

The Seymour Board of Alderman met for a regular meeting at 6:00 pm on Thursday, April 14, 2016 in the Seymour City Hall Board Room, 123 West Market Street.

Meeting called to order by Mayor Dale Bailey.

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

Also present was City Administrator Sam Burt, City Attorney Paul Link, Police Chief Ron Wright, City Clerk Leslie Houk.

Old Business

Approval of Minutes

See Alderman Ivy's attached letter. A motion was made by Ivy/Ashley for discussion. Ayes: All. Nays: None. A motion was made by Ivy/Ashley to amend the March 10, 2016 minutes and approve the March 31, 2016 minutes as written. Ayes: All. Nays: None.

Approval to pay bills

A motion was made by Bennett/Ashley to pay bills. Ayes: All. Nays: None.

Certification of Election

A motion was made by Ivy/Ashley to accept the certification of the election results. Ayes: All. Nays: None.

New Business

Oath of office was given by City Clerk Leslie Houk to Mayor Ken Owens, South Ward Alderman Grady Bennett and Northward Alderman Jim Ashley.

A motion was made by Ashley/Ivy to appoint Grady Bennett as Mayor Pro Tem. Ayes: All. Nays: None.

Supervisor Report-Mitch Plummer

They have been busy cutting brush, taking care of locates and reading meters.

Administrator Report-Sam Burt

See Report.

City Administrator Sam Burt would like the Board's approval to purchase the ESRI ARC GIS Software, the cost is \$5,000.00. A motion was made by Grady/Ivy to purchase the software for the city. Ayes: All. Nays: None.

Mayor Report –Ken Owens

Nothing to report.

Police Report-Ron Wright

A representative from govdeals.com was here to help Chief Wright with advertising the Crown Vic for sale on their website, the Explorer is finally in service, next on the list is to remove the equipment from the Tahoe, the boy scouts visited the police station, Chief Wright and Officer Chase Davis attended an FBI training for crime report.

Fire Report-Shawn Crump

See Chief Crump's hand out.

Attorney Report-Paul Link

City Attorney Paul Link passed out an ordinance for the 3/8 sales tax that was passed. This will need to be on the April 28th, agenda.

Aldermen's Report

Alderman Grady Bennett would like to see the city test some of their meters including the 3 phase meters. SEMANO donated 300-600 solid state meters. Alderman Bennett would like to see the Electric Department start replacing the old mechanical meters with the solid state meters for reasons of revenue loss and there is a less chance of tampering.

Alderman Grady Bennett would like to purchase class 2 gloves and sleeves.

Alderman Grady Bennett would like to see a maintenance plan developed for pole maintenance.

Alderman Grady Bennett has researched replacing the bucket truck. Alderman Bennett thinks the city can find a truck in the range of \$50,000.00 to \$75,000.00 for the city's needs.

Alderman Charlie Ivy said tomorrow is the 15th of April; our accountants will be set free. Alderman Ivy is looking forward to them starting on our accounting, and the same with the wastewater treatment plant.

Alderman Charlie Ivy gave a handout on impeccably designed \$20,000.00 homes and mentioned a headline he saw yesterday, The Economy-No Dollar for New Yaun.

Alderman Dean Rowe had a complaint from the Steel Street Apartments that a neighbor burns wood, when they open their windows the smoke blows in.

A motion was made by Bennett/Ashley to take a short break and go into executive session. Ayes: All. Nays: None. The following roll call vote was recorded. Ayes: Bennett, Ivy, Rowe, Ashley. Nays: None.

The reason for executive session is Personnel and Real Estate.

A motion was made by Ivy/Bennett to go back into open session. Ayes: All. Nays: None. The following roll call vote was recorded. Ayes: Bennett, Ivy, Rowe, Ashley. Nays: None.

A motion was made by Bennett/Rowe to hire Joseph Dering as a volunteer fire fighter per Fire Chief Shawn Crump's recommendation. Ayes: All. Nays: None.

Alderman Dean Rowe wonders if the city needs to do anything about the mosquitoes and the zika virus. Alderman Bennett mentioned putting a brochure together with information and prevention of mosquitoes.

A motion was made by Rowe/Ivy to adjourn. Ayes: All. Nays: None.

Mayor Ken Owens

City Clerk Leslie Houk

**ADMINISTRATOR'S REPORT
APRIL 14, 2016**

SENIOR OFFICIALS WORKSHOP – Attachment 1

Enhance Disaster Preparedness; discuss proven strategies & best practices
Class will be June 29th, 2016 in Springfield

LEE INSPECTIONS AND CONSULTING – Attachments 2 & 3

Week 3 & 4 Invoice/Recap attached for reference
Final Report this week

EMERGENCY MANAGEMENT REPORT

Association of State Floodplain Managers – Survey
Survey will be completed by Bob Crump
Bob's report - Attachment 4

MML WAGE SURVEY 2016

Survey is available for your review
Will forward to anyone interested

TRAINING

Street department completed Motor Grader Operation and Safety
Tentatively scheduled Work Zone Safety and Flagger Training for May
Part of LTAP level one certification for Mirma Points

UNIFORM REFORM

Electrical uniforms updated to fire retardant type – shirts and pants
Hi Visibility T-Shirts ordered for workers
Ball Caps with new logo will be available soon

LINeworker APPRECIATION DAY

April 11th – Special thanks to Grady Bennett

ESRI ARC GIS SOFTWARE

Permission to purchase software for city
Cost: \$5K for all utility needs
Contract available to be signed – Horner and Shifrin Co

In Service to our City,



Sam Burt, Administrator

We have two primary choices in life: to accept things as they exist, or to accept the responsibility for changing them. Denis Waitley

DEPARTMENTAL REPORTS

April 1 - 8, 2016

REPORT FROM THE STREET TEAM- Chuck, JB, Toby

Started mowing

Made report on 216 S. Division

Patched holes in alley behind Family Dollar

Hauled brush

Spread gravel around Fire Station

Helped Pud haul off old flower pile from cemetery

Helped Sewer Department fix manhole on Steel St

Next week in addition to mowing we plan to work on the parking at the old library and start spraying weed killer. We will probably be hauling plenty of brush. Piles are popping up every day due to the nice weather, so people are working in their yards.

We are now mowing full time

For the last month we have been hauling brush for half a day two to three times a week

Replaced a faded NO PARKING sign on Anderson

Restriped the parking at the old library

Started spraying weed killer

Report from the Sewer Team - John and Roger

- * Parts Have arrived for the Filters repairs , (will do repairs as flow conditions permit)
 - 03/28/2016, Sprayed areas of the plant for weeds , and Wash down clarifier #3 .
 - 03/29/2016, Cleaned up Man Hole Lids & Rings at South Shop . Dug out area they were sitting for cleanup & to put down new base rock .
 - * 03/29/2016, Sorted parts from Water Dept. and Sewer Dept. in South Shop Yard for Scrap & useable .
 - Marked several One Call Locates .
 - Moved Bio solids in WWTP for Thickening & pumped to Sludge Holding tank.
 - 03/30/2016, Sampled all Three City Fields for Land Application of Bio solids .Fields must be sampled Every Five years for reporting Bio solids disposal for DNR records .
 - 03/30/2016, Cleaned up three backhoe buckets full of trash and vinyl siding thrown out at the Recycle Drop off and dumped in the roll off bin at the Electric Shop.
 - 04/01/2016, Helped Street Dept. install a riser ring & lid in a Man hole on W. Steel St.
 - Sent Pictures of the Vac Truck to Owen Sand Blasting in Lebanon for a Quote on blasting And a coat of epoxy primer on the trucks Tank .
 - *04/04/2016, Worked on fixing the drive in the City yard , to store the Manhole hardware in back Of the yard on concrete to save mowing around them .
 - *04/05/2016, Cleaned 110' of 6" Collector Line on N. Peightel St. and Plant Process Control work .
 - *04/06/2016, Delvered Monthly Composite samples to CaSi for testing , repaired Toilet in Ladies room at the Library & remove recycling and Trash .Also worked on marking & moving Man hole lids .Also work done on Plant Process .
 - *04/07/2016, Cleaned Sewer line on N Pieghtel St. per Mitch's request , Walk and inspect Sewer lines In the area of the Steel Plant , Worked on portable sprayer pump for the WWTP .
- Sending on Thursday as it is my long weekend , John G.

Report from the Water Team – Pud, Toby

Hand dug keg and replaced – Toby assisted
Picked up flowers and limbs at cemetery and cleaned out flower pit
Pushed up brush into a pile for removal
Repair dirt road and dirt pile at cemetery with chat
Searching through maps to find the best way to put in pumping station at North well
Researching for list of repair parts for backflow at library
Read electric meters
Complete locate request
Cemetery dirt work on graves and low places
Assisting Bob Crump with siren at cemetery
Spread fertilizer and grass seed on new graves
Assisted Chuck with survey for DNR
Marked out grave at cemetery
Checked out water lead “call in” from resident
Cut grass under water tower
Wash black truck

Electric Team – Mitch and Lance

*3/28 meeting - truck to wrecks r us - trim trees, pile brush, get standard station rocks unhook - Lyle Keen house
* 3/29 help Pud with tower drain. Grady climbing gear - pick up hi ranger at wrecks r us
*3/30 Mitchell off - lance service altec - clean out hi ranger
*3/31 lance off - office speaker plug ins - contact school about auction items
*4/1 take hi ranger to southwest truck repair - cut tree hauled off customer about tree and street light
4 /4 locates – disconnects - help steel plant with lights - Helen Lamb rocks - summit st. house stolen Springfield elect. Meter - elect. insp. Charles st.
4/5 locates Anderson Street Apartments – talk to man about elect. change out pad mount install meterbase boardwalk
4/6 locates - check on gang meter bases for Anderson street apartments - put up street lights and repair street lights
4/7 mitchell off - school - scoreboard low wires on mac rd. life church clint whorton spray sustation shirts pants
4/8 lance off - locates disconnects connects take down service cut wires on Anderson street - cut limbs

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Training Opportunity



- Class Title:** MGT312 Senior Officials Workshop for All Hazards Preparedness (DHS Approved) (POST Approved)
- Class Date:** June 29, 2016
- Sponsor(s):** Missouri State Emergency Management Agency, Texas Engineering Extension Service (TEEX) of Texas A&M, St Louis County OEM, St. Louis Area Regional Response System (STARRS)
- Instructors:** The instructors will be from TEEX
- Course Description:** This workshop is for local jurisdiction elected and appointed senior officials. Its purpose is to provide a forum to discuss strategic and executive-level issues related to disaster preparedness, share proven strategies and best practices, and enhance coordination among officials responsible for emergency response to a disaster. Participants receive an Executive Handbook outlining the emergency management framework (protection, preparedness, response, and recovery phases), as well as other key senior level issues and discussions topics.
- Target Audience:** Emergency Management Agency, Emergency Medical Services, Fire Service, HAZMAT, Law Enforcement, Governmental Administrative, Health Care, Public Health, Public Safety Communications, Public Works, Security and Safety, Transportation
- Location:** Springfield/Greene County Public Safety Center
330 W. Scott
Springfield, MO 65802
- Class Limit:** 40 Participants
- Enroll online at:** <http://training.dps.mo.gov>

Questions or Issues with Registration

Please Contact: Jack Raetz, Training Officer
PO Box 116
Jefferson City, MO 65102
Phone: (573) 526-9016 Fax: (573) 526-9262

If you need assistance or special accommodations for this training, please contact Jack Raetz at (573) 526-9016 jack.raetz@sema.dps.mo.gov prior to the training date.

ATTACHMENT - 1

In-Line Invoice

LEEINSPECTION

2207 CALIFORNIA PLAZA
 SUITE 3B
 BOSSIER CITY LA. 71111

Date	Invoice #
4/4/2016	326423

Bill To
CITY OF SEYMOUR MISSOURI LESLIE HOUK SEYMOUR, MISSOURI

In-Line Maintenance Program
WEEK 3, 2016

Terms	Customer #
Net 15	

Quantity	Description	Price Each	Amount
130	SOUND/VISUAL POLES	5.50	715.00
97	SOUND & BORE	5.95	577.15
187	VISUAL REPORT- NON POLES	2.00	374.00
414	GROUND POSITIONING BY SATELLITE	1.00	414.00
199	POLE TAGS	0.20	39.80
28	REJECT POLE TAGS	0.60	16.80
Total			\$2,136.75

ATTACHMENT 2

In-Line Invoice

LEEINSPECTION
 2207 CALIFORNIA PLAZA
 SUITE 3B
 BOSSIER CITY LA. 71111

Date	Invoice #
4/11/2016	326456

Bill To
CITY OF SEYMOUR MISSOURI LESLIE HOUK SEYMOUR, MISSOURI

In-Line Maintenance Program
WEEK 4, 2016

Terms	Customer #
Net 15	

Quantity	Description	Price Each	Amount
93	SOUND/VISUAL POLES	5.50	511.50
114	SOUND & BORE	5.95	678.30
138	VISUAL REPORT- NON POLES	2.00	276.00
345	GROUND POSITIONING BY SATELLITE	1.00	345.00
170	POLE TAGS	0.20	34.00
35	REJECT POLE TAGS	0.60	21.00
		Total	\$1,865.80

ATTACHMENT 3

Mayor's Report
March 31, 2016
Bob Crump, Emergency Management Coordinator

- Attended a one day training and exercise at the Sgfd/Greene County Public Safety Building sponsored by SEMA. Training objectives were to describe the CHEMPACK program, determine which situations require CHEMPACK assets, list the agencies involved in CHEMPACK, and explain the roles of each of these agencies.
- Continue the work on annual update of the safe room staffing position descriptions and supplement and to work with the school on naming those individuals and city individuals that will be assign specific tasks before, during, and after an incident. Had meeting with Bruce Denney on assigning school staffing positions when they use safe room and school to see about making signage for inside the safe room.
- Had meeting with the Sgfd/Greene County EM director, Christian County EM director, SEMA area coordinator discussing ways that we can better work together on sharing information and resources.
- The statewide tornado that was set for Tuesday, March 15 was postponed by NWS because of potential severe weather moving into the northern part of the state. It was rescheduled for Thursday, March 17. On this morning Rayfield Communications programmed the three police cars with the frequency to activate the sirens. From the square all three worked. During the statewide test I set them off from the safe room. The one at the cemetery did not sound. The radio tech had indicated that there could be a problem with this due to distance or severe weather hampering the signal. An external antenna may need to be placed on each control box for better reception. A bid was requested. The bid was received and discussed with Dale and Sam. Sam approved the purchase of \$577.70 for materials and installation for all three sirens. Order was placed but as of this writing not installed yet.
- Attended the annual Severe Weather & Flooding Spotter Training in Marshfield presented by the National Weather Service.
- Will be attending the SEMA Spring Conference in Branson on April 20 & 21. Webster County LEPC will be paying my registration, hotel, and mileage.
- Cleaned and safety check building and grounds to make sure facility was prepared if needed. Worked on various administrative tasks as associated with emergency management.

Roberts Rules requires that a reconsideration of a main motion be introduced by a member of the prevailing vote. I moved to accept the minutes of the previous meeting, those of 10 March 2016, and voted with the prevailing for approval.

I propose to amend a previously approved report, to wit, minutes of the Seymour City Council meeting of 10 March 2016 approved in the meeting of the City Council on 31 March 2016.

The minutes of 10 March 2016 stated:

“Alderman Jim Ashley talked with Michael Kyle with the Chamber of Commerce. Mr Kyle commented to Alderman Ashley that he wished he had asked for the \$5,000 budgeted for the fireworks instead of \$3,000. Everyone is in agreement to pay the \$5,000.00 that is budgeted to the Chamber.”

This did not occur during the said meeting but afterward, and the above statement is, in fact, erroneous. The Council actually approved \$3,000 but the payment was entered on 3-23-2016 and is listed on our current payment listing as a claim, not a manual check, for a total of \$5,000.00. Section 135.010A delegates to the Mayor the authority to spend \$2,000 within a 7 day period without the prior approval of the Board of Aldermen. Mayor Bailey added \$2,000 to the check at his sole discretion.

I move to line through the above statement taken from the minutes of 3-10 and insert below that entry the following: “After motion duly made and seconded, the City Council voted to approve, without objection, \$3,000.00 for the fireworks portion of the Chamber of Commerce June event.”

I need a second so we can bring the issue to the floor for discussion.