

MINUTES

CITY COUNCIL MEETING
Portageville City Hall
May 7, 2020

CALL TO ORDER

A meeting of the City of Portageville Board of Aldermen was held on Thursday, May 7 2020, at City Hall, 301 E Main St. This meeting was postponed from Monday, May 4, 2020 due to severe weather. Mayor Vince Berry called the meeting to order at 6:00 p.m.

ROLL CALL

Council Members Present

Alderman James
Alderman Doering
Alderman Essary
Alderman Johnston

Council Members Absent

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

Also present were:

Rachel Wrather, City Clerk
Ronnie Adams, Police Chief
Chris Cooley
Freddie Hill
Sam Tillman
Scott Patterson

APPROVAL OF
AGENDA

Moved by Alderman Essary, seconded by Alderman James and unanimously carried, to approve the agenda as submitted.

APPROVAL OF MINUTES
Special Meeting- 4/6/20
Reg. Mtg.- 4/6/20
Budget – 4/14/20
Special Meeting- 4/19/20

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

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.

Mayor Berry introduced an invoice for the annual service and pump testing of the fire trucks from Woods Service Company in the amount of \$3786.75. Discussion followed. Motion was made by Alderman James and seconded by Alderman Essary to approve and pay the bill. All members voted in favor.

PARK BOARD

No report was turned in for the month of April. There was no meeting due to the COVID-19 pandemic.

JOEY WALTERS- STREET & SOLID WASTE SUPERINTENDENT

Turned in a written report for the month of April.

JIMMY WYMAN- WATER SUPERINTENDENT

Turned in a written report for the month of April.

TERRY WHEELER- SEWER SUPERINTENDENT

Turned in a written report for the month of April.

SCOTT PATTERSON- PRE-TREATMENT COORDINATOR

No report was turned in for the month of April.

ROOSEVELT MOSBY- ANIMAL CONTROL OFFICER

Turned in a written report for the month of April.

JONATHAN THACKER- CODE ENFORCEMENT

Turned in a written report for the month of April.

ORDINANCES OR
RESOLUTIONS

Ordinance #1296

Mayor Berry introduced Ordinance No. 1296:

AN ORDINANCE REQUIRING THE INSTALLATION OF SEWER CLEAN OUT DRAINS WITHIN THREE FEET OF THE OUTSIDE WALL OF THE STRUCTURE SERVICED BY EACH SEWER LINE

Mayor Berry entertained a motion for the First Reading of Ordinance No. 1296. Motion was made by Alderman Doering and seconded by Alderman Johnston. All members voted in favor.

Mayor Berry asked for a motion for the Second Reading of Ordinance No. 1296. Motion was made by Alderman Essary and seconded by Alderman James. Roll Call was taken.

Roll Call was as follows:

Alderman James, yea; Alderman Doering, yea; Alderman Essary, yea;
Alderman Johnston, yea.

Ordinance 1296 was passed and introduced into the Ordinance Book.

Ordinance #1297

Mayor Berry introduced Ordinance No. 1297:

AN ORDINANCE AMENDING SECTIONS 600.030 (D) (1) AND 600.030 (D) (2) OF THE MUNICIPAL CODE OF THE CITY OF PORTAGEVILLE TO INCREASE THE NUMBER OF INTOXICATING LIQUOR BY THE DRINK FOR CONSUMPTION ON THE PREMISES TO ONE LICENSE FOR EVERY 500 INHABITANTS OF THE CITY AND INTOXICATING LIQUOR IN THE ORIGINAL PACKAGE LICENSE TO ONE FOR EVERY 400 INHABITANTS OF THE CITY.

Mayor Berry entertained a motion for the First Reading of Ordinance No. 1297. Motion was made by Alderman Doering and seconded by Alderman Essary. All members voted in favor.

Mayor Berry asked for a motion for the Second Reading of Ordinance No. 1297. Motion was made by Alderman James and seconded by Alderman Johnston. Roll Call was taken.

Roll Call was as follows:

Alderman James, yea; Alderman Doering, yea; Alderman Essary, yea;
Alderman Johnston, yea.

Ordinance 1297 was passed and introduced into the Ordinance Book.

Ordinance #1298

Mayor Berry introduced Ordinance No. 1298:

AN ORDINANCE TO AMEND PRIOR ORDINANCE APPROVING A TAX-EXEMPT EQUIPMENT LEASE PURCHASE AGREEMENT WITH FS LEASING LLC

Mayor Berry entertained a motion for the First Reading of Ordinance No. 1298. Motion was made by Alderman James and seconded by Alderman Essary. All members voted in favor.

Mayor Berry asked for a motion for the Second Reading of Ordinance No. 1298. Motion was made by Alderman Doering and seconded by Alderman James. Roll Call was taken.

Roll Call was as follows:

Alderman James, yea; Alderman Doering, yea; Alderman Essary, yea;
Alderman Johnston, yea.

Ordinance 1298 was passed and introduced into the Ordinance Book.

OLD BUSINESS

PARK FUNDS

Mayor Berry informed the Board of Aldermen that it was time to turn over funds to the Portageville Park Board. The budgeted amount for turn over was \$29,210.00. The City of Portageville collected \$33,797.12. The remaining balance from last years turnover was \$2,844.81. During the fiscal year, the City paid \$465.68 in expenses leaving a balance of \$36,176.25 in the Park Fund. Discussion followed. Mayor Berry asked for a motion to turn over \$29,210.00 to the Portageville Park Board and use the remaining \$6,966.25 to repair the roof on the Red Building in Meatte Park. Any funds left over from the project could be turned over next year. Motion was made by Alderman Essary and seconded by Alderman James. All members voted in favor.

UNIFORM CONTRACT

Mayor Berry stated that Aramark Uniform Service turned in a preliminary quote of \$3049.73 for missing garments. The company is willing to forgive the loss if the City of Portageville would sign an additional 36 month contract with an annual option to bid. Discussion followed. Alderman Johnston made a motion to pay off any missing garments and reject the contract option. Alderman James seconded. All members voted in favor. The issue will be revisited in six months to see if it is cost effective to end the current contract with Aramark Uniform Service.

SEWER DEPT BUILDING FOR AUTOMATED SAMPLER

Mayor Berry stated that a text vote was conducted on April 15,2020 to approve the purchase of an 8x8 and 5x8 utility shed for the sewer department to protect the automated samplers. Mayor Berry asked for a motion to approve the purchase from Dunn Storage Solution for \$3005.00. A motion was made by Alderman Essary and seconded by Alderman James. All members voted in favor.

EMPLOYEE HEALTHCARE OPTIONS

Mayor Berry stated that a text vote was conducted on April 15, 2020 to allow employees over the age of 65 who have Medicare Part B to forgo the Group Health Plan, which includes a \$25,000 term life insurance, offered to all full-time employees by the City of Portageville. The employee would have the option of staying with the Group Health Plan or having the City reimburse the employee for an additional RX Card and Supplement. Additionally, the City would pay the cost associated with a \$25,000.00 term life insurance. Discussion followed. Scott Patterson addressed the Board of Aldermen seeking additional compensation due to the amount withheld from the social security checks for having Medicare Part B. It was explained to him that after speaking with the City Attorney and other agencies, it would be taken as an incentive for the City to reimburse that payment;

therefore, the City would not be allowed to do that. This option would only be offered to City employees who have Medicare Part B. Mayor Berry asked for a motion to approve the health care policy change. A motion was made by Alderman Doering and seconded by Alderman James. All members voted in favor.

WORKMAN'S COMPENSATION COMPARISON

Mayor Berry explained that Mark Gibbons with Ellington Insurance had researched cost saving measures for the Workman's Compensation policy that the City has. Gibbons received a quote of \$64,263.00 annually from Missouri Rural Services Worker's Compensation Insurance Trust. For comparison, we are currently paying \$69,264.00 annually with EMC Insurance. Discussion followed. Freddie Hill addressed the Board of Alderman as the Workman's Compensation Officer for the City of Portageville and stated that he enjoyed working with EMC. He stated that the process and customer experience that he had received from EMC Insurance was wonderful and he would like to stay with them. After discussion was held, the issue was tabled. The City will stay with EMC Insurance.

MIKE'S RENTALS ATTACHMENT PURCHASE

Mayor Berry asked Alderman Johnston if he would like to present the information he had regarding the attachment purchase from Mike's Rentals. The City of Portageville previously purchased a mini excavator from Mike's Rentals and Alderman Johnston had been approached about purchasing the Jackhammer attachment that was made for the machine the City has. Discussion followed. Alderman Johnston made a motion to purchase the attachment for \$3500 from Mikes Rentals and Alderman Essary seconded. The purchase will be split between the Water, Sewer and Street Departments.

NEW BUSINESS

BUDGET MAY 2020 – APRIL 30, 2021

Mayor Berry presented the final budget for the fiscal year beginning May 1, 2020 and lasting through April 30, 2021. Discussion followed. Mayor Berry stated that there is a chance due to Covid-19 that this budget would need to be amended within the year. Mayor Berry asked for a motion to approve the budget. A motion was made by Alderman Doering and seconded by Alderman James. All members voted in favor.

EMPLOYEE MINIMUM WAGE AND PAY RATE INCREASES

Mayor Berry presented the proposed wage and pay rate increases for the fiscal year. The proposed increases include:

- A raise in starting pay and minimum wage for the City of Portageville to \$9.45 per hour

- A six percent per hour increase for full-time employees in the following departments: Administration (including full-time dispatchers), Health, Street, Water, Sewer and Solid Waste
- A review of the departments overtime goals would be held in October. If goals are met or exceeded, a one-time temporary salary adjustment of \$500 would be given to each full-time employee in all departments, along with an additional three percent or higher pay increase.

Mayor Berry asked for a motion to approve the increases. Motion was made by Alderman James and seconded by Alderman Johnston. All members voted in favor.

The increases will become effective June 1, 2020. Quarterly performance reviews will be done to aid in pay increases for next year.

FREIGHTLINER TRASH TRUCK REPAIR

Mayor Berry stated that a text vote was conducted on April 21, 2020 about repairs on the trash truck. Discussion followed. Mayor Berry asked for a motion to approve Summit Truck Group in Cape Girardeau, Missouri for trash truck repairs in the amount of \$10,224.52. Motion was made by Alderman Essary and seconded by Alderman James. All members voted in favor.

SUMMER HELP POSITION

Mayor Berry stated that after speaking with the department supervisors, he had compiled a list of available positions for summer help. Water, Sewer, Fire and Police would receive one summer help employee, while Street will receive two. Discussion followed. A motion was made by Alderman James and seconded by Alderman Essary. All members voted in favor. Applications will be accepted until May 15, 2020. Summer Help will be chosen at the mid-month meeting on Monday, May 18, 2020.

LIQUOR LICENSE APPROVAL

Mayor Berry asked for a motion to approve the following liquor licenses for the 2020-2021 year.

1. Motion 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
2. Motion to approve an Original Package and a Sunday Original Package liquor license for Chrisman L.P. Gas Co. dba Four-Way Quick Shop, 200 Highway 61, Managing Officer, Joe Vinson
3. Motion to approve an Original Liquor by the Drink and a Sunday Original Liquor by the Drink liquor license for El Senor Tequila, 56 E State Hwy 162, Managing Officer, Jose V. Angel

4. Motion 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, Matthew Smith
5. Motion to approve an Original Package and a Sunday Original Package liquor license for Casey's Marketing Company, 101 E. State Hwy 162, Managing Officer, Julia Jackowski
6. Motion to approve an Original Liquor by the Drink and a Sunday Original Liquor by the Drink liquor license for Klipfel's Korner, 112A Highway 61 South, Managing Officer, Theodore J. Klipfel
7. Motion to approve an Original Package and a Sunday Original Package liquor license for Portageville IGA, Inc. dba Food Rite, 703 US Hwy 61 North, Managing Officer, Harold G. Edgar
8. Motion to approve an Original Liquor by the Drink and Sunday Original Liquor by the Drink liquor license for Bill's Lounge, 600 Highway 61 North, Managing Officer, Navneet Mehta

Motion was made by Alderman James and seconded by Alderman Doering. All members voted in favor.

FUEL SAVINGS PLAN

Mayor Berry presented a fuel savings plan. Each department would be required to utilize one fuel provider each month for the next five months in order to determine fuel expenditures at each location. If the location offered a savings discount card, it would also be utilized. Discussion followed. The issue was tabled at this time. Employees can proceed with using any fueling station within the City that they choose.

SPRING CLEAN UP WEEK

Mayor Berry informed the Board of Aldermen that Joey Walters, Street Superintendent, had proposed the week of May 11 – 15, 2020 be used for the annual Spring Clean-Up Week. Discussion followed. Motion was made by Alderman Essary to hold Spring Clean-Up Week during May 11-15, 2020. Alderman Johnston seconded. All members voted in favor.

STREET PAVING 2020

Mayor Berry announced that the Road Tax Fund had collected \$121,276.22 during the fiscal year. He asked the Alderman to start looking at streets within Portageville they felt needed to be repaved. A list for paving will be compiled during the mid-month meeting on May 18, 2020.

INTERNET AT STREET SHED AND FIRE SHED

Mayor Berry introduced a quote from Randy Guest to add internet to the street shed and fire shed by beaming it. There will be no monthly bill associated with this project. Discussion followed. Mayor Berry asked for a motion to allow Randy Guest to beam internet from the Sewer Plant to the Street Shed and from City Hall to the Fire Shed for a total price of \$1666.50.

Motion was made by Alderman Doering and seconded by Alderman James. Voting was as follows: Alderman James, yea; Alderman Doering, yea; Alderman Essary, nay; Alderman Johnston, yea. Motion carried 3-1.

CREATION WATER & SEWER REPAIR FUND, REPLACE & EXT WWTP AND DEBT SERVICE WWTP AT FIRST STATE BANK & TRUST

Mayor Berry informed the Board of Alderman that after speaking with Whitney Watts, USDA, that the City of Portageville needed to open three new accounts with First State Bank and Trust for the duration of the loan process. The three accounts consist of a Water and Sewer Repair Fund, Replace & Extension WWTP and Debt Service WWTP. The current money in the Community Dev Corp Debt Service and Replace and Ext Fund will be transferred to the newly created Water and Sewer Repair Fund. This money can be used to help with any repairs related to Water and Sewer. The USDA loan will then be used to fully fund the Debt Service WWTP and Replace and Ext WWTP accounts. Mayor Berry asked for a motion to proceed with the creation and transfers as stated above. Motion was made by Alderman James and seconded by Alderman Johnston. All members voted in favor.

MEMORANDUM OF UNDERSTANDING SRO OFFICER

Mayor Berry presented the previous Memorandum of Understanding and asked if there were any additions and/or deletions. Discussion followed. Current School Resource Officer Chris Cooley stated that he had interest in returning to the Portageville Police Department as a full-time investigator. Mayor Berry stated that he would like to see the school district pay the full \$2300.00 annually for the Event Security instead of it being divided among the school district and the City of Portageville. Mayor Berry asked for a motion to allow him to negotiate the upcoming Memorandum of Understanding with the Portageville School District and advertise for the School Resource Officer position for the upcoming school year. Motion was made by Alderman Doering and seconded by Alderman James. All members voted in favor.

PUBLIC FORUM

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

T.R. Thompson approached the Board of Aldermen with concerns over citizens misusing the recycling bin located at the Street Shed. Mayor Berry informed him that once the internet was ran to the Street Shed, video surveillance could be utilized to catch whoever was misusing the bins and fines could be imposed if necessary.

**APPROVAL OF
FINANCIAL REPORTS**
Municipal Court
City Collector
City Treasurer

CHRIS STINNETT, MUNICIPAL COURT JUDGE

Stinnett turned in a written report for the month of April as follows:

Fines Collected	\$ 0
Interest	\$ 0

Inmate Security	\$ 0
Crime Victims Compensation	\$ 0
LET Fund	\$ 0
Clerk Fees	\$ 0
TOTAL	\$ 0

Due to COVID-19, no court was held, and no payments were applied.

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: \$ 127,296.94

Received from City Collector:

Park Fund	\$ 455.46	
General Fund	\$ 3,617.43	
Health Fund	\$ 611.39	
Street Fund	\$ 106.00	
Solid Waste Fund	\$ 33,597.44	
Water & Sewer Fund	\$ 88,419.22	
Red Building	\$ 0.00	
<u>Meter Deposits</u>	<u>\$ 1,120.00</u>	
TOTAL		\$ 127,296.94

Received from City Clerk:

General Fund	\$ 40,959.13	
Water/ Sewer Fund	\$ 9,768.01	
Street Fund	\$ 11,117.11	
<u>Sales Tax Fund</u>	<u>\$ 54,543.09</u>	
TOTAL		\$ 116,387.34
Interest on deposits		\$ 24.36
TOTAL DEPOSITS		\$ 116,411.70

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 James and seconded by Alderman Johnston. 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 Doering and seconded by Alderman James. 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.

Mayor Berry stated that City Hall would be getting an enclosure placed up front due to COVID-19 response and should reopen to the public with social distancing on Monday, May 11, 2020.

Mayor Berry also informed the Board of Alderman that after the power outage due to the sever weather on Monday, May 4, 2020, the Police Department would like to start looking for a larger generator to supply the police department with power.

EXECUTIVE SESSION

Moved by Alderman Doering, seconded by Alderman Johnston to adjourn to Executive Session in accordance with Section 610-021.1 RSMo to discuss personnel.

The vote thereon was as follows:

Alderman James "Aye"
Alderman Doering "Aye"
Alderman Essary "Aye"
Alderman Johnston "Aye"

Motion was made by Alderman Doering and seconded by Alderman James to adjourn back to regular session at 8:38 p.m.

Roll call was as follows:

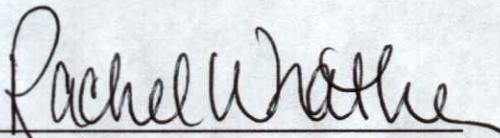
Alderman James "Aye"
Alderman Doering "Aye"
Alderman Essary "Aye"
Alderman Johnston "Aye"

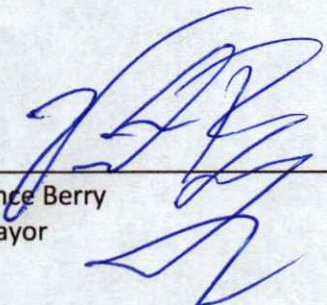
NEXT MEETING

A mid-month meeting will be held on Monday, May 18, 2020 at City Hall beginning at 6:00 p.m.

ADJOURNMENT

There being no further business, moved by Alderman Doering, seconded by Alderman James and unanimously carried, to adjourn at 8:40 p.m.


Rachel Wrather
City Clerk


Vince Berry
Mayor