

MINUTES

CITY COUNCIL MEETING

Portageville City Hall

October 11, 2023

CALL TO ORDER

*** This meeting was rescheduled from Monday, October 2, 2023, due to not having a quorum.

A meeting of the City of Portageville Board of Aldermen was held on Wednesday, October 11, 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

Council Members Absent

Alderman Adams

Alderman Johnson

Alderman Estes

Alderman Hollingshead

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

Also present were:

Rachel Wrather, City Clerk

Susan Warren

Jennifer Green

George DeLisle

Scott Patterson

Terry Wheeler

Jonathan Thacker

Edna Robinson

Jeremy Green

Al DeLisle

Jimmy Wyman

Ronnie Adams

Officer Bishop

APPROVAL OF
AGENDA

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

APPROVAL OF MINUTES
Building Commission- 9/12/23
Reg. Meeting- 9/12/23

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. There were none.

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

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.
There were none.

DEPARTMENTAL REPORTS

RONNIE ADAMS- CHIEF OF POLICE

Turned in a written report for the month of September.
Chief Adams stated that the camera system is still in progress and the company will be meeting with city and county officials within the next month to get the program started.

Janitorial Services

Chief Adams stated that issues with the janitor at the Police Department had been brought to his attention. He expressed his desire to dismiss the current janitor. Discussion followed. Linda Sweatt expressed interest in the position. Alderman Estes made a motion to offer the position internally to Linda Sweatt at the rate of \$200 per month. Alderman Adams seconded. All members voted in favor.

Awning Repair

Chief Adams presented a quote from Jonesboro Canvas & Awning in the amount of \$1200.00 to repair the awning at the police department that is coming out of the brick. Two other companies had been contacted for a repair quote (Bootheel Sign LLC out of Poplar Bluff, Missouri and R&R Awning out of Jackson, Missouri) but no quote was submitted. Discussion followed. Mayor Walker asked for a motion to approve the repair done by Jonesboro Canvas and Awning in the amount of \$1200.00. Motion was made by Alderman Hollingshead and Alderman Estes seconded. All members voted in favor.

GEORGE DELISLE- FIRE CHIEF

Emergency Lights Fire

Turned in a written report for the month of September.
Delisle stated that he had Shane come in and look at the Emergency lights on all three fire trucks and the amount to repair all necessary lights would be \$1940.00. Discussion followed. Motion was made by Alderman Adams to approve the repair in the amount of \$1940.00. Alderman Johnson seconded. All members voted in favor.

Polo Shirts

Delisle would like to spend \$1300.00 on polo shirts for the fire department members from the Uniform budget that has \$2000.00 remaining. Discussion followed. Motion was made to approve the purchase by Alderman Johnsons and seconded by Alderman Adams. All members voted in favor.

Cylinders Ladder Truck

Delisle informed the Board of Aldermen that the cylinders on the ladder truck were sent off to be repaired. The cost should not exceed \$1000.00. Discussion followed. Motion was made by Alderman Estes to repair the cylinders at a cost not to exceed \$1000.00. Alderman Hollingshead seconded. All members voted in favor.

Al Delisle was also present and stated that the Rural Fire Department had purchased a set of turnout gear and saw for the truck. He added they also purchased 25lbs of candy for trick or treating and Fire Prevention Week in October.

PARK BOARD

No report was turned in for the month of September.

JONATHAN THACKER- STREET & SOLID WASTE SUPERINTENDENT

Turned in a written report for the month of September.

The Board of Aldermen extended their appreciation for the clean-up of Main Street that the Street Department provided during the annual Soybean Festival.

JONATHAN THACKER- CODE ENFORCEMENT

Turned in a written report for the month of September.

JIMMY WYMAN- WATER SUPERINTENDENT

Turned in a written report for the month of September.

Alderman Adams stated that a water leak continued to be an issue behind the Nursing Home and to the East of Margaret Street. Wyman stated he would address the issue.

TERRY WHEELER- SEWER SUPERINTENDENT

Turned in a written report for the month of September.

Mayor Walker updated everyone that the auger for the grit chamber had been delivered and work will begin within the month. The City will provide a backhoe and operator to assist Johnson Screen with the repair.

SCOTT PATTERSON - PRETREATMENT

Turned in a written report for the month of September.

ROOSEVELT MOSBY- ANIMAL CONTROL OFFICER

Turned in a written report for the month of September.

Mosby provided a quote for kennel tops as requested by the Board at the September meeting. Discussion followed. Alderman Adams made a motion to purchase 6 panels from Woods Lumber Company in the amount of \$750.00. Alderman Hollingshead seconded. All members voted in favor.

Kennel Top Panels

PLANNING AND ZONING

Turned in a written report for the month of September.

OLD BUSINESS

TREE REMOVAL/ SWAFFORD DAMAGE – PJ

Mayor Walker informed the Board of Aldermen that we had received three quotes for the damage incurred to Bruce Swafford’s truck when a portion of a tree that is on the City easement fell on the truck during a recent storm. The quotes are as follows:

Harry Blackwell Collision 1318 N Douglas PO Box 358 Malden, MO 63863	\$2183.15
Scobey’s Collision Center 1024 S 11 th St Poplar Bluff, MO 63901	\$3385.62
SEMO Collision & Dent Repair 40571 Central Ave Campbell, MO 63933	\$3056.07

Discussion followed. Mayor Walker asked for a motion to approve the repair from Harry Blackwell in the amount of \$2183.15. Motion was made by Alderman Johnson. Alderman Adams seconded. Voting was as follows: Alderman Adams, yea; Alderman Johnson, nay; Alderman Estes, abstained; Alderman Hollingshead, yea. Motion passes.

DEMOLITION 708 MEATTE AVENUE

Mayor Walker stated that Jonathan Thacker had submitted three quotes for the demolition of 708 Meatte Avenue by order of the Building Commission. The quotes are as follows:

Building Mortician 620 South Walnut Steele, MO 63877	\$2500.00 total debris removal \$3000.00 includes concrete removal
H&H Dirtworks 1741 Co Hwy 355 Portageville, MO 63873	\$3000.00
3DH LLC	\$6500.00 total debris removal \$7000.00 includes concrete removal

Discussion followed. Mayor Walker asked for a motion to award the removal to Building Morticians in the amount of \$2500.00. Motion was made by Alderman Hollingshead. Alderman Johnson seconded. All members voted in favor.

WATER RATE INCREASE

Mayor Walker asked Alderman Johnson if she would like to speak on the water rate increase. Alderman Johnson stated that she had ran some numbers and based on the citizens responses at the last meeting, she proposed an increase of 5%, 8% or 10% and presented a chart with the rate increases per percentage. Discussion followed. Mayor Walker asked for a motion to draft an amendment to the water rates with an increase of the base rate by 8% each year for the next three years beginning January 1, 2024. Motion was made by Alderman Hollingshead. Alderman Adams seconded. Voting was as follows: Alderman Adams, yea; Alderman Johnson, yea; Alderman Estes, abstained; Alderman Hollingshead, yea. Motion passes. Terry McVey will draft an amendment for the November meeting.

LEAD SERVICE LINE INVENTORY UPDATE & PAY REQUEST #3

Mayor Walker presented a report and pay request from Total H2O Solutions in the amount of \$13,250.00 for work on the Lead Service Line Inventory. A sample letter that will be sent out to citizens was also submitted. Discussion followed. Mayor Walker asked for a motion to approve the sample letter and pay request in the amount of \$13,250.00. Motion was made by Alderman Estes. Alderman Adams seconded. All members voted in favor.

POLICE DEPT INVESTIGATION ROOM

Mayor Walker stated that Officer Green had obtained a quote from Nelson Systems regarding the interrogation room at the Police Department, but he was awaiting an additional quote that he thought maybe better. Discussion followed. The issue was tabled until November 2024.

POLICE DEPT ISOMS PROPOSAL

Mayor Walker presented a proposal to allow the Portageville Police Department to piggyback off Pemiscot County Sheriff's Department with their ISOMS software as the current software Portageville uses is set to expire. Discussion followed. Mayor Walker asked for a motion to approve the agreement with Pemiscot County at a startup cost of \$15,000.00 with annual support cost of \$3000.00. Motion was made by Alderman Johnson and seconded by Alderman Adams. All members voted in favor.

CITY BUSINESS LICENSE – CH

Mayor Walker asked Alderman Hollingshead to speak on City Business License. Alderman Hollingshead stated that he would like to see our ordinance for City business licenses amended to a universal business license for businesses in a commercial zone to be \$100 per year and businesses in a residential area to be \$50.00 per year.

Discussion followed. Alderman Hollingshead made the motion to approve the amendment as requested. Alderman Johnson seconded. Voting was as follows: Alderman Adams, nay; Alderman Johnson, yea; Alderman Estes, nay; Alderman Hollingshead, yea. Voting resulted in a tie with Mayor Walker voting yea.

The Hancock Amendment was brought up in discussion. The amendment will be drafted based on Terry McVey's recommendation, and he should be prepared to discuss it.

WATER TOWER SALE- FORMAL VOTE

Mayor Walker explained that Mayor Pro-Tem Johnson had initiated a text vote for the sale of the abandoned water tower that sits off of East 1st Street after an offer of \$1.00 was submitted from Baker Implement. The deal would also stipulate that the tower be removed by Baker Implement within a twelve-month period. The city would hold no liability risk in the removal as Baker Implement would be the owner. The text vote passed, but upon further investigation, the water tower is not a designated piece of property, but a right-of-way like an alley. It cannot be sold as-is but could be abandoned. The issue was tabled until a later date.

NEW BUSINESS

205 E MAIN LEASE

Mayor Walker informed everyone that JoBeth Williams, owner of Southern Loop, had come in to let the City know she would not be renewing her lease at 205 E Main. Discussion was held and the possibility of moving City Hall into the space was mentioned. Mayor Walker asked for a motion to advertise for bids for the space as there were several citizens interested in leasing it with the understanding that city has the right to reject all bids. Motion was made by Alderman Adams and seconded by Alderman Johnson. All members voted in favor.

FARM#3144 – ADVERTISE FOR SEALED BIDS

Mayor Walker stated that Farm #3144 lease was set to expire and needed to be advertised. Discussion followed. Alderman Adams made a motion to advertise the farmland lease. Alderman Johnson seconded. All members voted in favor.

MUNICIPAL COURT CLERK AGREEMENT WITH MARSTON, MO

Mayor Walker explained that our agreement with the Marston Municipal Court had expired in August and that an extension for another year needed to be drafted. Marston had voted to approve the extension. Discussion followed. Alderman Hollingshead voted to draft an amendment to the current ordinance extending it for another year. Alderman Adams seconded. All members voted in favor.

BIDS FOR EMPLOYEE HEALTH INSURANCE

Mayor Walker stated that our current health insurance coverage for city employees would need to be advertised for bids as it expires at the end of the year. Discussion followed. Alderman Hollingshead made a motion to advertise for bids. Alderman Adams seconded. All members voted in favor.

ROAD TAX EXPIRATION

Mayor Walker reminded everyone that the Road Tax would expire as of March 31, 2025, and needed to be placed on the next municipal ballot to be renewed for another 10-year term. Discussion followed. Mayor Walker asked for a motion to place the issue on the next municipal election ballot. Motion was made by Alderman Johnson and seconded by Alderman Adams. All members voted in favor.

SAFETY AWARD DINNER 2023

Mayor Walker stated that the Board had voted last year to forgo the Safety Award Dinner and pay an extra \$100 per full-time employee to their Safety Award instead. Mayor Walker asked how the board wanted to proceed for 2023. Discussion followed. Alderman Johnson made the motion to not have the Safety Award Dinner and pay each full-time employee \$100.00 extra to the Safety Award for 2023. Alderman Estes seconded. All members voted in favor.

EMPLOYEE HOLIDAY HAM / SAFETY AWARD (TEMPORARY SALARY ADJUSTMENT 2023)

Mayor Walker explained that a \$500 safety award had been budgeted in for each full-time employee for the fiscal year and is usually distributed the last pay period of November. Mayor Walker asked the Board of Alderman how they wanted to proceed. Motion was made by Alderman Johnson to proceed with the Safety Award of \$500 to each full-time employee with those hired in 2023 to be prorated. Alderman Estes seconded. All members voted in favor. Mayor Walker explained that all city employees received vouchers in 2022 for a bone-in ham that they could pick up at Food Rite from December 1st -31st. Mayor Walker asked the board how they wanted to proceed. Discussion followed. Alderman Adams made a motion to provide all city employees with a bone-in ham voucher to be picked up from Food Rite from December 1 – 31, 2023. Alderman Estes seconded. All members voted in favor.

MIKES AUTO REPAIR PD INVOICE – FORMAL VOTE

Mayor Walker stated that a text vote had been taken over the payment of a service bill to Mike's Auto Repair in the amount of \$85.00, but a formal vote was needed. Discussion followed. This bill was not treated like other bills and submitted for approval at the

normal monthly because Mike Cook, owner of Mike's Auto Repair, refused to release the Police Department Tahoe that was serviced until after payment was received, even though the payment process was explained. Alderman Adams made the formal motion to approve the payment of \$85.00 to Mike's Auto Repair with the understanding that since Mike's Auto Sales does not follow the City's procedure for payments that the City is no longer to use their services. Alderman Hollingshead 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 September as follows:

Fines Collected/ Clerk Fees	\$507.12
Inmate Security	\$14.50
Crime Victim Compensation	\$85.09
LET Fund	\$16.00
TOTAL	\$622.71

City Collector
City Treasurer

MICHELE CRAWFORD, CITY COLLECTOR

RACHEL WRATHER, CITY TREASURER

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

Turned over to City Treasurer:	\$126,751.64
Received from City Collector:	
Park Fund	\$45.69
General Fund	\$314.08
Health Fund	\$119.83
Street Fund	\$58.00
Solid Waste Fund	\$36,119.88
Water & Sewer Fund	\$89,454.17
Meter Deposits	\$640.00
TOTAL	\$126,751.65
Received from City Clerk:	
General Fund	\$36,779.91
Street Fund	\$15,940.56
Sales Tax	\$60,947.96
Reap Account	\$500.00
TOTAL	\$114,745.43
Interest on Deposits	\$15.76

TOTAL DEPOSITS	\$242,135.55
<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 September. Motion was made by Johnson 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 September. After checking the bills, Mayor Walker asked for a motion. Motion was made by Alderman Adams 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.

Alderman Adams stated that she had seen were a webinar hosted by the Missouri Municipal League was to be held on October 24, 2023 at 10:00 a.m. over illegal gaming machines if anyone was interested. Discussion followed. Alderman Johnson stated that it had been brought to her attention that illegal gaming would also consist of Superbowl Boards, school raffles, etc.

Alderman Johnson stated that she would like to see the Use Tax placed back on the ballot before voters. Rachel Wrather, City Clerk, stated that she believed there was legislation limiting the number of times a city can place it on a ballot, but did not know if it had passed or not. Terry McVey will be consulted on this.

EXECUTIVE SESSION

There was none.

**OPEN SESSION/
DATE OF NEXT MEETING**

The next regularly schedule Monthly Meeting will be held on Monday, November 6, 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 8:03 p.m.

Rachel Wrather
City Clerk

Dennis R. Walker II
Mayor