



MINUTES

CITY COUNCIL MEETING
Portageville City Hall
January 8, 2024

CALL TO ORDER

A meeting of the City of Portageville Board of Aldermen was held on Monday, January 8, 2024, at City Hall, 301 E Main St. Mayor Pro-Tem Johnson called the meeting to order at 6:00 p.m.

ROLL CALL

Council Members Present

Alderman Adams
Alderman Johnson
Alderman Estes

Council Members Absent

Alderman Hollingshead
Mayor Walker

Following roll call, the City Clerk reported that a quorum was present.

Also present were:

Rachel Wrather, City Clerk
Jonathan Thacker
George DeLisle
Jeremy Green
Michelle Peeler
Gail Lunbeck
Mike Cook Jr.
Jimmy Wyman
Daniel Kingree
Edna Robinson
Ray Staffey
Terry Wheeler
Sadie Moore
Dana Lunbeck
Kris Simmons

Terry McVey, City Attorney
Gary Faulk
Al DeLisle
Connie Frakes
Joey Walters
Angela Lunbeck
Scott Patterson
Madhu Kikni
Sylvia Fielder
Joann Haubold
Joanie Joyce
Karen Gowan
Calvin Moore
Grayson Lunbeck

APPROVAL OF
AGENDA

Moved by Alderman Adams, seconded by Alderman Estes and unanimously carried, to approve the agenda as submitted.

APPROVAL OF MINUTES
Building Commission- 11/6/23
Reg. Meeting- 11/6/23

Mayor Pro-Tem Johnson asked members of the Council if they had read a copy of the Minutes made available to them three days prior to the meeting. All answered in the affirmative.

Mayor Pro-Tem Johnson asked if there were any additions or deletions to the minutes. There were none.

Moved by Alderman Adams, seconded by Alderman Estes and unanimously carried, to approve the submitted minutes for the month of December.

ORDINANCES OR
RESOLUTIONS

There were none.

PUBLIC FORUM

Mayor Pro-Tem Johnson asked if there were any visitors present who would like to address the Board of Alderman.

Madhu Kikni, manager of Jay's Corner, was present on behalf the store's owner, Sonny Tram, to discuss extending the hours for amusement devices. Discussion followed. The issue was tabled until the February 5, 2024, meeting.

Connie Frakes, West 12th Street, addressed the Board to discuss the quality of her water. Discussion followed. Jimmy Wyman, Water Superintendent, explained that there was an issue with a part at the water plant having to be ordered to repair which caused him to have to manually feed chlorine until the repair was made, but that has been corrected. Wyman stated that he would flush a hydrant along West 12th the following day. Alderman Adams asked Frakes to keep the Board posted on her water issues.

DEPARTMENTAL REPORTS

RONNIE ADAMS- CHIEF OF POLICE

Turned in a written report for the month of December.

GEORGE DELISLE- FIRE CHIEF

Turned in a written report for the month of December.

DeLisle reported that the tanker truck was scheduled to be in Illinois on January 27, 2024.

PARK BOARD

No report was turned in for the month of December.

JONATHAN THACKER- STREET & SOLID WASTE SUPERINTENDENT

Turned in a written report for the month of December.

Thacker stated that the window repair at the backhoe was caused by a log hitting and busting the window at the burn pile.

JONATHAN THACKER- CODE ENFORCEMENT

Turned in a written report for the month of December.

Thacker was asked about a family living in a house at 802 Highway 61 North, that at one time was under discussion to be condemned. Discussion followed. Thacker stated that he would inspect it and send a letter if needed.

Alderman Johnson asked about Rite Way located at the intersection of Main Street and Highway 61. Thacker stated that the owners had scheduled a meeting to have the building removed.

JIMMY WYMAN- WATER SUPERINTENDENT

Turned in a written report for the month of December.

Wyman stated he had not checked with Midwest Meter about deactivating and reservicing the removed auto-read meters. He would do that before the next meeting.

TERRY WHEELER- SEWER SUPERINTENDENT

Turned in a written report for the month of December.

SCOTT PATTERSON - PRETREATMENT

No report was turned in for December.

Patterson was present and stated that the FOG program inspections had been completed, but Portageville Truck Stop had not complied during inspection. Thacker stated that the problem had been corrected.

Patterson also stated that the Tier II and Annual Pre-Treatment Report would be delivered at the next meeting.

ROOSEVELT MOSBY- ANIMAL CONTROL OFFICER

Turned in a written report for the month of December.

PLANNING AND ZONING

Did not submit a report for the month of December.

PROJECT REPORTS

Amendment #2- Horner Shifrin Agreement for Preliminary Engineering Report

WATER TREATMENT PLANT

Mayor Pro-Tem Johnson presented a pay request for Horner Shifrin in the amount of \$1740.00. Motion was made Alderman Adams to pay the received invoice. Alderman Estes seconded. All members voted in favor.

Daniel Kingree, Horner Shifrin Project Manager, presented the PFAS Remediation Preliminary Engineering Report. Discussion followed. The report found that Ion Exchange was a better medium for removing the PFAS than the initial medium of Carbon Filtration. Scott Patterson expressed some concerns which he had discussed with Kingree but stated that he had no issues with the Ion Exchange change.

Mayor Pro-Tem Johnson introduced Amendment #2 to the Agreement with Horner Shifrin for the Portageville Drinking Water

Preliminary Engineering Report which increased the cost of the report from \$30,000.00 to \$40,000.00. Discussion followed. Mayor Pro-Tem Johnson asked for a motion to approve Amendment #2. Motion was made by Alderman Adams. Alderman Estes seconded. All members voted in favor.

LEAD SERVICE LINE INVENTORY

Mayor Pro-Tem Johnson presented a pay request in the amount of \$18,000.00 for Total H2O Solutions. Motion to pay the above amount was made by Alderman Adams and seconded by Alderman Estes. All members voted in favor.

LSLI – Change Order #1
\$11,001.00

Mayor Pro-Tem Johnson presented Change Order #1 for the Lead Service Line Inventory Project which is funded by ARPA. She explained that the change order in the amount of \$11,001.00 is for the remainder of the grant money awarded to Portageville that exceeds the bid awarded. This will be used for hydrovac-ing. Discussion followed. Mayor Pro-Tem Johnson asked for a motion to approve change order #1 in the amount of \$11,001.00. Motion was made by Alderman Adams. Alderman Estes seconded. All members voted in favor.

OLD BUSINESS

TREE REMOVAL HUFFMAN AVE – 3RD TREE

Mayor Pro-Tem Johnson informed the Board that there had been miscommunication between the owner of Moore’s Tree Service and his son who had been doing the tree removal on Huffman Avenue. Johnson stated that Lester Moore, owner, was aware that the job awarded was for the two trees that were clearly on the City easement. He had fallen ill and did not relay the information to his son who was leading the crew, and he began work on the third tree that was not awarded. Work was stopped when he was informed; however, the work that was already completed was on the City side of the tree. Moore would like to be paid for the portion of the work that was done on the third tree and presented an invoice in the amount of \$3000.00. Discussion followed. Alderman Adams volunteered to contact Lester Moore to negotiate a better agreement. An email vote will be held and a formal vote will be taken at the February meeting.

LMI STUDY WITH BOOTHEEL REGIONAL

Mayor Pro-Tem Johnson explained that Bootheel Regional was not successful in gaining the amount of surveys they needed to complete the LMI Study. They needed 272 surveys returned and only received 91. Discussion followed. Terry McVey stated that he could see a potential conflict of interest with City Hall distributing the remaining surveys. Angela Lunbeck asked if citizen volunteers could help with

the survey collection. The issue was tabled until the February meeting so Bootheel Regional could be consulted.

NEW BUSINESS

ADVERTISE FOR BIDS- LIABILITY AND WORKMAN'S COMP INSURANCE

Mayor Pro-Tem Johnson explained that it was time to renew the General Liability and Workman Compensation Insurance and we needed to advertise for bids. Discussion followed. Alderman Adams made a motion to advertise for bids. Alderman Estes seconded. All members voted in favor.

POLICE DEPT- TRANSMISSION REPAIR QUOTE – 2016 TAHOE

Mayor Pro-Tem Johnson presented a quote from Delta Auto Parts for a 2016 Tahoe transmission for the Police Department. The rebuilt transmission was \$4200.00 with a core charge of \$1,000.00. The used transmission with 50,000 miles and no warranty was \$3000.00 with a core charge of \$350.00. Discussion followed. Alderman Estes made a motion to purchase the rebuilt transmission. Alderman Adams seconded. All members voted in favor.

MISSOURI MUNICIPAL LEAGUE – ANNUAL RENEWAL

Mayor Pro-Tem Johnson stated that the renewal for Missouri Municipal League membership had been received in the amount of \$807.46. Discussion followed. Alderman Adams made a motion to approve the membership in the amount of \$807.46 to Missouri Municipal League. Alderman Estes seconded. All members voted in favor.

BACKUP OPERATOR WATER & SEWER – ANNUAL RENEWAL

Mayor Pro-Tem Johnson explained that the contract for the backup operator for the water and sewer departments expired at the end of 2023 and needed to be renewed. Richard Lee agreed to continue the contract for another year under the same terms. Discussion followed. Motion was made by Alderman Estes to extend the Water and Sewer Backup Operator agreement with Richard Lee through 2024 at the annual expense of \$3600.00. Alderman Adams seconded. All members voted in favor.

CLARKTON C-4 YEARBOOK AD

Mayor Pro-Tem Johnson stated the members of the Clarkton C-4 Yearbook staff had asked the City of Portageville for sponsorship. Discussion followed. Alderman Estes made a motion to not contribute to the Clarkton yearbook. Alderman Adams seconded. All members voted in favor.

HACH SERVICE PARTNERSHIP- ANNUAL RENEWAL

Mayor Pro-Tem Johnson stated that a renewal had been received from Hach Service Company for the Spectrophotometer used by the Water Department at an annual rate of \$544.00. Discussion followed. Motion was made by Alderman Estes to approve the service contract at the amount specified above. Alderman Adams seconded. All members voted in favor.

**PAYMENT DATE CHANGE FOR APPROVED BILLS/
ONLINE TRANSFER FORM APPROVAL**

Mayor Pro-Tem Johnson explained that the payment date for approved bills needed to be moved from the 10th of the month to the 15th of the month to coincide with when income is received, and a form would need to be approved for online transfers to be processed. Discussion followed. Alderman Adams made a motion to approve the form for online transfers and change the monthly date to the 15th. Alderman Estes seconded. All members voted in favor.

KEVIN GUTHRIE "C" OPERATOR PAY INCREASE- FORMAL VOTE

Mayor Pro-Tem Johnson explained that an email vote had been taken approving a raise for Kevin Guthrie in the amount of \$1.00 per hour for passing his Wastewater Treatment Level C Exam, but a formal vote needed to be taken. Mayor Pro-Tem Johnson asked for a motion approving the \$1.00 per hour raise for Kevin Guthrie. Motion was made by Alderman Estes and seconded by Alderman Adams. All members voted in favor.

APPROVAL OF
FINANCIAL REPORTS
Municipal Court

CHRIS STINNETT, MUNICIPAL COURT JUDGE

Stinnett turned in a written report for the month of December as follows:

Fines Collected/ Clerk Fees	\$1255.18
Inmate Security	\$32.00
Crime Victim Compensation	\$5.24
LET Fund	\$32.00
TOTAL	\$1324.42

City Collector
City Treasurer

CAROL BOWDEN, CITY COLLECTOR

RACHEL WRATHER, CITY TREASURER

Bowden and Wrather turned in a written report for the month of December as follows:

Turned over to City Treasurer:	\$261,127.95
Received from City Collector:	

Park Fund	\$21,774.24
General Fund	\$98,018.25
Health Fund	\$26,199.08
Street Fund	\$0.00
Solid Waste Fund	\$33,778.40
Water & Sewer Fund	\$80,237.98
Meter Deposits	\$261,127.95
TOTAL	\$261,127.95
Received from City Clerk:	
General Fund	\$26,778.42
Health Fund	\$12,723.97
Street Fund	\$12,490.17
Sales Tax	\$65,741.13
Reap Account	\$3,465.35
Water & Sewer	\$3,494.52
Shop w/ a Cop	\$225.00
TOTAL	\$124,918.56
Interest on Deposits	\$9.22
TOTAL DEPOSITS	\$387,380.15
<i>(Court, Collector, Clerk, & Interest)</i>	

Mayor Pro-Tem Johnson entertained a motion to approve Municipal Court Judge, City Collector and City Treasurer reports for the month of December. Motion was made by Alderman Adams and seconded by Alderman Estes. All members voted in favor.

APPROVAL OF BILLS

A list of outstanding bills was given to the Board of Aldermen for the month of December. After checking the bills, Mayor Pro-Tem Johnson asked for a motion. Motion was made by Alderman Estes and seconded by Alderman Adams. All members voted in favor.

MAYOR AND COUNCIL COMMENTS

Mayor Pro-Tem Johnson asked if there were any comments from any members of the Board of Aldermen. There were none.

EXECUTIVE SESSION

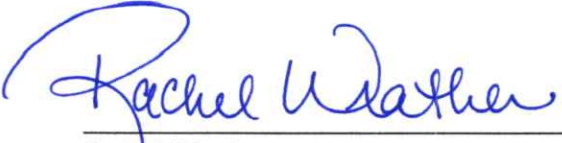
There was none.

OPEN SESSION/
DATE OF NEXT MEETING

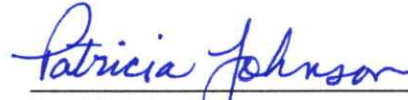
The next regularly schedule Monthly Meeting will be held on Monday, February 5, 2024, at 6:00 p.m. at City Hall, 301 E Main, Portageville.

ADJOURNMENT

There being no further business, moved by Alderman Adams, seconded by Alderman Estes and unanimously carried, to adjourn at 7:10 p.m.



Rachel Wrather
City Clerk



Patricia Johnson
Mayor Pro-Tem