

## **OPEN MEETING**

Roll call taken by Mayor Stephen Short

Present: Dennis Roe, Steve Mallard, Richard Icenhower, Richard Avery, Jeffrey Danderson, Dayna Ault

Call to order at 6:30pm

### **APPROVE AGENDA**

Motion by Ault to approve agenda. Second Mallard. Item #8, add “box” in front of culverts  
Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

Dana Louderbaugh’s retirement accepted

Approved Crystal Warren as new City Clerk

### **PUBLIC FORUM**

#### **Old Business**

#### **PLANNING AND ZONING VACANCY (APPLICATIONS RECEIVED FROM SHAWN MCCORMICK, SUSAN FRAME & BRAD THOMLINSON)**

Roe advised all three would be good candidates. Frame is already on the Board of Adjustments, but the other two have not served prior. Roe knows McCormick and he is the one who approached McCormick about the vacancy. McCormick has experience in construction and framing houses. Roe feels with McCormick’s construction background he would be a good fit. Brad Thomlinson is a prior construction estimator and has lived in Fair Grove for approximately 39 years. McCormick has lived in Fair Grove for approximately 6 years. As McCormick and Thomlinson have not served on a board prior and with their background experience, he would like to give them an opportunity to serve on the Planning and Zoning Board.

Mallard advised McCormick is a neighbor of his and McCormick is very professional in all his dealings with him. Mallard does not know Thomlinson and cannot speak of him personally.

Ault stated it would be helpful to have someone familiar with construction or zoning and approves of McCormick and Thomlinson.

Mayor agrees with comments that McCormick and Thomlinson both have good qualifications. Frame would be qualified but already serving on one of the committees.

Motion by Roe to appoint Shawn McCormick to Planning and Zoning Commission term to expire 09/2025 replacing Frame effective immediately. Second Mallard.

Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

Motion by Roe to appoint Brad Thomlinson to Planning and Zoning Commission term to expire 09/2025 replacing Anthony Miller effective October 1, 2021. Second Icenhower.

Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

**DISCUSS UPDATES ON THE PAVING, SEALING, STRIPING AND PARKING OF THE MAIN STREET AREA**

Danderson confirmed everyone present has seen plans for paving, sealing, striping & parking. Locations were staked and an engineer came out for a walkabout checking on different scenarios. Andy with Anderson Engineering provided the City with two drawings and the current drawing shown at meeting is what the City is proposing. The other plan had permanent islands instead of paint, but the cost of this option was not feasible for the City at this time.

Danderson provided a bid from Donelson Construction Company, LLC. He advised work would be done from Old Mill Road to Walnut Street rather than to Maple Street, so the cost will be slightly less than quoted.

Danderson spoke to the City's attorney Housley about options regarding City vs private property. The attorney advised business owners could either convey their private property to the City or the City could go through legal routes to take the property. The City is against the second option. The Mayor asked if Huff gave permission for striping in front of Hilltop. Danderson advised no, Huff will not convey the property. The City will just be doing the area shown by the triangle, which is in the City's right-of-way, on the map. The other is just showing what it would look like if City took possession of the property. Huff will be sealing and striping their own parking lot.

Danderson personally contacted the business owners and told them about this project and how it will impact parking to those businesses. This project will cause businesses to lose some of their parking, but allows parking further down the street. At this time, this is the best option for the City to allow for the growth and safety of its citizens.

Business owners present at Board meeting stated if the City could look at options for parking later down the road, it would benefit everyone as parking is tight. Having parking spaces to a business is crucial, but it makes sense to move forward with Main Street renovations. They are aware they have to accept change sometimes for the growth of Fair Grove and safety of customers. Mallard advised this is long overdue for the safety of the town and will reduce complaints about the thoroughfare. Icenhower spoke of his appreciation to the business owners for cooperating with City. These business owners also stated they plan to promote the City of Fair Grove and would love to bring more people to the City.

Danderson advised nothing will be done until after the festival as the work will cause the road to be shut down on two separate occasions for full days.

Ault asked if any No Parking signs are needed. Danderson said they will not as once the striping is in it will be obvious where parking is and is not permitted. Danderson was asked if any handicap parking was going to put in, but he said handicap parking cannot have more than a 2% slope and the whole area has more than that. He was also asked about crosswalks, but crosswalks cannot be put in unless there are sidewalks.

Business owners asked the City if they could address the issue of traffic speeding on the street. The City is aware of this issue and our police force is trying to put more of a presence in the area. Speed bumps are not an option as this street is a main thoroughfare.

Danderson also wanted to let the Board members and business owners know that the City will now be responsible for the snow removal on the street and in front of businesses, with the exception of the Huff's business.

Mayor thanks Danderson and Mallard for their work on this project.

### New Business

#### **DISCUSS SPECIAL EMERGENCY MEETING OF BOARD OF ALDERMAN – SEPTEMBER 4, 2021**

A special emergency meeting was called by the Mayor on Saturday, September 4, 2021 to address the issuance of a liquor license for Fair Grove Super Stop. This was a result of Sharp's Mini Mart selling their business to Fair Grove Super Stop. Although Sharp's Mini Mart had a liquor license through the City, this license was not transferable upon sale. The new business owners were not aware the license had to be approved by the Board, which was not meeting until the 14<sup>th</sup>. They wanted to be able to sell liquor without disruption to the customers and especially with it being a holiday weekend so the Mayor called a special meeting at 8:00 Saturday morning, at which time their license was approved by a quorum of four (two of the Alderman were out of town). On Monday, the City Clerk had their official liquor license available and the Mayor personally delivered it to them. Results of meeting were shared with those out of town.

#### **DISCUSS AND/OR APPROVE MICRO SEALING OF MAIN STREET AND CITY HALL PARKING LOT**

Danderson would like to do the City Hall parking lot while they are here doing Main Street and said the funds may be taken out of Capital Improvements if Board agrees. Per the Mayor, the half cent transportation sales tax may be used for fixing streets/parking lots.

Motion by Danderson to approve the micro sealing of Main Street. Second Avery.

Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

Mayor felt the approximately \$18,000.00 is a lot to spend on the parking lot; however, the City Hall Maintenance Committee advised the parking lot cannot hold up much longer due to all the weeds and grass growing up through the cracks. Per Icenhower, the parking can be done cheaper, but typically the material used only lasts 3-4 years and then you have to do it again. This company will put down what they do on the streets which will last 10-15 years. Mallard asked if any of the asphalt belongs to the park and Danderson advised no, it all belongs to the City. Danderson advised capital improvement tax can be utilized for this project and the sales tax funds will, over time, replenishes the account. There is sufficient funds in the capital improvement account at this time for the project. Mallard also stated Donelson Construction Company will give a better cost estimate if work is done at the same time as Main Street. The Mayor and Danderson also confirmed Donelson Construction uses Modified Aggregate Quick Set (MAQS), which is a proprietary product. There is no other vendor that can bid MAQS.

Ault asked if this work could be put off until next year. Per Icenhower there are other issues that need to be addressed and put into budget next year, such as new windows, which is more costly than the micro sealing. Ault asked why the cost of the parking lot was more than the street and Icenhower explained because streets are typically straight and less time consuming to complete. Ault asked how soon a decision needs to be made. Danderson stated it has to be made tonight. Motion by Danderson to approve the micro sealing on the City Hall property. Second Mallard. Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

**DISCUSS DRAINAGE ISSUE ON N. MAIN STREET IN FRONT OF THE ELEMENTARY SCHOOL**

Danderson advised in front of the elementary school there is an old rock wall falling apart that has been there since around the 30's. Water runs down the wall causing erosion to the ground, which will collapse. Currently there is a barricade in place. The City's engineer reviewed the area with the Mayor, Roe, and Icenhower and advised due to the safety concerns this needs to be addressed as soon as possible. Per the Mayor this will be fixed as an emergency situation. The cost for this is not known at this time. A more permanent resolution will need to be addressed at a later date.

**DISCUSS AND/OR APPROVE BID PROPOSAL FOR HVAC SERVICE**

Mailed to three businesses, posted at City Hall, Website, and Buffalo Reflex. Received two back. Ault advised R&L Envirocare has done work for her in the past and was happy with their service, but was not familiar with Cozy Heating & Cooling. Icenhower stated he was familiar with both companies and preferred Cozy Heating & Cooling. Danderson and Mallard both preferred Cozy Heating & Cooling as R&L Envirocare has requested customers purchase parts up front rather than invoicing once job is complete. Motion by Icenhower to approve bid proposal from Cozy Heating & Cooling for HVAC Service. Second Mallard. Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Nay

**DISCUSS AND/OR APPROVE WRITING OFF RICHARD ANDREWS' REMAINING FINE BALANCE IN AMOUNT OF \$344.00**

Motion by Danderson to approve writing off Richard Andrews' remaining fine balance in the amount of \$344.00. Second Icenhower. Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

**DISCUSS AND/OR APPROVE NEW LEASE AGREEMENT BETWEEN THE CITY OF FAIR GROVE AND THE SPRINGFIELD GREENE COUNTY LIBRARY DISTRICT TO INCLUDE A PROPOSED 5% INCREASE AND UPDATE OF ADDITIONAL INSURED LANGUAGE**

Ault requested prior to approving new lease agreement she would like to find out what the library's future plans are. Upon Chief Enderle joining the City they discussed the need for the police department to expand their offices and the library's space would be sufficient for this. She also said the library has spoken in the past about relocating to a larger facility and did not know if they were still looking into this. Ault does not want to force the library out and is very happy with them, but does not want to move forward with new lease agreement if they are planning on relocating in the near future. Danderson asked if the approval for new lease agreement had to be approved today. He was advised their current agreement is good until December 31<sup>st</sup>, 2021 and does not need to be decided immediately.

Danderson stated someone will have to go to the Greene County Library Board to see what their expectations are with future plans for the Fair Grove Library and Ault, Roe, and the Mayor stated they would be willing to do so.

Per Danderson, leave on old businesses.

**DISCUSS AND/OR APPROVE PUTTING PROPOSAL FOR USE TAX ON APRIL 2022'S GENERAL ELECTION BALLOT**

Motion by Danderson to approve putting proposal for Use Tax on April 2022's General Election Ballot. Second by Ault.

Need to get information out to the citizens what Use Tax is before election.

Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

**DISCUSS AND/OR APPROVE ANDERSON ENGINEERING TO VISUALLY INSPECT ALL BOX CULVERTS FOR STRUCTURAL INTEGRITY AND EFFICIENCY WITH A COST NOT TO EXCEED \$2,000.00**

Motion by Danderson to approve Anderson Engineering to visually inspect all box culverts for structural integrity and efficiency with a cost not to exceed \$2,000.00. Second Roe.

Per the Mayor, with rotten concrete on the surface of several box culverts, it would be a good time to look at all the box culverts. If any study needs to be done this would be an extra cost.

There are 14 box culverts and one of them is on a driveway on Cottonwood that has heavy equipment driving in and out.

Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

**APPROVE TO TRANSFER AUTHORIZATION TO ALL OF CITY OF FAIR GROVE'S BANK ACCOUNTS, CREDIT CARDS, AND SAFETY DEPOSIT BOX FROM DANA LOUDERBAUGH TO CRYSTAL WARREN**

Motion by Danderson to approve transferring authorization to all of City of Fair Grove's bank accounts, credit cards, and safety deposit box from Dana Louderbaugh to Crystal Warren.  
Second by Ault.

Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

**APPROVE CRYSTAL WARREN TO BE CITY OF FAIR GROVE'S REPRESENTATIVE FOR SMCOG AND GREENE COUNTY TAX BOARD**

Motion by Mallard to approve Crystal Warren to be City of Fair Grove's representative for SMCOG and Greene County Tax Board. Second by Roe.

Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

**FIRST AND SECOND READING OF BILL NO. 21-19 AN ORDINANCE AMENDING ORDINANCE NO 96-05-02 CITY ZONING MAP TO REFLECT THE ZONING OF VACANT PROPERTY OWNED BY FREDRICK AKIN LOCATED SOUTH OF AND ADJACENT TO 231 S. ORCHARD BLVD.; FROM C-1 GENERAL COMMERCIAL TO M-1 INDUSTRIAL DISTRICT.**

Carl Schober, 1230 N Prospect, Springfield, MO 65802  
Authorized to serve as representative for Fredrick Akin

Per Schober, Akin is asking to rezone to M-1 to install sign that is too large for C-1 zoning and which will allow 3<sup>rd</sup> party advertising. Roe advised this has been through Planning and Zoning with multiple discussions and was approved by the Planning & Zoning Board. The sign will be an LED V-shaped billboard that can advertise different businesses. This would be City's 2<sup>nd</sup> electronic billboard. Mayor advised Akin is not able to attend meetings in person as he is out of town in Texas handling business and personal issues, which is why Schober is representing him. Motion by Danderson to have first reading of Bill No 21-19 by title only. Second Avery.

Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

Mayor Read Bill No 21-19 by Title Only.

Motion by Danderson to approve first reading of Bill No 21-19 by title only and have second reading of Bill No 21-19 by title only. Second Roe.

Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

Mayor Read Bill No 21-19 by Title Only.

Motion by Danderson to approve second reading of Bill No 21-19 and assign it Ordinance No 219. Second Avery.

Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

**FIRST READING OF BILL NO. 21-20 AN ORDINANCE APPOINTING CRYSTAL WARREN AS CITY CLERK FOR THE CITY OF FAIR GROVE, MISSOURI FOR THE TERM OCTOBER 2, 2021 TO JUNE 30, 2022**

Motion by Danderson to have first reading of Bill No 21-20 by title only. Second Ault.  
Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

Mayor Read Bill No 21-20

Motion by Danderson to approve first reading of Bill No 21-20 by title only. Second Ault.  
Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

**DISCUSS GREENE COUNTY'S COMMUNITY SURVEY**

Email was sent by Greene County asking municipalities within the county to complete a survey to determine the priority for ARP funds. Per the Mayor, Fair Grove has been actively looking at utilizing the ARP funds for storm water improvements and upgrades. Ault asked if start up or existing programs listed on the survey were the only options available to choose from. Roe said he would check into this and let the Board know.

**Committee reports**

None

**Mayor Report**

Richard Andrews' property sold at auction on the steps by the Sheriff for \$55,000.00. The check is currently in possession of the City Attorney. This was for a lien against property for overdue fines.

Mayor had subject discuss putting in an approximate 100 track subdivision development on Farm Road 34.

Inquiry was made this week wanting to know if the current storm water basin was sized for all the preliminary plat of Saddle Club Estates. Mayor has gone through every box and file but could not find the engineer's storm water calculation report. Mayor would like authority to ask Anderson Engineering to determine if the storm water basin is sufficient for full development of the preliminary plat for Saddle Club Estates. All board members were in agreement.

Raymond Hopper is addressing issues with abatement around storm water basins within Saddle Club.

Heritage Reunion taking place and they have issued their Certificate of Liability. City Clerk working with Les Mallard on obtaining endorsement paperwork.

Hazard Mitigation Grant Funding Notice of Intent was completed before deadline. This grant is for a total of \$75,000.00 dollars to be applied towards a new generator and engineering fees. The City's portion will be \$18,750 and this will be from Emergency Management Association's COVID funds. The Emergency Management director is aware of this.

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CASP worker completes her work this week. She has power washed buildings, cleaned flowerbeds in front of City Hall, picked up trash on the City right-of-ways, mowed, and painted. Mayor advised she has been one of our best workers.

**Adjournment**

Motion by Icenhower to adjourn. Second Roe.

Roe Aye, Mallard Aye, Icenhower Aye, Avery Aye, Danderson Aye, Ault Aye

Meeting adjourned at 8:30 p.m.

*Crystal Warren*

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Crystal Warren, Interim City Clerk