



**MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
DECEMBER 6, 2021
6:00 PM**

1. Call to Order

The meeting was called to order at 6:00 PM by Mayor Judy Bowman.

A. Pledge of Allegiance

Attendee Name	Organization	Title	Status	Arrived
Bill Mills	Harrisonville	Board Member	Present	
Mike Zaring	Harrisonville	Board Member	Excused	
Sandy Franklin	Harrisonville	Board Member	Present	
Dave Doerhoff	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Judy Reece	Harrisonville	Board Member	Present	
Gary Davidson	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Judy Bowman	Harrisonville	Mayor	Present	

Others present: City Administrator Brad Ratliff, Director of Administrative Services Jeremy Smith, City Attorney Steve Mauer, Public Works Director/City Engineer Carl Brooks, Electric Department Superintendent Andy Pollard, Police Chief John Hofer, Baker Tilly CPA Ben Hart and City Clerk Daniel Barnett - recording.

2. Ceremonial Matters

None.

3. Public Participation

None.

4. Approval of Minutes

A. Board of Aldermen - Regular Meeting - Nov 15, 2021 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Judy Reece, Board Member

SECONDER: Dave Doerhoff, Board Member
AYES: Mills, Franklin, Doerhoff, Milner, Reece, Davidson, Turner
EXCUSED: Mike Zaring

B. Board of Aldermen - Work Session - Nov 15, 2021 6:30 PM

RESULT: **ACCEPTED [UNANIMOUS]**
MOVER: Sandy Franklin, Board Member
SECONDER: Matt Turner, Board Member
AYES: Mills, Franklin, Doerhoff, Milner, Reece, Davidson, Turner
EXCUSED: Mike Zaring

5. Agenda Items

A. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AUTHORIZING THE CITY ADMINISTRATOR TO CONDUCT THE ANNUAL DESTRUCTION OF RECORDS, IN ACCORDANCE WITH THE STATE OF MISSOURI RECORD RETENTION SCHEDULES.

Staff report presented by City Clerk Barnett.

Barnett provided the Board with a summary of documents from each department that will be destroyed.

Barnett informed the Board that a small number of boxes from the Municipal Court were not included in the list of proposed documents. Barnett passed out a printout detailing what was contained in the boxes from Municipal Court.

Barnett said the documents will be destroyed on Tuesday, December 14.

Upon passage, Mayor Bowman designated the resolution to be Resolution number 2021-44.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bill Mills, Board Member
SECONDER: Gary Davidson, Board Member
AYES: Mills, Franklin, Doerhoff, Milner, Reece, Davidson, Turner
EXCUSED: Mike Zaring

B. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE APPROVING A LEGISLATIVE AGENDA FOR THE YEAR 2022.

Mayor Bowman informed the Board that a long list of pre-filed bills have been created for the upcoming legislative year in Jefferson City.

Bowman asked that the Board table Council Bill 89 until staff have had the opportunity to review the list of pre-filed bills, to determine which bills to support and which to oppose.

Bowman encouraged the Board to oppose a bill that was recently filed that would do away with any elections outside of the national November elections, as it would interfere with municipal elections, school board elections, increase election costs and create potential voter fatigue, due to a lengthy ballot. Bowman also encouraged the Board to oppose a recent move to create partisan municipal governments. A move Bowman feels would reduce the efficiency and effectiveness of municipal governments.

Alderwoman Milner made a motion to table Council Bill 89. The motion was seconded by Alderwoman Franklin. Motion carried with a 7-0 vote, with Alderman Zaring excused.

RESULT: TABLED [UNANIMOUS]

Next: 1/4/2022 6:00 PM

MOVER: Marcia Milner, Board Member

SECONDER: Sandy Franklin, Board Member

AYES: Mills, Franklin, Doerhoff, Milner, Reece, Davidson, Turner

EXCUSED: Mike Zaring

C. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE TO AUTHORIZE THE HARRISONVILLE EMERGENCY SERVICES DEPARTMENT TO WRITE-OFF A SERIES OF DESIGNATED, UNCOLLECTIBLE DEBTS.

Staff report presented by Director of Administrative Services Smith.

Alderwoman Reece asked for an explanation as to why the items were not able to be collected by the City and asked about what efforts are made to collect these monies.

Smith outlined the factors that can impede the City from collecting these funds.

Alderman Doerhoff asked if the City receives any reimbursements for COVID-19-related services.

Smith said the City did receive some additional funding, but said it was a very small amount.

Alderwoman Franklin asked how many years back the debt goes.

Smith said the reports do not list specific dates, but said the list is quite extensive.

Alderman Davidson asked if the City ever goes after a deceased individual's estate to recoup the owed funds.

Smith said those methods have been attempted in past years, but said it was very difficult to attain any funds in those attempts.

Upon passage, Mayor Bowman designated the resolution to be Resolution number 2021-45.

RESULT: APPROVED [UNANIMOUS]

MOVER: Gary Davidson, Board Member

SECONDER: Marcia Milner, Board Member

AYES: Mills, Franklin, Doerhoff, Milner, Reece, Davidson, Turner

EXCUSED: Mike Zaring

D. Council Bill No. 2021-xxx Ordinance No. xxxx AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AMENDING THE OPERATING BUDGET FOR THE CITY OF HARRISONVILLE, MISSOURI, FOR THE FISCAL YEAR JANUARY 1, 2021 THROUGH DECEMBER 31, 2021, AND ESTABLISHING AN EFFECTIVE DATE.

Staff report presented by Baker Tilly CPA Hart.

Hart outlined the items asking to be amended, including: An increase to street expenses, which is a budget carryover from 2020 in the General Fund, and an increase for interest payments associated with Parks and Recreation financing for 2021.

Upon passage, Mayor Bowman designated the ordinance to be Ordinance number 3571.

RESULT: ADOPTED [UNANIMOUS]

MOVER:	Matt Turner, Board Member
SECONDER:	Marcia Milner, Board Member
AYES:	Mills, Franklin, Doerhoff, Milner, Reece, Davidson, Turner
EXCUSED:	Mike Zaring

E. AN ORDINANCE OF THE HARRISONVILLE BOARD OF ALDERMEN ADOPTING AN OPERATING BUDGET FOR THE CITY OF HARRISONVILLE, MISSOURI, FOR THE FISCAL YEAR JANUARY 1, 2022 THROUGH DECEMBER 31, 2022

Staff report presented by Baker Tilly CPA Hart.

Hart pointed out the \$2,032,000 of American Rescue Plan funds that will be included in the 2022 budget.

Hart outlined a variety of the larger items included in the proposed budget.

Hart spoke to the Board about the City's budget being awarded a Distinguished Budget Award from the Government Finance Officers Association. Hart said the award is not one to be taken lightly.

Mayor Bowman thanked Hart and City staff for their efforts in preparing the budget.

Alderman Milner thanked the City Department Heads for the time they spent creating the budget and for their leadership to the City.

Upon passage, Mayor Bowman designated the ordinance to be Ordinance number 3572.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Doerhoff, Board Member
SECONDER:	Mike Zaring, Board Member
AYES:	Mills, Franklin, Doerhoff, Milner, Reece, Davidson, Turner
EXCUSED:	Mike Zaring

6. Aldermen and Committee Reports

Alderman Franklin shared her appreciation for the strong turnout at the 2021 Christmas on the Square event on Saturday. Franklin commended the Love the Harrisonville Square organization and the camaraderie of all those involved. Franklin thanked Bright Futures for their services to the Harrisonville community and schools and spoke about positive experiences she has had working with the organization.

Alderman Milner echoed the statements of Alderman Franklin regarding the Bright Futures Adopt a Family program and their service to the Harrisonville community. Milner thanked the Board and City staff for their support following the passing of her mother.

Alderman Turner said he enjoyed the Christmas on the Square event and thanked Love the Harrisonville Square for their efforts.

Alderman Mills mentioned to Public Works Director/City Engineer Brooks that there were still silt socks laying in front of storm drains on Mechanic Street, and asked that those be removed.

Alderman Davidson echoed Alderman Franklin's statements about Bright Futures. Davidson reminded everyone that Shop With a Cop is coming up on December 18, and encouraged all those in attendance to donate to the program.

Mayor Bowman asked Chief Hofer to provide an update on the Shop With a Cop program.

Chief Hofer spoke about the ongoing efforts to prepare for the 2021 Shop With a Cop event and said this year they hope to bless more than 200 children during the event.

7. Report from the City Administrator

City Administrator Ratliff spoke to the recent GFOA Distinguished Budget Award that the City received and gave kudos to the Finance Department for their hard work and dedication to make that possible. Ratliff spoke to the teamwork and camaraderie going on between the Department Heads, staff and the Board of Aldermen and said he was grateful for the work being done by all.

Ratliff informed the Board that Spire Gas has submitted Right-of-Way permits to work on Sam, Oakland and Washington Streets. Ratliff said City Engineer/Public Works Director Brooks is currently working with the Missouri Department of Transportation to review, with the contractor, any possible damage to City streets that has been caused by increased traffic as a result of the work done on Mechanic Street (MO-7 Highway).

Ratliff told the Board that City staff sent markups for the Glen Eagle Regional Retention Storm Water Basin to the engineering firm this week. Ratliff also said staff have received information on the preliminary jurisdictional determination request that was sent to the US Army Corps of Engineers. Ratliff said the Corps has determined that an 'individual' permit will be required in lieu of a 'nationwide' permit, which will require a public hearing and potential mitigation.

Ratliff informed the Board that the contractors who will be working on the City Lake and Lake Luna dam and spillway projects have been given a notice to proceed.

Ratliff told the Board that Public Works Director/City Engineer Brooks has received one easement agreement for the South Sanitary Sewer project. Ratliff said the design-build engineer/contractor's 60-percent cost estimate came in at \$6.4 million, which was over the proposed budget. Ratliff said the engineer will submit an engineering agreement to finish the final design in order to advertise the project, but if the final design fee is also too high, City staff plan to terminate the engineering firm and complete the final design on their own, with some electrical and mechanical work being sub-contracted.

Ratliff provided an update to the progress of the Outdoor Pool project and said the concrete pours for the new floor began today.

Ratliff provided an update to the progress at the fountain in Marler-Wirt-Allen Park.

Ratliff informed the Board that Culvers has received a conditional TCO for employees and product delivery only. Ratliff said the store plans to open to the public on Monday, December 13.

Ratliff provided the Board with an update to the ongoing Comprehensive Master Plan process. Ratliff spoke about a recent meeting with the Missouri Department of Transportation and the Cass County Commissioners, in which MoDOT shared that they expect to have a preliminary study of Mechanic Street from the railroad tracks to Interstate 49 completed within the next 60 days. Ratliff also said the County Commissioners said they would be willing to work with the City, as it plans the future of the downtown area, with regards to County-owned real estate.

Ratliff reminded those in attendance about the Comprehensive Master Plan Framework Summit that will be held at 6 p.m. on January 6, at the Chamber of Commerce building.

8. Questions from the Media

None.

9. Adjourn from Regular Session

Mayor Bowman requested permission from the Board to cancel the December 20, Board of Aldermen meeting, as there are no items for the agenda. Bowman also requested that the Board grant permission to move the January 3, Board of Aldermen meeting to January 4. The Board offered a consensus to approve the changes to the schedule.

Bowman echoed the reminder from City Administrator Ratliff about the Comprehensive Master Plan Framework Summit that will be held at 6 p.m. on January 6.

Bowman spoke to the Board about the upcoming Town Hall meeting on January 8. Bowman said the presenter would be LifeFlight Eagle, who would be presenting a STOP THE BLEED program. Bowman said LifeFlight Eagle also plans to hold a CPR course in February.

Bowman shared that she had a wonderful time at Christmas on the Square and enjoyed seeing such a large crowd in attendance for both the event and the Mayor's Christmas Tree lighting. Bowman shared a story from one of the children who helped light the tree and spoke about the blessing that Christmas is for the children in our community and around the world. Bowman thanked those who made the event possible, including Department Heads, the Parks and Recreation Department, several Aldermen, the Love the Harrisonville Square organization and several others.

A motion was made by Alderman Davidson to adjourn, with a second by Alderwoman Milner. Motion carried with all ayes. Meeting adjourned at 6:44 p.m.

Judy Bowman, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Daniel Barnett, City Clerk