

The Seymour Board of Alderman met for a regular meeting at 6:00 pm on Thursday, January 12, 2017 in the Seymour City Hall Board Room, 123 West Market Street.

At 6:00 p.m. Mayor Pro Tem Grady Bennett called the meeting to order.

Roll call: Charlie Ivy, Dean Rowe, Jim Ashley, Mayor Pro Tem Grady Bennett.

Also present was Police Chief Ron Wright, City Clerk Leslie Houk.

### Old Business

#### Approval of Minutes

A motion was made by Ivy/Ashley to approve the minutes as written. Ayes: All. Nays: None.

### New Business

#### Approval of Bills

A motion was made by Rowe/Ashley to approve the bills. Ayes: All. Nays: None.

#### Joe Beamish-MO Cabinet Supply-Electric Rates

Joe Beamish came back to the Board to update them on his power factor. After meeting with Supervisor Mitch Plummer it was determined that his power factor is not as bad as they first thought. A motion was made by Ivy/Ashley to change MO Cabinet Supply electric rates from commercial to industrial rates and make the necessary adjustments back to his October billing. Ayes: All. Nays: None.

Mr. Beamish's insurance is requiring him to have a sprinkler system in his spray booth. Mr. beamish is needing water supply to complete this.

#### Administrator's Report-Sam Burt

See Report

#### Citizen Comments

Vernon Copeland mentioned that the curbs need to be moved off the sidewalk on the west side of the police building so wheelchairs can get through.

## Police Report

See Report.

Police Chief Ron Wright presented a hand gun policy to the Board. A motion was made by Ivy/Ashley to add in the policy that there is no sale of the firearms to anyone at anytime. Ayes: All. Nays: None.

## Mayor's Report-Mayor Pro Tem Grady Bennett

Mayor Pro Tem Grady Bennett read a request from the Victory Academy asking the city to recognize National Choice School Week. The Board is in agreement to draft a proclamation. MPT Bennett questioned if there is an ordinance against business's burning their waste. MPT Bennett presented a mutual aid agreement with MPUA. MPT Bennett would like to add the agreement to the January 26<sup>th</sup> Board meeting.

## Aldermen's Report

Alderman Dean Rowe asked if Emergency Services Coordinator Bob Crump keeps a list of residents that are on oxygen. City Hall keeps a file of anyone that notifies them or brings in a note from their doctor.

At 7:45 p.m. a motion was made by Ashley/Ivy to adjourn. Ayes: All. Nays: None.

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Grady Bennett, Mayor Pro Tem

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Leslie Houk, City Clerk



*City Administrator's Report - January 12, 2017*

#### *MML's 47<sup>th</sup> Annual Legislative Conference*

*The first legislative conference of the year will be February 14-15 at the Capitol Plaza Hotel in Jefferson City, MO. Several issues affecting our city will be on the agenda to be discussed. This will be an opportunity to visit with state legislators and discuss pending opportunities. I have the details if anyone is interested in going.*

#### *Seymour UV Project*

*The DNR, Ms Laura Richardson, has been notified that the successful bidder for our project has responded in a timely manner, has executed the Contract for the work, has provided all the required bonds and is ready to go to work. The City of Seymour has issued a Notice to Proceed which was effective December 30, 2016. Unless modified by Change Order, the completion dates are as follows:*

*Substantial Completion in 150 days - May 29, 2017*

*Final Completion in 180 days - June 28, 2017*

#### *Planning and Zoning Committee Meeting*

*Alvin Bailey has shown interest in placing a mobile home on Stadium Drive. Pete Matney has also asked to place a mobile home in the North Peightel and West Rhoades vicinity. Charlie Ivy, Jerry Eason and Schrock have some opportunities for the committee. Finally, the Lee Building is zoned I-1 and needs to change to B-2. Tentative dates are January 20<sup>th</sup> and 27<sup>th</sup> depending on the committee's schedules.*

#### *Cemetery Roads*

*I recently visited the cemetery in Marshfield at the request of Alderman Dean Rowe to look at the work they have completed on the roads inside the cemetery. The roads were actually widened about 12 inches and "chip and seal" process was applied. In talking with Sam Rost, Deputy City Administrator, this process is less expensive than paving and has proven to be effective so far. They used hardened, dust free rock instead of limestone. More to follow.*

### *End of Year Report - Street Team*

*Attached to this report is an overview of major projects and Preventative Maintenance Reports for your review. The project list is not all inclusive but the all work orders are available if needed.*

### *"To Whom It May Concern" letter*

*The city has received a letter from an anonymous person that was critical of the job we are doing at the city. Since the letter is not signed it will be difficult to address the issues stated in the letter. I am open for any suggestions the council would have to address these issues.*

### *Transformers for Lee Building*

*The city has not yet purchased these transformers because the quotes are not all here. Hopefully we can have this complete in February.*

### *Electrical Backup for City Hall*

*A decision was made to remove the generator from the old city hall and place in on a trailer so it would be portable throughout the city. The trailer we use to haul equipment and material to Springfield and other places is in deplorable shape. I can spend a little money on that old trailer and place the generator on it. It will work just fine for the short run needs of the generator. Then I would appreciate your consideration of a new trailer for the city to use. While there is a difference of opinion in types of trailers, "bumper pull" or "gooseneck", the cost will be around \$3200 dollars. The trailer will be used to haul city equipment for various reason including repairs and maintenance and to pick up materials such as tin horns and various forms that are needed in sidewalk construction.*



*Sam Burt*

*Seymour City Administrator*

## 2016 Street Team End of Year Report

2016 was a good year for the Street Team. We accomplished many things through the course of the year. We always have what I call the routine things like patching pot holes, road grading, keeping the recycle center clean, picking up trash from the City buildings, road kill, and mowing. I also have a short list of some of our bigger projects and accomplishments-

- Over 1/4 of regulatory signs in the city are now retroreflective
- We painted the inside of our City Hall
- We are almost done with our Thoroughfare ditch/tin horn project
- Toby Sanders achieved his DSII
- Chuck Smith achieved his DSIII
- New swings & chains, benches, trash cans, and concrete slab with ADA table were installed at South Park.
- We built a drive and a small parking area on the South side of the Safe Room
- We built new sidewalks- Two sections on the East side of the square between Family Dollar & Walgreens and Walgreens & Norris Automotive. Washington St. across from the Post Office. Commercial across from City Hall. Anderson & Main and Main & Clinton.
- Power washed the gazebo on the square and sealed the concrete
- We tore old rotted roof off of the cemetery pavilion and installed a new one

All of the things were made possible by the support of the Board and the Administrator, but the skills and hard work of the guys brought it together. Jon Sandstrom is a guy that knows a lot about a lot . Combine that with his dedication and hard work, that makes us successful. Toby Sanders is a very skilled person, bobcat, backhoe, dump truck, and construction( especially concrete). In our many sidewalk projects myself, JB, and Steven have learned from Toby how to finish concrete. Combine all that with his attention to detail and hard work, that makes us successful. Steven Pogue is young and hard working, he has learned a lot from the guys and is always willing to do whatever is asked of him. He has been a real asset to the City and the Street Team, that too is what makes us successful.

Chuck Smith

Asst. Supervisor

City of Seymour

## Street Team Preventive Maintenance

Date	Equipment	HRS./Miles
3/9/2016	JD Z925 oil, Hydrostat fluid, air & oil filter, plugs	610.9 hrs.
3/9/2016	JD Z925 oil, Hydrostat fluid, air & oil filter, plugs	580.7 hrs.
3/9/2016	Hustler Z oil, Hydrostat fluid, air & oil filter, plugs	493.7 hrs.
3/9/2016	Hustler Z replaced bagger pulley & belt	493.7 hrs.
3/9/2016	2016 Ford F350 oil & filter change	886.4 miles
4/20/2016	2015 Chevrolet oil & filter change	4416 miles
4/20/2016	Hustler X One oil & filter change	8.8 hrs.
4/21/2016	JD Z925 new blades	632.5 hrs.
4/21/2016	JD Z925 new blades	593.3 hrs.
4/21/2016	Hustler X One new blades	8.9 hrs.
5/2/2016	Hustler Z replaced pcv	502 hrs.
5/7/2016	Cat Backhoe replaced thumb pressure & ret. hose	
5/24/2016	2011 Chevrolet Impala oil, air & oil filters	58,464 miles
7/6/2016	JD Z925 sharpen blades	626.9 hrs.
7/6/2016	JD Z925 sharpen blades	694.2 hrs.
7/6/2016	Hustler X One oil & filter change	65.9 hrs.
7/15/2016	Hustler Z replaced clutch relay	513.6 hrs.
7/25/2016	JD Z925 oil & filter change	711.9 hrs
7/27/2016	Wacker Packer oil change, plug, new belts	
7/27/2016	2015 Chevrolet oil & filter change	6296 miles
8/23/2016	1998 Kodiak air filter, cap & rotor, plug wires	135,160 miles

## Street Team Preventive Maintenance

Date	Equipment	HRS./Miles
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11/18/2016	2016 Ford F350 oil & filter change	4000 miles
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12/6/2016	Case Backhoe new front tires	
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## *Administrator's Report Recap*

*2 0 1 6*

*The striping of the square and handicap parking to meet assumed requirements of the state brought concern from the city merchants and resulted in reducing distance from crosswalks and stop signs to first parking space and the removal of some handicap spaces around the square.*

*The city began negotiations with MMMPEP to secure a 10 year contract for electrical services in Seymour. That contract for services is now in place.*

*Seymour Food Pantry asked the city to help with complaints about wiring and other construction issues with the facility. We contacted and hired Better Inspections of Springfield. Preliminary and final inspections were completed and all repairs made as requested.*

*Bob Crump's Monthly report was included in my report to city council throughout the year as requested by the council.*

*In-line pole inspection program, Lee Inspections, began around January and is now complete. Several poles were found to be defective and need replacing. That work is on-going.*

*City workers were called into action to assist the high school with a bomb threat.*

*The recycle company that provides trailers for this service reported an influx of trash and garbage in their trailers. Surveillance signs were posted and the city routinely hauls off any excess trash.*

*State Auditor's report required all municipalities to comply with the requirements of SB5. We received a letter from the state, filled it out, and Judge Thomson signed it. All forms were returned within the time required.*

*Legislation in 2014, Missouri One Call System, required all municipalities to status each locate using a Ticket Check System. Seymour registered and has used the system throughout the year.*

*Duane Ottmar began having the UV system quoted and also began some preliminary work on the flow equalization basin. The UV system has been awarded and the flow equalization basin stopped.*

*The furnace at the Historical Building was replaced. Four bids were requested. Furnace was repaired for a minimal amount.*



## *Administrator's Report Recap*

2016

*In March the Seymour Emergency group began testing of the outside sirens. All of the sirens were relocated and hardware updated. The testing was announced in the paper and on facebook.*

*The quest for the GIS software was started and as a result of much effort was acquired and implemented in the city. Horner and Shifrin was awarded the project and it is now installed for use in the city. Much progress has been made with the system and much more is needed. Tablets are being purchased now.*

*Our city wide copier contract was renewed with a substantial saving to the city.*

*The MML wage survey for 2016 was completed and issued to all cities. We participated in the survey but our results were not included.*

*Training was a primary project for all of our departments. Several classes and courses were taken and have been very beneficial to us in city projects throughout the year. Example: sidewalk construction including ramps helped in all the progress in sidewalks for the year.*

*Uniforms were updated including high visibility shirts for our people. Also the electrical uniforms were updated to fire retardant type.*

*The FFA sale netted the city about \$5K and pole attachments about \$30K*

*John Griechen and I attended Senator McCaskill's Municipal Wastewater Webinar.*

*A much need tractor with boom mower was purchased. Mitch negotiated with the owner and the final price was \$18K, lower than expected.*

*A large screen television for the council room was purchased and installed.*

*The city submitted a short term and long term plan to the DNR for compliance with our Missouri State Operating Permit. An update was also submitted on what has been done to date and what will be done in the future to help with Inflow and Infiltration. Two companies were reviewed by City Council, TREKK and Toth, with Toth being chosen to assist the city in the future.*

*Out of state vehicle sales tax deadline was extended for an additional two years.*

*The New Fair Labor Standards Act Overtime Rule was approved and set to be effective on December 1, 2016. It was overruled and put on hold to future notice.*

## *Administrator's Report Recap*

2 0 1 6

*Water runoff problems at Main and Anderson were a major problem for the new owner, Josh Hoots, and work on that project has stopped. Josh met with the City Council but his request was denied because the city was not responsible for the runoff problem. Mr. Hoots has pulled the plug on this project. As a city we must continue to look at the runoff problem and make changes in the future.*

*The sidewalks around the square were evaluated and some of them have been replaced. There is more work to be done in the spring of the year. Also, the school has asked us to assist them in placing a sidewalk from school property to the storm shelter. Permits are required and we are working with MoDOT to obtain the proper permission.*

*A search for a newer bucket truck for the electrical department was conducted and the result was the acquisition of a 2012 Ford truck from Altec Nueco. The truck was purchased and is now in use.*

*Several rock roads have become the responsibility of the city to maintain including Lynch Drive. We have spent more funds on rock for the roads this year than any time before. They were all in deplorable condition but now most are in good shape. More work is needed in this area.*

*MoDOT agreed to stripe Clinton Street from Main Street to McDonalds. That task has been completed and was appreciated by the city.*

*Paving of Ventura Drive along with other city streets was accomplished just slightly over budget. These improvements have been met with approval of the citizens. The budget was \$150K this year and that figure needs to be \$200K for 2017. Blevins Asphalt, APAC of Missouri and Journagan quoted with the contract being awarded to Journagan. Other streets that were paved or partially paved were Frances, Main, Court, McMahan and Clinton.*

*Three of our police officers participated in the training, ACTIVE SHOOTER/INTRUDER RESPONSE at the high school. Our officers were complimented by the school for their assistance.*

*Bob Paudert facilitated a training class, UNDERSTANDING THE THREAT, at the police station in Seymour. It was attended by many people and a great success.*

*The truck in the water department was replaced this year. Three bids from vendors were reviewed. The city took delivery of the truck in November. The old truck will be auctioned at a later date.*

## *Administrator's Report Recap*

2 0 1 6

*I attended a MML Annual Conference with Alderman Ivy in St. Louis. A report on my trip was given and is available for review if needed. I learned that our water meters are antiques and need to be replaced and also learned of CIPP, cured in place pipe, which should be considered by our city for future improvements.*

*The Apple Festival was a success even with the pending water problems. We took the proper steps to insure the water was safe. Two complaints from people were handicap parking and parking in general. Also, many of the merchants on the square put up signs for designated parking. These signs were attached to various objects that could have been trip hazards. Since the city is responsible for the sidewalks, steps need to be taken to eliminate the problem.*

*The City Insurance was renewed with the same company because the rates had not increased and did remain at budgeted amounts. There was no change in the coverage for our people and no increase in their cost.*

*A new sales tax passed by the people went into effect on 10/1/2016. It was raised from 7.683% to 8.058%. Several of our friends of facebook accused the city of raising the tax when in fact it was voted on by the people.*

*In October following the Apple Festival, bad samples of our water system were detected. I contacted DNR and the system was flushed and chlorinated. Two of our citizens contacted DNR about the chlorine and it prompted a mandatory visit from the DNR. The results of the visit were good with no problems found. Later, bad samples were detected and the water towers were cleaned and sanitized and chlorine systems were bought and installed in the well houses if needed in the future.*

*Conclusion: this is a recap of the items that I felt were important. Several other items were left out due to lesser priority and importance. If you have any questions please don't hesitate to call. Thank you.*

*Things I have failed to get done:*

*Brixey Cemetery care and responsibility changed to the city*

*Tree trimming for the city*

*Others too numerous to mention*

*Thanks for the opportunity to serve you and this great city,*

*Sam*