

Public Hearing – Budget

Cabool Board of Aldermen

Monday, June 26, 2023, 5:30 p.m.

Cabool City Hall, 618 Main Street

The Board of Aldermen of the City of Cabool will hold a Public Hearing for the purpose of considering the budget for the 2023-2024 fiscal year. The hearing will be held June 25, 2023, at 5:30 p.m., at Cabool City Hall, 618 Main Street, Cabool, Missouri. Those attending will have the opportunity to provide oral and written comment and ask questions concerning the entire budget of the City of Cabool.

Present: Clayton Steelman – Park Supt., Ryan Wood, Nicole Wood, James Gray, Jerald Sigman – Chief of Police, Brent Honeycutt – Fire Chief, Conway Hawn – City Attorney, Ron Scheets – City Administrator, Kim Elliott – City Clerk

Mayor Cannon opened the Public Hearing at 5:30 p.m. with the following Aldermen present:

Alderman Brad Roberts

Alderwoman Kate Ellison

Alderman John Mark Hale

Absent: Alderman John Williams

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Mayor Cannon stated the reason for the public hearing. City Administrator Ron Scheets stated that each department was in the black after the adjustments made to the revenues and expenditures. The General Fund is \$981.90 to the good, the Water and Sewer Funds are \$6,089.20 to the good, and the Electric Fund is \$798.28 to the good. The overall budget this year is \$6,649,030.62, and last year's total budget was \$6,404,000.

Mayor Cannon asked if there were any questions regarding the proposed budget for the fiscal year July 1, 2023 through June 30, 2024. There were none.

A motion was made by Hale/Roberts to close the public hearing at 5:33 p.m. Motion carried with 3 ayes and 0 nays.

Regular Meeting Minutes

Cabool Board of Aldermen

Monday, June 26, 2023, immediately following Public Hearing

Cabool City Hall, 618 Main Street

Present: Clayton Steelman – Park Supt., Ryan Wood, Nicole Wood, James Gray, Jerald Sigman – Chief of Police, Brent Honeycutt – Fire Chief, Conway Hawn – City Attorney, Ron Scheets – City Administrator, Kim Elliott – City Clerk

Call to Order: Mayor Cannon called the regular meeting to order at 5:33 p.m. with the following Aldermen present:

Alderman Brad Roberts
Alderwoman Kate Ellison
Alderman John Mark Hale
Absent: Alderman John Williams

Public Comment: None

Approval of Agenda: A motion was made by Hale/Ellison to approve the agenda as presented. Motion carried with 3 ayes and 0 nays.

- I. **Unfinished Business:** None

- II. **New Business:**
 - A. **Regular Meeting Minutes/Closed Session Minutes – May 15, 2023:** A motion was made by Hale/Roberts to approve the minutes. Motion carried with 3 ayes and 0 nays.
 - B. **Budget Work Session Minutes – June 5, 2023:** A motion was made by Hale/Ellison to approve the minutes. Motion carried with 3 ayes and 0 nays.
 - C. **Budget Work Session Minutes – June 12, 2023:** A motion was made by Ellison/Hale to approve the minutes. Motion carried with 3 ayes and 0 nays.
 - D. **Police Report – May 2023:** A motion was made by Roberts/Hale to approve the report. Motion carried with 3 ayes and 0 nays.
 - E. **Municipal Court Report – May 2023:** A motion was made by Roberts/Ellison to approve the report. Motion carried with 3 ayes and 0 nays.
 - F. **Financial Report – May 2023:** Alderman Roberts asked if the other CD's have been changed to the 4.25%. City Clerk Kim Elliott stated she had talked with Tom Coats at People's Bank about the two that renew in June, and he said they will renew at the 4.25% interest rate. A motion was made by Ellison/Roberts to approve the financial report. Motion carried with 3 ayes and 0 nays.
 - G. **Paid Bills – May 2023:** A motion was made by Roberts/Ellison to approve the bills. Motion carried with 3 ayes and 0 nays.
 - H. **Approval of Additional Lifeguards:** Chariti Coffman, Makala Watson, and Kira Graves. Mr. Scheets explained that when the original list of lifeguards was presented for approval, these 3 had not applied at that time. There was discussion regarding how

many lifeguards were needed as well as how many hours they get. A motion was made by Hale/Ellison to approve the 3 additional lifeguards. Motion carried with 3 ayes and 0 nays.

III. City Administrator's Report:

- A. **Project Update:** Mr. Scheets had presented the following written report for the Mayor and Board of Aldermen:

June 26, 2023
City Administrator Report

June is almost over, and the Fourth of July Celebration is fast approaching. We have come a long way this year and are very proud of the good things happening in Cabool. We are not seeing any slowdown in the building here in town and are working on our end to do everything possible to ensure that we don't. We have finalized the budget for FY 23-24 and are excited to see things continue. I would like to thank the Council for their input and guidance on the upcoming budget. I know we have some things to address as we move forward that may require adjustments to the budget and we will deal with them as they arise.

We have been working on Mr. Collins to get a plan from him on his buildings on Main St. to no avail thus far. I am contacting Conway to have a registered letter sent to ask for a plan to be presented ASAP. We have to keep after Mr. Collins or he will just let things drop. We have been calling him twice a week and asking for a plan. We have also sent a letter giving him a deadline and a copy of the inspection report.

The Street Department has been getting asphalt as often as they can and have been fixing utility cuts and potholes, getting ready for the paving company to be here when they can this summer. They have hauled brush, cleaned ditches, and have been hauling dirt to build the pad for the permanent sign being planned for just north of the Nevill Auction barn on Hwy 63. Arnold had his crew get the sweeper out to sweep Main St and to clean up dirt on Juniper Dr. where the new housing construction is taking place.

The Park Department, with the help of the Water Department, has found the leak we were searching for at the pool. It turns out that the leak is in one of the water spigots in the deck. We are currently using a different one and will work on the one with the leak after the season. The Park workers have put up NEW Flags for Flag Day and are planning to leave them up until after the Fourth of July. They have been busy with mowing and trash pickup, but have also started pressure washing all of the shelters and the gazebo on Main St. The plan is to get the shelters and gazebo stained before the Fourth of July if possible. They have also been working to keep the ball fields ready for YMCA summer activities.

The Water and Sewer Departments have been helping the Park Department at the pool as I mentioned earlier. They have also been installing a few meters and doing new taps for water and sewer as needed for new construction at Woodland Heights. They are working on getting the water line to the Second Baptist Church stubbed out and the meter set. We have also had surveyors here to get the easements set and recorded to allow us to take sewer lines to the back side of Woodland Heights as well. We have been having some issues with plant growth in the lagoons, the guys have sprayed twice now to address this problem. Tyler has passed his "Waste-water C" certification, and now has all of the Certifications to match our system on both the water and wastewater sides. He has done a GREAT job on those certifications and now we have Seth, Michael and Tyler that are fully certified to match the system.

The Electric Department has been busy digging in and installing new services and lines at Woodland Heights also. They have been setting pad-mount transformers to service the new homes there. They have also been trimming and removing several trees around town. Last week I attended the Quarterly meeting at MPUA. We discussed as usual our purchasing of power as the MMMPEP group. Things are looking very good for us on the wholesale side, natural gas prices are staying low that is a good sign for our group. We have not seen the spike this year that we saw the last couple of years as the temperatures rose in the summer. That is no guarantee that we won't this summer, but right now it doesn't seem like it will be as drastic as we have seen in years past.

We had a very good round table meeting about AMI systems. One of the presenters comes from a City that uses the same system we use, he and I had a really good conversation after the session. We both agreed that the system will do much more than we are utilizing at the current time. We also feel that this system will be a long term system that we can utilize for years to come without having to invest a ton into a new system.

We have had a few employees off on vacations, but overall we have had full crews and they are staying busy. We also seem to have been getting back to normal in all department as far as worker health goes. We have one still doing physical therapy, and the rest are back to full duty with no restrictions.

Ron Reed is back as we mentioned last month. Ron is doing well, and has done right back in, working on retail a lot, and keeping up with the housing that is currently being built. Ron is only scheduled for 2 days a week, but is generally busy 3 or more days. He is working on the Twin Cities Grants as well, making sure they continue to move forward.

Again I would like to thank the Council for the guidance and decisions made for the upcoming budget year. We have been very fortunate to see stable and increasing sales tax and use tax numbers. In the upcoming year we have discussed a few things that will take some time to figure out, such as the YMCA operating the pool, and the prospect of a new YMCA facility. We are also fast approaching a time of change in our

employees, with a few getting close to retiring. We have been having discussions internally about how to best address those issues. Beginning the new fiscal year we will see ongoing challenges like we are seeing now, such as material delays and what not, but we will continue to work to get things done as quickly as things will allow.

I may have additional information at the meeting, I am writing this report on Tuesday the 20th due to meetings scheduled for the week.

Mr. Scheets also reported that he had met with Sharon Monter with the YMCA this morning, and discussed the possibility of the YMCA taking over the operation of the city pool. She stated that in Mtn. Grove, the City gives the YMCA X amount of dollars and then the YMCA handles everything, including hiring and paying the lifeguards. She will get some figures together for us to look at. Mr. Scheets also reported that Clayton and Stacy had met with the ladies working on the Christmas project today.

Mr. Scheets reported that tomorrow a couple of the guys will go to Rolla to pick up the concrete parking stops that we are getting for free. He stated we will be able to use them at several different places.

Mr. Scheets has also been talking with MODOT about the lighting and sidewalks going out on the west end of town. They said there is not much funding available, but might be some cost sharing possible.

- B. Police Officer Training:** Mr. Scheets stated that we had talked a little bit about the possibility of paying for training for an officer to go through the police academy. Chief Sigman stated the next academy is coming up in September and will go through February. The cost of the academy is around \$5,000. He would like to see the City pay for the tuition for the academy, as well as pay them a wage of \$16 for 40 hours per week, as most cannot afford to not have a job for the months attending the academy. In turn, we would ask for a 5 year commitment. Alderman Roberts stated that this would amount investing around \$15,000 in the training for a new officer. Chief Sigman stated that is what most towns are having to do to get officers.

A motion was made by Hale/Roberts to pay for the tuition of \$5,000 for someone to go through the academy, as well as pay them a wage of \$16 for a 40 hour week while attending the academy. The following roll call vote was recorded: Roberts – aye, Ellison – aye, Hale – aye.

Chief Sigman stated that he has 2 employees that will be moving out of town, one is about 5 miles out and one is at Elk Creek. He stated our current policy to take police cars home allows for 5 miles, and he would like to request that we allow up to 10 miles. A motion was made by Hale/Ellison to allow officers to take police cars home up to 10 miles from town. The following roll call vote was recorded: Roberts – aye, Ellison – aye, Hale – aye.

Mr. Scheets stated that we had also talked a bit about putting a public safety tax on the ballot for the fire and police departments. He stated we didn't need to decide now, but the final certification date to get something on the November ballot is August 29th. Chief Sigman stated he is looking at ½%, this would be ¼% for the police and ¼% for the fire. City Attorney Conway Hawn stated he is working on the wordage and will get something sent over for us to look at, and then we can discuss it at the July meeting.

- C. **SCOCOG – CDBG Administrative Agreement:** Mr. Scheets stated SCOCOG had sent this agreement that we need to sign so that they can handle the grant for us. A motion was made by Roberts/Hale to approve signing the administrative grant agreement with SCOCOG. Motion carried with 3 ayes and 0 nays.
- D. **Bob Reed – Fireworks Sales Request:** Mr. Scheets stated that Mr. Reed had asked about operating a fireworks sales stand by his business. Mr. Scheets had given him the fireworks regulations from our code book, and Chief Sigman and Chief Honeycutt have been to do an inspection of the site and reported everything is ok for them to sell. Mr. Reed has brought in his proof of insurance, so everything seems to be in order. A motion was made by Roberts/Ellison to approve Mr. Reed having a fireworks sales stand near his business at 303 Ozark Street. Motion carried with 3 ayes and 0 nays.
- E. **Lagoon Update:** Mr. Scheets stated that our lagoons are all in good range, but have developed some plant growth that we need to get under control. We are working on treating it.
- F. **Great Rivers Engineering – Reimbursement Received:** Mr. Scheets stated that he wanted to let everyone know that we had finally received the \$50,000 reimbursement for funds we spent on the bank stabilization study.
- G. **MODOT Letter:** Mr. Scheets stated he had received a letter from MODOT outlining their sidewalk project on Ozark. They have addressed the issue at Cabool Florist, and it will not impose as bad on their limited parking situation. Alderman Hale stated he thought they were supposed to provide us with a map outlining their work. Mr. Scheets stated they had included a map with this letter. He also stated they are kind of telling us, not asking us. It is their project, and all we had to do was help with moving the Town and Country sign, as well as help with a small section up around Pineview Heights.

Mr. Scheets also reported that we had had a complaint about the abandonment of Westwood Drive. There was an issue of property lines after the survey had been done, but he thinks it has been worked out between the property owners. Mr. Scheets stated the title company had researched it, and the original easement was taken off of the property that is has now gone back to.

IV. City Attorney's Report:

- A. **First Reading – Council Bill No. 1112 – Ordinance No. 006-2023: AN ORDINANCE ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024:** A motion was made by Roberts/Hale to approve Council Bill No. 1112 for the first reading. The following roll call vote was recorded: Roberts – aye, Ellison – aye, Hale – aye.
- B. **Second Reading – Council Bill No. 1112 – Ordinance No. 006-2023: AN ORDINANCE ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024:** A motion was made by Hale/Roberts to introduce Council Bill No. 1112 for the second reading. The following roll call vote was recorded: Roberts – aye, Ellison – aye, Hale – aye. Council Bill No. 1112 will become City Ordinance No. 006-2023.
- C. **Resolution No. 2023-002R: A RESOLUTION APPROVING AN AGREEMENT ON THIS 26TH DAY OF JUNE, 2023, BY AND BETWEEN THE CITY OF CABOOL, MISSOURI, AND THE CABOOL DEVELOPMENT FOUNDATION, INC.**
- D. **Resolution No. 2023-003R: A RESOLUTION APPROVING AN AGREEMENT ON THIS 26TH DAY OF JUNE, 2023, BY AND BETWEEN THE CITY OF CABOOL, MISSOURI, AND THE STARS FOUNDATION**
- E. **Resolution No. 2023-004R: A RESOLUTION APPROVING AN AGREEMENT ON THIS 26TH DAY OF JUNE, 2023, BY AND BETWEEN THE CITY OF CABOOL, MISSOURI, AND THE OZARKS FAMILY YMCA**
- F. **Resolution No. 2023-005R: A RESOLUTION APPROVING AN AGREEMENT ON THIS 26TH DAY OF JUNE, 2023, BY AND BETWEEN THE CITY OF CABOOL AND THE CABOOL AREA CHAMBER OF COMMERCE**
- G. **Resolution No. 2023-006R: A RESOLUTION APPROVING AN AGREEMENT ON THIS 26TH DAY OF JUNE, 2023, BY AND BETWEEN THE CITY OF CABOOL AND THE CABOOL HISTORY SOCIETY**
- H. **Resolution No. 2023-007R: A RESOLUTION APPROVING AN AGREEMENT ON THIS 26TH DAY OF JUNE, 2023, BY AND BETWEEN THE CITY OF CABOOL, MISSOURI AND THE CABOOL SENIOR CENTER**

A motion was made by Roberts/Hale to approve Resolution No. 2023-002R through 2023-2007R approving the agreements between the City and the organizations. The following roll call vote was recorded: Roberts – aye, Ellison – aye, Hale – aye.

V. **Board Reports:**

Alderman Roberts: asked who takes care of the property on Summit Street next to Vivian Oaks, as the grass is getting really tall. Mr. Scheets stated he would have to see if he could get a contact number for the family that is taking care of it. Alderman Roberts also asked about the Ronnie Collins properties. Mr. Scheets stated that we cannot get a response from Mr. Collins, and we had mailed him a certified letter, so we will move forward with the condemnation process. Alderman Roberts asked how soon that would take place, and Mr. Scheets stated he thought we had about 8 days left. Alderman Roberts also asked how the City's web page was being kept up. Mr. Scheets stated he updates it with everything he can, including minutes, agendas, activities, etc. Alderman Roberts also asked who is responsible for cleaning up ditches. There are several around town that are looking pretty bad, including that creek area that runs down by the car wash. Mr. Scheets stated that the City usually takes care of those, and he will mention it to the street guys.

Alderwoman Ellison: stated we had \$5,000 in the budget for painting at the pool, but it hasn't been painted, and it looks pretty bad. Mr. Scheets stated they normally try to do it before filling it each year. Clayton Steelman stated they hadn't painted since year before last. Mr. Scheets also stated that part of the problem was that the lifeguards are not vacuuming as they should be.

Alderman Hale: nothing

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VI. **Mayor's Report:**

Mayor Cannon asked about a property at the corner of Cedar and Walnut. The drive on the Walnut Street side is all busted up, and that is where the resident's there are trying to park their camper.

- A. **Appoint an Alderman for the Planning Commission:** Mayor Cannon stated we need to have one Alderman on the Planning Commission board. Alderman Roberts stated he would be on the Planning Commission board.
- B. **Set Date for Next Regular Meeting:** Mayor Cannon stated the next regular meeting will be held on Monday, July 17, 2023, at 5:30 p.m.

There being no further business, a motion to adjourn the meeting was made by Hale/Roberts at 6:07 p.m. Motion carried with 3 ayes and 0 nays.

APPROVED BY THE BOARD OF ALDERMEN AT THE REGULAR MEETING ON JULY 17, 2023.

Danny Cannon, Mayor

ATTEST:

Kim Elliott City Clerk

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