

MINUTES

CITY COUNCIL MEETING
Portageville City Hall
September 12, 2023

CALL TO ORDER

*** This meeting was rescheduled from Monday, September 4, 2023, due to Labor Day, and from September 7, 2023 due to not having a quorum.

A meeting of the City of Portageville Board of Aldermen was held on Tuesday, September 12, 2023, at City Hall, 301 E Main St. Mayor Walker called the meeting to order at 6:00 p.m.

ROLL CALL

Council Members Present

Alderman Adams
Alderman Johnson
Alderman Estes
Alderman Hollingshead

Council Members Absent

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

Also present were:

Rachel Wrather, City Clerk

George DeLisle

Scott Patterson

Al DeLisle

Terry Wheeler

Susan Warren

Gail Lunbeck

Jeremy Green

Jonathan Thacker

Edna Robinson

Roosevelt Mosby

APPROVAL OF
AGENDA

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

APPROVAL OF MINUTES
Reg. Meeting- 8/14/23

Tax Rate Public Hearing- 8/21/23

Mayor Walker 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 Walker asked if there were any additions or deletions to the minutes.

Alderman Estes stated that she would like the wording changed on Page 3 of the August 14, 2023 regular meeting minutes under the

Workman Avenue Road Closure. Where it reads “then we would do it for them and charge them,” she would like it to read “then we would close the road.” Discussion followed.

Mayor Walker asked for a motion to approve the minutes with the requested change. Motion was made by Alderman Hollingshead. Alderman Estes seconded. Voting was as follows: Alderman Adams, nay; Alderman Johnson, nay; Alderman Estes, yea; Alderman Hollingshead, yea. As in the result of a tie, Mayor Walker cast a vote of yea. Motion passes to approve the submitted minutes with the above change for the month of August.

ORDINANCES OR
RESOLUTIONS

There were none.

PUBLIC FORUM

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

DEPARTMENTAL REPORTS

RONNIE ADAMS- CHIEF OF POLICE

Turned in a written report for the month of August.

Mayor Walker stated that Chief Adams had other obligations and was unable to attend this meeting but asked him to convey that he would like to appoint Jeremy Green to the Assistant Chief position vacated by Chris Cooley upon his resignation. Mayor Walker stated he agreed with Chief Adams and nominated Jeremy Green for the position of Assistant Chief and asked for a motion to approve the appointment. Motion was made by Alderman Estes and seconded by Alderman Johnson. All members voted in favor.

Mayor Walker also stated that with the appointment the position of Lieutenant would be vacated. Chief Adams would like to see that position terminated in order to utilize the budgeted salary for pay increase for full-time members of the police department in hopes to generate interest for potential employees. Discussion followed. Alderman Adams made a motion to terminate the Lieutenant position. Alderman Hollingshead seconded. All members voted in favor.

Alderman Johnson made a motion to increase the pay of full-time officers by \$2.00 per hour and dispatchers by \$1.00, making starting pay for a daytime officer \$20.50 per hour and a night officer \$21.00 per hour. Alderman Adams seconded. All members voted in favor. Jeremy Green, Assistant Chief, stated that he was in the process of getting a quote for audio and video in order to establish an interrogation room.

GEORGE DELISLE- FIRE CHIEF

Turned in a written report for the month of August.

Delisle asked about the generator from City Hall being moved to the Police Department. Carol Bowden, City Collector, stated that a work order had been received by Brett James, City Electrician, but at this time no updates had been provided. He then stated that there was still an issue with a spring on the bay door of the Fire Shed, and Rachel Wrather, City Clerk, stated she had spoken with Al DeLisle who was supposed to be getting in touch with the company who came to look at it. SBCAs were also due for testing and would be taken to Kentucky during the next month.

PARK BOARD

No report was turned in for the month of August.

Alderman Adams stated she would like to see the cameras at Meatte Park be monitored by Portageville Police Department just like all other City cameras, instead of being monitored through individual Park Board members cell phones. Discussion was held and all members agreed. Alderman Adams stated she would attend the September Park Board meeting to discuss this with the Park Board.

JONATHAN THACKER- STREET & SOLID WASTE SUPERINTENDENT

Turned in a written report for the month of August.

Thacker stated that he had picked up the new trailer but would like Poplar Bluff Trailer to take a look at the old trailer that was having issues. He was instructed to get a repair quote.

Alderman Hollingshead asked about the ditch cleanout program.

Thacker stated that he has not started yet due to mowing lasting longer than normal.

JONATHAN THACKER- CODE ENFORCEMENT

Turned in a written report for the month of August.

JIMMY WYMAN- WATER SUPERINTENDENT

Turned in a written report for the month of August.

Mayor Walker stated that he was disappointed that Wyman was not present for this meeting, as there were multiple items that had not been taken care of. Discussion followed. A deadline of Friday, September 15, 2023 was given to have SRF item 7 & 8 turned in.

TERRY WHEELER- SEWER SUPERINTENDENT

Turned in a written report for the month of August.

SCOTT PATTERSON - PRETREATMENT

Turned in a written report for the month of August.

Patterson stated that San Jose had been inspected and was in compliance at time of inspection.

ROOSEVELT MOSBY- ANIMAL CONTROL OFFICER

Turned in a written report for the month of August.
Alderman Johnson asked if tops had been ordered for the kennels.
Mosby stated they had not, but he would look into it.

PLANNING AND ZONING

Turned in a written report for the month of August.

OLD BUSINESS

GOVDEAL AUCTION STREET RESERVE NOT MET- FORMAL VOTE

Mayor Walker stated that the reserve had not been met on two pieces of equipment that was listed on Govdeals for auction and a text vote was taken on how to proceed, but a formal vote was needed. Mayor Walker asked for a motion to offer both items to the highest bidder. Motion was made by Alderman Adams and seconded by Alderman Hollingshead. All members voted in favor.

GOVDEALS AUCTION HDPE PIPE RESERVE NOT MET- FORMAL VOTE

Mayor Walker stated that the reserve had not been met on the remaining HDPE pipe that was listed on Govdeals for auction after being offered to the citizens with no response and a text vote was taken on how to proceed, but a formal vote was needed. Mayor Walker asked for a motion to sell the sticks for \$500 each which was greater than the highest bidder to individuals. Motion was made by Alderman Adams and seconded by Alderman Hollingshead. All members voted in favor.

MCCRATE AVENUE PAVING 2023 – FORMAL VOTE

Mayor Walker stated that New Madrid County leaders had approached the City about paving McCrate Avenue for the cost of materials only which should be approximately \$30,000.00 for asphalt. This was considerably less than the bid previously awarded to Causey Companies LLC for the same project, but no contract was signed. A text vote was taken on how to proceed, but a formal vote was needed. Mayor Walker asked for a motion to allow New Madrid County to pave McCrate Avenue for the cost of materials only. Motion was made by Alderman Adams and seconded by Alderman Johnson. All members voted in favor.

CITY STICKERS 2023

Mayor Walker asked the Board of Aldermen if they wanted to repeat the City Sticker policy that was established last year where individuals who pay their personal property taxes on or before the due date of December 31, 2023 receive their city stickers free of charge. Discussion followed. Alderman Johnson made a motion to continue with the same policy with City Stickers as last year. Alderman Adams seconded. All members voted in favor.

NEW BUSINESS

LEAD SERVICE LINE INVENTORY PAY REQUEST #2

Mayor Walker presented invoice number two for the Lead Service Line Inventory project from Total H2O Solutions in the amount of \$14,500.00. Mayor Walker asked for a motion to approve the invoice. Motion was made by Alderman Johnson and seconded by Alderman Adams. All members voted in favor.

CITY COLLECTOR TAX REMOVAL 2023

Mayor Walker informed everyone that Carol Bowden, City Collector, had submitted her tax removal for 2023. Personal Property taxes from 2020 totaling \$6,279.90 would be removed from the tax roll along with \$66.92 of Real Estate Taxes from 2018. This is required before 2023 taxes can be added to the tax roll. Discussion followed. Alderman Johnson made a motion to approve the removal of the 2020 personal property and 2020 real estate taxes. Alderman Hollingshead seconded. All members voted in favor.

FALL CLEAN UP WEEK

Mayor Walker stated that Sharp's Disposal proposed the following dates for Fall Clean Up Days within the City of Portageville:

October 10, 2023	East side of town
October 19, 2023	West side of town
October 19, 2023	Portage Village

Huffman Avenue will be the dividing line for Portageville. No regular residential trash will be picked up on these dates. Mayor Walker asked for a motion to approve these dates for Fall Clean Up. Alderman Adams made the motion and Alderman Estes seconded. All members voted in favor.

ROAD CLOSURE FOR ST. EUSTACHIUS PICNIC

Mayor Walker explained that Clint Klipfel has approached the Board of Aldermen regarding temporarily closing West 4th Street between Meatte Avenue and LeSieur Avenue for the St. Eustachius picnic. Discussion followed. Mayor Walker asked for a motion to approve the closure during the picnic. Motion was made by Alderman Adams and seconded by Alderman Hollingshead. All members voted in favor.

LARRY DOOLEY WATER TRAINING IN COLUMBIA, MO

Mayor Walker reminded the Aldermen that Larry Dooley had been trying to obtain his licensing for the Water Treatment Plant and had already succeeded in receiving the lowest level in both Treatment and Distribution. In order to continue and move to a higher level, Dooley would need to attend training and test on the sections. A

training class is offered in Columbia, Mo. that would allow for both treatment and distribution license upgrades if passed. The class would be paid for using the remaining vouchers for the water department and water funds. Discussion followed. Mayor Walker asked for a motion to approve Larry Dooley attending the Missouri Rural Water Association training in Columbia, Missouri for water treatment and distribution. Motion was made by Alderman Adams and seconded by Alderman Hollingshead. All members voted in favor.

UNITED SYSTEMS PROGRAM UPGRADE

Mayor Walker presented a proposal for the update of the United System utility billing software in the amount of \$20,880.00. This update includes online portals for customers, mailing of utility bills, additional payment methods including online payments, online viewing of statements and usage, etc. There is a monthly user fee of approximately \$1.69 for users that will need to be added to the current technology fee. Discussion followed. Mayor Walker asked for a motion to approve the United Systems update in the amount of \$20,880.00 and draft an amendment to the ordinance to increase the technology fee to the required amount. Motion was made by Alderman Johnson and seconded by Alderman Adams. All members voted in favor.

POLICE DEPT BODY CAM GRANT STORAGE PROPOSAL

Mayor Walker stated that the Police Department had submitted all necessary paperwork for the body camera grant, but the storage proposal would still need to be approved. The proposal for Axon also includes a free upgrade halfway through the five-year contract where the body cameras are replaced free of charge with the newest model. The total for the five years of storage and warranty is \$36,662.90. This will be paid annually. Discussion followed. Motion was made by Alderman Hollingshead to approve the body camera warranty and storage proposal in the amount of \$36,662.90. Alderman Johnson seconded. All members voted in favor.

ILLEGAL GAMING MACHINES WITHIN CITY LIMITS

Mayor Walker explained that several citizens had approached members of the Board of Aldermen about the illegal gambling machines in multiple businesses within the city. Assistant Chief Green explained that the Prosecuting Attorney for New Madrid County stated that he would not currently prosecute cases with these machines, and it would have to go to the County to prosecute based off the state statute making them illegal. The Portageville Police Department proposed creating an ordinance prohibiting these machines so they could be prosecuted at the local level as an ordinance violation. Discussion followed. Mayor Walker asked for a

motion to draft an ordinance prohibiting the use of illegal gaming machines inside city limits with the first offense resulting in a fine of \$500 and the second offense resulting in the revocation of a business license. Motion was made by Alderman Hollingshead and seconded by Alderman Adams. All members voted in favor. There was also discussion of players being fined for using the machines, but it was not included with this ordinance to allow for consultation with the City Attorney.

TREE REMOVAL/ SWAFFORD DAMAGE – PJ

Mayor Walker asked Alderman Johnson to speak about the tree removal on East 8th Street. Alderman Johnson stated that she had been contacted by Bruce Swafford who had damage to his truck after a recent storm from a limb that had fell out of a tree. After investigation, the tree is located on the City easement and she advised Swafford to obtain three quotes for the city to discuss repairs. There are actually two trees on the city easement located to the east of the intersection of East 8th Street and Huffman Avenue that she would like to see the City remove to prevent any additional damage. Discussion followed. Mayor Walker asked for a motion to advertise for bids for the removal of the two trees located on the City easement. Motion was made by Alderman Johnson and seconded by Alderman Hollingshead. All members voted in favor.

CITY FACEBOOK CLOSURE – FORMAL VOTE

Mayor Walker explained that a text vote had been taken to close the City of Portageville Facebook page and utilize www.cityofportageville.com solely for all official internet communication, but a formal vote was needed. Alderman Adams made a motion in favor of the closure of the city Facebook page. Alderman Estes seconded. All members voted in favor.

POLICE DEPT HEATING & AIR UNIT REPAIR – FORMAL VOTE

Mayor Walker stated that a text vote had been taken to purchase a new furnace for the Portageville Police Department after their 26-year-old unit had quit, but a formal vote was needed. Alderman Johnson made a motion to purchase the new unit in the amount of \$2475.00 that included a five-year parts warranty and twenty-year heat exchange warranty. Alderman Adams seconded. 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 August as follows:

Fines Collected/ Clerk Fees	\$1171.68
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Inmate Security	\$20.00
Crime Victim Compensation	\$3.02
LET Fund	\$20.00
TOTAL	\$1214.70

City Collector
City Treasurer

MICHELE CRAWFORD, CITY COLLECTOR

RACHEL WRATHER, CITY TREASURER

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

Turned over to City Treasurer:	\$130,623.28
Received from City Collector:	
Park Fund	\$130.95
General Fund	\$763.89
Health Fund	\$157.14
Street Fund	\$56.00
Solid Waste Fund	\$35,098.28
Water & Sewer Fund	\$93,217.02
Meter Deposits	\$1200.00
TOTAL	\$130,623.28
Received from City Clerk:	
General Fund	\$34,990.12
Street Fund	\$17,450.55
Sales Tax	\$59,381.78
TOTAL	\$111,822.45
Interest on Deposits	\$16.38
TOTAL DEPOSITS	\$243,676.81
<i>(Court, Collector, Clerk, & Interest)</i>	

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

APPROVAL OF BILLS

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

MAYOR AND
COUNCIL COMMENTS

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

Mayor Walker reiterated that he had spoken with department heads and asked them to contact the chair or co-chair of their departments first if a need arises in their departments as his busy season with multiple jobs is starting, but he was always available if needed.

Alderman Johnson informed the Board that she had been in City Hall when JoBeth Williams had come in to let everyone know that she was closing her storefront and would not be renewing her lease at 205 E Main Street. Alderman Johnson stated she would like to see if we could utilize the building to house City Hall. Discussion followed. The issue was tabled until next meeting.

Alderman Johnson also presented a proposal for increase water rates over the next five years at a slower pace to help generate revenue. Discussion followed. The issue was tabled until a later time.

Alderman Hollingshead stated his concerns with McCrate Avenue paving. He also asked about the dumpster for Dr. Boyd's office constantly moving closer to Jay's Corner.

EXECUTIVE SESSION

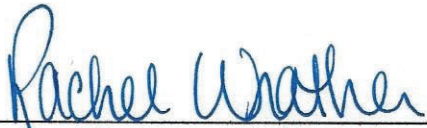
There was none.

OPEN SESSION/
DATE OF NEXT MEETING

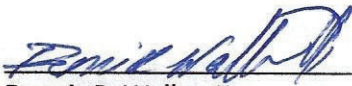
The next regularly schedule Monthly Meeting will be held on Monday, October 2, 2023, at 6:00 p.m. at City Hall, 301 E Main, Portageville.

ADJOURNMENT

There being no further business, moved by Alderman Hollingshead, seconded by Alderman Adams and unanimously carried, to adjourn at 8:10 p.m.



Rachel Wrather
City Clerk



Dennis R. Walker II
Mayor