filing of applications with the Federal Regulatory Commission (FERC) by the Missouri Joint Municipal Electric Utility Commission (MJMEUC) on behalf of the City of Odessa a member city of MJMEUC, for waivers under the Public Utility Regulatory Policies Act of 1978 (PURPA) for facilities greater than 20MW and exempting city from purchase requirements regarding qualifying facilities and adopting rules for compliance with FERC'S PURPA regulations. In a memo to the Mayor and Board, N. Wilson explained that by approving this ordinance it will exempt Odessa as a member City of MJMEUC, from potentially having to purchase the output generated by a Qualifying Facility if one should locate in our City and would direct them to MJMEUC which would have the authority and ability to assume the responsibility to negotiate the purchase of produced output.

Motion was made by Alderman Henning, seconded by Alderman Carmody for the first reading of bill no. 2017-21. Motion carried 6-0.

*Bill No. 2017-21 (2<sup>nd</sup> reading)*

Motion was made by Alderman Lockhart, seconded by Alderman Wright to approve bill no. 2017-21. Alderman Lockhart inquired if this ordinance would hinder the City's ability to consider options to the contract. City Attorney Joe Lauber stated that it should not. Vote as follows: Alderman Carmody aye Alderman Stevens aye Alderman Wright aye Alderman Henning aye Alderman Harves aye Alderman Lockhart aye.  
Motion carried.

**ADJOURN TO CLOSED SESSION**

There being no further business to come before the Board of Aldermen in open session, motion was made by Alderman Henning, seconded by Alderman Harves to move the meeting into closed session at 7:43 pm pursuant to RSMO 610.021 (1) to allow for the discussion of litigation. Vote as follows: Alderman Carmody aye Alderman Stevens aye Alderman Wright aye Alderman Henning aye Alderman Harves aye Alderman Lockhart aye. Motion carried.

Closed session began at 7:51 pm. The Mayor, all Alderman, Attorney Wesley Carrillo, Attorney Joe Lauber, Nici Wilson, and Peggy Eoff were present during the closed session. Kenny Snider went into the closed session at 8:25 pm and Attorney Wesley Carrillo left. No action was voted upon.

Motion was made to return to open session at 8:46 pm by Alderman Harves, seconded by Alderman Stevens. Vote as follows: Alderman Carmody aye Alderman Stevens

aye Alderman Wright aye Alderman Henning aye Alderman Harves aye  
Alderman Lockhart aye. Motion carried.

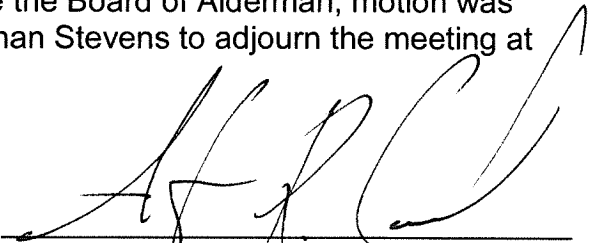
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**ADJOURN**

There being no further business to come before the Board of Alderman, motion was made by Alderman Wright, seconded by Alderman Stevens to adjourn the meeting at 8:46 pm. Motion carried 6-0.

Approved:

October 9, 2017

  
Adam R. Couch, Mayor

  
Peggy Eoff, City Clerk