

MINUTES

CITY COUNCIL MEETING
OLD BOARD
Portageville City Hall
May 1, 2023

CALL TO ORDER

A meeting of the City of Portageville Board of Aldermen was held on Monday, May 1, 2023, at City Hall, 301 E Main St. Mayor Vince Berry called the meeting to order at 6:00 p.m.

ROLL CALL

Council Members Present

Alderman Johnson
Alderman Adams
Alderman Walker
Alderman Estes

Council Members Absent

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

Also present were:

Rachel Wrather, City Clerk
Susan Warren
Chris Cooley
Jonathan Thacker
Al DeLisle
Cameron Hollingshead
Jasmine Porter
Jeremy Green
Scott Patterson
Kevin Darnall
Terry Wheeler
Teresa Roberts
Olivia Walker
Angela Lunbeck

Terry McVey, City Attorney
Carol Bowden
Ronnie Adams
Chris Hollingshead
George DeLisle
Edna Robinson
Jennifer Green
Chris Stinnett
Mary Kate Berry
Roosevelt Mosby
Picca Walker
Nicole Glasstetter
Helen Akers
Denis McCrate

APPROVAL OF
AGENDA

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

APPROVAL OF MINUTES
Budget – 04/06/23
Reg. Mtg. – 04/06/23
Public Hearing – 4/13/23

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 Walker, seconded by Alderman Johnson and unanimously carried, to approve the submitted minutes for the month of April.

ORDINANCES OR
RESOLUTIONS

Ordinance 1338
City Collector Appointment

Mayor Berry introduced Bill No. 1338:

AN ORDINANCE REPEALING SECTION 115.110 AND ENACTING A NEW SECTION 115.110 OF THE MUNICIPAL CODE OF THE CITY OF PORTAGEVILLE TO PROVIDE FOR THE APPOINTMENT OF THE CITY COLLECTOR

Mayor Berry entertained a motion for the First Reading of Bill No. 1338. 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. 1338. A motion was made by Alderman Johnson and seconded by Alderman Walker. A roll call vote was taken.
Voting was as follows: Alderman Adams, yea; Alderman Johnson, yea; Alderman Estes, yea; Alderman Walker, yea. Motion passes.

After hearing Bill No. 1338 read two times, passed, and approved, Mayor Berry declared Bill No. 1338 to become Ordinance No. 1338 this 1st day of May 2023.

Ordinance 1339
Amusement Device Hours of
Operation

Mayor Berry introduced Bill No. 1339:

AN ORDINANCE AMENDING SECTION 610.110 OF THE MUNICIPAL CODE OF THE CITY OF PORTAGEVILLE TO ESTABLISH THE HOURS OF OPERATION FOR AMUSEMENT DEVICES.

Mayor Berry entertained a motion for the First Reading of Bill No. 1339. A motion was made by Alderman Walker and seconded by Alderman Adams. All members voted in favor.
Mayor Berry entertained a motion for the Second Reading of Bill No. 1339. A motion was made by Alderman Adams and seconded by Alderman Estes. A roll call vote was taken.
Voting was as follows: Alderman Adams, yea; Alderman Johnson, yea; Alderman Estes, yea; Alderman Walker, yea. Motion passes.

After hearing Bill No. 1339 read two times, passed, and approved, Mayor Berry declared Bill No. 1339 to become Ordinance No. 1339 this 1st day of May 2023.

PUBLIC FORUM

Mayor Berry 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 April.

GEORGE DELISLE- FIRE CHIEF

Turned in a written report for the month of April.

PARK BOARD

Turned in a written report for the month of April.

There were some questions regarding the minutes from their last meeting. McVey confirmed that Jennifer Cook could not be a signer on the Red Building account as she is not a member of the Park Board.

Alderman Johnson stated that she had concerns over water expense and liability associated with the construction of a new Splash Pad in Meatte Park. The process would need to be bid out per procurement guidelines. There was also discussion over the park mowing. It was determined that Alderman Johnson and Alderman Adams would meet with members of the Park Board to discuss concerns and report back to the Board of Aldermen at the June 5, 2023 meeting.

JONATHAN THACKER- STREET/ SOLID WASTE/ CODE ENFORCEMENT

Turned in a written report for the month of April.

Thacker was present and asked for the Board to approve a temporary change in work hours for the Street Department due to temperatures rising in the summer months. Discussion followed. A motion was made by Alderman Walker to set the hours for the Street Department from 6:00 a.m. to 2:30 p.m. starting immediately and lasting through September 30, 2023. Alderman Estes seconded. All members voted in favor.

Alderman Johnson stated that the graphics on one of the City trucks driven by Joseph Young is coming off. Thacker stated he would get them replaced.

MCCRATE DRAINAGE DITCH

Turned in a written report for the month of April.

Mayor Berry explained that the seeding and grading for the original CDBG grant was an in-kind match for the City of Portageville. In order for the project to project to be completed, Bootheel Regional is asking that the City draft a letter lining out a plan of action for the seeding and grading for the engineer to sign off and close the project. Discussion followed. Mayor Berry asked for a motion to have Terry McVey, City Attorney, draft a letter for Bootheel Regional. Motion was made by Alderman Johnsons and seconded by Alderman Walker. All members voted in favor.

JIMMY WYMAN- WATER SUPERINTENDENT

Turned in a written report for the month of April.

Mayor Berry stated that Larry Dooley had passed his certification for Drinking Water- D license with the Missouri Department of Natural Resources and asked for a motion to approve a \$1.00 per hour raise. Motion was made by Alderman Johnson and seconded by Alderman Walker. All members voted in favor.

TERRY WHEELER- SEWER SUPERINTENDENT

Turned in a written report for the month of April.

Wheeler was present and discussion was held over an issue at Swede's Gym. Wheeler stated he would look for an alternative to chat.

ROOSEVELT MOSBY- ANIMAL CONTROL OFFICER

Turned in a written report for the month of April.

PLANNING AND ZONING

Turned in a written report for the month of April.

OLD BUSINESS

CITY HALL ROOF REPAIR BIDS

Mayor Berry stated that there were no sealed bids received for the roof repair at City Hall. Discussion followed. The issue was tabled until June 5, 2023 meeting.

SEWER DEPT COMMERCIAL SECTIONAL DOOR

Mayor Berry asked Terry Wheeler to explain the commercial door repair. Wheeler stated that this is where the vactor truck is stored and that a quote had been obtained from Cooper Industries for the repair in the amount of \$6893.77. Discussion followed. Wheeler will contact Overhead Door in Jackson for a quote as well.

COLLECTOR APPOINTMENT

Mayor Berry stated that he would like to nominate Carol Bowden for the City Collector appointment. Discussion followed. Mayor Berry asked for a motion to accept the appointment of Carol Bowden as City Collector at an annual salary of \$42,000.00 which is an hourly rate of \$20.19. Motion was made by Alderman Johnson. Alderman Walker seconded. All members voted in favor.

Alderman Johnson stated she would like the city to advertise for a part-time office assistant for City Hall. Discussion followed. Mayor Berry asked for a motion to hire a part-time office assistant for City Hall to work no more than 30 hours per week and starting pay would be \$12.00 per hour. Motion was made by Alderman Johnson and seconded by Alderman Adams. Voting

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

APPROVAL OF FY 2024 BUDGET

Mayor Berry asked for a motion to approve the budget for fiscal year ending April 30, 2024. Motion was made by Alderman Adams and seconded by Alderman Hollingshead. All members voted in favor.

CERTIFICATION OF ELECTION RESULTS

Mayor Berry presented the official certification of election results of the April General Municipal Election and asked for a motion to accept. Motion was made Alderman Johnson. 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 April as follows:

Fines Collected	\$3323.00
Inmate Security	\$26.00
Crime Victime Compensation	\$4.81
LET Fund	\$26.00
Clerk Fees	\$156.00
TOTAL	\$3535.81

City Collector
City Treasurer

MICHELE CRAWFORD, CITY COLLECTOR

RACHEL WRATHER, CITY TREASURER

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

Turned over to City Treasurer:	\$132,624.57
Received from City Collector:	
Park Fund	\$1,008.19
General Fund	\$5,308.29
Health Fund	\$1,209.84
Street Fund	\$178.00
Solid Waste Fund	\$34,951.21
Water & Sewer Fund	\$89,569.04
Meter Deposits	\$400.00
TOTAL	\$132,624.57
Received from City Clerk:	
General Fund	\$55,325.71
Street Fund	\$12,481.77
Sales Tax	\$80,140.07

Sewer Fund	\$267.72
TOTAL	\$148,215.27
Interest on Deposits	\$20.36
TOTAL DEPOSITS	\$284,396.01

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

APPROVAL OF BILLS

A list of outstanding bills was given to the Mayor and Council for the month of April. After checking the bills, Mayor Berry asked for a motion. Motion was made by Alderman Walker and seconded by Alderman Adams. All members voted in favor.

MAYOR AND COUNCIL COMMENTS

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

Alderman Johnson stated that she felt Michele Crawford should receive a gift from the City as recognition for her many years of service upon her retirement since she did not want to have a retirement reception due to health reasons. Discussion followed. Alderman Johnson made a motion to gift Michele Crawford with a \$500 Visa Gift Card for her retirement. Alderman Estes seconded. All members voted in favor.

Alderman Estes distributed information from First State Bank and Trust regarding a new program that would allow debit and credit card transactions for water payments. Discussion followed. It was explained to Alderman Estes by Carol Bowden, City Collector, that the City of Portageville already offers this service and has for over two years. Payments can be made using all major credit or debit cards online or in person.

Mayor Berry thanked the citizens of Portageville for allowing him to serve and left a Missouri Municipal League manual for newly elected officials for the upcoming Board of Aldermen to view.

ADJOURNMENT

There being no further business, moved by Alderman Walker, seconded by Alderman Estes and unanimously carried, to adjourn at 7:00 p.m.

Rachel Wrather
City Clerk

Vince Berry
Mayor

MINUTES

CITY COUNCIL MEETING
NEW BOARD
Portageville City Hall
May 1, 2023

OATH OF OFFICE FOR
NEW OFFICIALS

Mayor Walker called the meeting to order and advised the newly elected officials to be sworn in by Rachel Wrather, City Clerk. Newly elected officials are as follows:

Kristine Adams, Alderman Ward 1
Chris Hollingshead, Alderman Ward 2
Dennis R. Walker II, Mayor

ROLL CALL

Council Members Present

Alderman Johnson
Alderman Adams
Alderman Hollingshead
Alderman Estes

Council Members Absent

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

Also present were:

Rachel Wrather, City Clerk	Terry McVey, City Attorney
Susan Warren	Carol Bowden
Chris Cooley	Ronnie Adams
Scott Patterson	Picca Walker
Al DeLisle	George DeLisle
Cameron Hollingshead	Edna Robinson
Jeremy Green	Jennifer Green
Kevin Darnall	Chris Stinnett
Helen Akers	Brad Smith

APPOINTMENT OF
COMMITTEES AND
MAYOR PRO-TEM

Mayor Walker presented the proposed changes to the Appointment of Committees for review.

DEPARTMENT	CHAIRMAN	CO-CHAIRMAN
FINANCE	Alderman Johnson	Alderman Adams
WASTEWATER	Alderman Johnson	Alderman Hollingshead
WATER	Alderman Hollingshead	Alderman Johnson
HEALTH	Alderman Adams	Alderman Johnson
STREET	Alderman Hollingshead	Alderman Adams
SOLID WASTE	Alderman Adams	Alderman Estes

POLICE	Alderman Hollingshead	Alderman Estes
FIRE	Alderman Estes	Alderman Hollingshead
PARK	Alderman Adams	Alderman Johnson
ECONOMIC DEVEL.	Alderman Estes	Alderman Adams
PLANNING & ZONING	Alderman Estes	Alderman Hollingshead
MAYOR PRO-TEM	Alderman Johnson	
CITY ATTORNEY	Terry McVey	

Discussion followed. Motion was made by Alderman Adams to approve the proposed Appointment of Committees. Alderman Hollingshead seconded. All members voted in favor.

NEW BUSINESS

SRG MONITORING WELLS

Mayor Walker introduced Kevin Darnall, SRG Global a Guardian Company, who updated the Board of Aldermen on monitoring wells that had been installed around Portageville. He stated that PFAS was found in 2021 under the old facility and they were tracking the direction of movement. Last fall, some sampling was done, and they would like to install more monitoring wells on the City easement. These will be permanent wells and tested quarterly. Results of the testing would be made available to the City of Portageville. Discussion followed. Mayor Walker asked for a motion to draft and sign an access agreement and allow the wells to be installed. Motion was made by Alderman Adams. Alderman Johnson seconded. All members voted in favor.

LIQUOR LICENSE APPROVAL

Mayor Walker asked for a motion to approve the following liquor licenses for the 2023-2024 fiscal year.

Motion was made by Alderman Adams to approve an Original Package and a Sunday Original Package liquor license for Buddy's Package & Quick Shop, 403 N. Highway 61, Managing Officer, Karen S. Gowan. Alderman Hollingshead seconded. All members voted in favor.

Motion was made by Alderman Johnson to approve an Original Package and a Sunday Original Package liquor license for USA Investments DBA Portageville Truck Stop, 166 E State Hwy 162, Managing Officer, Lory Alexander. Alderman Adams seconded. All members voted in favor.

Motion was made by Alderman Adams to approve an Original Package and a Sunday Original Package liquor license for Casey's Marketing Company, 101 E. State Hwy 162, Managing Officer, Douglas M. Reed. Alderman Johnson seconded. All members voted in favor.

Motion was made by Alderman Hollingshead to approve an Original Liquor by the Drink liquor license for Klipfel's Korner, 112A Highway 61 South, Managing Officer, Theodore J. Klipfel. Alderman Johnson seconded. All members voted in favor.

Motion was made by Alderman Adams to approve an Original Package and a Sunday Original Package liquor license for Portageville Food Rite, 703 US Hwy 61 North, Managing Officer, Harold G. Edgar. Alderman Johnson seconded. All members voted in favor.

Motion was made by Alderman Johnson to approve an Original Package and a Sunday Original Package liquor license for Janki Inc. dba Jay's Corner, 126 East Main Street, Managing Officer, Sonny Tram. Alderman Adams seconded. All members voted in favor.

Motion was made by Alderman Johnson to approve an Original Package and a Sunday Original Package liquor license for Chrisman Oil dba 4-Way Quick Shop, 200 US Hwy 61 North, Managing Officer, Terry Burseson. Alderman Hollingshead seconded. All members voted in favor.

Motion was made by Alderman Hollingshead to approve an Original Liquor by the Drink liquor license with Sunday Sales license for San Jose, 67 E St Hwy 162, Managing Officer, Ana Angel. Alderman Adams seconded. All members voted in favor.

UPDATE SIGNERS ON BANK ACCOUNT- FSCB & FSBT

Mayor Walker asked for a motion to remove Vince Berry and add Patty Johnson as a signer on all City Bank accounts located at First State Bank and Trust and First State Community Bank both in Portageville. Motion was made by Alderman Adams and seconded by Alderman Johnson. All members voted in favor. Mayor Walker and Rachel Wrather, City Clerk, will remain as the other signers on the accounts.

PLANNING AND ZONING COMMITTEE APPOINTMENTS

Mayor Walker asked Alderman Johnson about the Planning and Zoning Committee member appointments. Alderman Johnson stated that Edmond Crafton had been recommended to renew his four-year term on the Planning and Zoning Committee. Mayor Walker asked for a motion to approve the nomination of Edmond Crafton for a four-year term to the Planning and Zoning Committee. Motion was made by Alderman Johnson and seconded by Alderman Adams. All members voted in favor.

PARK BOARD COMMITTEE APPOINTMENTS

Mayor Walker stated that Hannah Rushing had resigned from the Park Board and they would like to recommend Rachel Singleton to fulfill the remaining two years of the term. Also, Christina Brands has chosen to not remain on the

Park Board upon the completion of her term, and the Park Board recommended Tiffany Edmondson for a four-year term. Discussion followed. Mayor Walker asked for a motion to approve the recommendations of the Park Board for new members. Motion was made by Alderman Johnson. Alderman Adams seconded. All members voted in favor. Terry McVey was asked about the Park Board member who was a liaison to the Portageville School District as required by the bylaws. The Park Board stated that they were having trouble finding anyone to volunteer that would fulfill that requirement. McVey stated that the Park Board recommends members but ultimately it was up to the Mayor to nominate and the Board of Alderman to appoint. Discussion followed. If the Park Board failed to recommend a liaison to the Portageville School District following their May meeting, then the Board of Alderman would nominate a new member for a four-year term at the June 5, 2023 meeting. Alderman Johnson said she will speak with Michael Allred, Portageville School Superintendent, to find a candidate.

SUMMER HELP 2023

Mayor Walker stated that after talking to the department heads and reviewing the City budget, he did not see the need to accept applications for summer help this year. Discussion followed. Mayor Walker asked for a motion to discontinue summer help for 2023 but utilize the New Madrid County Family Resource Center if they were still offering the workforce program this year. Motion was made by Alderman Adams. Alderman Johnson seconded. All members voted in favor.

ELECTED OFFICIALS TRAINING

Mayor Walker asked if any of the newly elected board members were interested in attending the elected officials training on June 8 & 9, 2023. All members have previously attended the training and no one is scheduled to attend.

BANK ACCOUNT CLOSURE – MCCRATE AVE DRAINAGE DITCH PROJECT

Mayor Walker informed the Board of Alderman that there are no remaining funds from the McCrate Drainage Project Settlement; therefore, the account at First State Bank & Trust could be closed. Discussion followed. Motion to close the above-mentioned account was made by Alderman Adams and seconded by Alderman Johnson. All members voted in favor.

KEMPER INSURANCE RENEWAL – LISA KIRK

Mayor Walker asked if Lisa Kirk was present to discuss the Kemper Renewal. Lisa Kirk was not in attendance, but Brad Smith was present on her behalf to discuss a new insurance opportunity that had become available utilizing payroll tax deductions to pay employee premiums. Discussion followed. Mayor Walker asked for a motion to allow the City to provide a census of their employees to allow a cost analysis to be done to see if the program is

beneficial for the City of Portageville. Motion was made by Alderman Adams and seconded by Alderman Estes. All members voted in favor.

MAYOR AND
COUNCIL COMMENTS

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

Alderman Johnson stated that she would be attending a follow-up meeting to the Hazard Mitigation Project on Thursday at the New Madrid County Courthouse.

Alderman Johnson also stated that grant funding for broadband expansion was supposed to be coming down and there was a meeting about it being hosted by Bootheel Regional Planning Commission on May 15, 2023. She would like the City to pursue this funding and was willing to attend the meeting. Mayor Walker asked for a motion to proceed with the DED Broadband Expansion Project. Motion was made by Alderman Adams and seconded by Alderman Hollingshead. All members voted in favor.

Mayor Walker stated that the University of Missouri Extension office and Representative Donnie Brown had reached out to Portageville to participate in their Building Local Prosperity program. It is paid for through the New Madrid County Mayor's Association. Discussion followed. Mayor Berry asked for a motion to participate in this program. Motion was made by Alderman Johnson and seconded by Alderman Adams. All members voted in favor.

EXECUTIVE SESSION

There was none.

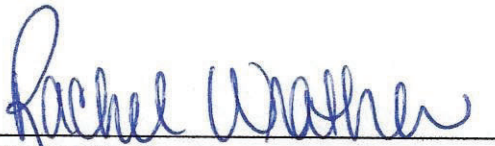
OPEN SESSION/
DATE OF NEXT MEETING


There will be a mid-month meeting on May 15, 2023 at 6:00 p.m. at City Hall, 301 E Main, Portageville.

The next regularly scheduled Board Meeting is Monday, June 5, 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 Estes and unanimously carried, to adjourn at 7:50 p.m.


Rachel Wrather
City Clerk


Dennis R. Walker II
Mayor