

**CITY OF CENTRALIA, MISSOURI**

**Board of Aldermen**

**Special Meeting**

Monday, April 19, 2021

6:30 P. M.

City Hall Council Chambers

- I. ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. CERTIFICATION OF ELECTION RESULTS (motion)
- IV. ADJOURN SINE DIE

**AGENDA**

**CITY OF CENTRALIA, MISSOURI**

**Organizational Meeting of the Board of Aldermen**

Monday, April 19, 2021

~6:40 P.M.

- I. ROLL CALL
- II. SWEAR IN NEWLY ELECTED OFFICIALS
- III. ELECTION OF PRESIDENT OF THE BOARD OF ALDERMEN (MAYOR PRO TEM) BY ALDERMEN
- IV. ELECTION OF CITY CLERK BY THE BOARD OF ALDERMEN
- V. NOMINATION OF COMMITTEE CHAIRMEN
- VI. ADJOURN

**AGENDA**

**CITY OF CENTRALIA, MISSOURI**

**Board of Aldermen - Regular Meeting**

Monday, April 19, 2021

~6:50 P.M.

City Hall Council Chambers

- I. ROLL CALL
- II. CONSENT AGENDA (Approved as a group unless separated by request of one or more Aldermen)
  - A. Minutes of Prior Meetings – *March 8, 2021, March 15, 2021 & March 29, 2021*
  - B. Minutes of Public Works and Public Utilities Committee Meeting – *April 12, 2021*
  - C. Minutes of General Government and Public Safety Committee Meeting – *April 12, 2021*
  - D. Reports
    - 1. Treasurer's & Collector's Reports
    - 2. Activity Reports
- III. ACCOUNTS PAYABLE OVER \$1,250 = ***\$1,881,017.57***

IV. COMMENTS FROM CITIZENS (Comments from citizens may be sent in writing prior to 5:00 p.m. on Monday, April 19, 2021, if citizens are unable to attend the meeting.)

V. ACTION AGENDA

A. Finance –

1. Authorizing the Mayor of the City of Centralia, Missouri to Enter into a Professional Grant Administration Services Agreement the Mid-Missouri Regional Planning Commission – Ordinance  
Bill \_\_\_\_\_ Ordinance \_\_\_\_\_
2. Authorizing the Mayor of the City of Centralia, Missouri to Enter into a Lease Purchase Agreement for Three Dodge Durango Police Vehicles – Ordinance  
Bill \_\_\_\_\_ Ordinance \_\_\_\_\_
3. Utility Bill-Based Debts Charged-off as of March 31, 2021 (motion)

B. Permits and Licensing – None

C. Legal

1. Amending Centralia City Code Section 18-33 Concerning Speed Limits on Several Streets in the City of Centralia, Missouri – Ordinance  
Bill \_\_\_\_\_ Ordinance \_\_\_\_\_
2. Accepting the Bid of Christensen Construction for Asphalt Overlay Project 2021 – Ordinance  
Bill \_\_\_\_\_ Ordinance \_\_\_\_\_

D. Purchasing

Declaring four (4) police vehicles surplus property (motion)

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Mayor

B. City Administrator

1. City Administrator's Monthly Report – March 2021

C. City Attorney

D. City Clerk

VIII. AS MAY ARISE

IX. ADJOURN

State of Missouri     )  
                              )ss.  
County of Boone)

I, Brianna L. Lennon, Clerk of the County Commission and Election Authority in and for the County of Boone, State of Missouri, do hereby certify that at the election held in the City of Centralia, County of Boone, State of Missouri, on Tuesday, April 6, 2021, there were cast by the qualified voters of said City the following votes:

Mayor

CHRIS COX	465
TIM GRENKE	209

City Collector

TARA STRAIN	582
-------------	-----

Alderman Ward I

DAVID WILKINS	177
---------------	-----

Alderman Ward II

ROBERT HUDSON	265
---------------	-----

Alderman, Ward III

TERRI MOTLEY	127
--------------	-----

QUESTION 1

Shall the City of Centralia, Missouri, impose a local use tax at the same rate as the total local sales tax rate, currently 2 ½ %, provided that if the local sales tax rate is reduced or raised by voter approval, the local use tax rate shall also be reduced or raised by the same action. A use tax return shall not be required to be filed by persons whose purchases from out-of-state vendors do not exceed two thousand dollars in any calendar year.

YES	312
NO	353


QUESTION 2

Shall the term of the Mayor of the City of Centralia, Missouri, be changed from a two-year term to a three-year term?

YES	408
NO	266

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the County of Boone, done at office in Columbia, Missouri, this 12th day of April, 2021.

(seal)

  
\_\_\_\_\_  
Brianna L. Lennon  
Clerk of the County Commission  
and Election Authority in and for  
the County of Boone, State of Missouri

Mayor Cox called the special meeting to order at \_\_\_\_ 6:15 \_\_\_\_ p.m.

**Pledge of Allegiance:**

Mayor Cox led everyone in the pledge of allegiance.

Roll Call: Aldermen Christina Stevens, Robert Hudson, Terri Motley, David Wilkins, Don Rodgers and Landon Magley answered roll call.

Also present were City Administrator Heather Russell, Mayor Chris Cox, Police Chief Bob Bias, Public Works and Public Utilities Director Mike Forsee. Citizens present: Linda Bormann, Don Bormann, Tim Grenke, Chad Cox and Brian Hancock.

**COMMENTS FROM CITIZENS:** Linda Bormann asked why the interest was so high for the Police Vehicle Purchase. Chief Bias stated he did not know and further questions would be addressed during the Public Safety meeting.

**APPOINTMENTS:** Mayor Cox recommends the appointment of Brian Hancock to full time peace officer. He will fill the position vacated by Taylor Tarwater. Alderman Wilkins makes the motion to approve the appointment, second by Alderman Hudson; the motion passed.

**ACTION AGENDA:**

1. Approving task order No. CEN21-TO-W01 with Bartlett & West to complete a Risk & Resilience Assessment and Emergency Response Plan as required by America's Water Infrastructure Act (AWIA) of 2018 for \$10,000. (motion)

Alderman Hudson makes the motion to approve task order No. CEN21-TO-W01; Alderman Wilkins seconds; the motion passed.

Mayor Cox asked for a motion to adjourn the meeting. Alderman moves to adjourn; Alderman Stevens seconded the motion. The motion passed.

The meeting was adjourned at 6:21 p.m.

  
Catherine Simmons, Assistant City Clerk I

Mayor Cox called the regular meeting to order at 6:31 p.m.

**Pledge of Allegiance:**

Mayor Cox led everyone in the pledge of allegiance.

Roll Call: Aldermen Christina Stevens, Robert Hudson, Terri Motley, David Wilkins, and Don Rodgers answered roll call.

Absent: Landon Magley

Also present were City Administrator Heather Russell, Police Chief Bob Bias, City Attorney Cydney Mayfield via phone, Commissioner Janet Thompson, Marjorie Motley, Don and Linda Bormann, Tim Grenke, Ryan Russell, Sheila Bias, Stacy Self, Mathew Broderson and Jenne Auck with Mirma Insurance, and James Smith with the Centralia Fireside Guard.

Presentation of Centralia's piece of the Boone County Bi-Centennial Mural

**PUBLIC HEARING – Amendments to Fiscal Year 2020-21 Budget**

The public hearing opened at 6:41 p.m.

Heather Russell stated that there were not as many amendments to the budget this year compared to previous years. Russell then went over the amendments.

The public hearing closed at 6:42 p.m.

**PUBLIC HEARING – Adopting Fiscal Year 2021-22 Budget**

The public hearing opened at 6:42 p.m.

Linda Bormann – Linda made comments about the split for the public safety sales tax. Russell stated that she would look at it.

The public hearing closed at 6:43 p.m.

**CONSENT AGENDA:**

Mayor Cox asked for approval of the Consent Agenda in its entirety or any items to be pulled for comment or correction.

**CONSENT AGENDA:**

- A. Minutes of Prior Meetings – January 18, February 16, and February 23, 2021
- B. Minutes of Public Works and Public Utilities Committee Meeting – March 8, 2021
- C. Minutes of General Government Committee Meeting – March 8, 2021
- D. Reports
  - 1. Treasurer's & Collector's Reports
  - 2. Activity Reports

David Wilkins stated the General government meeting minutes has blanks on the last page (18)

Motion was made by Alderman Rodgers to accept the consent agenda as amended. Alderman Stevens seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously. Absent: Magley.

**Accounts Payable over \$1250** was presented in the amount of \$627,183.67 as follows:

**City of Centralia  
Board Minutes – March 15, 2021**

<b>ACCOUNTS PAYABLE OVER \$1250</b>	
<b>March 15, 2021</b>	
<i>Ameren Missouri (Heating)</i>	\$ 4,334.31
<i>Anixter Inc (Electric supplies for new metering system)</i>	\$ 2,712.00
<i>Boone County Clerk - Special Election 2 (Prepayment Municipal Election April 6, 2021)</i>	\$ 3,151.41
<i>Boone Country Resource Mgmt (Bldg Permits = \$914.90 &amp; Recycling = \$1,974.94)</i>	\$ 2,889.84
<i>CenturyLink Property Damage (S Columbia St on 10/13/20)</i>	\$ 2,373.91
<i>Core &amp; Main (Water Supplies)</i>	\$ 9,502.35
<i>Dayne's Waste Disposal (Trash / Recycling)</i>	\$ 33,230.25
<i>Eugene Pollard (Housing Demo Reimbursement @ corner of Sneed &amp; Columbia St)</i>	\$ 1,500.00
<i>Fletcher Reinhardt (Electric Dept Supplies)</i>	\$ 6,124.25
<i>Hach (Water Dept Annual Maintenance Contract)</i>	\$ 3,140.00
<i>LaCrosse Lumber (City Hall Remodel)</i>	\$ 2,752.86
<i>MO Dept of Revenue (Sales Tax)</i>	\$ 8,927.37
<i>MPUA (Osson Cox 1st Yr Apprentice Program)</i>	\$ 2,600.00
<i>MJMEUC (Prairie State Charges Jan 2021 = \$80,177.72 &amp; Mar 2021 = \$76,351.22 Wire Transfer)</i>	\$ 156,528.94
<b>TOTAL</b>	<b>\$ 239,767.49</b>
<b>ADDED AFTER GGFC MEETING</b>	
<i>BHMB Engineers (Electric Dept - General Services)</i>	\$ 2,922.95
<i>Boone County Dept of Information Technology (Balance of Yr 2 payment for RMS System)</i>	\$ 4,479.27
<i>Carpet One (City Hall Remodel)</i>	\$ 12,612.00
<i>Independent Salt</i>	\$ 1,969.94
<i>Koonse Glass (City Hall Glass Partition)</i>	\$ 2,135.00
<i>MAMU (Municipal Dues/Apprentice R Clemens Yr 4)</i>	\$ 5,623.00
<i>MFA Oil (Fuel)</i>	\$ 2,021.02
<i>Nextera (Wholesale Electric - Wire Transfer)</i>	\$ 146,796.87
<i>Water &amp; Sewer (Water Dept Supplies)</i>	\$ 6,350.59
<b>TOTAL:</b>	<b>\$ 184,910.64</b>
<b>ADDED TODAY</b>	
<i>Central Bank of Boone County (Park Lease Payment - Wire Transfer)</i>	\$ 136,733.95
<i>Municipal Pipe Services (Valve supplies for water towers)</i>	\$ 52,800.00
<i>UMB Bank (MAMU Substation Lease Payment - Wire Transfer)</i>	\$ 12,971.59
<b>TOTAL:</b>	<b>\$ 202,505.54</b>
<b>GRAND TOTAL:</b>	<b>\$ 627,183.67</b>

Alderman Wilkins made the motion to approve the Accounts Payable over \$1250 in the amount of \$627,183.67. Alderman Stevens seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously. Absent: Magley.

**COMMENTS FROM CITIZENS:**

The Comments from Citizens portion of the meeting was opened at 6:46 p.m. by Mayor Cox.

Don Bormann – Discussed the wine walk being scheduled for this summer (July). The health dept has stated it can only be held out-doors, and he would like for the board to consider allowing the event, although there are ordinances against it on city sidewalks/streets and in parks. Robert Hudson asked how many wine vendors there would be and Don said there have been eight in the past. Some discussion followed.

The Comments from Citizens portion of the meeting was closed at 6:55 p.m. by Mayor Cox.

**ACTION AGENDA:**

**Finance:**

**RESOLUTION: A RESOLUTION ADOPTING AN AMENDED BUDGET FOR THE CITY OF CENTRALIA, MISSOURI FOR THE FISCAL YEAR OF 2020-2021 COMMENCING ON APRIL 1, 2020 AND ENDING ON MARCH 31, 2021.**

Administrator Russell presented a bill marked and designated as bill no. 2392 to create a resolution entitled “**A RESOLUTION ADOPTING AN AMENDED BUDGET FOR THE CITY OF CENTRALIA, MISSOURI FOR THE FISCAL YEAR OF 2020-2021 COMMENCING ON APRIL 1, 2020 AND ENDING ON MARCH 31, 2021.**” Alderman Wilkins moved that it be placed on its first and only reading by title only. Before the bill was introduced copies of the bill were made available for public inspection. Motion was seconded by Alderman Hudson and motion carried unanimously. The bill was then read by title only. The Mayor then called for discussion on the bill and after some discussion Alderman Wilkins moved the final passage of the bill. Alderman Hudson seconded the motion. The Mayor called for a roll call vote and the resolution passed with the following vote. Aldermen voting FOR: Hudson, Rodgers, Stevens, Wilkins, and Motley. Voting AGAINST: None. Absent: Magley. The Mayor declared the bill passed and thereupon signed the same as passed. The bill was approved by the Mayor and signed by the Mayor as approved and was returned to the City Clerk who attested to the signature of the Mayor, affixed the city seal and the Resolution was designated as Resolution R-21-05.

**RESOLUTION: A RESOLUTION ADOPTING A BUDGET FOR THE CITY OF CENTRALIA, MISSOURI FOR THE FISCAL YEAR OF 2021-22 COMMENCING ON APRIL 1, 2021 AND ENDING ON MARCH 31, 2022.**

Due to a typo regarding the split on the public safety sales tax, this resolution was tabled.

**ORDINANCE: AN ORDINANCE TO SET THE COMPENSATION OF CERTAIN EMPLOYEES OF THE CITY OF CENTRALIA, MISSOURI.**

Administrator Russell presented a bill marked and designated as bill no. 2393 to create an ordinance entitled “**AN ORDINANCE TO SET THE COMPENSATION OF CERTAIN EMPLOYEES OF THE CITY OF CENTRALIA, MISSOURI.**” Alderman Hudson moved that it be placed on its first reading by title only. Before the bill was introduced copies of the bill were made available for public inspection. Motion was seconded by Alderman Wilkins and motion carried unanimously. The bill was then read by title only. Alderman Hudson moved the bill be placed on its second reading. Motion was seconded by Alderman Wilkins and motion carried unanimously. The bill was then read the second time by title only. The Mayor then called for discussion on the bill and after some discussion Alderman Hudson moved the final passage of the bill. Alderman Wilkins seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Hudson, Motley, Stevens, Rodgers and Wilkins. Voting AGAINST: none. Absent: Magley. The Mayor declared the bill passed and thereupon signed the same as passed. The bill was approved by the Mayor and signed by the Mayor as approved and was returned to the City Clerk who attested to the signature of the Mayor, affixed the city seal and the Ordinance was designated as Ordinance\_3081.

**ORDINANCE: AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTATION NECESSARY TO JOIN THE MISSOURI INTERGOVERNMENTAL RISK MANAGEMENT ASSOCIATION; APPROVING THE FORM OF CERTAIN DOCUMENTS NECESSARY TO THAT END; AND FIXING THE TIME WHEN THIS ORDINANCE SHALL BECOME EFFECTIVE.**

Administrator Russell presented a bill marked and designated as bill no. 2394 to create an ordinance entitled “**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTATION NECESSARY TO JOIN THE MISSOURI INTERGOVERNMENTAL RISK MANAGEMENT ASSOCIATION; APPROVING THE FORM OF CERTAIN DOCUMENTS NECESSARY TO THAT END; AND FIXING THE TIME WHEN THIS ORDINANCE SHALL BECOME EFFECTIVE.**” Alderman Wilkins moved that it be placed on its first reading by title only. Before the bill was introduced copies of the bill were made available for public inspection. Motion was seconded by Alderman Hudson and motion carried unanimously. The bill was then read by title only. Alderman Wilkins moved the bill be placed on its second reading. Motion was seconded by Alderman Hudson and motion carried unanimously. The bill was then read the second time by title only. The Mayor then called for discussion on the bill and after some discussion Alderman Wilkins moved the final passage of the bill. Alderman Hudson seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Hudson, Motley, Stevens, Rodgers and Wilkins. Voting AGAINST: none. Absent: Magley. The Mayor declared the bill passed and thereupon signed the same as passed. The bill was approved by the Mayor and signed by the Mayor as approved and was returned to the City Clerk who attested to the signature of the Mayor, affixed the city seal and the Ordinance was designated as Ordinance\_3082.

**Permits & Licensing: None**

**Legal: None**

**Purchasing: None**

**OLD BUSINESS:**

Review of mowing bids and recommendation from Cemetery Advisory Committee.

Russell stated the Cemetery board met last Wednesday and decided to recommend the current mower, Progressive Landscaping. Some discussion followed regarding complaints over the past year with Progressive and how they will be handled in the future should the board choose to go with Progressive Landscaping.

**NEW BUSINESS:**

**City Administrator:**

1. Monthly Report – February 2021

**City Attorney:**

Nothing to report.

**City Clerk:**

**AS MAY ARISE**

Setting a date for a special board of Alderman meeting for end of the fiscal year business.

Alderman Hudson made the motion to set the date for the special board of alderman meeting for Monday March 29, 2021 at 6:30 p.m. Alderman Rodgers seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

There being no further business to discuss, Alderman Wilkins made the motion to recess the meeting to March 29, 2021. Alderman Stevens seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously.

The meeting was recessed at 7:20 p.m.



**City of Centralia**  
**Board Minutes – March 15, 2021**



---

Tara Strain, City Clerk

Mayor Cox called the recessed meeting to order at 6:30 p.m.

**Pledge of Allegiance:**

Mayor Cox led everyone in the pledge of allegiance.

Roll Call: Aldermen Christina Stevens, Robert Hudson, Terri Motley, David Wilkins, and Landon Magley answered roll call.

Absent: Don Rodgers

Also present were City Administrator Heather Russell, Public Utilities/Public Works Director Mike Forsee, Steven Chancellor, Randy & Barbara Mozingo, Clark Mozingo, LD and Ruth Hirsch, Jeff Canzoneri, Linda Bormann, Sheila Bias, Jackie Rodgers, Tim Grenke, Police Chief Bob Bias, and James Smith with the Centralia Fireside Guard.

Citizen's present were Linda Bormann, Tim Grenke,

**Mayoral Proclamation  
Centralia School district Recognition**

**Discussion regarding ballot issues for April 6, 2021 Municipal Election  
Use Tax & Mayor's Term**

James Smith with the Guard asked if the Use tax passes, is it earmarked or what will it be used for. Mayor Cox answered that the information can be found on the flyer that was sent out with the bills this month and available in City Hall. The money will go to the revenue fund and be used for streets, public safety, etc.

**POINT OF ORDER**

Mayor Cox moved the appointments to this point of the meeting to accommodate young family members of the appointees.

**COMMENTS FROM CITIZENS**

Comments from citizens was opened at 6:42

Linda Bormann 800 Jason Ct. – Linda made comments about the proposed speed limit changes and would like to see the speed limit on Singleton from the tracks to the highway changed also.

Comments from citizens was closed at 6:43

**Mayor: Appointments**

**Appointing Morgan Hess as full-time dispatcher**

Alderman Wilkins made the motion to approve the Mayors appointment of Morgan Hess as a full-time dispatcher. Alderman Hudson seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously.

**Appointing Randy Mozingo as a full-time police officer**

Alderman Hudson made the motion to approve the Mayors appointment of Randy Mozingo as a full-time police officer. Alderman Stevens seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously.

**ACTION AGENDA:**

**Finance:**

**RESOLUTION: ADOPTING AMENDED FISCAL YEAR 2020-21 BUDGET FOR THE CITY OF CENTRALIA.**

This issue was voted on and passed at previous Board of Alderman meeting.

**RESOLUTION: A RESOLUTION ADOPTING A BUDGET FOR THE CITY OF CENTRALIA, MISSOURI FOR THE FISCAL YEAR OF 2021-22 COMMENCING ON APRIL 1, 2021 AND ENDING ON MARCH 31, 2022.**

Administrator Russell presented a bill marked and designated as bill no. 2395 to create a resolution entitled “**A RESOLUTION ADOPTING A BUDGET FOR THE CITY OF CENTRALIA, MISSOURI FOR THE FISCAL YEAR OF 2021-22 COMMENCING ON APRIL 1, 2021 AND ENDING ON MARCH 31, 2022.**”

Alderman Wilkins moved that it be placed on its first and only reading by title only. Before the bill was introduced copies of the bill were made available for public inspection. Motion was seconded by Alderman Hudson and motion carried unanimously. The bill was then read by title only. The Mayor then called for discussion on the bill and after some discussion Alderman Wilkins moved the final passage of the bill. Alderman Hudson seconded the motion. The Mayor called for a roll call vote and the resolution passed with the following vote. Aldermen voting FOR: Hudson, Magley, Stevens, Wilkins, and Motley. Voting AGAINST: None. Absent: Rodgers The Mayor declared the bill passed and thereupon signed the same as passed. The bill was approved by the Mayor and signed by the Mayor as approved and was returned to the City Clerk who attested to the signature of the Mayor, affixed the city seal and the Resolution was designated as Resolution R-21-06.

**Permits & Licensing:**

**RESOLUTION: A RESOLUTION ISSUING A PERMIT TO THE CITY OF CENTRALIA, MISSOURI TO CONDUCT A SPECIAL FIREWORK DISPLAY AT CITY RECREATION PARK.**

Administrator Russell presented a bill marked and designated as bill no. 2396 to create a resolution entitled “**A RESOLUTION ISSUING A PERMIT TO THE CITY OF CENTRALIA, MISSOURI TO CONDUCT A SPECIAL FIREWORK DISPLAY AT CITY RECREATION PARK.**” Alderman Hudson moved that it be placed on its first and only reading by title only. Before the bill was introduced copies of the bill were made available for public inspection. Motion was seconded by Alderman Wilkins and motion carried unanimously. The bill was then read by title only. The Mayor then called for discussion on the bill and after some discussion Alderman Hudson moved the final passage of the bill. Alderman Wilkins seconded the motion. The Mayor called for a roll call vote and the resolution passed with the following vote. Aldermen voting FOR: Hudson, Magley, Stevens, Wilkins, and Motley. Voting AGAINST: None. Absent: Rodgers. The Mayor declared the bill passed and thereupon signed the same as passed. The bill was approved by the Mayor and signed by the Mayor as approved and was returned to the City Clerk who attested to the signature of the Mayor, affixed the city seal and the Resolution was designated as Resolution R-21-07.

**Legal:**

**ORDINANCE: AN ORDINANCE AUTHORIZING THE MAYOR AND CITY CLERK OF THE CITY OF CENTRALIA, MISSOURI TO ENTER INTO AN AGREEMENT WITH SMITH LEWIS, LLP, TO SERVE AS SPECIAL COUNSEL TO THE CITY OF CENTRALIA, MISSOURI TO HANDLE PROSECUTION OF CITY OF CENTRALIA CASES IN CENTRALIA MUNICIPAL COURT IN THE ROLE OF CITY PROSECUTING ATTORNEY FOR THE CITY OF CENTRALIA, MISSOURI AND SETTING THE RATE OF COMPENSATION FOR SAID SPECIAL LEGAL COUNSEL.**

Was present and introduced himself and gave background.

Administrator Russell presented a bill marked and designated as bill no. 2397 to create an ordinance entitled “**AN ORDINANCE AUTHORIZING THE MAYOR AND CITY CLERK OF THE CITY OF CENTRALIA, MISSOURI TO ENTER INTO AN AGREEMENT WITH SMITH LEWIS, LLP, TO SERVE AS SPECIAL**

**COUNSEL TO THE CITY OF CENTRALIA, MISSOURI TO HANDLE PROSECUTION OF CITY OF CENTRALIA CASES IN CENTRALIA MUNICIPAL COURT IN THE ROLE OF CITY PROSECUTING ATTORNEY FOR THE CITY OF CENTRALIA, MISSOURI AND SETTING THE RATE OF COMPENSATION FOR SAID SPECIAL LEGAL COUNSEL.”** Alderman Wilkins moved that it be placed on its first reading by title only. Before the bill was introduced copies of the bill were made available for public inspection. Motion was seconded by Alderman Hudson and motion carried unanimously. The bill was then read by title only. Alderman Wilkins moved the bill be placed on its second reading. Motion was seconded by Alderman Hudson and motion carried unanimously. The bill was then read the second time by title only. The Mayor then called for discussion on the bill and after some discussion Alderman Wilkins moved the final passage of the bill. Alderman Hudson seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Hudson, Motley, Magley, Stevens, and Wilkins. Voting AGAINST: none. Absent: Rodgers. The Mayor declared the bill passed and thereupon signed the same as passed. The bill was approved by the Mayor and signed by the Mayor as approved and was returned to the City Clerk who attested to the signature of the Mayor, affixed the city seal and the Ordinance was designated as Ordinance\_3083.

**ORDINANCE: AN ORDINANCE AUTHORIZING THE RATIFICATION AND APPROVAL OF A REVISED COLLECTIVE BARGAINING AGREEMENT WITH LABORERS’ INTERNATIONAL UNION OF NORTH AMERICA LOCAL 955 AND TO AMEND THE PAY SCALE.**

Administrator Russell presented a bill marked and designated as bill no. 2398 to create an ordinance entitled “**AN ORDINANCE AUTHORIZING THE RATIFICATION AND APPROVAL OF A REVISED COLLECTIVE BARGAINING AGREEMENT WITH LABORERS’ INTERNATIONAL UNION OF NORTH AMERICA LOCAL 955 AND TO AMEND THE PAY SCALE.**” Alderman Hudson moved that it be placed on its first reading by title only. Before the bill was introduced copies of the bill were made available for public inspection. Motion was seconded by Alderman Wilkins and motion carried unanimously. The bill was then read by title only. Alderman Hudson moved the bill be placed on its second reading. Motion was seconded by Alderman Wilkins and motion carried unanimously. The bill was then read the second time by title only. The Mayor then called for discussion on the bill and after some discussion Alderman Hudson moved the final passage of the bill. Alderman Wilkins seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Hudson, Motley, Magley, Stevens, and Wilkins. Voting AGAINST: none. Absent: Rodgers. The Mayor declared the bill passed and thereupon signed the same as passed. The bill was approved by the Mayor and signed by the Mayor as approved and was returned to the City Clerk who attested to the signature of the Mayor, affixed the city seal and the Ordinance was designated as Ordinance\_3084

**ORDINANCE: AN ORDINANCE AUTHORIZING THE MAYOR ENTER INTO AN AGREEMENT WITH PROGRESSIVE LANDSCAPING, LLC. OF CENTRALIA, MISSOURI TO PROVIDE CEMETERY MOWING SERVICES FOR THE CITY OF CENTRALIA, MISSOURI.**

Administrator Russell presented a bill marked and designated as bill no. 2399 to create an ordinance entitled “**AN ORDINANCE AUTHORIZING THE MAYOR ENTER INTO AN AGREEMENT WITH PROGRESSIVE LANDSCAPING, LLC. OF CENTRALIA, MISSOURI TO PROVIDE CEMETERY MOWING SERVICES FOR THE CITY OF CENTRALIA, MISSOURI.**” Alderman Wilkins moved that it be placed on its first reading by title only. Before the bill was introduced copies of the bill were made available for public inspection. Motion was seconded by Alderman Hudson and motion carried unanimously. The bill was then read by title only. Alderman Wilkins moved the bill be placed on its second reading. Motion was seconded by Alderman Hudson and motion carried unanimously. The bill was then read the second time by title only. The Mayor then called for discussion on the bill and after some discussion Alderman Wilkins moved the final passage of the bill. Alderman Hudson seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Hudson, Motley, Magley, Stevens, and Wilkins. Voting AGAINST: none. Absent: Rodgers. The Mayor declared the bill passed and thereupon signed the same as passed. The bill was approved by the Mayor and signed by the Mayor as approved and was returned to the City Clerk who attested to the signature of the Mayor, affixed the city seal and the Ordinance was designated as Ordinance\_3085.

**ORDINANCE: AN ORDINANCE TO AMEND CENTRALIA CITY CODE SECTION 18-33 CONCERNING SPEED LIMITS TO LOWER THE SPEED LIMIT ON SEVERAL STREETS IN THE CITY OF CENTRALIA, MISSOURI.**

There was discussion amongst the board regarding comments made by citizens living on Gano Chance.

**City of Centralia  
Board Minutes – March 29, 2021**

Alderman Wilkins made a motion to table the issue. Alderman Hudson seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously, absent: Rodgers.

**ORDINANCE: AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK OF THE CITY OF CENTRALIA, MISSOURI TO EXECUTE A CONTRACT WITH THE CENTRALIA AREA CHAMBER OF COMMERCE TO PERFORM ECONOMIC DEVELOPMENT AND PROMOTION SERVICES FOR THE CITY OF CENTRALIA, MISSOURI.**

Administrator Russell presented a bill marked and designated as bill no. 2400 to create an ordinance entitled “AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK OF THE CITY OF CENTRALIA, MISSOURI TO EXECUTE A CONTRACT WITH THE CENTRALIA AREA CHAMBER OF COMMERCE TO PERFORM ECONOMIC DEVELOPMENT AND PROMOTION SERVICES FOR THE CITY OF CENTRALIA, MISSOURI.” Alderman Hudson moved that it be placed on its first reading by title only. Before the bill was introduced copies of the bill were made available for public inspection. Motion was seconded by Alderman Wilkins and motion carried unanimously. The bill was then read by title only. Alderman Hudson moved the bill be placed on its second reading. Motion was seconded by Alderman Wilkins and motion carried unanimously. The bill was then read the second time by title only. The Mayor then called for discussion on the bill and after some discussion Alderman Hudson moved the final passage of the bill. Alderman Wilkins seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Hudson, Motley, Magley, Stevens, and Wilkins. Voting AGAINST: none. Absent: Rodgers. The Mayor declared the bill passed and thereupon signed the same as passed. The bill was approved by the Mayor and signed by the Mayor as approved and was returned to the City Clerk who attested to the signature of the Mayor, affixed the city seal and the Ordinance was designated as Ordinance\_3086

**Purchasing:**

**Approving the purchase of fireworks for the annual City Firework Display on July 4, 2021 in the amount of \$4,500.01.**

Alderman Stevens made the motion to approve the purchase of fireworks for the annual City Firework Display on July 4, 2021 in the amount of \$4,500.01. Alderman Wilkins seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously.

**NEW BUSINESS:**

**CLOSED SESSION:**

Alderman Hudson moved the Board of Aldermen of the City of Centralia, Missouri hold a closed meeting and a closed vote, and the specific reason for closing the meeting and having a closed vote was:

1. As provided for under Section 610.021 (1) of the Revised Statutes of Missouri for legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys;

Alderman Hudson asked that this motion be adopted by roll call vote. The motion was seconded by Alderman Wilkins. The motion passed with the following vote. Aldermen voting FOR: Stevens, Hudson, Motley, Magley, and Wilkins. Voting AGAINST: None. Absent: Rodgers.

The meeting went into closed session at 7:13 p.m.

During closed session, only personnel matters were discussed, and no vote was taken.

**City of Centralia**  
**Board Minutes – March 29, 2021**

Alderman Hudson made a motion to return to open session. Alderman Wilkins seconded the motion. The motion passed with the following vote. Aldermen voting FOR: Bormann, Hudson, Motley, Magley, and Wilkins. Voting AGAINST: None. Absent: Rodgers.

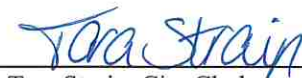
Returned to open session at 7:49 p.m.

Mike Forsee brought pictures to show how the rainfall affected the following streets: Campbell, Allen, Southwest Circle, and Gano Chance. Mike stated they have contacted the engineer and they are looking at possible solutions. Discussion followed.

Mike Forsee also gave information on the bids received for the wastewater project. Overall bids came in higher than the engineer's estimates. Some discussion followed.

There being no further business to discuss, Alderman Wilkins made the motion to adjourn the meeting to April 19, 2021. Alderman Hudson seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously.

The meeting was adjourned at 8:06 p.m.



---

Tara Strain, City Clerk

Minutes of the Public Works and Public Utilities Committee for Monday, April 12, 2021.

The meeting was called to order by Alderman Hudson at 7:00 p.m.

Present were Mayor Cox, Aldermen Hudson, Wilkins, Magley, Stevens, and Rodgers.

Absent: Alderman Terri Motley

Also attending were City Administrator Heather Russell, Public Works Director Mike Forsee, Street Dept. Assistant Foreman Deme Towne, Electric Dept. Acting Foreman Matt Fadler, Water & Sewer Dept. Foreman Matt Rusch, Police Chief Bob Bias, Sheila Bias, Linda Bormann, Don Bormann, and Gary Davis and Blake Wilbers representing Bartlett and West.

The Pledge of Allegiance was done at the previous meeting.

Mayor Cox read a proclamation designation for Centralia Lineman Appreciation Week and presented a framed copy of the proclamation to Matt Fadler.

Comments from Citizens – Don Bormann – 800 Jason Ct Centralia asked about the meeting between Darren Adams, his legal representation and the City of Centralia and the Cydney Mayfield, City of Centralia Attorney. Heather Russell stated any comments on the meeting would come from the attorneys. Mayor Cox stated there were no “secret” deals being discussed.

#### Public Works

Streets – the report is in the packet – Deme Towne reports the big issue is drainage, there have been lots of challenges lately with all the rain.

Asphalt Overlay Bids – Mike Forsee addressed this issue; he stated Centralia worked with the City of Mexico for a combined bid package. Christensen Construction was the low bidder and will complete the work. There are several streets slated for the project, the total number resurfaced will be dependent on prices at the time the work is done.

#### Storm Sewer

Centralia Jefferson Street Project – CDBG Grant Administration – Heather Russell addressed this topic because the projects are interrelated, they could be combined into one (1) main project. The fee for grant administration services through Mid-Missouri Regional Planning Commission would be \$10,000 plus a percentage of the grant if the City is awarded the grant. Linda Bormann – 800 Jason Ct of Centralia asked about the cost. Mike Forsee stated there are no firm costs yet as it is still in the preliminary stages. The grant application is not available yet through CDBG.

Water & Sewer – the report is in the packet. Matt Rusch advised the water main replacement was a big project. His department is working to try and stay ahead of the water plant upgrade and service the citizens of Centralia.

Water Treatment Plant Facility Upgrade monthly report – Gary Davis of Bartlett and West introduced Blake Wilbers who is an engineer at Bartlett and West. The construction is going very well.

Wastewater – seventeen (17) bids were opened for this project. The price of PVC contributed a major expense in the bids. Gary would like to have the Notice of Award sent with change order and the bidder would need to sign both documents.

#### NOTICE OF AWARD

Alderman Wilkins makes a motion to send Notice of Award to C & S Companies Inc of New London MO for the CENTRALIA WASTEWATER SYSTEM IMPROVEMENTS – PART 1 BASE PLUS ADDITIVE ALTERNATE 1 in the amount of \$1,655,715.00. The motion was seconded by Alderman Magley. The motion is approved by voice vote.

Alderman Wilkins makes a motion to send Notice of Award to Schmitt Irrigation & Pump Service of Marshall MO for the CENTRALIA WASTEWATER SYSTEM IMPROVEMENTS – PART 2 CITY OF CENTRALIA, MISSOURI in the amount of \$884,443.00. The motion was seconded by Alderman Stevens. The motion is approved by voice vote.

Alderman Wilkins makes a motion to send Notice of Award to Fischer Grading, LLC of Montgomery City, MO for the CENTRALIA WASTEWATER SYSTEM IMPROVEMENTS - PART 3 BASE BID PLUS ADDITIVE ALTERNATE 1 in the amount of

\$827,075.00. Alderman Stevens seconded the motion. The motion is approved by voice vote.

Alderman Wilkins moves to send Notice of Award to Martin General Contractors LLC of Eolia MO for the CENTRALIA WASTEWATER SYSTEM IMPROVEMENTS – PART 4 CITY OF CENTRALIA MO in the amount of \$2,036,444.00. Alderman Stevens seconds the motion. The motion is approved with voice vote.

Mr. Davis requests a follow-up meeting with the aldermen. The Special BOA meeting is scheduled for Monday, May 3, 2021 at 6:30 pm.

Electric Department – the report is in the packet. City Administrator Russell announced Carter Stieferman will be joining the department in May. He graduates from State Tech at the end of the month and will start as a second-year apprentice in the MPUA program.

Matt Fadler announced Ameren had a switching error which caused the recent power outage for Centralia and Hallsville.

Quote from Anixter – Russell addressed the SERVICE LIMITING LICENSE – this would allow City Hall the ability to turn off electricity for 10-15 minutes every hour until the bill is paid during months it is too cold to disconnect service for non-payment. Russell will consult City Attorney Mayfield to determine if this action will not cause issues for the city.

Director of Public Works & Utilities Monthly Report – the report is in the packet. Director Forsee has been assisting as needed and attending meetings as needed.

As May Arise – none.

Alderman Wilkins makes a motion to adjourn. Motion seconded by Alderman Rodgers. Motion carries by voice vote. The meeting adjourned at 7:43 p.m.

---

Catherine Simmons Asst City Clerk I



Minutes of the General Government and Public Safety Committee meeting of Monday, April 12, 2021.

The meeting was called to order by David Wilkins at 6:33 p.m.

Present were Mayor Cox, and Aldermen Magley, Rodgers, Stevens, Wilkins, and Hudson.

Absent was Alderman Motley.

Also attending were City Administrator Heather Russell, Police Chief Bob Bias, Fire Chief Denny Rusch, Public Works Director Mike Forsee, Electric Dept. Acting Foreman Matt Fadler, Street Dept. Assistant Foreman Deme Towne, Water & Sewer Dept. Foreman Matthew Rusch, Dispatch Supervisor Brenda Moss, Sheila Bias, Linda Bormann, Don Bormann, Gary Davis and Blake Wilbers – both w/Bartlett and West.

Those present participated in the Pledge of Allegiance.

Mayor Chris Cox read a proclamation recognizing National Public Safety Telecommunications Week and presented a framed copy of the proclamation to Brenda Moss. After the presentation B. Moss left the meeting.

Comments from Citizens – None

Public Safety

Police Chief Bias talked about the radar trailer obtained recently. The trailer will be used on various streets in Centralia to monitor speed. It currently is on Gano Chance and will remain there this week. Bias also mentioned some of the data obtained from the trailer –average speed, high speed and numbers of vehicles in particular areas. Alderman Rodgers asked if the unit could be used on Highway 22. Bias did not think it could as that road is maintained by MODOT.

Mayor Cox commented the analytics provided will be very useful.

The Centralia Police Vehicle Purchase versus Lease Purchase summary was reviewed – the Dodge Durango is the considered vehicle. Chief Bias will request a copy of the lease agreement for review by the Aldermen and City Administrator. It is his understanding that at the end of the lease the vehicles can be purchased for \$1.00. City Administrator Russell advised this will require an ordinance. She will need details on the vehicles being sold.

Alderman Stevens asked if there had been any response from the dealer in Centralia – Chief Bias responded “no”.

Russell advised there is a sample Speed Limit Ordinance in the packet, the changes are highlighted – on Gano Chance Dr from Columbia Street to Jefferson Street the speed limit shall be twenty five (25) MPH and from Jefferson St to two thousand seven hundred (2,700) feet east of Jefferson St the speed limit shall be thirty-five (35) MPH. On W Singleton St for Missouri Highway 124 to the Colt Railroad tracks the speed limit shall be thirty (30) MPH and from the Colt RR to Hickman St the speed limit shall be twenty-five (25) MPH.

Fire Chief Denny Rusch inquired if air packs are in the budget. Several of the packs need replacing. He will get updated pricing.

Emergency Management – No report

Protective Inspection – No report

General Government and Finance

Economic Development – No report

Park Board – No Report

Cemetery Report - No report.

Tree Board - No report.

Library Board

March Meeting minutes and April Meeting agenda were included in the packet. H. Russell asked me to report on up-coming activities planned at the library. I referenced the planned Craft Supplies Swap in May and the new "Be Surprised" book bundles. Registration for both programs can be accessed from the library website.

Bills over \$1,250

Committee received a preliminary list of bills over \$1,250. Russell pointed out the payments to Martin General Contractors for the Water Treatment Plant in the amounts of \$500,000.00 (payment 1 of 2) and \$1,107,970.00 (payment 2 of 2).

As May Arise

Alderman Magley inquired about the burned house at 425 S Allen. Heather Russell stated she has pictures and is working on compiling information to request clean up.

Alderman Stevens made a motion to adjourn the meeting. Don Rodgers seconded the motion. Voise vote in favor of adjournment. Meeting adjourned at 6:55 p.m.

---

Catherine Simmons, Asst City Clerk I

CITY OF CENTRALIA, MISSOURI  
TREASURER'S REPORT  
CASH - CHECKING ACCOUNTS  
FOR THE MONTH OF FEBRUARY, 2021

	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE	INVESTMENTS	TOTAL
GENERAL FUND	298,538.06	170,022.43	(118,716.95)	349,843.54	200,000.00	549,843.54
POOL	(14,832.35)		(411.31)	(15,243.66)		(15,243.66)
PARK	130,481.52	36,097.64	(12,912.44)	153,666.72		153,666.72
RECREATON CENTER	152,608.42	25,238.15	(16,334.82)	161,511.75	0.00	161,511.75
LIBRARY	(28.63)	76,349.76	(72,417.33)	3,903.80	0.00	3,903.80
LIBRARY DEBT SERVICE	0.00	3.94	(2.41)	1.53	10,311.50	10,313.03
GOLF COURSE	(10,317.67)	7,041.20	(6,481.33)	(9,757.80)	0.00	(9,757.80)
EAST ANNEX	4,137.98		(756.03)	3,381.95		3,381.95
CEMETERY	361,562.24	76.59	(2,645.30)	358,993.53	200,000.00	558,993.53
AVENUE OF FLAGS	15,792.34	3.35		15,795.69	0.00	15,795.69
TRAN. SALES TAX REVENUE	365,321.76	13,254.46		378,576.22	0.00	378,576.22
PARK SALES TAX	139,478.83	13,284.01	(42,022.00)	110,740.84	0.00	110,740.84
PUBLIC SAFETY SALES TAX	260,378.62	13,294.62		273,673.24	0.00	273,673.24
WATER-OPERATING	643,639.67	56,554.66	(36,793.29)	663,401.04	0.00	663,401.04
WATER-SECURITY DEPOSITS	20,372.03	500.00	(400.00)	20,472.03	0.00	20,472.03
SANITATION (LANDFILL)	166,458.36	38,972.39	(47,576.35)	157,854.40	0.00	157,854.40
SEWER	129,387.75	40,398.86	(13,652.60)	156,134.01	600,000.00	756,134.01
ELECTRIC-OPERATING	474,987.55	390,759.21	(454,327.52)	411,419.24	0.00	411,419.24
ELECT.-SECURITY DEPOSITS	45,131.90	1,100.00	(805.14)	45,426.76	0.00	45,426.76
CAPITAL PROJECTS	94,253.34	151.69		94,405.03		94,405.03
INTERNAL SERVICE:	0.00			0.00		0.00
PERSONNEL	0.00			0.00		0.00
FINANCIAL	0.00	12,527.11	(11,782.37)	744.74		744.74
EQUIPMENT USE	352,924.46	18,953.15	(8,783.32)	363,094.29		363,094.29
TOTAL	3,630,276.18			3,698,038.89	1,010,311.50	4,708,350.39
Library Debt Service	158.54			158.54	0.00	158.54
A. B. Chance Memorial	229,080.38	1.74		229,082.12	230,612.26	459,694.38
Park Lease Purchase Accounts						
Community Rec Center Lease	47.03			47.03		
Cemetery Fund						
Cash Investment - CD	200,000.00			200,000.00		
Electric Fund						
Cash Investment - CD	600,000.00			600,000.00		
MAMU o8 Electric Substation						
COP Project Fund	0.00			0.00	0.00	0.00
COP Int. Reserve Acct.	9,781.81			9,781.81	0.00	9,781.81

Rhoni Hatton, City Treasurer

## CITY COLLECTOR'S REPORT

February, 2021

Real Estate Tax Collections	\$138,998.52
Personal Property Tax Collections	\$33,291.97
Dog Tax	\$40.00
Cat Tax	\$2.00
Merchant's License	\$435.38
Penalties	\$563.58
Railroad/Utility Tax	\$4,898.46
Financial Institution Tax	\$3.55
Collector's Interest	\$13.52
1/8 Collector's Fee Reimbursement	
Sur Tax	
Total	\$178,246.98

### Deposited in the Following Funds

General Fund	\$80,987.67
Park Fund	\$36,047.82
Library Revenue Fund	\$61,209.08
Library Bond (Tsfr to Library Debt Service Acct)	\$2.41
Total	\$178,246.98

Submitted by:



Tara Strain, City Collector

## CITY COLLECTOR'S REPORT

March, 2021

Real Estate Tax Collections	\$1,166.32
Personal Property Tax Collections	\$6,144.41
Dog Tax	\$84.00
Cat Tax	\$22.00
Merchant's License	\$92.50
Penalties	\$368.10
Railroad/Utility Tax	
Financial Institution Tax	
Sur Tax	\$167,722.11
Collector's Interest	
Reimburse 1/8% Collector's Fee	\$611.99
Total	\$176,211.43

### Deposited in the Following Funds

General Fund	\$92,191.80
Park Fund	\$41,191.28
Library Revenue Fund	\$42,786.66
Library Bond (Tsfr to Library Debt Service Acct)	\$41.69
Total	\$176,211.43

Submitted by:



Tara Strain, City Collector

# ***City of Centralia Activity Reports***

***March 2021***

***Prepared By: Catherine Simmons***

## BUILDING ADMINISTRATION

<b>Building Permit Data</b>	<b>Mar-21</b>	<b>Apr 2020 - Mar 2021 Totals</b>
<i>New Residential &amp; Duplex</i>	3	39
<i>Residential - Additions, Alterations, Repairs, Porch/Decks, Elec Upgrade, Tag Gas, Solar Panels</i>	3	35
<i>Residential - Storage Buildings/Fences/Carport/Swimming Pools/Detached Garage/Gazebo</i>	1	56
<i>Residential - Pole Barn</i>		
<i>New Commercial Buildings - Greenhouse/Printing Warehouse/Car Wash</i>		1
<i>Non Residential - Additions, Alterations, Repairs, Elec Upgrade, New Sign, Utility Pole, Reroof Commercial</i>		9
<i>Courtesy Inspections Residential - New Trailers/Gas Lines</i>		
<i>Renewal</i>		
<i>New Institutional</i>		
<i>Institutional - Additions, Alterations, Repairs, New Sign,</i>		
<i>Courtesy Inspections Commercial - Gas Lines</i>		
<i>New Community Recreation Center</i>		
<i>Commerical Electrical Inspection</i>		
<b>Building Permit Summary</b>		
<i>Number of Permits Issued</i>	7	140
<i>Permit Valuation</i>	\$ 410,787.51	\$ 7,619,557.02

# ACTIVITY REPORT

Pay Date			Mar-21						FYTD TOTAL HOURS	
			03/05/21		03/19/21		MAR TOTAL			
			HOURS		HOURS		HOURS			
	Cost Center #	DESCRIPTION	REG	OT	REG	OT	REG	OT	REG	OT
Office	1121	Court	0.00	0.00	0.00	0.00	0.00	0.00	50.25	13.00
	1141	Admin Asst Payroll - Intern	0.00	0.00	0.00	0.00	0.00	0.00	26.50	0.00
	1142	Clerical	4.00	1.25	0.50	2.75	4.50	4.00	181.75	15.25
	1162	CS Payroll	10.00	0.00	5.00	4.25	15.00	4.25	378.75	14.50
	1163	Purchasing	0.00	0.00	0.00	0.00	0.00	0.00	19.50	0.00
	1165	Accounting	17.50	2.00	0.00	0.00	17.50	2.00	97.50	3.75
	1421	Economic Development - Intern	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	6121	Cashier & Collecting	188.50	0.00	304.75	2.50	493.25	2.50	5,752.50	30.00
	Central Office Monthly Total		220.00	3.25	310.25	9.50	530.25	12.75	6,506.75	76.50

Street	1311 Administrative - Street		6.00	0.00	17.50	6.00	23.50	6.00	398.50	29.00
	1312 Street Maintenance		24.00	0.00	74.00	0.00	98.00	0.00	1,207.25	6.00
	1313 Alley Maintenance		0.00	0.00	0.00	0.00	0.00	0.00	23.50	0.00
	1314 Parking Lots/Sidewalks		0.00	0.00	0.00	0.00	0.00	0.00	444.00	2.00
	1315 Buildings/Grounds		1.00	0.00	0.00	0.00	1.00	0.00	38.50	0.00
	1316 Snow/Ice Removal		137.00	87.00	0.00	64.50	137.00	151.50	352.00	182.00
	1317 Pavement Markings		0.00	0.00	4.50	2.00	4.50	2.00	356.50	6.00
	1318 Culverts		9.00	4.00	83.00	0.00	92.00	4.00	2,015.00	10.00
	1319 Brush/Tree Control		0.00	0.00	19.00	0.00	19.00	0.00	390.50	4.00
	1331 Streets & Alleys; City Property		0.00	0.00	0.00	0.00	0.00	0.00	240.00	0.00
	2211 Cemetery		0.00	0.00	1.75	0.00	1.75	0.00	63.25	6.00
Street Department Monthly Total			177.00	91.00	199.75	72.50	376.75	163.50	5,529.00	245.00

Water	3111 Administrative - Water		20.00	9.50	38.00	0.00	58.00	9.50	604.00	170.50
	3112 Customer Service - Water		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	3113 Water Wells - Maintenance		0.00	0.00	0.00	0.00	0.00	0.00	8.00	0.00
	3116 Water Service		149.00	50.50	252.00	0.00	401.00	50.50	2,803.25	160.75
	3117 Water Plant		57.00	0.00	69.00	0.00	126.00	0.00	1,684.00	64.00
	3119 Water Wells - Buildings/Grounds		0.00	0.00	0.00	0.00	0.00	0.00	143.00	0.00
	3121 Administrative - Sewer		0.00	0.00	0.00	0.00	0.00	0.00	39.00	2.00
	3123 Sewer		12.00	8.00	10.00	2.00	22.00	10.00	601.00	47.50
	3125 Lift Stations		7.00	0.00	2.00	0.00	9.00	0.00	282.00	0.50
	3127 Lagoons		7.00	0.00	2.00	0.00	9.00	0.00	530.50	0.00
	3128 Land Application		0.00	0.00	2.00	0.00	2.00	0.00	284.50	0.00
Water Department Monthly Total			252.00	68.00	375.00	2.00	627.00	70.00	6,979.25	445.25

Electric	3131 Administrative - Electric		24.00	0.00	19.00	0.00	43.00	0.00	703.50	20.00
	3132 Customer Service - Electric		0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00
	3133 Buildings/Grounds		5.00	7.50	0.00	6.00	5.00	13.50	86.00	140.50
	3134 Electric Distribution		275.00	14.00	288.00	2.00	563.00	16.00	5,907.75	305.25
	3138 Brush/Trees		1.00	0.00	2.00	0.00	3.00	0.00	1,215.25	4.00
	3139 Street Lights		13.00	2.00	19.00	2.00	32.00	4.00	124.00	4.00
	Electric Department Monthly Total		318.00	23.50	328.00	10.00	646.00	33.50	8,038.50	473.75



# ACTIVITY REPORT

			Mar-21						FYTD TOTAL HOURS	
			03/05/21		03/19/21		MAR TOTAL			
			HOURS		HOURS		HOURS			
	Cost Center #	DESCRIPTION	REG	OT	REG	OT	REG	OT	REG	OT
Sanitation										
	3322	Sanitation	16.00	0.00	26.50	0.00	42.50	0.00	396.75	0.00
	3323	Landfill	0.00	0.00	4.00	0.00	4.00	0.00	575.50	35.25
	Sanitation Department Monthly Total		16.00	0.00	30.50	0.00	46.50	0.00	972.25	35.25

## Floating

6111	Floating Holiday	8.00	0.00	8.00	0.00	16.00	0.00	267.75	0.00
6112	Sick Time	14.00	0.00	43.00	0.00	57.00	0.00	842.25	0.00
6113	Vacation	21.50	0.00	39.50	0.00	61.00	0.00	1,581.25	0.00
6119	Funeral Leave	0.00	0.00	0.00	0.00	0.00	0.00	366.00	0.00
City Holiday		148.00	0.00	0.00	0.00	148.00	0.00	1,577.00	0.00
Holiday/Sick/Vacation/Funeral Leave Monthly Total		191.50	0.00	90.50	0.00	282.00	0.00	4,634.25	0.00

## Equipment Use:

6212	Equipment/Vehicle Maintenance	124.00	0.00	39.00	0.00	163.00	0.00	1,420.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment Use Monthly Total		124.00	0.00	39.00	0.00	163.00	0.00	1,420.00	0.00

Total Hours Worked		1,298.50	185.75	1,373.00	94.00	2,671.50	279.75	34,080.00	1,275.75
--------------------	--	----------	--------	----------	-------	----------	--------	-----------	----------

A 5	Administration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Electric Dept Assisted The Golf Course	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Electric Dept Assisted The Fire Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Electric Dept Assisted The Park Dept	0.00	0.00	0.00	0.00	0.00	0.00	12.00	0.00
	Electric Dept Assisted The Police Dept	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00
	Electric Dept Assisted The Sanitation Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Electric Dept Assisted The Street Dept	5.00	10.50	0.00	0.00	5.00	10.50	29.00	10.50
	Electric Dept Assisted The Water Dept	0.00	0.00	2.00	0.00	2.00	0.00	8.00	0.00
	Police Dept Assisted The Sanitation Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Street Dept Assisted City Hall	0.00	0.00	0.00	0.00	0.00	0.00	60.50	0.00
	Street Dept Assisted The Electric Dept	0.00	0.00	0.00	0.00	0.00	0.00	8.00	2.00
	Street Dept Assisted The Fire Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Street Dept Assisted The Library	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00
	Street Dept Assisted The Park Dept	0.00	0.00	0.00	0.00	0.00	0.00	73.00	0.00
	Street Dept Assisted The Police Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Street Dept Assisted The Water Dept	0.00	0.00	49.00	7.50	49.00	7.50	60.00	7.50
	Street Dept Assisted The Golf Course	0.00	0.00	0.00	0.00	0.00	0.00	10.00	0.00
	Water Dept Assisted City Hall	0.00	0.00	0.00	0.00	0.00	0.00	82.00	0.00
	Water Dept Assisted The Electric Dept	0.00	0.00	0.00	0.00	0.00	0.00	13.00	0.00
	Water Dept Assisted The Fire Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Water Dept Assisted the Golf Course	0.00	0.00	0.00	0.00	0.00	0.00	11.00	0.00
	Water Dept Assisted The Park Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Water Dept Assisted The Sanitation Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Water Dept Assisted The Street Dept	0.00	0.00	0.00	0.00	0.00	0.00	44.00	4.00
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total Hours Assisted	5.00	10.50	51.00	7.50	56.00	18.00	414.50	24.00

# WATER DEPARTMENT EQUIPMENT USE

			Mar-21		TOTAL USAGE	
EQUIPMENT USAGE			MILEAGE	HOURS	MILEAGE	HOURS
# 4	2002 Freightliner Dump Truck		94.6		70403.6	
# 19	2011 Chev Silverado Pickup		662.0		96682.0	
# 40	Sewer Machine			3.7		487.8
# 42	1984 Homelite Trash Pump			0.0		1251.9
# 82	1992 UMC Sewer Van		0.1		90028.8	
# 83	2012 Vac Trailer (Feb 2013 Water Dept reporting now; not Elec Dept)			11.2		361.2
# 87	2013 Chevy 1/2 Ton		630.0		100592.0	
# 206	2018 Chevy 1/2 Ton (added 11/29/2017; Mike Forsee reporting as of 09/2019)		840.0		38280.0	
# 207	2018 New Holland Skid Loader (Purchd 07/02/2018)			23.6		488.3
# 208	2018 Case Backhoe (Purchd 05/21/2018)			53.8		644.3
# 210	2019 Polaris Ranger UTV (Purchd 05/21/2019; Used by Water/Street/Electric/Cemetery)			0.2		94.2
#211	2019 Chevy Silverado 3/4 Ton Pickup (Purchd 08/29/2019)		975.0		18100.0	
#212	2020 Skag Turf Tiger Riding Mower (Purchd 04/01/2020)			1.1	131.1	
WELL PERFORMANCE REPORT			75 H.P. WELL #3		125 H.P. WELL #4	
1.	Static Level-Average			356 FT		362 FT
2.	Pumping Level			406 FT		377 FT
3.	Drawdown			50 FT		15 FT
4.	G.P.M.			433		730
5.	Total Hours Pumping			0.0		0.0
WELL PERFORMANCE REPORT			125 H.P. WELL #6			
1.	Static Level-Average			368 FT		
2.	Pumping Level			383 FT		
3.	Drawdown			15 FT		
4.	G.P.M.			730		
5.	Total Hours Pumping			448.7		
WATER			Mar-21		Feb-21	
1.	Monthly Well Water Processed (Raw Water #3, #4 & #6)			12,982,000.0		15,309,200.0
2.	Total Well Water Process Apr 2019 - Mar 2020					
3.	Monthly Recycled Water Processed			0.0		0.0
4.	Total Recycled Water Processed Apr 2019 - Mar 2020			0.0		0.0
5.	Total Water Processed for Month			12,982,000.0		15,309,200.0
6.	Average Daily Processed (gallons)			418,774.2		546,757.2
a.	High Day Raw Water (gallons)			598,000.0		690,000.0
b.	Low Day Raw Water (gallons)			375,000.0		476,000.0
7.	Total Water Processed Apr 2019 - Mar 2020 (gallons)			165,579,100.0		152,597,100.0
8.	Finished Water to Towers for Month (gallons)			2,855,000.0		14,485,000.0
9.	Finished Water to Towers Apr 2019 - Mar 2020 (gallons)			117,361,093.5		114,506,093.5
NORTHEAST LAGOON PERFORMANCE			Mar-21		Feb-21	
1.	Influent BOD (MG/L)					
2.	Effluent BOD (MG/L)					
3.	% BOD Removal					
4.	Influent Suspended Solids (MG/L)					
5.	Effluent Suspended Solids (MG/L)					
6.	% Suspended Solids Removal					
7.	Effluent Discharge to Creek (gallons)			NO		NO
8.	Monthly Gallons Treated			12,594,000.0		0.0
9.	Yearly Gallons Treated Apr 2019 - Mar 2020			41,389,000.0		28,795,000.0
10.	Monthly Irrigation Water Pumped			0.0		0.0
11.	Yearly Irrigation Water Pumped Apr 2019 - Mar 2020			0.0		0.0
NORTHWEST LAGOON PERFORMANCE			Mar-21		Feb-21	
1.	Influent BOD (MG/L)					
2.	Effluent BOD (MG/L)					
3.	% BOD Removal					
4.	Influent Suspended Solids					
5.	Effluent Suspended Solids					
6.	% Suspended Solids Removal					
7.	Effluent Discharge to Creek (gallons)			NO		NO
8.	Monthly Gallons Treated			17,033,000.0		0.0
9.	Yearly Gallons Treated Apr 2019 - Mar 2020			64,170,000.0		47,137,000.0
10.	Monthly Irrigation Water Pumped			0.0		0.0
11.	Yearly Irrigation Water Pumped Apr 2019 - Mar 2020			0.0		0.0

# STREET EQUIPMENT USE

	Mar-21			Apr 2020 - Mar 2021 Totals	
EQUIPMENT USE	MILEAGE	HOURS		MILEAGE	HOURS
#1 - 1989 John Deer 670B Motor Grader		0.0			3,195.0
#10 - 2008 1-Ton Chevrolet	127.0			50,263.0	
#15 - 1990 Case Model 1550 Long Track Dozer		2.0			3,744.0
#25 - 2010 Chevy Pickup Silverado	579.0			60,818.0	
#76 - 2008 International Dump Truck	209.0			40,942.0	
#77 - 2013 International Dump Truck	59.0			27,535.0	
#81 - 2009 John Deere Tractor w/Mower		1.0			3,422.0
#85 - 1997 Ford Truck Street Sweeper <i>Sold 08/2020</i>		0.0			6,947.0
#90 - 2014 New Holland B95C Backhoe <i>Purchd Feb 2014</i>		15.0			1,503.0
#91 - 2015 Chevy 3/4 Ton Pickup <i>Purchd 05/21/2014</i>	549.0			24,047.0	
#104 - 2016 White International Dump Truck <i>Purchd 11/03/2016</i>	2.0			10,307.0	
#123 - 2015 John deere 524 Wheel Loader <i>Purchd 04/20/2015</i>		38.0			2,289.0
#124 - TYMCO 435 Regenerative Air Sweeper <i>Purchd 08/2020</i>		20.0			76.0

# ELECTRIC EQUIPMENT USE

EQUIPMENT USE	Mar-21		APR 2020 - MAR 2021 TOTALS	
	MILEAGE	HOURS	MILEAGE	HOURS
#27 - 2009 Ford F-550 w/Altec AT40M Aerial Lift Device		63.0		8187.0
#29 - 2001 Ford Altec		16.0		7516.0
#34 - 2000 Chevrolet 1 Ton Truck	13.0		72540.0	
#38 - 2010 Chevy Pickup 3/4-Ton w/Tool Bed	277.0		58612.0	
#75 - 2008 Kubota Mini Ex		23.0		2709.0
#84 - 2011 Bobcat A770		2.0		1598.0
#88 - 2012 Altec DC1317 Series Chipper		1.0		830.0
#332 - 2017 Chevy Pickup 1/2 Ton w/Tool Box	485.0		32570.0	
#333 - 2018 Digger Derrick Truck w/Altec DM47B Boom (yes tracking in hours).		12.0		292.0
#334 - 2019 Ditch Witch Trencher Model RT (yes tracking in hours).		0.0		92.0

**ACCOUNTS PAYABLE OVER \$1250****April 19, 2021**

Ameren UE (Heating Bill)	\$ 2,112.77
Boone County Resource Mgt (Bldg Permits \$3025.86 & Recycle \$2636.66)	\$ 5,662.52
Design Innovations (Refund Bldg Permit #23210 Fee)	\$ 2,175.62
Fletcher-Reinhardt Co (Electric Supplies)	\$ 3,117.95
MARC (Degreaser)	\$ 1,782.00
Martin General Contractors (WTP-Pay Request #1 = Payment 1 of 2)	\$ 500,000.00
Martin General Contractors (WTP-Pay Request #1 = Payment 2 of 2)	\$ 1,107,970.00
Premier Pyrotechnics (2021 Fireworks)	\$ 4,500.01
Progressive Landscaping (Apr Cemetery Mowing)	\$ 2,999.29
MJMEUC (Prairie State - Wire Transfer)	\$ 81,750.93
<b>TOTAL</b>	<b>\$ 1,712,071.09</b>

**ADDED AFTER GGFC MEETING**

Anixter	\$ 1,696.33
Gworks (Time & Attendance - Balance)	\$ 2,950.00
MFA OIL (Fuel)	\$ 3,681.38
Nextera (Wholesale Electric - Wire Transfer)	\$ 142,908.99
UMB Bank (MAMUo8 Substation Lease Pmt - April Billing)	\$ 12,909.78

**TOTAL \$ 164,146.48****ADDED TODAY**

SAM LLC (Integrity BIS Hosting)	\$ 4,800.00
<b>TOTAL</b>	<b>\$ 4,800.00</b>

**GRAND TOTAL****\$ 1,881,017.57**

**BILL NO.** \_\_\_\_\_

**ORDINANCE NO.** \_\_\_\_\_

**A BILL TO CREATE AN ORDINANCE ENTITLED:**

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF CENTRALIA, MISSOURI TO ENTER INTO A PROFESSIONAL GRANT WRITING AND ADMINISTRATION SERVICES AGREEMENT WITH THE MID-MISSOURI REGIONAL PLANNING COMMISSION.**

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF CENTRALIA, MISSOURI, as follows:

- SECTION 1. The Mayor of the City of Centralia, Missouri is hereby authorized to enter into a Professional Grant Writing Services Agreement with the Mid-Missouri Regional Planning Commission to provide grant writing assistance for a Community Block Grant for the Jefferson Street Stormwater Project on behalf of the City of Centralia, Missouri.
- SECTION 2. The Mayor of the City of Centralia, Missouri is also hereby authorized to enter into a Professional Grant Administration Services Agreement with the Mid-Missouri Regional Planning Commission to provide administration of Community Block Grant for the Jefferson Street Stormwater Project on behalf of the City of Centralia, Missouri.
- SECTION 3. The terms and conditions shall be as generally described in the engagement letter, "Exhibit A," which is attached and hereby made a part of this ordinance.
- SECTION 4. The foregoing authorization for grant administrative services is contingent upon the City of Centralia being awarded a Community Development Block Grant for the Jefferson Street Stormwater Project.
- SECTION 5. This ordinance shall take effect and be in full force and effect from and after the date of its passage and approval.

**PASSED** by the Board of Aldermen this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Alderman Wilkins \_\_\_\_\_  
Alderman Hudson \_\_\_\_\_  
Alderman Lee \_\_\_\_\_

Alderman Stevens \_\_\_\_\_  
Alderman Rodgers \_\_\_\_\_  
Alderman Magley \_\_\_\_\_

\_\_\_\_\_  
Mayor, Chris Cox

ATTEST:

\_\_\_\_\_  
City Clerk, Tara Strain



206 E. Broadway, PO Box 140  
Ashland, Missouri 65010  
Phone: (573) 657-9779  
Fax: (573) 657-2829  
[www.mmrpc.org](http://www.mmrpc.org)

## **Professional Grant Services Proposal For the City of Centralia**

### **Community Development Block Grant – Grant Writing, Grant Administration and Environmental Review Services**

The Mid-Missouri Regional Planning Commission (Mid-MO RPC) represents forty-five (45) local governments within Boone, Callaway, Cole, Cooper, Howard, and Moniteau counties.

Mid-MO RPC provides project management, technical assistance, environmental review services, grant writing, and administrative support for Community Development Block Grant (CDBG) funds. Mid-MO RPC is recognized on the CDBG list of qualified project administrators by the Missouri Department of Economic Development (MO DED), and Mid-MO RPC staff participate in all available grant training and application workshops sponsored by MO DED.

Grant Writing, Grant Administration and Environmental Review assistance:

- Professional staff with direct experience in writing successful CDBG applications, successfully administering CDBG projects and completing environmental review reports for CDBG projects
- Sufficient personnel available to provide attentive customer service for all phases of the CDBG grant application and CDBG grant administration process, including environmental review
- Strong interest and commitment to promoting community and economic development for our membership within the Mid-Missouri region.

### **Specialized Experience, Technical Competence and Capacity to Perform All Grant Related Activities**

Mid-MO RPC staff members have proven their capabilities to fulfill all CDBG guidelines and grant administration functions through the successful completion of previous projects. Mid-MO RPC has successfully provided administration and environmental services on over twenty (20) completed CDBG projects and is currently administering an additional eight CDBG projects.

Mid-MO RPC is approved as a Project Administrator by MO DED, and staff members actively participate in all available grant and environmental trainings and application workshops.

## Past Record of Performance – List of Clients’ Projects

Mid-MO RPC administers and completes projects in a timely, efficient, and effective manner. The duties of administration include organized record keeping, prompt processing of forms, reports, and other necessary documentation, coordination with clients, engineers, contractors, and state departments, and fulfillment of all requirements and deadlines.

### Current CDBG Projects

Community	Project Type	CDBG Grant Award
<b>Russellville</b>	Road and Stormwater	\$500,000
<b>Armstrong</b>	Demolition	\$125,000
<b>Fayette</b>	Wastewater Collection System	\$500,000
<b>Bunceton</b>	Wastewater	\$500,000
<b>Russellville</b>	Wastewater	\$500,000
<b>Lohman ADA Improvements</b>	Community Facilities	\$56,812
<b>Centertown</b>	Water	\$625,000

### Past CDBG Projects

Community	Project Type	CDBG Grant Award
<b>Boone County / American Outdoor Brands</b>	Industrial Infrastructure	\$1,840,860
<b>Centralia Demolition</b>	Demolition	\$165,965
<b>Holts Summit / Pro Foods</b>	Industrial Infrastructure	\$260,000
<b>Holts Summit</b>	Wastewater	\$315,000
<b>Armstrong</b>	Road Improvements	\$377,477
<b>New Franklin</b>	Wastewater	\$500,000
<b>Boone County / Manchester Heights</b>	Wastewater	\$210,000
<b>St. Thomas</b>	Demolition	\$48,325
<b>Glasgow</b>	Wastewater	\$158,000
<b>Holts Summit / Pro Foods</b>	Industrial Infrastructure	\$381,856
<b>Clarksburg</b>	Water	\$500,000
<b>St. Thomas</b>	Wastewater	\$295,000
<b>Wardsville</b>	Water	\$50,500
<b>St. Martins</b>	Senior Housing Rehabilitation	\$58,628
<b>Boonville / Caterpillar</b>	Industrial Infrastructure	\$565,000
<b>Auxvasse</b>	Wastewater	\$500,000
<b>California</b>	Senior Housing Rehabilitation	\$157,134
<b>Armstrong</b>	Housing Renovation	\$50,000
<b>Callaway County</b>	Industrial Infrastructure	\$248,550
<b>Pilot Grove</b>	Senior Housing Rehabilitation	\$165,239
<b>Rocheport</b>	Senior Housing Rehabilitation	\$178,580



<b>Cole County</b>	ADA Compliance	\$250,000
<b>Otterville</b>	Bridge, drainage and streets	\$359,317
<b>Cooper County</b>	ADA Compliance	\$178,580

## Proximity and Familiarity with the Project Area

One of the guiding principles established by the Board of Directors of the Mid-MO RPC is to promote community and economic development throughout the Mid-Missouri region. The Mid-MO RPC office location in Ashland, Missouri, allows staff to provide quality project coverage for our entire region, including Centralia and all of Boone County. Mid-MO RPC staff members are available to attend meetings, contact state and local officials, coordinate with engineers, and provide experienced professionalism for all facets of a project through its completion. Mid-MO RPC has a long history of working with communities in the area, including CDBG projects for Centralia and Boone County.

## Scope of Services

Mid-MO RPC staff members will provide grant writing, project administration and environmental review report generation services for the CDBG grant funds including, but not limited to, ensuring the project conforms to the CDBG compliance areas of environmental review, financial management, procurement, labor standards, equal opportunity/civil rights, citizen participation, acquisition/relocation, and close-out. To maximize efficiency – we use a team approach that will allow us to prepare the environmental review and the grant applications concurrently if required. Mid-MO RPC staff will provide the following services and technical assistance to ensure successful administration and completion of projects:

1. Coordination and point of contact with MO DED and the CDBG program staff;
2. Ensure that all CDBG environmental review requirements are satisfied, including:
  - a. Notification of proposed project to all required state and federal agencies and tribal organizations
  - b. Evaluations of project impact
  - c. Preparation and submission of environmental review report in compliance with CDBG report requirements
  - d. Preparation of the Finding of No Significant Impact (FONSI) and other required publications
3. Citizen participation requirements;
4. Grant start-up activities including assistance with establishment of a CDBG bank account, preparation of required ordinances and resolutions, and setup of administrative files;
5. File management and document preparation throughout the entire project;
6. Request for Funds (RFF) preparation;
7. Preparation of required documents by the Uniform Acquisition Act when applicable;
8. Fair housing compliance forms and composition of ordinances and resolutions;
9. Editing and review of all contract documents;
10. Preparation and filing of all closeout documentation at the completion of projects; and

11. Oversight and assistance with CDBG monitoring sessions.
12. Assistance with USDA-RD grant/loan requirements associated with this project as requested.

## Cost of Services

CDBG Grant Administration (including Environmental Review): To be determined (see below)

CDBG Grant Application Preparation: \$0.00

The total charge for administration services for this project would be calculated using CDBG's administration formula which is \$10,000 plus 4% of the amount of the CDBG funds proposed for construction activities. CDBG administration is a grant eligible cost meaning grant funds can be used to pay for administration.

This price includes the cost of conducting an environmental review that is consistent with all CDBG requirements. The City would be responsible for paying for costs of public notices publication that are associated with the grant application, environmental review and closeout.

Mid-MO RPC provides **free grant** writing services to its members. Since Centralia is a Mid-MO RPC member, we will prepare the CDBG grant application at no charge.

## References

Missouri Department of Economic Development	Denise Derks	573-751-5090
City of Russellville	Jan Wyatt, City Clerk	573-782-3511
City of Holts Summit	Hanna Lechner, City Administrator	573-896-8419

## E-Verify

Mid-MO RPC is a registered participant in E-Verify and is in compliance.

Company **ID number: 355763**

BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

A BILL TO CREATE AN ORDINANCE ENTITLED:

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF CENTRALIA, MISSOURI TO EXECUTE A CONTRACT WITH ALLY FINANCIAL FOR A LEASE-PURCHASE AGREEMENT FOR THREE DODGE DURANGO POLICE VEHICLES.**

WHEREAS: The City of Centralia, Missouri Board of Alderman desire to purchase four new police vehicles did, at their meeting on April 12, 2021, review financing options; and

WHEREAS: The vehicles will be purchased for \$1 each at the end of the lease-purchase contract; and

WHEREAS: After a review of those financing options, the Board agreed that a four-year lease purchase option for the three (3) vehicles would be the best option;

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF CENTRALIA, MISSOURI, as follows:

SECTION 1. The Mayor of the City of Centralia, Missouri is hereby authorized to execute A Lease-Purchase Agreement with Ally Financial for three (3) new Dodge Durango Police SUV's fully equipped with the necessary police lights and other accessories.

SECTION 2. The terms and conditions shall be as generally described in the attached document.

SECTION 3. This ordinance shall take effect and be in full force and effect from and after the date of its passage and approval.

Read two times by title only and **PASSED** by the Board of Aldermen and **APPROVED** by the Mayor on this \_\_\_\_\_ Day of \_\_\_\_\_, 2021.

Alderman Wilkins: \_\_\_\_\_

Alderman Hudson: \_\_\_\_\_

Alderman Motley: \_\_\_\_\_

Alderman Stevens: \_\_\_\_\_

Alderman Rodgers: \_\_\_\_\_

Alderman Magley: \_\_\_\_\_

\_\_\_\_\_  
Chris Cox, Mayor

ATTEST:

\_\_\_\_\_  
Tara Strain, City Clerk

**Unpaid Utility Bills April 2020 - March 2021 for the Board of Aldermen**

Bill/Mail Date	Customer Name	Account #	Electric	Sales Tax	Water	Sewer	Solid Waste	Extra Solid Waste Fees	MO Prim	Sew Conn	Gross Receipt Electric	D - D Light	Penalty	Misc Electric (Disc Non-Payment)	Misc Water (Disc Non-Payment)	Elect Budget Adjustmt	Ret'd Check Fee	Req'd Deposit Electric	Req'd Deposit Water	Extra Trash Fees	Arrears	Over-payment Electric	Contract	Total
04/01/20	Finnegan, Tom/Joan	4184	553.11	84.96	50.56	32.80		0.51	0.12	34.63														\$ 756.69
04/01/20	Ingerson, Alyssa	3444	62.24	77.06	47.84	16.00		0.25	0.06	3.11	2.10													\$ 208.66
04/07/20	Landrum, Timothy	4434	82.54			16.00				6.33														\$ 104.87
04/01/20	Reams, Chad	1979	17.24	8.61	13.97			0.25	0.06	0.85														\$ 40.98
04/13/20	Reams, Chad	1979	11.06			16.00				5.12														\$ 32.18
05/01/20	Huggins, Melinda	4617	69.54							3.65														\$ 73.19
05/01/20	Price, Carrie	4515	67.70	18.14	16.57	16.00		0.25	0.06	6.20														\$ 124.92
05/01/20	Reynolds, Kenneth/Jaime	3927	35.38	23.31	30.18	16.00		0.25	0.06	9.27	3.13													\$ 117.58
05/01/20	Ridenhower, Allison	4584	8.81	44.77	17.01			0.25	0.06	2.23														\$ 73.13
05/01/20	Stidham, Justin	4585	19.31	18.52	26.47	15.00		0.50	0.12	1.67														\$ 81.59
05/01/20	Tice, Sarah	4587	195.04	32.97	45.01	32.80		0.51	0.12	17.07														\$ 323.52
06/01/20	Erwin, Michael	4422	56.57	29.64	30.74	16.00		0.25	0.06	10.17														\$ 143.43
06/01/20	Holden, Latoya	3986	66.90	29.17	21.52			0.25	0.06	4.49														\$ 122.39
06/01/20	Lolley, Zachary	3925	56.82	21.22	29.04	28.96		0.76	0.18	4.20														\$ 141.18
06/25/20	Scruggs, Ashley	4475	25.00																					\$ 25.00
06/01/20	Thornhill, Brian	3536	72.98	20.52	28.33	16.00		0.25	0.06	3.99														\$ 142.13
07/01/20	Donaldson, Bruce	0741	418.80	118.65	61.71	16.80		0.51	0.12	20.63														\$ 637.22
07/01/20	Lolley, Dallas	4478	83.75							4.12														\$ 87.87
07/01/20	Murphy, Blayne/Kendra	4437	95.33	13.00	16.73			0.25	0.06	4.70														\$ 130.07
07/01/20	Pierce, Ashley	4348	45.62	14.29	36.89	16.80		0.51	0.12	8.53														\$ 122.76
07/01/20	Rodgers, Michael	3276	30.86	9.76	15.31			0.25	0.06	1.54	0.61													\$ 58.39
07/01/20	Therrien, Ryan	4576	25.64	9.91	14.62			0.25	0.06	1.71														\$ 52.19
07/01/20	Wilson, Shelby	4793	21.04	9.76	14.65			0.25	0.06	1.05	0.47													\$ 47.28
07/01/20	Gevermuehle, Walter	0945	86.45	9.76	15.71			0.25	0.06	4.32	1.45													\$ 118.00
09/01/20	Blades, Mike	4256	25.20	9.76	14.65			0.25	0.06	1.26	0.53													\$ 51.71
09/01/20	Ill Evans, John	3883	112.33	60.28	36.78	33.60		0.51	0.12	4.30														\$ 247.92
09/01/20	Ivy, Chelsi	4418	170.58	70.32	32.24	16.80		0.51	0.12	8.76														\$ 299.33
09/01/20	Kelly, Ryan	1367	83.46	9.76	14.91			0.25	0.06	4.17	1.40													\$ 114.01
09/01/20	Rothwell, Cheryl	3348	149.47	48.73	32.40	16.80		0.51	0.12	6.13														\$ 254.16
09/01/20	Saville, Danny	3802	65.37							2.98														\$ 68.35
09/01/20	Williams, Casey	4498	133.43	52.48	50.11	32.80		0.76	0.18	9.81														\$ 279.57
09/01/20	Welch, Michael	4652	10.05	9.76	15.18			0.25	0.25	0.50	0.30													\$ 36.29
09/01/20	Mills, Kenneth	2891	11.44	8.48	13.20			0.25	0.06	0.57	0.30													\$ 34.30
09/07/20	Berck, Dominick	4623		1.14	14.52			0.25	0.06	0.77														\$ 16.74
09/14/20	Bryson, Nicholas/Samantha	3413	97.01							4.85	1.70													\$ 103.56
09/25/20	Freeman, Meghan	3312	126.08							11.11														\$ 137.19
09/09/20	Graf, Sharon	4677	280.09							17.43														\$ 297.52
09/01/20	Griggs, Curtis	1026				24.00																		\$ 24.00
09/15/20	Jimerson, Marcus	4671	146.43	41.58	37.28	16.00		0.50	0.12	12.73														\$ 254.64
10/01/20	Smith, Nathaniel/ Raeanne	4680	133.16	203.32	80.80	16.80		0.51	0.12	10.72														\$ 445.43
11/01/20	Berck, Chris/Amy	198	178.09	31.30	35.65	40.80		0.51	0.12	8.76														\$ 295.23
11/01/20	Hatton, Harlan/Rhonda	3465	48.36	16.18	17.71			0.25	0.06	2.42	1.13													\$ 86.11
11/01/20	Jones, Janine Miche	3316	41.72	20.36	29.98	16.80		0.51	0.12	2.06														\$ 111.55
11/19/20	Roth, William	2116	26.70	9.76	14.77			0.25	0.06	1.34	0.64													\$ 53.52
11/19/20	Samuelson, Payton	4699	80.70	35.65	16.60	16.80		0.26	0.06	2.78														\$ 152.85
12/01/20	Burton, Patricia/Cody	4788	257.89	56.12	41.08	16.00		0.50	0.12	12.67														\$ 384.38
12/10/20	Fejza, Nora	4829	243.37	45.52	29.93	16.80		0.51	0.12	14.05														\$ 350.30
12/01/20	Wallsmith, David	4912	186.25	56.31	29.58			0.25	0.06	16.52														\$ 288.97
12/01/20	Welch, William	4852	40.03	9.76						2.00	0.87													\$ 52.66
01/11/21	Campbell, Marcia	413	182.52								8.99													\$ 191.51
01/01/21	Hargis, Henry/Cyndi	827	16.85		9.93	14.53			0.25	0.06	0.83													\$ 42.45
01/22/21	Howell, Drake/Taylor	4058	19.78		9.93	14.53			0.25	0.06	0.97													\$ 45.52
01/04/21	Oller, Samuel	4530	159.44		64.81	50.04	32.80		0.76	0.18	6.60			100.00	50.00									\$ 464.63
01/07/21	Williams, Jessica	4947	11.54	0.37	9.76	14.52			0.25	0.06	0.58													\$ 37.08
02/01/21	Anderson Homes	4845					203.19																	\$ 203.19

Unpaid Utility Bills April 2020 - March 2021 for the Board of Aldermen

Bill/Mail Date	Customer Name	Account #	Electric	Sales Tax	Water	Sewer	Solid Waste	Extra Solid Waste Fees	MO Prim	Sew Conn	Gross Receipt Electric	D - D Light	Penalty	Misc Electric (Disc Non-Payment)	Misc Water (Disc Non-Payment)	Elect Budget Adjustmt	Ret'd Check Fee	Req'd Deposit Electric	Req'd Deposit Water	Extra Trash Fees	Arrears	Over-payment Electric	Contract	Total
02/01/21	Bodine, Daren/Michelle	3835	24.90		11.18	16.03	10.14		0.51	0.12	6.04													\$ 68.92
02/01/21	Coffelt, Gary	4353					24.00																	\$ 24.00
02/26/21	Cummings, Phillip/Sarah	4752	824.23		236.18	111.98	67.20		1.29	0.30	45.07													\$ 1,286.25
02/01/21	Forrest Cheverlot	0885	492.39		46.83	23.99			0.62	0.83	22.70													\$ 587.36
02/02/21	Golian, Abagial	4754	21.99		24.25	34.13	16.80		0.51	0.12	7.73													\$ 105.53
02/02/21	Jilg, Gene	3069	152.26								7.48													\$ 159.74
02/01/21	Long, Ryan	4320	26.62		9.93	14.60	16.00		0.25	0.06	1.31													\$ 68.77
03/09/21	Windsor, Kenneth	2636	213.44		93.63	62.57	49.60		1.02	0.24	7.98			100.00	50.00									\$ 578.48
03/09/21	Thurston, Darren	4643	1,018.19		133.47	77.54	35.16		4.70	1.12	53.30													\$ 1,323.48
03/09/21	Stringer, Judith	2363	107.61		56.54	44.71	17.22		0.76	0.18	4.84													\$ 231.86
03/09/21	Ridgel, Vanessa	2034	10.99		9.93	14.52			0.25	0.06	0.54													\$ 36.29
03/30/21	Nichols, Marly Rose	3289	116.40		20.34	18.86			0.25	0.06	5.72													\$ 161.63
03/02/21	Mears, Jessica	1653	218.89		9.93	15.60	16.00		0.25	0.06	10.76													\$ 271.49
03/09/21	Mccormack, Jesse	4774	641.34		70.46	51.35	32.80		0.76	0.18	37.66													\$ 834.55
03/29/21	Ledbetter, Jarrid	4266	48.01		9.93	14.52			0.25	0.06	2.36													\$ 75.13
03/09/21	Higgins, Scott	4725	1,452.41				49.60				68.66													\$ 1,570.67
03/29/21	Hawkinson, Steven/ Kimberly	2852	114.77								5.64													\$ 120.41
03/22/21	Gourley, Virginia	2917	88.77		32.35	34.91	8.82		0.51	0.12	4.36													\$ 169.84
03/09/21	Dulany, Brian	4193	729.16		120.44	70.72	49.60		1.02	0.24	40.69													\$ 1,011.87
03/09/21	Bush, Edward	4507	264.95		19.86	30.27	16.00		0.50	0.12	14.93													\$ 346.63
Total Unpaid Utility Bills April 2020 - March 2021			\$ 6,957.45	\$ 0.37	\$ 999.68	\$ 729.92	\$ 644.93	\$ -	\$ 14.96	\$ 4.23	\$ 365.74	\$ -	\$ -	\$ 200.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,017.28
# Of Entries = 75																								

BILL NO.\_\_\_\_

ORDINANCE NO.\_\_\_\_

A BILL TO CREATE AN ORDINANCE ENTITLED:

**AN ORDINANCE TO AMEND CENTRALIA CITY CODE SECTION 18-33 CONCERNING SPEED LIMITS TO LOWER THE SPEED LIMIT ON SEVERAL STREETS IN THE CITY OF CENTRALIA, MISSOURI.**

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF CENTRALIA, MISSOURI, as follows:

SECTION 1. Subsection C of Section 18-33 Of the Centralia City Code is hereby changed, altered and amended as follows:

1. On Missouri Highway 22 from two thousand five hundred seventy (2,570) feet west of Missouri Highway 124 to five hundred fifty (550) feet west of Missouri Highway 124, the speed limit shall be sixty (60) miles per hour; from five hundred fifty (550) feet west of Missouri Highway 124 to Barr Street, the speed limit shall be forty (40) miles per hour; from Barr Street to Jefferson Street, the speed limit shall be thirty (30) miles per hour; from Jefferson Street to Remington Street, the speed limit shall be forty (40) miles per hour; and from Remington Street to one thousand seven hundred (1,700) feet east of Country Club Drive, the speed limit shall be fifty (50) miles per hour.
2. On Missouri Highway 124 from one thousand one hundred (1,100) feet south of Highway CC to Missouri Highway 22, the speed limit shall be fifty (50) miles per hour.
3. On Missouri Highway 151 from Fountain Street to Missouri Highway 22, the speed limit shall be forty-five (45) miles per hour.
4. On Jefferson Street from two hundred thirty-five (235) feet south of Gano Chance Drive to six hundred fifty (650) feet north of Gano Chance Drive, the speed limit shall be forty (40) miles per hour; from six hundred fifty (650) feet north of Gano Chance Drive to Barnes Street, the speed limit shall be twenty-five (25) miles per hour; from Barnes Street to Poage Street, the speed limit shall be twenty (20) miles per hour; from Poage Street to Missouri Highway 22, the speed limit shall be twenty-five (25) miles per hour; and from Missouri Highway 22 to one thousand four hundred (1,400) feet north of Missouri Highway 22, the speed limit shall be forty (40) miles per hour.
5. On Lakeview Street from Highway 124 to Adams Street, the speed limit shall be thirty (30) miles per hour; from Adams Street to Central Street, the speed limit shall be twenty (20) miles per hour, except for any part of the street in a school zone; and from Jefferson Street to one hundred twenty-seven (127) feet east of Ivy Street, the speed limit shall be twenty-five (25) miles per hour.
- 6. On Gano Chance Drive from Columbia Street to Jefferson Street, the speed limit shall be twenty-five miles per hour and from Jefferson Street to two thousand seven hundred (2,700) feet east of Jefferson Street, the speed limit shall be ~~twenty-five (25)~~ thirty-five (35) miles per hour.**
7. On Highway CC from five hundred (500) feet west of Missouri Highway 124 to Missouri Highway 124, the speed limit shall be thirty-five (35) miles per hour.
- 8. On West Singleton Street from Missouri Highway 124 to the COLT Railroad tracks, the speed limit shall be ~~twenty-five (25)~~ thirty (30) miles per hour;** and from the COLT Railroad tracks to Hickman Street, the speed limit shall be twenty-five (25) miles per hour.
9. On North Allen Street from Railroad Street to Switzler Street, the speed limit shall be twenty (20) miles

per hour; and from Switzler Street to Missouri Highway 22, the speed limit shall be twenty-five (25) miles per hour.

10. On Cox Street from Rollins Street to Jefferson Street, the speed limit shall be twenty (20) miles per hour.

11. On Booth Street from Jefferson Street to seven hundred (700) feet east of Orchard Street, the speed limit shall be twenty-five (25) miles per hour.

12. On Sims Street from Jefferson Street to Allen Street, the speed limits shall be twenty-five (25) miles per hour, except for any part of the street in a school zone when in effect.

13. On Switzler Street from Howard Burton Drive to West Southgate Street, the speed limit shall be twenty-five (25) miles per hour.

14. On Walnut Street from Rodemyre. Street to South Street, the speed limit shall be twenty (20) miles per hour.

15. On Rodemyre Street from Walnut Street to Jefferson Street, the speed limit shall be twenty (20) miles per hour.

16. On Columbia Street from Sims Street to Country Land Drive, the speed limit shall be twenty (20) miles per hour; and from Country Land Drive to Gano Chance Drive, the speed limit shall be twenty-five (25) miles per hour.

17. On Remington Drive, the speed limit shall be fifteen (15) miles per hour.

18. On Janey Enlow Lane, the speed limit shall be fifteen (15) miles per hour.

SECTION 2. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3. This ordinance shall take effect and be in full force and effect from and after the date of its passage and approval.

Read two times by title only and **PASSED** by the Board of Aldermen and **APPROVED** by the Mayor this the \_\_\_\_ Day of \_\_\_\_\_ 2021.

Alderman Wilkins: \_\_\_\_  
Alderman Hudson: \_\_\_\_  
Alderwoman Motley: \_\_\_\_

Alderman Stevens: \_\_\_\_  
Alderman Rodgers: \_\_\_\_  
Aldermen Magley: \_\_\_\_

\_\_\_\_\_  
Chris Cox, Mayor

ATTEST:

\_\_\_\_\_  
Tara Strain, City Clerk

BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

A BILL TO CREATE AN ORDINANCE ENTITLED:

**AN ORDINANCE ACCEPTING THE BID OF CHRISTENSEN CONSTRUCTION COMPANY OF KINGDOM CITY, MISSOURI RELATING TO INSTALLATION OF ASPHALT OVERLAYS AND OTHER IMPROVEMENTS ON SEVERAL CITY STREETS OF THE CITY OF CENTRALIA, MISSOURI AND DIRECTING THE CITY ADMINISTRATOR AN/OR THE DIRECTOR OF PUBLIC WORKS & PUBLIC UTILITIES OF CENTRALIA, MISSOURI TO SECURE SUCH ASSURANCES AND DOCUMENTS NECESSARY AND TO SUPERVISE THE WORK DESCRIBED IN THE BID.**

WHEREAS, the City of Centralia Missouri received three competitive bids for installation of asphalt overlays, cold milling and minor reconstruction on several city streets and Christensen Construction Company, of Kingdom City, Missouri offered the lowest and best bid; and

WHEREAS, Christensen Construction Company, of Kingdom City, Missouri has met or appears to be able to meet all of the terms and conditions described in the Request for Bids issued by the City of Centralia, Missouri for asphalt overlay improvement of several streets in Centralia, Missouri.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF CENTRALIA, MISSOURI, as follows:

SECTION 1. The Board of Aldermen of the City of Centralia, Missouri hereby accepts the bid of Christensen Construction Company, of Kingdom City, Missouri, relating to installation of asphalt overlays on several city streets at a cost of ninety-five (\$95.00) per ton of asphalt and a total project cost of Three Hundred Seven Thousand Six Hundred Eighty-five Dollars and no cents (\$307,685.00).

SECTION 2. The Board of Aldermen of the City of Centralia, Missouri hereby authorizes and directs the City Administrator of the City of Centralia, Missouri to secure such assurances and documents necessary and to supervise the work described in the bid accepted in Section 1. of this ordinance.

SECTION 3. This ordinance shall take effect and be in full force and effect from and after the date of its passage and approval.

Read two times by title only and **PASSED** by the Board of Aldermen and **APPROVED** by the Mayor this the \_\_\_\_ Day of \_\_\_\_\_, 2021.

Alderman Motley: \_\_\_\_\_  
Alderman Rodgers: \_\_\_\_\_  
Aldermen Stevens: \_\_\_\_\_

Alderman Magley: \_\_\_\_\_  
Alderman Hudson: \_\_\_\_\_  
Aldermen Wilkins: \_\_\_\_\_

\_\_\_\_\_  
Mayor Chris Cox

ATTEST:

\_\_\_\_\_  
City Clerk Tara Strain



**From: Heather Russell, City Administrator**

**To: Mayor & Board of Aldermen**

**Date: April 1, 2021**

**Re: City Administrator's Monthly Report – March 2021**



- Participated in the Public Utilities and Public Works Committee Meeting on March 8<sup>th</sup>
- Participated in the General Government and Public Safety Committee meeting on March 8<sup>th</sup>.
- Participated in the Board of Aldermen meeting on March 15<sup>th</sup>
- Participated in Special Board of Aldermen meetings on March 8<sup>th</sup> and 29<sup>th</sup>
- Assisted with the development of packets for the Committees, Commission, and the Board meetings
- Prepared or helped to prepare ordinances or resolutions for: adopting the FY22 budget, adopting the FY21 amended budget, change in compensation for salaried employees, updates to the contract between the City and Union Local 955, MIRMA insurance, three-year mowing contract with Progressive Landscaping, authorizing a July 4<sup>th</sup> fireworks display, City prosecuting attorney services, changes to speed limits, contract with the Chamber of Commerce.
- Reviewed employee anniversary dates for the month and prepared notices as necessary for automatic longevity pay increases.
- Contact Colt Railroad about the RR crossing at Gano Chance.
- Met with Department Heads to do a final budget review on March 2<sup>nd</sup> and 4<sup>th</sup>
- Attended the Wastewater Treatment Facility pre-bid meeting on March 3<sup>rd</sup>
- Met with Lincoln Brown of Mid-MO Regional Planning Commission via video conference on March 5<sup>th</sup>.
- Prepared responses to the Union Local 955 on behalf of the Board of Aldermen
- Handled insurance quotes for property, liability, and work comp.
- Reviewed street conditions – specifically Ivy and Campbell.
- Checked the condition of 617 N Hickman after reports of a residential structure fire March 11<sup>th</sup>.
- Met with Cydney, Mike Forsee, Darren Adams and his attorneys re. North Pointe Subdivision on March 15<sup>th</sup>.
- Developed and conducted training on the Time and Attendance system with all City Departments.
- Corresponded with gWorks and Central Bank regarding p-card interface March 18<sup>th</sup>.
- Met with various individuals regarding leak at City Hall and filed an insurance claim with CHUBB for water damages.
- Discussed and helped to guide the newsletter process with Sam and Tara at City Hall.
- Worked with Catherine and Tara to answer questions regarding building permit applications.
- Completed insurance cancellations for MOPERM, CHUBB and MO Rural Services effective 4/1/2021.
- Met with MIRMA representative Patrick Bonnot and City Dept. Heads for a loss prevention meeting on March 25<sup>th</sup>.
- Responded to questions and provided information for the SRF application for the wastewater improvements.
- Helped to trained City Hall staff on service order processes.
- Worked with City staff and gWorks regarding new time & attendance module.
- Updated City Website content throughout the month.
- Updated FY202122 budget (this took a substantial amount of time throughout the month)
- Dealt with various personnel issues during the month.
- Conducted meetings of Department heads (March 10<sup>th</sup>, 17<sup>th</sup> 24<sup>th</sup> and 31<sup>st</sup>)
- Participated in City Hall staff meeting (March 16<sup>th</sup>)
- Completed various contracts, payment agreements, and other misc. paperwork as arose.
- Responded to various citizen requests, personnel issues, reviewed payroll, issued Unlicensed Vehicle Permits and as needed approved final building permits, reviewed parts of commercial building permits, entered building permit information, answered questions from the media and other tasks.

All the tasks started and completed required the support of the Board of Aldermen and the cooperation of the staff in City Hall and the rest of the City staff.