

MINUTES

CITY COUNCIL MEETING
Portageville City Hall
November 7, 2022

CALL TO ORDER

A meeting of the City of Portageville Board of Aldermen was held on Monday, November 7, 2022, at City Hall, 301 E Main St. Mayor Walker was unable to attend, so Mayor Pro-Tem Estes called the meeting to order at 6:00 p.m.

ROLL CALL

Council Members Present

Alderman Johnson
Alderman Adams
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
Angela Lunbeck
Edna Robinson
Jimmy Wyman
Roosevelt Mosby

Terry McVey, City Attorney
Ronnie Adams, Police Chief
Bridget Barnett
Terry Wheeler

APPROVAL OF
AGENDA

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

APPROVAL OF MINUTES
Public Hearing BC – October 11, 2022
Reg. Meeting- October 11, 2022

Mayor Pro-Tem Estes 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 Estes 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 October.

ORDINANCES OR
RESOLUTIONS

Ordinance 1331-
City Collector Appointment on Ballot

Mayor Pro-Tem Estes introduced Bill No. 1331:

AN ORDINANCE PROVIDING FOR THE HOLDING OF AN ELECTION WITHIN AND FOR THE CITY OF PORTAGEVILLE, MISSOURI, ON THE QUESTION OF THE APPOINTMENT OF A CITY COLLECTOR AND SETTING THE TIME AT WHICH SAID ORDINANCE SHALL BECOME EFFECTIVE

Mayor Pro-Tem Estes entertained a motion for the First Reading of Bill No. 1331. A motion was made by Alderman Adams and seconded by Alderman Johnson. All members voted in favor.

Mayor Pro-Tem Estes entertained a motion for the Second Reading of Bill No. 1331. A motion was made by Alderman Adams and seconded by Alderman Johnson. A roll call vote was taken.

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

After hearing Bill No. 1331, read two times, passed, and approved, Mayor Pro-Tem Estes declared Bill No. 1331 to be declared Ordinance No. 1331 this 7th day of November 2022.

Ordinance 1332-
City Collector Salary Adjustment

Mayor Pro-Tem Estes introduced Bill No. 1332:

AN ORDINANCE SETTING THE SALARY OF THE CITY COLLECTOR AT \$31,000 PER YEAR

Mayor Pro-Tem Estes entertained a motion for the First Reading of Bill No. 1332. A motion was made by Alderman Johnson and seconded by Alderman Adams. All members voted in favor.

Mayor Pro-Tem Estes entertained a motion for the Second Reading of Bill No. 1332. A motion was made by Alderman Johnson and seconded by Alderman Hollingshead. A roll call vote was taken.

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

After hearing Bill No. 1332, read two times, passed, and approved, Mayor Pro-Tem Estes declared Bill No. 1332 to be declared Ordinance No. 1332 this 7th day of November 2022.

PUBLIC FORUM

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

Mayor Pro-Tem Estes recognized Angela Lunbeck who asked if the City could remind citizens of the rules and regulations for atvs on the roads. The City Clerk will post a notice on the City website and official Facebook page.

DEPARTMENTAL REPORTS

RONNIE ADAMS- CHIEF OF POLICE

Turned in a written report for the month of October.

GEORGE DELISLE- FIRE CHIEF

Turned in a written report for the month of October.

DeLisle stated that the department was starting Fire Prevention Week at the schools.

PARK BOARD

Turned in a written report for the month of October.

JONATHAN THACKER- STREET & SOLID WASTE SUPERINTENDENT

Turned in a written report for the month of October.

JONATHAN THACKER- CODE ENFORCEMENT

Turned in a written report for the month of October.

JIMMY WYMAN- WATER SUPERINTENDENT

Turned in a written report for the month of October.

Wyman stated that he was still in the process of getting the itemized list from Ozark Applicators. He did contact Pittsburg Tanks and they should be in town within the next week to remove the damage and obtain a quote.

TERRY WHEELER- SEWER SUPERINTENDENT

Turned in a written report for the month of October.

Wheeler stated that he expects the auger repair quote at any time.

SCOTT PATTERSON - PRETREATMENT

No report was submitted.

ROOSEVELT MOSBY- ANIMAL CONTROL OFFICER

Turned in a written report for the month of October.

Mosby stated that Leslie Kimes Hall, who works with animal rescue organizations, had donated fifteen beds to the pound.

PLANNING AND ZONING

Turned in a written report for the month of October.

MCCRATE AVENUE DRAINAGE PROJECT

There was no new information to report.

OLD BUSINESS

NORTH MAIN STREET SIDEWALK REPAIR

Mayor Pro-Tem Estes stated that she had reviewed the cost associated with the repair and estimated that it would take approximately eight yards of concrete to repair the sidewalk area and

remove the steps completely. Discussion followed. Alderman Adams made a motion to remove the steps and allow the repair of the concrete sidewalk in front of the mini storage on north Main Street with the City providing the labor and Estes providing the materials. Alderman Hollingshead seconded. All members voted in favor.

WATER TOWER REPAIR

Mayor Pro-Tem Estes stated that Jimmy Wyman had not received the information at this time, so the issue was tabled until December 5, 2022 meeting.

EMERGENCY MANAGEMENT – GENERATOR

Mayor Pro-Tem Estes asked Alderman Hollingshead if he was able to speak with Brett James about the generator quotes. Alderman Hollingshead stated that Brett James was fine doing the work as the City electrician and that he estimated the cost for the generator alone would not exceed \$9000.00. Discussion followed. Chief Adams raised the concern that the generator would not be large enough to fit the needs of the department. The issue was tabled until December 5, 2022 meeting so Brett James could meet with Chief Adams and address his concerns.

FIRE DEPT SPLIT UNIT AIR & HEAT

Mayor Pro-Tem Estes stated that at a previous meeting the Board had told the Fire Department to gather three quotes for a split unit to be installed at the Fire Shed. The department was having issues obtaining these quotes, so they would now like to advertise for bids. Discussion followed. Alderman Adams made a motion to advertise for bids for the purchase and installation of a split unit at the Fire Shed. Alderman Johnson seconded. All members voted in favor.

NEW BUSINESS

RED BUILDING CONTRACT

Mayor Pro-Tem Estes informed everyone that the current contract for the Red Building management with the Portageville Jaycees would be up on December 31, 2022. Mike Cook, Park Board President, had requested that the Park Board be given back the duties and responsibilities of the Red Building as it is in Meatte Park. Discussion followed. Mike Cook's presence was requested on December 5, 2022 meeting to formally request it back since there was no vote in the minutes about the Park Board taking back management duties.

BACKUP OPERATOR WATER & SEWER

Mayor Pro-Tem Estes explained that the contract for the Sewer Backup Operator expired on October 31, 2022 and James Elliot who held the position had decided not to renew his contract. Terry

Wheeler, Sewer Superintendent, contacted Richard Lee who had previously held the position, but he has raised his fee from \$500 per year for \$3600 per year. Discussion followed. Due to Steven Russell, losing his treatment license last year, the position of Water Backup operator is also vacant. Alderman Hollingshead made a motion to advertise for a Backup Water and Sewer Operator for the City of Portageville. Alderman Adams seconded. All members voted in favor.

RAY STAFFEY UNPAID INVOICE

Mayor Pro-Tem Estes explained that there was an incident back in May of this year involving Ray Staffey's son damaging the fence at the City Street shed. Ray Staffey asked to be allowed to pay for the damage to the fence to be repaired instead of filing an insurance claim. The fence was repaired by Montgomery Fence at a fee of \$1000.00. Staffey was contacted with the price and stated he would bring in a check payment. He then contacted Mayor Walker and stated that he felt the price was too high. An invoice was certified mailed to Staffey along with a copy of the paid invoice from Montgomery Fence. It was signed for in September. No payment has been received and attempted communication with Staffey has not been returned. Discussion followed. Terry McVey, City Attorney, advised that a certified letter should be sent to Staffey stating a time frame to pay the invoice. If left unpaid, the Board of Alderman can send the matter to small claims court. Alderman Hollingshead made a motion to send the notice certified mail and give Staffey fifteen days from the receipt of the notice to pay the bill in full. Alderman Adams seconded. All members voted in favor.

CANCELLING UATTEND SERVICES AT PD

Mayor Pro-Tem Estes informed the Board that the Portageville Police Department currently uses a monthly service call Uattend for timecard purposes. They have found an equivalent at no cost through their current reporting software that they have used on a trial bases for the past month that works out better. This would save money on their budget and allow them to be more efficient. Discussion followed. Alderman Adams made a motion to cancel the Uattend Software and allow the Police Department to continue with their current time collection software. Alderman Johnson seconded. All members voted in favor.

MOVE PAYMENT FUND FOR ASSISTANT COLLECTOR SALARY

Mayor Pro-Tem Estes stated that the position of assistant collector was setup through the Solid Waste department and currently is now the only salary being paid through the fund since Solid Waste Collection has been contracted out. Discussion followed. Mayor Pro-Tem Estes asked for a motion to move the Assistant Collector's

expenses to be paid from the Health Fund effective immediately. Alderman Johnson made the motion and Alderman Adams seconded. All members voted in favor.

CITY PROSECUTING ATTORNEY *FORMAL VOTE

Mayor Pro-Tem Estes stated that a text vote had been taken to hire Ryan Dicus as the City Prosecuting Attorney, but a formal vote was needed. Alderman Johnson made a motion to appoint Ryan Dicus as the Prosecuting Attorney for the City of Portageville at a rate of \$400 per month. 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 October as follows:

Fines Collected/ Clerk Fees	\$1346.13
Inmate Security	\$22.00
Crime Victim Compensation	\$4.04
LET Fund	\$22.00
TOTAL	\$1394.17

City Collector
City Treasurer

MICHELE CRAWFORD, CITY COLLECTOR

RACHEL WRATHER, CITY TREASURER

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

Turned over to City Treasurer:	\$124,677.32
Received from City Collector:	
Park Fund	\$413.37
General Fund	\$2,993.38
Health Fund	\$496.04
Street Fund	\$60.00
Solid Waste Fund	\$32,155.88
Water & Sewer Fund	\$86,798.65
Meter Deposits	\$1,760.00
TOTAL	\$124,677.32
Received from City Clerk:	
General Fund	\$51,209.75
Street Fund	\$14,982.14
Sales Tax	\$63,229.45
Water & Sewer Fund	\$3,497.91
TOTAL	\$132,919.25

Interest on Deposits	\$22.13
TOTAL DEPOSITS	\$259,012.87
<i>(Court, Collector, Clerk, & Interest)</i>	

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

APPROVAL OF BILLS

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

MAYOR AND
COUNCIL COMMENTS

Mayor Pro-Tem Estes asked if there were any comments from any members of the Board of Aldermen. Alderman Hollingshead asked if there had been any complaints about flooding or drainage issue on Margaret Street since the paving occurred. There had been none. Alderman Johnson stated that Mayor Walker, in his absence, had asked her to propose a \$2.00 per hour raise for Rachel Wrather, City Clerk, and Carol Bowden, Assistant Collector, due to the amount of extra work they have been taking on in the absence of the City Collector. Discussion followed. Alderman Adams made a motion to approve the proposed raise of \$2.00 per hour for City Clerk and Assistant City Collector. Alderman Johnson seconded. All members voted in favor. Alderman Hollingshead stated that he had been approached about Tyler Hill's starting salary and a possible increase due to experience. Discussion followed. Hill was hired in at the salary set by the Board for dispatchers with experience and Mules certification. Alderman Adams proposed that the situation be revisited after his probationary period is completed.

EXECUTIVE SESSION

Moved by Alderman Adams, seconded by Alderman Hollingshead to adjourn to Executive Session in accordance with Section 610-021.1 RSMo to discuss litigation.

The vote thereon was as follows:
Alderman Johnson "Aye"
Alderman Adams "Aye"
Alderman Hollingshead "Aye"
Alderman Estes "Aye"

Motion was made by Alderman Johnson and seconded by Alderman Estes to adjourn back to regular session at 7:45 p.m.

Roll call was as follows:

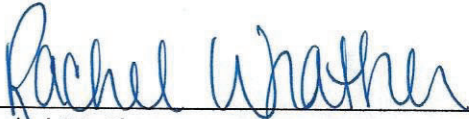
Alderman Johnson	"Aye"
Alderman Adams	"Aye"
Alderman Hollingshead	"Aye"
Alderman Estes	"Aye"

OPEN SESSION/
DATE OF NEXT MEETING

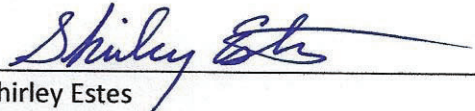
There will be a Public Hearing of the Building Commission on Monday, December 5, 2022, at 5:45 p.m. followed by a regular Monthly Meeting at 6:00 p.m. at City Hall, 301 E Main, Portageville.

ADJOURNMENT

There being no further business, moved by Alderman Johnson, seconded by Alderman Adams and unanimously carried, to adjourn at 7:46 p.m.



Rachel Wrather
City Clerk



Shirley Estes
Mayor Pro-Tem

