

City of Hawk Point
Minutes of Regular Meeting
Thursday, March 15, 2018

The Board of Aldermen of the City of Hawk Point held a regular meeting on Thursday, March 15, 2018, at the Hawk Point Civic Center, pursuant to the agenda posted Tuesday, March 13, 2017.

Mayor Henebry called the meeting to order at approximately 6:00 p.m. Present were Mayor Robert Henebry, Aldermen Jennifer Crigger, Brenda Bryant, and Shawn Ellis. Alderman Adam Stanek was absent at this time. Mayor Henebry determined a quorum was present.

Staff present: City Clerk Samantha Shelton, City Attorney Cindy Davenport, Public Works Terry Stuck and Johnnie Baker, and Police Chief Bob Bone

Guests in Attendance: No Guest in Attendance.

APPROVAL OF AGENDA

Alderman Bryant moved and Alderman Ellis seconded the motion to approve the agenda.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

APPROVAL OF THE MINUTES

Alderman Crigger moved and Alderman Bryant seconded the motion to approve the minutes for the previous Regular Meeting.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

PETITIONS & BUSINESS BROUGHT BEFORE THE COUNCIL BY THE PUBLIC

Nothing to discuss at this time.

NEW BUSINESS

Item 5.A. Jason McBride – JKC Precision – New Business License

Alderman Crigger mentioned that she had previously discussed her questions and concerns with Mr. McBride regarding JKC Precision. Alderman Crigger stated that Mr. McBride said that his hours of operation will not be advertised to the public and that Mr. McBride will come in and amend his application to state such.

Motion to approve the New Business License for JKC Precision was made by Alderman Crigger and Seconded by Alderman Bryant.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

UNFINISHED BUSINESS

Item 6.A. Wastewater Project

Mayor Henebry reported that USDA has the Sale of Land Contract and is reviewing it at this time. City Attorney recommended contacting Missouri State Representatives to help with the process.

Motion to approve the Contract, selling 80 acres of the land to Keith Witt, that was originally purchased for the wastewater irrigation, should the contract be approved as is by USDA before the April 2, 2018, Board Meeting, was made by Alderman Bryant and Seconded by Alderman Crigger.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Mayor Henebry advised the Board of Cannon's request for the City to sign a Letter of Intent to Award the Wastewater Project Bid to Cannon.

Motion to approve Mayor Henebry to sign the Letter of Intent from Cannon was made by Alderman Ellis and seconded by Alderman Bryant.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

REPORT OF OFFICERS, BOARDS AND COMMITTEES

Item 7.A. Police Report – Bob Bone

Public Works Terry Stuck stated that there were no Bid for the Repair of the Police Station Roof at this time.

Chief Bob Bone discussed Ordinance Violations with the Board.

Chief Bob Bone stated that New Police Officer Billy Sutton has stuck true to his word and has been surpassing the minimum hours that officers are expected to work.

Motion to give Billy Sutton a \$1.00 an hour raise, bringing his pay to \$14.00 an hour was made by Alderman Crigger and seconded by Alderman Bryant

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Discussion of Weekend Hours for Police took place

Motion to add an additional \$1.00 an hour pay to any officer that works the weekends, beginning at 12:00AM on Saturday(s) through 11:59PM on Sunday(s), was made by Alderman Crigger and seconded by Alderman Bryant.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Discussion of Police Employee Pay is to be discussed at the next Board of Aldermen Meeting, scheduled for Monday, April 2, 2018.

Item 7.B. Public Works Report – Terry Stuck & Johnnie Baker

Street Repairs

Public Works Terry Stuck explained that many streets needed pothole repairs. It was then advised to purchase cold patch in bulk rather than by the bag because of the dramatic difference in cost.

Motion to approve to purchase cold patch in bulk for the repair of the city streets was made by Alderman Bryant and Seconded by Alderman Crigger.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Additional Employee

City Clerk Samantha Shelton explained that the Board should consider starting the process of searching for an additional employee for the Public Works Department to fulfill Johnnie Bakers Pubic Works position once he retires.

Motion to approve to have an ad in the paper for a Part Time Public Works Employee was made by Alderman Crigger and seconded by Alderman Bryant.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Item 7.C City Clerks Report – Samantha Shelton

Monthly Financial Reports

Alderman Crigger moved and Alderman Ellis seconded the motion to approve the January 2018 Financial Reports.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Monthly Utility Revenue Transfer

Motion to approve the Monthly Utility Revenue Transfer from the Water Account into the Sewer Account in the amount of \$10,968.78 was made by Alderman Bryant and Seconded by Alderman Ellis.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Motion to approve the Monthly Utility Revenue Transfer from the Water Account into the Trash Account in the amount of \$2,706.03 was made by Alderman Bryant and Seconded by Alderman Ellis.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

2017 Audit Update

City Clerk Samantha Shelton gave the Board an update on the outcome of the 2017 Audit that was completed at the end of February.

QuickBooks Payroll/Payroll Taxes

City Clerk Samantha Shelton gave the information that QuickBooks Advisor, Gina Cooper provided regarding QuickBooks Payroll/Payroll Taxes.

Motion to approve to have QuickBooks manage Monthly and Quarterly Payroll Taxes and Payroll Tax Payments was made by Alderman Crigger and seconded by Alderman Ellis.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Item 7.D Mayor and Aldermen's Report

Alderman Crigger stated that she was still working on gathering information on Cemetery Data Entry Software.

Alderman Crigger discussed the possibility of having an emergency line for the Public Work Department. City Attorney Cindy Davenport suggested that the City provide a list of Emergencies to Lincoln County Dispatch who then would forward the call along to the Public Works Department. The Board agreed to do so. A list of Emergencies that qualified for an after-hours call was given to Ms. Davenport who is to get the information to Dispatch.

Discussion between the Board and City Attorney took place regarding Aldermen Absences.

Motion to approve that City Attorney Cindy Davenport submit a letter to Alderman Stanek regarding his number of absences was made by Alderman Bryant and seconded by Alderman Ellis.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Item 7.E. City Attorneys Report

Draft Ordinances

City Attorney Cindy Davenport read three (3) times aloud Bill No. 201801; Ordinance No. 72.030.1 An Ordinance Amending Section 72.030 of the Code of Hawk Point, Missouri, Regarding Speed Limits.

Motion to approve Bill No. 201801; Ordinance No. 72.030.1 was made by Alderman Bryant and seconded by Alderman Ellis

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

City Attorney Cindy Davenport read three (3) times aloud Bill No. 201801; Ordinance No. 72.030.1 An Ordinance Adding Section 34.25(C) to the Code of Hawk Point, Missouri, Regarding Municipal Judge

Motion to approve Bill No. 201802; Ordinance No. 34.25(C) was made by Alderman Bryant and seconded by Alderman Crigger.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Item 7.F. Cemetery Board

Alderman Bryant stated that the Cemetery Spring Clean Up will be held on Saturday, April 14, 2018, beginning at 8:00AM.

Motion to pay bills was made by Alderman Crigger and seconded by Alderman Bryant.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Motion to Adjourn was made by Alderman Crigger and Seconded by Alderman Ellis.

Roll Call Vote:

<i>Alderman Ellis</i>	<i>AYE</i>	<i>Alderman Crigger</i>	<i>AYE</i>
<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Stanek</i>	<i>ABSENT</i>
AYES 3	NAYS 0	ABSENT 1	

MOTION PASSED 3 TO 0.

Meeting Adjourned.

Next regular meeting scheduled Monday, April 2, 2018 at 6:00 p.m.

Respectfully Submitted: Samantha Shelton, City Clerk

APPROVED: _____ ATTESTED: _____ DATE: _____