

MINUTES

CITY COUNCIL MEETING
Portageville City Hall
March 6, 2023

CALL TO ORDER

A meeting of the City of Portageville Board of Aldermen was held on Monday, March 6, 2023, at City Hall, 301 E Main St. Mayor Berry called the meeting to order at 6:00 p.m.

ROLL CALL

Council Members Present

Alderman Johnson
Alderman Adams
Alderman Estes
Alderman Walker

Council Members Absent

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

Also present were:

Rachel Wrather, City Clerk
Scott Patterson
Mark Gibbins
Jeremy Green
Jonathan Thacker
Chris Stinnett
Jasmine Porter

Terry McVey, City Attorney
Gail Lunbeck
Roosevelt Mosby
Terry Wheeler
Edna Robinson
Shane Birdwell
Bridgett Barnett

APPROVAL OF
AGENDA

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

APPROVAL OF MINUTES
Reg. Meeting- 2/6/23
Budget Mtg.- 2/15/23
Budget Mtg.- 2/16/23

Mayor Berry 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 Berry asked if there were any additions or deletions to the minutes. There were none.

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

ORDINANCES OR
RESOLUTIONS

Ordinance 1336-
Social Media Network Policy

Mayor Berry introduced Bill No. 1336:

AN ORDINANCE ADOPTING A SOCIAL MEDIA POLICY FOR OFFICERS
AND EMPLOYEES OF THE CITY OF PORTAGEVILLE

Mayor Berry entertained a motion for the First Reading of Bill No. 1336. A motion was made by Alderman Adams and seconded by Alderman Walker. All members voted in favor.

Mayor Berry entertained a motion for the Second Reading of Bill No. 1336. A motion was made by Alderman Walker and seconded by Alderman Adams. A roll call vote was taken.

Voting was as follows: Alderman Johnson, yea; Alderman Adams, yea; Alderman Estes, yea; Alderman Walker, yea. Motion passes.

After hearing Bill No. 1336, read two times, passed, and approved, Mayor Berry declared Bill No. 1336 to be declared Ordinance No. 1336 this 6th day of March 2023.

Ordinance 1337-
Drug and Alcohol Policy

Mayor Berry introduced Bill No. 1337:

AN ORDINANCE ADOPTING A DRUG AND ALCOHOL POLICY FOR
EMPLOYEES OF THE CITY OF PORTAGEVILLE

Mayor Berry entertained a motion for the First Reading of Bill No. 1337. A motion was made by Alderman Johnson and seconded by Alderman Adams. All members voted in favor.

Mayor Berry entertained a motion for the Second Reading of Bill No. 1337. A motion was made by Alderman Walker and seconded by Alderman Estes. A roll call vote was taken.

Voting was as follows: Alderman Johnson, yea; Alderman Adams, yea; Alderman Estes, yea; Alderman Walker, yea. Motion passes.

After hearing Bill No. 1337, read two times, passed, and approved, Mayor Berry declared Bill No. 1337 to be declared Ordinance No. 1337 this 6th day of March 2023.

PUBLIC FORUM

Mayor Berry asked if there were any visitors present who would like to address the Board of Alderman.

Mayor Berry recognized Jasmine Porter who did not request to be placed on the agenda for executive session for March 2023 before the deadline of noon on Friday, March 3, 2023. Porter will be placed on the April Agenda for Executive Session.

DEPARTMENTAL REPORTS

RONNIE ADAMS- CHIEF OF POLICE

Turned in a written report for the month of February.

Jeremy Green was present, and discussion was held over defining Amusement/ Gaming Ordinance. Discussion followed. Terry McVey, City Attorney, will draft an ordinance setting regulations for review. Noise Ordinance and ATV Sticker enforcement was also discussed. Green also mentioned that Caruthersville PD had three used Chevy Tahoes that they were obtaining a quote for.

GEORGE DELISLE- FIRE CHIEF

Turned in a written report for the month of February.

PARK BOARD

Turned in a written report for the month of February.

Alderman Johnson stated that she had noticed in the minutes where no vote was taken by the members allowing Jennifer Cook to manage the Red Building. Mayor Berry stated he would talk to Mike Cook, Park Board President.

Cameras at City Park going to Park Board members personal cell phones and Splash Pad liability/water costs were also discussed.

JONATHAN THACKER- STREET & SOLID WASTE SUPERINTENDENT

Turned in a written report for the month of February.

Thacker stated he had checked on purchasing drain covers at a cost of \$254 each, but they had a twelve week wait time. Thacker stated he could purchase materials from Pilots for less than \$1000.00 to make all he needs and have extra material for other projects.

Discussion followed. Mayor Berry asked for a motion to allow Thacker to purchase the material from Pilots at a cost not to exceed \$1000.00. Motion was made by Alderman Walker. Alderman Adams seconded. All members voted in favor.

Thacker was also asked about the drainage on King Avenue near East 12th Street. Thacker is investigating the issue.

JONATHAN THACKER- CODE ENFORCEMENT

Turned in a written report for the month of February.

Thacker stated that the resident at 311 Haynes Dr. who received notice to come to Building Commission on April 3, 2023 had sent a certified letter explaining her intentions with the property she recently purchased through tax sale. Discussion followed. Alderman Walker made a motion to remove her from the agenda for Building Commission in April and gave her three months to start the clean-up and 7 months to complete. Alderman Estes seconded. All members voted in favor.

MCCRATE AVENUE DRAINAGE PROJECT

Jonathan Thacker presented a quote from Marco, Inc. to Bradfield Farms for the crown repair on Mrs. Ann Evans Copeland's ground

adjacent to the McCrate Avenue Drainage Ditch project that estimates the repair costs to be between \$25,000.00 and \$38,000.00. Discussion followed. Mayor Berry asked for a motion to allow Marco, Inc. to repair the crown at a cost not to exceed \$38,000.00. Motion was made by Alderman Walker and seconded by Alderman Johnson. All members voted in favor.

It was also stated that a formal letter thanking the New Madrid County Commission, New Madrid County Highway Department and Ms. Ann Evans Copeland be drafted and distributed on the City website and Facebook page. Mayor Berry stated he would draft a letter and send it to the Aldermen to review.

JIMMY WYMAN- WATER SUPERINTENDENT

Turned in a written report for the month of February.

Mayor Berry informed the Board that the City could potentially have to advertise for bids or Request for Qualifications in order to proceed with the Lead Service Line Inventory which the City was awarded \$200,000.00 in funding to produce. He also updated the Board regarding the SRF application that was submitted for the Water Treatment Plant and stated that the awards should be made public near the first of June.

Mayor Berry felt that looking at redoing the LMI for the City of Portageville may prove beneficial for future CDBG or USDA funding, and he would like to look into the cost of that. Mayor Berry asked for a motion to proceed with that approach. Motion was made by Alderman Adams and seconded by Alderman Estes. All members voted in favor.

TERRY WHEELER- SEWER SUPERINTENDENT

Turned in a written report for the month of February.

Mayor Berry made contact with CMT over the issues with the Auger at the Sewer Plant, and unfortunately, they are unwilling to help with the cost associated with the programming error and replacement. Mayor Berry stated he would contact Johnson Screens regarding the repair quote.

Wheeler was present and stated that he needed a replacement pump from Cooper Industries. Motion was made by Alderman Walker to purchase the pump. Alderman Johnson seconded. All members voted in favor.

SCOTT PATTERSON - PRETREATMENT

No report was submitted.

ROOSEVELT MOSBY- ANIMAL CONTROL OFFICER

Turned in a written report for the month of February.

PLANNING AND ZONING

No report was turned in.

OLD BUSINESS

BUSINESS LICENSE REVIEW

Mayor Berry stated that during budget review, it was determined that Business License bring in approximately \$5000.00 of revenue annually. Discussion followed. Alderman Walker made a motion to keep business license fees and categories the same. Alderman Estes seconded. All members voted in favor.

DNR- ENERGY AUDIT REIMBURSEMENT PROGRAM

Mayor Berry stated he had not been able to obtain any additional information but felt that the cost of the program would outweigh the savings. The Board of Alderman agreed to remove it from the agenda.

ADDITIONAL CLEAN-UP WEEK

Mayor Berry asked Alderman Johnson if she had any additional information regarding adding a clean-up week to the year. Alderman Johnson stated that she had verbally been quoted a price of \$11,000.00 from Sharp Disposal for an additional clean-up week. Discussion followed. Alderman Johnson stated that she would speak to Marco Parr and see if he would honor the same price previously given to the city to place a 30-yard dumpster at the street shed for one week so citizens could haul their items there for an additional clean-up week. This issue was tabled until the April meeting.

WORKMAN'S COMP RENEWAL

Mayor Berry invited Mark Gibbons to address the Board of Alderman regarding the quotes he had obtained for workman's comp insurance. Gibbons stated that with the increase to our E-Mod from 1.01 to 1.54, there were not many companies willing to quote. Our current provider, MO Employer's Mutual (MEM), was familiar with our circumstances and gave the City discounts to offset the premium hike. Their quote came in at \$77,003.00. Discussion followed. Mayor Berry asked for a motion to renew Workman's Comp insurance with MEM. Motion was made by Alderman Walker and seconded by Alderman Adams. All members voted in favor.

BP BUILDERS GATE REPAIR – FORMAL VOTE

Mayor Berry stated that a text vote had been taken to repair the gate at the Street Shed by the installer, BP Builders, in the amount not to exceed \$1500.00, but a formal vote needed to be taken. Mayor Berry asked for a motion for BP Builders to repair the gate at the Street Shed for an amount not to exceed \$1500.00. Motion was made by

Alderman Walker and seconded by Alderman Johnson. All members voted in favor.

ADDITIONAL AGGREGATE MCCRATE DRAINAGE- FORMAL VOTE

Mayor Berry stated that a text vote had been taken to purchase additional aggregate to complete the McCrate Drainage Ditch project, but a formal vote needed to be taken. Motion was made by Alderman Walker to order an additional 1000 tons of aggregate from Delta Companies and have them haul it in the amount of \$24.00 per ton with Hessling Construction covering 25% of the costs of the additional aggregate used. Alderman Adams seconded. All members voted in favor.

NEW BUSINESS

SAN JOSE LIQUOR LICENSE

Mayor Berry stated that the City of Portageville had received an application for a liquor license. Mayor Berry asked for a motion to approve the liquor license for Liquor by the Drink with Sunday Sales for San Jose, located at 67 East State Highway 162, owned by Ana Cristina Angel. Motion was made by Alderman Walker and seconded by Alderman Adams. All members voted in favor.

COMMERCIAL LIABILITY RENEWAL

Mayor Berry stated that Mark Gibbons had provided the City with a renewal for Commercial Liability insurance from Missouri Rural Services in the amount of \$132,714.00. Discussion followed. Alderman Johnson made a motion to approve the renewal. Alderman Walker seconded. All members voted in favor.

SRF APPLICATION- FORMAL VOTE

Mayor Berry stated that a text vote had been taken to apply for the SRF program to request funding up to \$3 million for the new water treatment plant and up to \$5 million for water contaminant removal, but a formal vote was needed. Motion was made by Alderman Johnson and seconded by Alderman Adams. All members voted in favor.

SRF APPLICATION AUTHORIZATION TO SIGN – FORMAL VOTE

Mayor Berry stated that a text vote had been taken allowing him authorization to sign the complete application for the request of SRF funding after the Boards review, but a formal vote was needed. Motion was made by Alderman Walker and seconded by Alderman Adams. All members voted in favor.

HESSLING CONSTRUCTION FINAL PAY REQUEST – FORMAL VOTE

Mayor Berry stated that a text vote had been taken to use ARPA funding for the remainder of funds needed to complete the McCrate Drainage Ditch project after all settlement funds were exhausted, but

a formal was needed. This will consist of, but is not limited to, Hessling's final pay request in the amount of \$48,881.21, Delta Companies final aggregate bill and the crown repair. Motion was made by Alderman Walker and seconded by Alderman Adams. All members voted in favor.

MUNICIPAL COURT CLERK- FORMAL VOTE

Mayor Berry stated that a text vote had been taken to appoint Callie Roberts to the position of Municipal Court Clerk at a rate of \$12.00 per hour, but a formal vote was needed. Motion was made by Alderman Walker and seconded by Alderman Estes. All members voted in favor.

PUBLIC HEALTH ADVISORY – FORMAL VOTE

Mayor Berry stated that a text vote had been taken to distribute a Public Health Advisory in response to PFAS being found in the public water supply on the City's website and Facebook page, but a formal vote was needed. Motion was made by Alderman Walker 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 February as follows:

| | |
|-----------------------------|------------------|
| Fines Collected/ Clerk Fees | \$1249.00 |
| Inmate Security | \$4.00 |
| Crime Victim Compensation | \$0.74 |
| LET Fund | \$4.00 |
| TOTAL | \$1257.74 |

City Collector
City Treasurer

MICHELE CRAWFORD, CITY COLLECTOR

RACHEL WRATHER, CITY TREASURER

Crawford and Wrather turned in a written report for the month of February as follows:

| | |
|--------------------------------|--------------|
| Turned over to City Treasurer: | \$132,965.12 |
| Received from City Collector: | |
| Park Fund | \$914.12 |
| General Fund | \$4,213.11 |
| Health Fund | \$1,156.95 |
| Street Fund | \$132.00 |
| Solid Waste Fund | \$35,018.72 |
| Water & Sewer Fund | \$90,730.22 |
| Meter Deposits | \$800.00 |

| | |
|--|---------------------|
| TOTAL | \$132,965.12 |
| Received from City Clerk: | |
| General Fund | \$23,300.90 |
| Street Fund | \$12,239.53 |
| Sales Tax | \$53,631.82 |
| TOTAL | \$89,172.25 |
| Interest on Deposits | \$20.90 |
| TOTAL DEPOSITS | \$223,416.01 |
| <i>(Court, Collector, Clerk, & Interest)</i> | |

Mayor Berry entertained a motion to approve Municipal Court Judge, City Collector and City Treasurer reports for the month of February. Motion was made by Alderman Johnson and seconded by Alderman Walker. All members voted in favor.

APPROVAL OF BILLS

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

MAYOR AND COUNCIL COMMENTS

Mayor Berry asked if there were any comments from any members of the Board of Aldermen.

Alderman Adams stated that she hoped changing the times would address the gaming issues that the City is currently experiencing. Alderman Johnson stated that she had been asked about marijuana being allowed in public places if the business owner allows it. Discussion followed. Terry McVey will draft an ordinance banning smoking in public places, except for when a designated smoking area, for the Board to review.

Alderman Estes reiterated her desire for a part-time grant writer and video broadcast. Mayor Berry explained that free-lance grant writers often get paid a percentage of the grant if awarded.

Alderman Walker stated that he had been approached by Mary Ada's about designating two parking spots on Main Street in front of their restaurant for their private use of order pickup daily between the times of 11:00 a.m. and 1:00 p.m. Discussion followed. It was suggested that they could utilize the former Ambulance Shed parking at the rear of their restaurant for pickup service.

Mayor Berry stated that the City had received \$13,351.55 from the insurance claim for roof damage at City Hall. Discussion followed. Mayor Berry asked for a motion to advertise for bids to repair the

roof at City Hall. Motion was made by Alderman Adams and seconded by Alderman Walker. All members voted in favor.

EXECUTIVE SESSION

There was none.

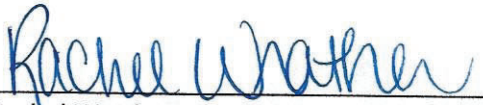
OPEN SESSION/
DATE OF NEXT MEETING

The next regularly schedule Monthly Meeting will be held on Monday, April 3, 2023, at 6:00 p.m. at City Hall, 301 E Main, Portageville.

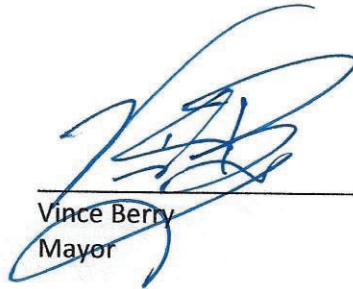
The Board of Alderman will hold a budget meeting on March 28, 2023, beginning at 5:00 p.m. at Sam Tillman's office to review the first draft of the fiscal year 2024 budget.

ADJOURNMENT

There being no further business, moved by Alderman Walker, seconded by Alderman Estes and unanimously carried, to adjourn at 7:35 p.m.



Rachel Wrather
City Clerk



Vince Berry
Mayor