

City of Desloge

NOTICE OF OPEN MEETING DESLOGE BOARD OF ALDERMEN REGULAR MEETING

Monday April 13, 2020

7:00 p.m.

Desloge City Hall, 300 North Lincoln

Posted: April 9, 2020 at 10:00 a.m. on the outdoor City Hall bulletin board.

Faxed: April 9, 2020 at 10:00 a.m. to radio and newspaper media.

The tentative agenda for this meeting includes:

- I. Call to Order and Pledge of Allegiance
- II. Consent Agenda
 - a. Approve or Amend Agenda
 - b. Approve March 16, 2020 Monthly Meeting Minutes
 - c. Approve March 25, 2020 Special Meeting Minutes
 - d. Bills for Payment
 - i. First State Mastercard Invoice
 - ii. SFCEC Invoice

The items on the Consent Agenda are enacted with one motion. If separate discussion is desired, that item may be removed from the Consent Agenda and place on the regular Agenda by request of a member of the Board of Aldermen.

- III. Public Comment
- IV. Elect Acting Board President for One Year Term
- V. Mayor to Participate on the Planning and Zoning Commission
- VI. Alderman to Participate on the Planning and Zoning Commission
- VII. Appoint Sue Ross to Library Board
- VIII. Appoint Joe Goff Sr. as the Prosecuting Attorney for one year term
- IX. Resolutions
 - a. Travel and Training Reimbursement – Personnel Manual
- X. Bids
 - a. Police Department New Vehicle Equipment
- XI. Discussion Items
 - a. State Street Improvement Project
- XII. Mayor and Aldermen's Report
- XIII. Adjourn

Individuals who require an accommodation should contact City Hall twenty-four (24) hours before the meeting.

Representatives of the news media may obtain copies of this notice by contacting
Stephanie Daffron, City Clerk.

DESLOGE BOARD OF ALDERMEN REGULAR MONTHLY MEETING

MONDAY, APRIL 13, 2020

7:00 p.m.

DESLOGE CITY HALL, 300 North Lincoln

Members present were, Mayor David Kater, Alderman J.D. Hodge, and Alderman David Shaw. Alderman Alvin Sutton, Alderman Deion Christopher and Alderman Chris Gremminger, present by phone. Alderman Jerry Hulsey appeared at 7:06pm. Staff present was City Administrator Dan Bryan, City Clerk Stephanie Daffron.

Visitors present were Nikki Overfelt with the Daily Journal and Whitney Shumway with Children's Division.

Call to order

Mayor David Kater called the meeting to order and led in the Pledge of Allegiance.

Consent Agenda

- A. Approve or Amend Agenda
- B. Approve March 16, 2020 Monthly Meeting Minutes
- C. Approve March 25, 2020 Special Meeting Minutes
- D. Bills for Payment
 - i. First State Mastercard Invoice \$35,782.40
 - ii. SFCEC Invoice \$17,040.65
 - iii. UMB Bank Invoice \$122,528.10

Amend Consent Agenda

Alderman Shaw made the motion to amend the consent agenda to include Child Abuse Prevention Month Proclamation, UMB Invoice and the Application for Livestock or Fowl Permit. Alderman Sutton seconded the motion. Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye; Hulsey – absent. Motion carried.

Approve Amended Consent Agenda

Alderman Shaw made the motion to approve the amended consent agenda and Alderman Hodge seconded the motion. Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – absent; Hulsey – absent, Hodge – aye. Motion carried.

Public Comment

No public comment

Elect Acting Board President

Alderman Gremminger made the motion to postpone the appointment until after the Election on June 2, 2020 and Alderman Hodge seconded the motion. Gremminger – aye; Hulsey – absent; Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye. Motion carried.

Mayor to Participate on the Planning and Zoning Commission

Mayor Kater decided to continue participating on the Planning and Zoning Commission.

Alderman Hulsey appeared at 7:06pm

Alderman to Participate on the Planning and Zoning Commission

Alderman Sutton made the motion to appoint Alderman Christopher to the Planning and Zoning Commission and Alderman Hodge seconded the motion. Hulsey – aye; Hodge – aye; Sutton – aye; Christopher – abstain; Shaw – aye; Gremminger – aye. Motion carried.

Appointment of Sue Ross to the Library Board

Alderman Sutton made the motion to appoint Sue Ross to the Library Board and Alderman Christopher seconded the motion. Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye; Hulsey – aye. Motion carried.

Appointment of Prosecuting Attorney

Mayor Kater read an email received April 13, 2020 from Joe Goff, Sr., which stated he did not want to be appointed for a full year term. Mr. Goff would like to step down once a replacement has been found for the job. Mr. Goff stated he could serve on a month-to-month basis until the board decides how they want to put the job out for bid. Mayor Kater stated he would get with the Court Administrator Linda Simino and they would proceed with finding a new Prosecutor. By request from the board, this item will be tabled until a new prosecutor is found.

ResolutionsTravel and Training Reimbursement

Alderman Sutton made the motion to accept the Resolution as read and Alderman Shaw seconded the motion. Gremminger – aye; Hulsey – aye; Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye. Motion carried.

BidsPolice Department New Vehicle Equipment

Setina rear storage boxes

Fleet Safety \$1,406.88 each x 3=\$4,220.64

Dana Safety \$1,633.35 each x 3=\$4,900.05

Ed Roehr Safety \$1,345.65 each x 3=\$4,036.95

Alderman Christopher made the motion to accept the bid from Ed Roehr Safety in the amount of \$4,036.95 for rear storage boxes. Alderman Hodge seconded the motion. Gremminger – aye; Hulsey – aye; Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye. Motion carried.

State Street Improvement Project

Dave Christensen with Cochran Engineering was present by phone to talk with the board regarding the State Street Improvement Project. Dave stated the plan is to rebuild/rehab State Street from Highway 8 to Evergreen. This will include improving the roadway, face-to-face, curb-to-curb, 28 feet wide, decorative streetlights that will match those on Desloge Drive, Sewer and parking. The plan would be to design it the rest of this year and put it out for bid December 2020 or January 2021 so we can get good pricing. Project would start around April of 2021. Project should be done and paved out by August of 2021. This project will look the same as Desloge Drive. There should not be any need of the bump out intersections.

Proclamation

Mayor Kater read the Child Abuse Prevention Month Proclamation and presented this proclamation to Whitney Shumway with Children's Division.

Livestock and Fowl Permit

Alderman Gremminger made the motion to approve the Livestock and Fowl Permit and Alderman Christopher seconded the motion. Hulsey – aye; Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye. Motion carried.

Mayor and Alderman Reports

Alderman Christopher acknowledged Alderman Sutton for the computer class he taught at the library and the Librarian Misty Boyer for going online and reading to the children. Alderman Christopher acknowledged two female volunteer fire fighters for the number of calls they went to, which was double of all the rest. Alderman

Christopher thanked the Public Works Department for maintaining the same services to the citizens of Desloge with reduced staffing.

Alderman Sutton discussed with the board the option of approaching the budget differently this year. Alderman Sutton would like to bring the department heads into the discussion and budget workshops from the beginning. He believes it would be an opportunity to educate them about the big picture, as opposed to just their departments. Alderman Sutton also thinks this would afford Dan more information to work with when he starts actually preparing a draft for the board to consider and discuss. It should also minimize changes. He will be going in with more specific detail than he normally has. Alderman Christopher and Alderman Gremminger agreed with this.

Alderman Gremminger had nothing to report.

Alderman Hodge asked if all departments are wearing masks. Alderman Hodge also stated that Officer Bader stopped traffic to help a citizen collect a small beagle dog that was in the middle of the roadway. Alderman Hodge thought that was great, not all officers would have stopped to do that.

Alderman Shaw had nothing to report.

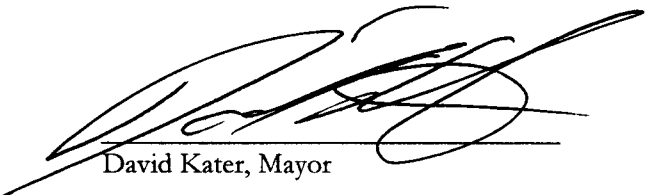
Alderman Hulsey had nothing to report.

Mayor Kater thanked Alderman Sutton for the email he sent, thanked City Administrator Dan Bryan, and thanked City Clerk Stephanie Daffron.

Adjourn

Alderman Hodge moved to adjourn and Alderman Shaw seconded the motion. Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye; Hulsey – aye. Motion carried.

MEETING ADJOURNED
7:52p.m.



David Kater, Mayor

ATTEST:

Stephanie M. Daffron, City Clerk

Resolution to Amend Personnel Practices

Travel Expense Reimbursement

WHEREAS, The City of Desloge, the Mayor and the Board of Aldermen for the City of Desloge review the Personnel Practices for the city as they see fit and;

WHEREAS, The City of Desloge, the Mayor and the Board of Aldermen for the City of Desloge have reviewed the Personnel Practices for the City and;

WHEREAS, The Board of Aldermen of the City of Desloge have determined that certain updates are necessary to the Personnel Practices for the City.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF DESLOGE, MISSOURI, AS FOLLOWS:

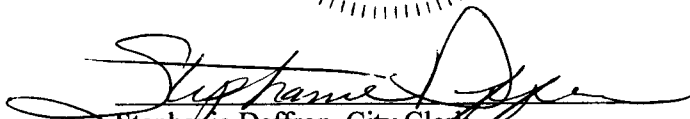
Section 1. That the Board of Aldermen, acting in its capacity as the governing body of the City of Desloge, hereby amends Section 115.0505 – Travel Expense Reimbursement to read as attached (Exhibit A).

Section 2. That this Resolution shall take effect immediately upon its adoption by the Board of the Aldermen of the City of Desloge, Missouri.

PASSED AND RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF DESLOGE, MISSOURI THIS 13TH DAY OF APRIL 2020



ATTEST:


Stephanie Daffron, City Clerk

CITY OF DESLOGE MISSOURI


David Kater, Mayor

Exhibit A

SECTION 115.0320

TRAVEL EXPENSE REIMBURSEMENT

Employees of the City of Desloge will be reimbursed for official travel and related expenses while carrying out official duties or attending conferences and training seminars required by the City. Employees will be reimbursed for reasonable and customary expenses actually incurred in connection with the business travel, including food and lodging while away.

The City of Desloge has established a meal per diem standard. The rates for each meal are as follows:

Breakfast	\$10.00
Lunch	\$15.00
Dinner	\$25.00

Employees shall submit an agenda of the conference or training seminar to the City Administrator if applicable. When a meal is provided by the conference or training the employee will not be eligible for reimbursement.

Requests for reimbursement, including all original receipts, shall be submitted on an expense report provided by the City Clerk and signed by the employee and their department head. The report, together with the receipts, should promptly be submitted to the City Administrator, who will review the expenses, sign off on the expense report, and decide whether payment should be issued.

All efforts shall be made to keep travel expenses to a minimum. The following expenses for approved travel shall be reimbursed according to actual cost or established allowances or when accompanied by documentation or receipts as may be appropriate and necessary:

1. Direct travel including air, bus, and taxi fares;
2. Direct travel by personal vehicle at the established IRS rate per mile;
3. Overnight lodging when travel extends beyond 100 miles from the City of Desloge;
4. Meals and reasonable tips; and
5. Other related expenses.

The following travel expenses are not reimbursable:

1. The consumption or purchase of alcohol;

2. Any expenses incurred by a spouse or other person accompanying an employee;
3. Personal expenditures such as for dry cleaning and laundry, entertainment or movies, or valet services;