

PLEDGE OF ALLIEGENCE

Led by Mayor Pro Tem Petty

OPEN MEETING

Roll call taken by Mayor Pro Tem Petty

Mark Stewart PRESENT, Tim Cooke PRESENT, Franklin Hodges PRESENT, Kelly Petty PRESENT, Ben McMains PRESENT, Eric Boncuk PRESENT

Call to order at 6:30 p.m.

Approve Agenda.

Motion by Stewart to approve agenda. Second Cooke

Stewart AYE, Cooke AYE, Hodges AYE, Petty AYE, McMains AYE, Boncuk AYE

Public Forum (First meeting canceled)

Old Business

New Business

CITY TREASURER LARRY BROWN TO DISCUSS TAXES AND LOANS FROM OTHER CITY ACCOUNTS

Discussion

Petty – Larry is here to talk to us about when we're expecting taxes to start coming into the account and having to transfer money from capital improvements into the general fund to cover expenses and how do we work that money back into capital improvements.

Brown – Good evening. What I thought I would do is give you a small outline of how the finances work as far as the city in the first 6 months. We are at 5 months now. We've got some unique items that are causing you problems with your cash flow. You had, this year basically a budget we had of around \$962,000 of revenue coming in and we also decided that we were going to use some of the capital improvements money and some of the street money to buy a couple of items so our expenditures for the whole year would be \$1,095,000. Well there's a deficit. Not a big problem because we had planned for it. The issue with our \$962,000 worth of revenues coming in is that we've got 3 items that cause us major issues. One is that we have a transportation sales tax of a half cent. That brings us in \$120,000 a year. And ever since 2013, it's been taboo to touch it. It's basically transportation money that can only be used, you actually got an attorney's opinion on it here in Springfield, to say what can we use this for and what can't we use it for. You can use it for street items, the street sales tax, so you can use it for anything related to the streets. So what we've been doing is looking at it and saying, okay, we've got some bigger street projects down the road so we're going to put it in here and we're not going to touch it. We're not going to do anything with it. We're just going to keep adding to it. That's item

number one. Number two is you have a capital improvements sales tax, that's another half cent. It also brings in \$120,000 a year. Same way as the transportation. That one has been treated as we have bigger projects down the road so let's put the money into that account and build it. Well you've just taken away \$240,000 of your ability to have cash flow because that money is going into a separate account and not being touched. The third item is your property taxes and this year we've budgeted to bring in about \$135,000 worth of property taxes. Well, the bills go out first part of September, October. People start mailing those out in November, the county get's them, they hang onto a lot of money. They might give you part in December, might not, but the rest of it comes in January. So we've just talked about of our \$900 plus thousand dollars coming in this year, we have to subtract almost \$400,000 of cash flow. Now our expenses that we've budgets, the \$1,095,000, let's just treat it as even there because of the other two capital items, let's say we have \$962,000 worth of expenses. Well if you go and divide that up, it's pretty much going to be hitting you every month. It's 1/12th all the way through. So you're getting only like 60% of your money to do 100% of your expenses so that's why you run into the cash flow problems. Now, you have got a good fund balance, you've had a good fund balance but what it is, is that fund balance is all over in the street fund for the street bank account and the capital improvements bank account. It really is just limiting the cash flow that you have. You can't have \$60,000 worth of revenue coming in and \$90,000 going out every month. It doesn't work very long. So that's the situation and that was one of the questions that I think you had at the last meeting was why do we keep borrowing from one of these, either the streets or the capital improvements. I believe it's been capital improvements because streets, we kind of left that alone. A couple of items there and one is that everybody differs on what you can use the money for. I've got the state statutes that tells you what you can and can't use the money for. Streets, yeah, you can use it for pretty much anything related to the streets. I have done probably 2,000 audits over my 40 years of doing this and I've seen every city treat it a little different. This city has said we're going to save that money and we're going to build it up until we have a bigger street project. We use none of it. I've seen a lot of city's that use it for anything that's related to the streets, including the protection of the streets which is the police. They help fund their police department with the street sales tax because they consider that to be part of the street cost. This city has not done that. As far as the capital improvements, most of them, well not most of them but a lot of the city's I've been to, they treat that as it's written saying this money is collected sales tax for capital improvements and the operations and maintenance of those capital items. Any of the projects that you've spent the money on, you are allowed to use you capital project money to go ahead and support it and maintain it and operate it. This building right here was probably paid for by capital improvement sales tax. I'm not 100% sure on that but any of those items that you have in town here that you use and purchased with the capital improvements sales tax, you're allowed to spend that money that you get in and collect for that for those operating expenses and the ongoing maintenance of it. This city has not done that. Again, there's nothing wrong with what you've done because the people here at the city wanted to accumulate the money for bigger projects and that still might be what you're doing. So in this case what you've been doing is, because the money you can't use, capital improvements sales tax and the street sales tax, again, you don't have your property tax money yet, has caused you to borrow from one of those other

accounts. Now, you can say, okay we're going to pay that back and that's what I've seen in the minutes that you're planning on doing but in the future you might want to rethink what you're doing with that money and maybe allow some of it to be used for what it's intended to be which would be to do the operations, maintenance and some of the upkeep on these capital improvements that you paid for.

Petty – We, at the budget time, we talked about the streets account and actually funding some of our expenses from it including salary for our part time position that was hired for mowing for maintaining some of our street cleanliness and we talked about maintenance that we have on some of our equipment that we have that would come out of the street fund.

Brown – Right. I think that so far, what I've seen when I'm doing the financials, we've had the sidewalk project. That's the big item that's been coming out of the street that we're using the street sales tax money to do that, but yes. But we haven't done any of those things as far as salaries, I don't think we've transferred any of those items. We haven't really moved the money, the only money we've moved out of there other than for those bigger, you know, for the sidewalk project and I'm not sure what else, I think that's about the only big item, we haven't moved any money to the general operating fund so they can use it to repay for some of these other cost.

Petty – So a few months ago, we were kind of in this situation and I had asked Sara if we had transferred the money for the Titus Twister out of the sewer fund or the capital improvements fund, I don't remember which one we budgeted out of, and then there was something else and she said that no we hadn't actually transferred any of the money from the accounts that we budgeted for it to be paid out of for those expenses. So I guess my question is, what is the best way to track when we need to transfer that money from those special accounts to cover the cost that we're seeing. Is that a responsibility of the City Clerk, for all of our expenses, keep track of which account that needs to come out of and give that to you to transfer.

Brown – What we do with the debt service fund, the sewer fund and the park is that each month, when we do, when I do the financials that I provide to you then I show you, then I know exactly what's been received, what's been spent and in the case of the park and the sewer, we're using general fund operating cash to pay their bills so at the end of the month, they pay us back. I give a number to Sara, I say Sara, the park owes us this much, the sewer owes us this much and the debt service owes us this much, that's all our property taxes that you would transfer over. I think you would do the same thing. You would say okay, we budgeted this year to have \$10,000 cost on this item and so we just split it up so at the end of every month we just say okay, this month we need to transfer out of capital improvements sales tax, transfer out of street this much to give it back to the operating and it's not a loan. It is a repayment. So that's the way I think you would do it.

Petty – And are those categorized by you?

Davis – Those are categorized by me.

Petty – And by us when we sign them?

Davis – Yes. And then one thing I want to mention is that we did get an updated number on the sidewalk that would come out of streets and that is \$178,000 at this point.

Brown – That's a lot.

Davis – That is a lot.

Brown – And that was because of some...

Davis – We had to move the sidewalk.

Petty – We had to move the sidewalk. With that, it's moving it closer to the ditch so they have to do something a little bit different with the stormwater drainage off of the street. One thing I had asked Andy and Morgan, Andy is our stormwater engineer for this project for the culvert widening at South Main and Morgan is our engineer for the sidewalk project. Both of them felt that because the additional expense for the sidewalk project specific to stormwater management, we could cover a portion of the cost from the bond money which is for stormwater management. I haven't seen the breakdown of what that would be. What the additional cost to the project is for that but that was something that he mentioned that we would be able to do to cover the extra expense.

Brown – Good. That's very good. And that's what the bonds were for was to do improvement into the city and as far as specific items, we had some general ideas but I don't think we have all of those accounted for for that. So I think that's good that you're able to use that. Did I say something there that you didn't like?

Petty – Nope.

Brown – Oh, okay. What I was saying is when we did the million, we didn't have project A, B, C, D, whatever, we said we've got to do this project. We think this thing is going to be around \$1M and therefore that's what we're going to

Petty – And we've had a couple, there are a couple of projects that you know, you have an idea of what the projects are going to be, one of them was sand filters but we have an alternative solution to that that would be a different cost than refurbishing the sand filters. For some of the culverts we had earmarked specifically to replace. Andy shared a different way that we can go about improving those without having to replace the whole that that would still lengthen the life

and integrity of the culverts themselves, therefore reducing the cost but still accomplishing stormwater improvements for the city. So, we chose a selection of projects and I think we still have the funds to accomplish a good majority of them, if not all of them but there is still some flexibility with what that actually looks like at the end but still within the lines of stormwater management and wastewater treatment plant improvements.

Stewart – Right. So, to fix our problem that we're looking at, an idea would be to have Larry start telling us like hey, I recommend that you guys move this much money from your capital improvements this month and this much money from your streets this month that we haven't been doing and then we can review it maybe every month cause we've never done it in the past, is this something we maybe want to start doing? I don't know how else to do it without, I mean, how do you guys want to go about doing that?

Hodges – It should come before the Board everything that we do.

Stewart – That's what I'm saying...

Hodges – I've said this from day one since I got voted in here. I disapprove the way we do the bills. We don't see them. It don't come across the Board so everybody can look at them, discuss it and say what's this bill for. Cause might not know. It could be a double bill. It's happened here in the past where people was stealing and I ain't accusing nobody of stealing but it happened in the past where they would sign checks and give them to this lady, she would sign them and pay her and her husband twice. It happened years ago. But like I said you can go....

Petty – In a different city?

Hodges – You can get double billed and then you don't know.

Davis – It was here but it was years and years ago.

Hodges – It was years ago.

Jeffrey Danderson – 30.

Davis – There you go, 30 years ago.

Hodges – It was Joe Tanner and his wife.

Danderson – 30 years ago!

Hodges – Yeah but I mean, that's just an example what could happen and then like getting double billed and like I said, this ain't the first board I've sat on. People would get a wild hair

and they would just start buying stuff, breaking us and I said this has got to stop. This needs to go before the Board, this man that was buying stuff and I said needs a limit unless it's something over the limit, we do something but like I said, I disapproved from day one the way we operate.

Brown – There are different operating methods for different Boards in different cities. It all depends on what this Board wants to do.

Hodges – Right.

Brown – Because a lot of Boards do not want to do that.

Hodges – Right.

Brown – They do not want to sit there and spend half the night going through invoices...

Hodges – You ain't gonna spend half the night.

Brown -that have already been gone over by the City Clerk, the City Treasurer....

Hodges – Well I've seen it where nobody looks at the bills and they just sign them, sign the checks. I disagree with that.

Brown – I'm sure you have.

Hodges – I disagree with that. Do you agree with that?

Brown – Agree with what?

Hodges – Not even looking at the bills and signing the checks.

Brown – If...

Hodges – If...

Brown – Like I said, there are different ways for different cities to do it. If this city chooses to have the Treasurer and the City Clerk and whoever signs the checks, which would be the Mayor, look at those invoices and think yes, this is legitimate. This is a city expense that we have to pay, then provide a listing of those checks, of those expenses and then if the Board member wants to question any of them, the invoices are here to look at.

Hodges – Sure.

Brown – As opposed to looking at every invoice.....

Hodges – Like I said, I've seen them sign checks and not even look at the bills. You want to sign me a bunch of checks, sign me a bunch of checks and I'll take care of it but I'll look at the bills. I'm used to running a business and I look at it.

Petty – So what do we need to do, Larry, to be able to move the funds from the appropriate accounts, I think is what Mark is asking.

Brown – I think what we need to do is decide what do we feel is true expenses that need to be reimbursed and then that's a matter of, like I said, we had items that were budgeted to do that, so then we can go ahead and say this is what's expensed every month that really should be repaid and then as those get expensed, we just come up with a total like we do on the park, the sewer, and the debt service and say this is what it is and this should be the transfer. Now whether or not we do the transfer then or wait for the Board to approve that, it doesn't make a difference to me but it does make a difference to your cash flow. It does make a difference to when you've got to stop and say wait a minute, we can't put these bills out because we might bounce a check or something. We don't want to do that. Not that we've been close to doing that but it is something that you would want to do on a consistent basis. Probably every month.

Hodges – I feel we should follow along with our budget. Like I said, we made a budget however many months ago, 5 or 6 months ago and it don't seem like we follow along with it at all. We pull from here and here and there and everything else.

Brown – Everything that I've seen has been according to the budget. The problem with the budget, like I said, is that you get \$330,000 of it that's being set aside in a particular cash account that hasn't been used. That's why you've been short in the pooled account. I haven't seen anything as far as expenses or revenues that have come across any of the items I've given you, that have been out of the budget.

McMains – So here's my question real quick. So we keep taking money out of this capital improvements fund with the promise that we're going to pay it back. I understand that we're waiting on taxes and all of this stuff. Are we going to have enough of those taxes and revenue to repay that money? Cause we're pulling out \$100,000 at a time. We only have so much in there and I'd like to build it up if we have those big projects that we want to do.

Brown – Yeah. You know, pull \$100,000 out at a time, the state statutes allow you to borrow money. It's called a tax anticipation loan. Whether you do, you could go to the bank and borrow the money and use it until your tax dollars come in and then you pay your bill with that.

McMains – It's just the putting it back part that worries me.

Brown – This is the same thing. As far as how much can you put back, well, we have a budget and that budget says that we are going to be able to go this whole year with revenues matching expenses because that's what we planned on. Having a zero, it was a balanced budget and so by June 30, 2026, we should be square.

McMains – Everything should be looking good?

Brown – Yeah.

McMains – That's all I needed to hear. That's all I like to hear.

Brown – We've had some other expenses this year but everything that I've seen has been in the budget.

Boncuk – So, going forward, if we have Sara take a look at what some anticipated every month expenses are, that we can justify and say those can come out of capital improvements, those can come out of the sewer towards regular things because they're for maintenance, could we set up like an escrow within ourselves of say \$5,000 a month is coming out of there to cover expenses, that way that shortfall doesn't look the same at the end?

Brown – Yes. And that's something we would have to look at and decide what that number would be. When you asked the attorney's in 2013 for what you could use the transportation money for, you asked them six items and they said you can do all of them except one and that was the street lights. They said you can't do the street lights. Maybe you could have asked them for 20 things but you only asked them six items. They went through and said yes, those are all legitimate things you can spend the transportation money on. You've never had anybody go in and look at the capital improvements sales tax but I've got a copy of it. It says right there you can do capital improvements and operation and maintenance of those improvements.

Hodges – Where is the money coming from on that?

Brown – Which money?

Hodges – The capital improvements.

Brown – It's a one-half cent sales tax that comes from anybody that's purchasing items in the city.

Hodges – Okay. So it's a sales tax.

Brown – It is a sales tax.

Hodges – So the stores and everywhere else?

Brown – Yes. There's a local option tax that you could have passed but have not and that is on everybody in town that buys with their computers. But yes, it's a one-half cent sales tax, capital improvements and the transportation are both one-half cent. We have a 1% regular sales tax for general operations.

Hodges – Right. Before you leave tonight I'd like to show you, can you show me on these charts where this is at. I'm wondering where the sales tax are going from on everything else we do. Like I said, this is very confusing. I think everybody here agrees it and like to know a little closer where it's at. Like the money we have...

Brown – Sorry it's confusing. We do have a budget actual schedule that shows you every revenue item in the city and every expenditure by department. It shows you the budget and the actual. It shows you the budget for the whole year and it shows you the actual through October and whether you're over or under.

Hodges – Yeah. And like I said, the money from the Mill, not the Mill but the license we sell there, you know.

Brown – Right.

Hodges – I don't know how much that is but it's probably what \$5,000, \$6,000?

Brown – I don't know what you're talking about.

Davis – For the permits for the Heritage Reunion?

Hodges – Yeah.

Davis – It's about \$2,200.

Hodges – Is that all? That's it? Okay. I was trying to figure up how much it was cause there were about 300 in there, something like that.

Davis – It's \$10 per license.

Hodges – Right. So I was wondering where that money was going into, you know.

Brown – Well, there's an account called permits and license.

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Hodges – Okay. Well like I said, I'd like for you to just sit down with me a few minutes, not long.

Brown – Yes. I'd be glad to. Any other directions or things you would like to discuss or talk about?

Petty – No. I think I like the idea of, Sara, if you can kind of segregate out specific expenses. I think it would be a good idea for Mark and I, as the finance committee, to kind of look at what our expenses have been up to this point and kind of talk through, because when we talked through the budget, we talked about using the streets fund specifically for street expenses, maintenance and operations so that was what I thought we were doing but it doesn't sound like we....

Davis – Well when we have an expense, like I believe we had a \$20,000 bill for Shaffer and Hines and I wrote it directly out of the street fund. I tend to do that with the capital improvements or the street. I don't do that with the sewer. Sewer comes out of general and is reimbursed.

Petty – Okay. I think it might be worth going through maybe spending some time with Larry. Maybe inform us to kind of talk through what that could like then bring it to the Board and have like, here's what we have, here's what we recommend as being paid for out of either the streets or the capital improvements fund moving forward. Then when Sara does the bills each month, she can go ahead and earmark those as coming out of those specific funds and we can either reimburse ourselves like we do with the sewer or cut away from some of the loans we've taken from that account.

Stewart – I agree. I'd like to sit down and eat through some of these numbers with the two experts we have here. I don't want to do it in a meeting setting.

Petty – Agreed. Is that okay with you, Larry?

Brown – Perfect.

Petty – Great.

Brown – Anything else?

Petty – I'm going to open this up for public comment.

Public Comment Open

Jeffrey Danderson, 67 E. Walnut – Capital improvements, windows for here, carpet for here, blinds for here, paint for here, units for the air conditioner for here. There's been a lot of money spent out of capital improvements on exactly what he said it was for. It was voted in to build this

building essentially. That's where it was in 1998. That was the purpose of it, so it's been here forever. And we've drawn out of it and we've paid out of it and we've kept it. We had some pretty big expenditures down the road that we had to draw out of that account. Big expenditures, street expenditures that just came up that we didn't have the money for. As far as the streets go, we were saving that money because we were going to put 3 new culverts in and had been talking about that for about 3 or 4 years. You guys put to a bond for the city for \$1M, half of it to go to 3 culverts which is what your presentation was. That's exactly what it was, pictures of them and everything. So now I don't know that you're going to use that half of \$1M for that cause now I'm hearing you're going to use it for some stormwater issues that are going to be with your sidewalks. So I would be careful about what I did with my street money. We haven't done anything with our streets here in a while because all that money we were putting into our sewer when we did our budgets. When Larry's doing a budget, he's budgeting all of your money. Every penny of it. So essentially if you're budget is all of your money, you've spent it all. You've drained the capital improvements and you've drained the streets when that year is over. That's how the budget was presented. That's not how it works. He's sat here and telling you it's not how it works. You've borrowed \$260,000 from capital improvements. What was that money for? What was that money for? General fund? LAGERS? Big part. How much was the LAGERS? What was that check for?

Davis - \$154,000 I think.

Danderson – How close to the time that you wrote the LAGERS check did you have to borrow the money from capital improvements to pay it?

Davis – Like the next day.

Danderson – Okay. So here we go.

Brown – The majority of the money for LAGERS was sewer for Kennie.

Danderson – I know. I know the percent, 80/20, I know the amounts but that came out of the sewer. Not what I'm talking about. I'm talking about capital improvements and streets. You haven't done your streets in a while. It cost a fortune to do a street. In the old days, you just asphalt them, now you micro-seal. Northview! Northview has been on the books for a long time but do you know how much it cost to do Northview? Anybody got an idea just to pressure seal it? In 2023 it was \$75,000. You're going to drain your street account. He's even mentioned paying the police department out of the street fund. That brings \$120,000 a year, isn't that what you said, average income?

Brown – That's what we had budgeted for.

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Danderson – One street will wipe that out, it will be gone. So what are you going to do when you have to do a street and you've taken all this money and you've put it in the police department or somewhere else and you don't have it? What are we going to do then? What's your plan?

Petty – I don't think the intent....

Brown – I did not say this city is doing that. I said several cities that I've been to.

Danderson – I know but I know what you insinuated, I know what you said.

Petty – I don't think the intent is to empty the funds.

Danderson – I think that is the intent. I think the intent is, and Larry's gonna tell ya. He said the word when you borrow from capital improvements. You're never going to pay that quarter of \$1M back, you're not going to be able to because your expenses are so much right now you're never going to do it. I think Larry will admit this to you guys. You might pay \$100,000 of it back but you're not going to pay a quarter million of it.

McMains – Is that just what I asked or what I was asking.

Danderson – Yeah, and Ben's right on cause that's not going to happen so let's all just be realst about that. Drain the capital improvements account, whatever you guys got to do, I understand. I understand you're in a pinch, I know you're looking for money. People voted when they voted for these things, especially streets, the people in this town voted the streets to do one thing in the very beginning was to asphalt your streets. We weren't even talking about digging out ditches, we weren't talking about anything. That was all it was for and all these years since '98, 2008, 2018, that Board was smart. They bumped it from 10 to 20 because they knew what would happen. If people in this town figure out that you're not using their tax dollars for what they voted for, they're not going to vote for it again next time. They're not going to do it. When they find out you're taking all of this money from capital improvements and they don't know what it's going for and this comes up in a year, you think they're going to vote for it? You know how big the margin is on the votes when they do vote for this? Very low turnout, it might win by 30 or 40 votes. I'd just be careful what I'm doing about this. I'd pay attention to it. I wouldn't drain these accounts. You're going to need them. Like I said, these roads, there are things that need to be done right now. I'll give you a prime example and this was on the last rotation. You own a bridge on Sunset that I don't think anybody even understands you own it. They do a yearly inspection on this bridge every year. They've done it forever and every year it gets worse and worse and worse. If you have to take this bridge out down here on Sunset, how are you going to pay for it? If you're using this street money, this \$120,000 you're getting every year and you're rolling it over or more what are you going to do? You think you're in trouble now, what are you going to do then? You have a big cave in like we did over there at Meadow Woods, that's \$50,000+. We didn't plan on it. It just happened. Had to be fixed. Good thing we had that money

laying around or we wouldn't have got to fix it. Pay attention to what you're doing with these funds. And they are restricted for a reason. They say restricted because that's what they are. They restrictive for what you can use them for.

Petty – Thank you, Jeff.

Colt Johnson, 75 South Swan Street – I guess my main question is, we did the budget for this year in July I'm guessing. Roughly? And we're already borrowing hundreds of thousands of dollars that wasn't in the budget. That's my only question. Like, why was it not in the budget?

Petty – So the beginning of Larry's presentation to us....

Johnson – I came in a little late, I'm sorry.

Petty – It's okay. He talked about how the money actually comes in. It doesn't all come in, we don't have all of the money when we start the year. We have influxes at certain time periods. His example was property taxes. The bills, everybody probably just got one recently and that money will probably not make it to the City until, maybe, some of it in December but most of it probably not until January. So that's a big portion. The money doesn't always come in at the same rate that the expenses go out. Our expenses are pretty steady throughout the year except for some of these bigger projects that we're paying for. The intent is that everything by the end of the year is able to even out and balance and cover all of the loans from these other accounts that the City does have money in. So the intent is to pay it back and I have confidence that our City Treasurer is helping guide us in the direction of being able to pay that money back by the end of the year.

Johnson – Okay. I guess my only other question and then I'll be done but, last year, what did we end? Positive or negative?

Petty – We were positive, right?

Davis – At the end of the year we owed \$60,000 to the capital improvements.

Petty – To capital improvements.

Johnson – So we were \$60,000 negative?

Petty – The City's budget overall came out positive but as far as what account the money itself was sitting in....

Johnson – Which matters.

Brown – Yeah. As far as, the auditor has been here and he hasn't given us the report yet on what the exact numbers are but like I said, last year we were very, very close on all of those items. And I haven't looked at the June 30, 2025 numbers for a while. I've got them and I think you've received them once before but that showed you where you were on a cash basis as far as receipts and disbursements through June 30th of 2025.

Johnson – Okay. I was just curious. I didn't know what it was.

Brown – Yeah. We were close. I can't say that we were exactly to the penny but it was very close to what we budgeted for the year.

Johnson – Okay. Thank you.

Public Comment Closed

Petty – Alright, this agenda item is closed. Follow up is that the finance committee with Larry and Sara will review our expenses year to date, identify what should or should not be paid out of special accounts.

DISCUSS AND/OR APPROVE EMPLOYEE RECOGNITION CARDS

Discussion

Petty – I think last year our employees, I don't know the dollar amount, Sara...

Davis - \$150

Petty - ...for Christmas got \$150 Christmas bonus cards.

Davis – Employee recognition

Petty - Employee recognition cards. There was, I remember, you had to be employed for a certain length of time to be eligible?

Davis – Mmhmm, a year.

Petty – How many employees do we have that fall into that?

Davis – Me, Chan, Kennie....

Riggin – Billie.

Davis – Billie...

Riggin – Jen.

Riggin – That’s it.

Davis – Brian recently left. Chief’s only been here since April.

Petty – So do we want to, this year, approve employee recognition cards for the five employees that we have had employed with the City for a minimum of one year?

Stewart – I’m on board for it.

Davis – Is that a motion?

Stewart – Unless there’s any other discussion that needs to be had.

Hodges – Where would it come out of the budget at?

Petty – We have it budgeted in a specific line item.

Davis – I don’t have it in front of me. I’m sorry.

Petty – We budgeted for it.

Davis – It’s on the finance statement I’m sure.

Hodges – I don’t remember that when we was doing the budget but that’s been several months ago. I don’t remember it being in there for that.

Public Comment Open

Colt Johnson – What’s the benefit to the City of this?

Petty – Employee engagement and retention. Helping them to feel valued. Showing appreciation for their service to the community, to the City to hopefully keep them employed with the City.

Johnson – Got it. Does this card make any difference to you?

Hokanson – Oh, it helps out.

Johnson – So is it money? Is this money then? Okay, so it’s money. It’s not just a plaque.

Jeffrey Danderson – No, it’s cash.

Johnson – Oh, okay.

Petty - \$150 per person.

Hokanson – I can get a couple of groceries.

Johnson – Oh yeah, my bad.

McMains – *No, it's just a Christmas card saying Merry Christmas. Merry Christmas, Kennie.*
When I worked here it was a gift card to Price Cutter I believe, which did help.

Johnson – Okay.

Public Comment Closed

Motion by Stewart to purchase employee recognition cards for \$150 each for those employees with one-year of service or greater. Seconded by Hodges
Stewart AYE, Cooke AYE, Hodges AYE, Petty AYE, McMains AYE, Boncuk AYE

DISCUSS AND/OR APPROVE DIAMOND MAPS SUBSCRIPTION

Discussion

Davis – Okay. I'll go. Heidi with the water department told me that we need to get our own subscription for Diamond Maps, which we definitely need, Kennie has to have it. It's \$36 a month for unlimited users and they can move data over from what we are currently using with the water department so we still keep all of our plats and everything.

Stewart – Currently we've been sharing that with them?

Davis – Yes.

Petty – We have several people who do use it. The mention of the unlimited users, Kennie, Chan, Planning and Zoning.

Davis – I use it.

Petty – I use it.

Stewart – Are they interested in splitting that cost?

Davis – We did offer a few months ago and they said not to worry about it and now they would like for us to get our own subscription.

Petty – So they would clone their database and then we would upkeep the sewer portion moving forward. It would not update with the water districts information because it would be separate.

McMains – Has something happened with us and the water district?

Davis – I have no idea.

McMains – Cause I see that and I see they want to disassociate with the City.

Davis – Right.

McMains – So it makes me wonder what is going on.

Davis – I have no idea honestly, other than Richard Icenhower dying, I have no idea.

McMains – I mean, I can't imagine why they wouldn't want to split \$36 a month, if it's unlimited users, why it really matters.

Petty – So do we want to address the Diamond Maps and then move onto the next agenda item for the water district?

McMains – I feel like it's together.

Jeffrey Danderson – You can't go without the Diamond Maps. You guys might as well approve it and go on. I don't even know why you're discussing it. If they don't want you to have it, you've got no choice. Just approve it and go on. Then you can talk about the next one. You can't do without it.

McMains – Thank you, Jeff.

Danderson – I'm just trying to move your meeting along here.

McMains – I know, I understand.

Danderson – And then go to the next one.

Hodges – Educate me. What is the Diamond Maps?

Petty - Diamond Maps is a database that shows all of our infrastructure within the city of Fair Grove. Where our manholes are. Where our sewer lines, our sewer access points. Every piece of our sewer infrastructure is detailed on this map. He uses it to find...

Hokanson – Locates.

Petty – ...locations when there's a new construction and they do a new tap.

Hodges – I bought a map at the beginning when I started here. It shows everything with the sewer and stuff but it's not updated when you have something new done to it. I give \$60 for that map but it shows the water, shows the sewer, shows everything you're talking about.

Petty – So this is an online....

Hodges – Right. This here, I had it bought, I bought it. It's a map I can unfold.

Petty – Okay.

Hodges – But I just said, but it ain't got updates. I ain't gonna it on my paper, so.

McMains – I mean, we use it, we might as well just approve it.

McMains – I make a motion to approve this.

Davis – You're making a motion?

McMains – Yep.

Public Comment Open

Public Comment Closed

Motion by McMains to approve Diamond Maps subscription for an annual fee of \$36 per month for unlimited users and transfer data from PWSD #5 into City of Fair Grove's membership.

Seconded by Cooke

Stewart AYE, Cooke AYE, Hodges AYE, Petty AYE, McMains AYE, Boncuk AYE

DISCUSS PWSD #5'S DISASSOCIATION FROM THE CITY

Discussion

Petty – At their last meeting there was an agenda item to talk about them disassociating from the City. They said in their minutes, they didn't really say anything other than it was tabled, the agenda item was tabled. Sara called and let me know and her recommendation was that she and I and Mark attend their next Board meeting basically to find out what's driving this. Did something happen? Is this a direction they've been planning on or thinking about. Is there something that we can do to mend a relationship if that needs mending. Basically find out what's going on so that we can then make a better informed decision on how we plan to move forward with or without their choice to disassociate or not. That's what our plan is, to attend the Board meeting and get more information because we don't have any.

Boncuk – What all would their disassociating from us involve then?

Petty – So they do our billing. So right now the Public Water Supply District bills our sewer. We use their volumes that they capture monthly to determine our sewer rate. For most of the customers it's averaged over the 3 winter months. They do the billing part. We also pay 10%?

Davis – I think it's 5%.

Petty – 5%.

Davis – 4?

Jeffrey Danderson – 5.

Petty – 5% of our total revenue from sewer goes back to the Public Water Supply District to cover those costs of billing. I'm not real sure what that monthly expense is that we pay back to them. If this is a direction that they plan to move towards, that would be the money that we would have to allocate towards a billing system. That's the biggest portion. The biggest unknown for me though is how would we get the monthly volumes of usage to know what to bill.

Danderson – Buy it from them like you do a record.

Petty – K.

Danderson – That was established years and years ago. It's no different then a record request from City Hall.

Hodges – It would destroy us. Completely destroy us.

Davis – Sounds like it would be more work honestly.

Petty – Yep.

Danderson – What's that?

Petty – Billing.

Danderson – Well we did it before. We did it years and years ago and then it was a bad, bad thing. It went away, they took it back. It was something Richard thought, he was very passionate about it that he wanted it that way. He thought it was best for everybody. All you have to do is essentially get the report from them monthly. It's a records request. They can charge you, I'm gonna guess \$10, probably and then you're going to have to have your own system, you're going

to have to have your own mailers, and then you're going to have to send it all out. You're going to have to pay somebody to do it but I don't think that's an issue. I just don't know what the 5% dollar amount is.

Hodges – How many years have they been charging 5%? How long have they been charging us 5%?

Danderson – Well it's been a different percentage throughout the years.

Hodges – Okay. Well I mean how long has it been 5%? 3,4,5?

Danderson – Well, I think we took it away from them right around 2000 and everybody was threatening to sue each other in lawsuits. They wouldn't give us the data. Richard wanted \$150 every time we got it so I went down there and requested it. They had to give it to me just like you do anything else, so I paid them \$10 and they wanted \$150 so then here we go. Then me and Richard's into it and after that I got out of the council and for some reason, they all just took it back and they've had it for the last twenty something years maybe. So now, maybe they don't want to mess with it. I don't know but that's what it's going to entail. It will take some work from the City. It will take some money.

McMains – Wouldn't they still have to send out sewer bills or water bills? This literally doesn't benefit anybody.

Danderson – Well, I don't know. You would have to ask them.

Petty – That's the plan is to ask them.

Danderson – It's a fact finding thing.

Petty – Yep.

Danderson – I can tell you that getting the information from them is not hard.

McMains – Let's figure out what happened.

Petty – That's the plan.

Stewart – Wanna join us?

Hodges – We might need to pay a little bit more money to them for doing it. I mean, if it's been years and years and years.

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McMains – When’s the next meeting?

Davis – December 8th at 7:00.

McMains – What time?

Petty – 7:00.

McMains – Is it here or over there?

Davis – It will be at the water district.

Petty – So that’s the plan. We’ll go find out more information and then we’ll come up with what we’re going to do moving forward based off of what they decide.

Danderson – Can’t make them do it.

Public Comment Open

Hodges – I hope we don’t see it happen.

Petty – Me too.

Public Comment Closed

ACCEPT JERRA ICENHOWER’S RESIGNATION FROM PARK BOARD

Discussion

Petty – She sent a nice letter. A thank you basically, for the time she got to serve. She’s grateful for the Board and the opportunities, she’s not able to commit the amount of time she needs to to the Board itself. She wants to open that spot up for someone else who does have time.

Public Comment Open

Public Comment Closed

Motion by Cooke to accept Jerra Icenhower’s resignation from the Park Board effective November 13, 2025. Seconded by Boncuk
Stewart AYE, Cooke AYE, Hodges AYE, Petty AYE, McMains AYE, Boncuk AYE

PARK BOARD APPOINTMENTS

Discussion

Petty – We have Kailey Newbrough. She’s up for reappointment. She has been serving as the Chairman of the Park Board. She’s done a great job. Do you guys have any feedback? I know you’re on the Park Relations Committee.

Cooke – Kailey took over that president role from Jerra and I feel she's done a fantastic job with it so I have no issues with this reappointment.

Stewart – She's been easy to get ahold of, easy to talk to. She's doing a good job and I've not heard any complaints.

Public Comment Open

Public Comment Closed

Mayor Pro Tem Petty recommends Kailey Newbrough be reappointed to the Park Board for a term to expire 11/2028.

Motion by Cooke to accept Mayor Pro Tem Petty's recommendation and reappoint Kailey Newbrough to the Park Board for a term to expire 11/2028. Seconded by Stewart
Stewart AYE, Cooke AYE, Hodges AYE, Petty AYE, McMains AYE, Boncuk AYE

Petty – Next up, we have Johnnie Collins for reappointment for the same term. Mark or Tim?

Cooke – She's with Kailey and there's a pretty good Park Board right now so the more we can retain, I think the better we are.

Public Comment Open

Public Comment Closed

Mayor Pro Tem Petty recommends Johnnie Collins be reappointed to the Park Board for a term to expire 11/2028.

Motion by Cooke to accept Mayor Pro Tem Petty's recommendation and reappoint Johnnie Collins to the Park Board for a term to expire 11/2028. Seconded by Boncuk
Stewart AYE, Cooke AYE, Hodges AYE, Petty AYE, McMains AYE, Boncuk AYE

DISCUSS CANCELLATION OF LAST MEETING IN DECEMBER

Discussion

Petty – December's last meeting is the week of Christmas.

Stewart – That's not gonna happen.

Davis – We always normally cancel it.

Stewart – Cancelled.

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Davis – Is that a motion?

Hodges – Got to make that in a motion.

Public Comment Open

Public Comment Closed

Motion by Stewart to cancel last meeting in December due to it being Christmas week. Seconded by Cooke

Stewart AYE, Cooke AYE, Hodges AYE, Petty AYE, McMains AYE, Boncuk AYE

Business Meeting

SEWER AND PUBLIC WORKS

Discussion

Kennie Hokanson – We're working on our I and I project. Just about got it wrapped up. It was definitely wavey. Got the root ball out of the manhole so we should be leak free there.

Petty – Did the total, did he come up with a total cost for the project?

Hokanson – No. We haven't gotten that far yet. We aren't completely done yet. We've got some more finish work to do and then they'll have to come back in the spring and seed and straw it. Clarence has been excellent to work with. Everything's been going good. I don't know which one we will tackle next. Me and Brad are gonna put our heads together and figure out where we're gonna go but we are going to keep chopping away at these I and I fix ups and hopefully we'll have a handle on it before long. That's about it for the sewer. Really ain't got a whole lot for the streets unless anybody has any questions.

Stewart – Thank you, Kennie.

Public Comment Open

Public Comment Closed

BUILDING INSPECTOR

Discussion

Petty – We have our new building inspector for the City of Fair Grove. Mr. Jacob Coburn. We approved his contract with the City at a special meeting last month. So we wanted to welcome you and our other Board members who did not get a chance to meet you prior to approving your contract wanted to meet you so thank you for coming.

Jacob Coburn – Thank you for having me. I am open to any questions you guys may have.

Hodges – I was just wondering at the meeting when you wasn't here and stuff, what do you see the City of Fair Grove, we need to be going at on this stuff for Planning and Zoning?

Coburn – Well, just coming in for the little bit of time that I've had, what I've seen is just contractors being made aware of what the codes are, what the regulatory codes are. I've had a contractor tell me that they don't use the 2018 IRC which is what the City adopted. I've had other contractors not wait for a Certificate of Occupancy before they get people in their homes. Zoning I hear is a big issue too, so it looks like I've got my hands full. I'm already in the process of getting it under wraps. I think the new system that the City is going to get is going to help that a lot with getting everyone on the same page of what's going to be required. Just tying up a few things.

Hodges – Right. You've worked with small towns like Fair Grove.

Coburn – Oh yeah. Yes sir. For code enforcement and building inspections.

Hodges – Right.

Coburn – I've come in to where there has been zero enforcement for 15 years and here I come stirring up a lot of issues with contractors. I've dealt with a lot of contractor relationships in my career and I feel that I am competent to get everybody on the same page.

Hodges – I've heard a lot of complaints over the years about Fair Grove here and building here and contractors not wanting to build here because of stuff that happens with the Planning and Zoning and everything else so I'm hoping we can address those problems so we can get builders to come here and want to build in Fair Grove.

Coburn – I think it's communication. Just making sure that your building department is talking to the planning department. That's absolutely imperative. Everybody working together is priority that's how you address those issues.

Hodges – Right. I think one of these days if we can ever get our sewer where it needs to be and stuff and I think our water's already there with Water District #5 and stuff, I think we'll see some growth someday. I'm hoping that property right there on CC right there at 65, I'm hoping that will blow up some day and make something great in Fair Grove.

Coburn – You know, I've heard contractors say that it was because of the, we kind of base our inspections and we base our building practices off Greene County that it's difficult because of Greene County's strict rules when it comes to building. The contractors who like to complain about Planning and Zoning and building is just because they don't want to follow the minimum code requirements. They don't want to do the right thing. They just kind of want to get by with doing whatever they want to do. Just like raising children you know, you just got to put your foot

down and give them the correct way to do it and make sure that you're following through. Fair and consistent, you know, I live by that.

Hodges – I like that.

Hokanson – They seem like they want to lie to you when you go and inspect something.

Coburn – What's that, sir?

Hokanson – They seem like they want to lie to you about we don't have to do this in this town, we don't have to do this in that town. I am always like, that's what the City of Fair Grove does so that's the way we do things.

Coburn – Oh, yes sir.

Petty – What are some of your active projects right now?

Coburn – So I have a lot of residential. I haven't touched the commercial portion of it yet. Seeing what I have in residential, it's been interesting so far. I'm not really surprised at what I've seen because doing other inspections in Greene County I've run into the same issue. Lack of or no insulation in attics, firewall issues in Swan Estates. I need to review any kind of inspection documentation that the previous inspector had, if any.

Petty – For Swan Estates?

Coburn – Yes, ma'am.

Petty – Is there missing information?

Coburn – Absolutely, yes. Apparently they installed this metal panel system to these buildings with no sheathing so they just attached it to the frame. I've never heard of anything like that so I told the builder, I said look, it's something that you're going to have to provide the City. It's not something that I need to get, it's something that you need to provide us documentation that says you are able to do this by an engineer. It has to be a stamped approved engineer from the state of Missouri to explain how they came up with not using sheathing for the exterior of a building. I've never seen that.

Hodges – Are you talking at the apartments they're building? Karla's place?

Coburn – They aren't apartments, they're townhomes.

Hodges – Karla's place?

Petty – Yes.

Hodges – Okay. Well they've been building for a while now.

Coburn – That's what I've been told.

Hodges – And I mean, they've been passing along the way. What's you're sayings wrong with them?

Coburn – Well there's no exterior sheathing so there's just a metal paneling on the...

Hodges – The outside siding or whatever you call it.

Coburn – What's that, sir?

Hodges – The outside siding.

Coburn – Yes, sir. Attached to the frame. It's not attached to any sheathing.

Hodges – Right.

Coburn – Which is critical when you're in a high wind area like such is this area. I think the wind design speed is 120mph. The same with Nixa and Greene County. They all share the same wind speed. So the contractor informed me that he installed wind straps. I've yet to find out what a wind strap is. I don't think that's the correct term but in lieu of the sheathing they installed wind strapping so I'm just kind of getting into it. I'm not sure.....

Hodges – It's been around for years. On the corners they'll take a strap and come down like this. Metal straps.

Coburn – Yes, sir. Lead embracing, absolutely. It's....

Hodges – And then they didn't have to use sheathing I guess, or whatever, plywood or whatever on the sides.

Coburn – So generally that's attached to the framing system and the exterior wall, the sheathing is still applied to it because you get your structural strength and integrity for your walls from your nailing pattern on your sheathing.

Hodges – Right.

Coburn – And then you have brace wall patterns to your top plates and you want to make sure, especially on the side of a home, you have a pivot point to where those trusses sit down on that top plate, you want to make sure that is securely fastened with your sheathing. Now when you just have a metal fastening to that framing, you're not applying the correct hold down techniques that are in the code. Now there might be something the engineer has that I haven't seen yet but I don't know of any design where you can just not use sheathing.

Hodges – To me it's sort of like when we build our pole barns. There is no sheathing.

Coburn – Yes, sir. Now a pole barn, absolutely but it's not a habitable living space. It's not designed for that type of occupancy.

Petty – Are there any other major concerns to any other project completions or that same project?

Coburn – I mean, really, construction documentation and permitting. That's critical. And allowing people to occupy residents with a Certificate of Occupancy is a huge, huge thing. Any jurisdiction or any municipality will tell you that is something you absolutely want to get under the reigns because the liability it puts on the City. You know, you're not allowing us to thoroughly make sure that house or that property is up to code or safe to occupy. So you're putting the City in jeopardy of litigation which is something we need to avoid at all cost. I talked to a contractor earlier and he was like yeah, people moved in about a week ago. I'm like oh, okay so a certificate has been issued and he's like oh, I don't know.

Hodges – When an inspector inspects a building here in Fair Grove and they passed it and they didn't notice something that you're disagreeing with, it still passes, don't it?

Coburn – So if there's a matter of life safety, so if I go in and something has already been passed, I'm not really going to be too critical on that. If it's a matter of fire, life, safety issues then absolutely. You've got to call that out. It's my job to inform the contractor as well as the City that there is a situation that needs to be addressed. Life safety things, we definitely want to make sure of that.

Hodges – K.

Coburn – And as inspectors, we don't catch everything. I'm a third generation inspector. My Pops has been doing this, my grandpa has been doing this for a long time. They brought me up in the trade doing this. I don't catch everything all the time but mainly what I look for is life safety. Sometimes you get contractors that buck and sometimes they're receptive.

Hodges – Bring them to Fair Grove. We want them.

Coburn – Yes, sir.

Petty – Do you mind if I open it up for public questions if they have any?

Coburn – Absolutely.

Public Comment Open

Davis – I just want to say that Jacob was thrown into the fire because Carey just kind of disappeared and I think Jacob's doing a fantastic job.

Coburn – I appreciate that.

Davis – The communication is amazing. He sends emails. He let's Chan and I know what's going on so we know how to help people when they call or something. It's been fantastic.

Coburn – Well thank you for that.

Petty – I'm very grateful that you're here. I do feel like it's going to help the future growth of Fair Grove and I just look forward to our partnership.

Coburn – Yeah. Absolutely. I love what I do and I'm here to help out any way I can.

Hodges – I'm disappointed. I was told you was a long haired hippy and I said alright, that's what we want.

Coburn – Yes, sir. I'm not a hippy.

Hodges – Did you have longer hair or something?

Coburn – No, sir.

Hodges – I don't know why they misinformed me.

Coburn – Nope. I had a mohawk when I was 16 but that was a long time ago.

Hodges – Me too.

Petty – Thank you, Jacob.

Hodges – Thank you. Appreciate you coming.

Public Comment Closed

FINANCIAL STATEMENT

Discussion

Hodges – No one told me. I just had to mention that.

Public Comment Open

Colt Johnson – I guess my question would be, would it be to big of an issue to have a monthly, instead of just a very basic breakdown but a more detailed breakdown of the financials monthly?

Petty – I think everything is public record and accessible with a request through the City.

Davis – Yes. And it's all very, very ummm..

Stewart – It's broke down.

Davis – Yes, there it is. That's the word.

Stewart – He's got one here.

Davis – It's 7 or 8 pages full of exactly what the expenses were and the income.

Petty – What is the request process for the full financial breakdown for the month.

Davis – Normally it's a sunshine law request and there's charges per page and time.

Hodges – Let's see what your paper looks like, what you're showing. The breakdown. It's the same thing we got then. Okay. Not really easy to read.

Johnson – So it breaks it down per store or like per purchase or...

Davis – The categories.

Petty – It's expenses by line item out of each account. Yes, each one.

Johnson – Okay.

Hodges – Here ya go. You want mine? You can take it and look at it. See what you get out of it.

Public Comment Closed

Motion by McMains to approve the financial statements as submitted. Seconded by Stewart
Stewart AYE, Cooke AYE, Hodges AYE, Petty AYE, McMains AYE, Boncuk AYE

PARK BOARD

Discussion

Stewart – Umm.. they...

Petty – No. Nope. Not a committee.

Stewart – Kailey and Brittany texted me and said they would not be able to come this evening so they're not going to be here.

Petty – Thank you for sharing, Mark.

[Public Comment Open](#)

[Public Comment Closed](#)

EMERGENCY MANAGEMENT

Discussion

Greg Porter – Things are still just cruising right along. Working with Greene County to update our emergency operation procedures, trying to get all of that updated. Trying to keep everything in line with the way that they do things so if they have to respond we're all kind of uniformed and on the same page so we're updating all of our contact information and all of that good stuff so hopefully in the next month or so I will have an update on that and I'll need approval from you all. We're making the transition to the monitoring of winter weather. Hopefully it's not too bad. There's different outlooks that I've been seeing. Some looking very, very snowy. Some looking like it could be more of a tornado type winter. We never know. That's just kind of one of those fun games I like to look into and play. As far as that, it sounds like our sirens and everything are working like they should be which is good so in the event this winter does turn into that. The way they talked, we're more on the edge of ice and snowy weather this winter. But outside of that, just cruising along.

Petty – At the last update you had mentioned, or reported that we missed the cutoff for the grant, the emergency management, I don't know what the term was...

Davis – EMPG

Porter – EMPG

Petty – EMPG. Were you able to take a look at or review your budget to see where that money can be made up from knowing that we do not have that income to cover the cost of our salaries for these positions?

Stewart – We actually over budgeted on the accounts so we will, it's in the budget to not have this. So we will be fine. We would like to have it next year.

Petty – Okay.

Porter – Yes, next year we can just justify why we need it and we're good to go. Like I said, I've already been in contact with the State and whoever's in charge of the whole thing and she talked like there shouldn't be an issue.

Petty – Okay, good.

Porter – So moving forward, next year we'll be back to rocking and rolling.

Petty – Good deal.

[Public Comment Open](#)

[Public Comment Closed](#)

POLICE DEPARTMENT

Discussion

Chief Riggan – *So I've been provided with a statement. It's been told that I *inaudible* eloquently last time. Hi, I'm Chief Riggan. Things are great. I will now accept exactly 6 yes or no questions, one question per Alderman. There will be no follow-up. I had to spend an entire day listening to Sara and Chan complain about page 7 of my transcript. There will be no such thing tonight. Things are great. What are your questions?*

Stewart – So since I was shut down so abruptly...

Riggan – *You're welcome to take my spot.*

Stewart – The Park Board says they talked to you about the Parade of Presents.

Riggan – Parade of what?

Stewart – of Presents.

Riggan – Something that they have going on, yes.

Stewart – And you guys are working something out there?

Riggan – Oh, we're not working anything out. They sent me an email and said they're doing it and then I will provide whoever I can that's in service.

Stewart – K.

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Riggin – That’s how the email went.

Davis – Is there not a Resolution or something they have to do in order to have a parade?

Petty – To shut down the street?

Davis – To shut down the street!

Stewart – Yeah.

Riggin – So what I’ve noticed is I get an email that says this. I talked with so and so from the Board. They want you to know that I’m doing this or they’re asking my permission and my questions are, are you not needing to have insurance, are you not needing to have permits. Is there not a system in place where they have some sort of a semblance of structure for this event and the answer’s always no. Which is why I’m working with opps planning for next year for things because MoDot jumped me and said wait, you guys are shutting down our street with no protection, no opps planning and you have no security at your events and I said that is correct and they were like that’s not a good idea. So I don’t know. I got an email that said we’ve talked to some Aldermen, they said I need to tell you that this is what’s happening. So I’m not working with anybody on anything. I was not asked to work with anybody, I was told what was going to happen. And really the truth is when you give me an email a week out I’m already scheduling for officers trying to fill shifts. Especially with holidays, you guys have given them ample vacation time and they have vacation that they want to use. I mean I’ve got open shifts every single week for like the next month. So that’s kind of how that works. Now with the Parks, keep in mind, her thing was this is a City event anyway. We have that part I think covered, I think it’s okay.

Petty – Are we closing down the street though?

Riggin – Yes.

Davis – What street?

Riggin – Old Mill. So I’ve got a couple of officers. I had to bring them in for overtime to do it but I’ve got officers to close the street because that’s a requirement from MoDot so I’m good there. But we’re not protecting their route or anything like that. I just don’t have officers for it. So I had to bring in a reserve, he agreed to come in and then I think Deckard is going to be working that day. So basically I’m going to use them to shut down one side and then when they get to the other, they’ll shut down the other and we’ll be good. But that’s essentially what’s the deal. But I threw together an opps plan as quick as I could so that if MoDot asked I have something for that.

Petty – The City though I think has to pass a Resolution to close the street itself.

Cooke – That’s what I thought.

Riggin – And I don’t think that’s occurred.

Petty – No.

Davis – It’s hasn’t.

Cooke – It has not.

Riggin – See, this is what I’m saying. I’m sorry, Sara, I’m waxing on.

Davis – No, you’re fine. *I’ll write you a new script tomorrow.*

Riggin – One of the things that I try to do on my side of the planning, I even started day one a Chief’s book so that when I leave I can pass on this is how to run a police department. What I’ve noticed with Fair Grove, and a lot of places, is we’re kicking cans down the road constantly and what happens is in this instance I get a phone call in my first 7 months and they say “ahh, this is what we’ve always done” but what we have always done is not the right answer. The right answer is we have a system in place, this is how we permit for parades because if you close down the road and there’s an accident and a two-year old gets killed, there’s going to be lawsuits and we need to know we had a permit process where we had the Resolution, we had insurances, we’re covered. Now I’m creating opps plans because I know that’s what MoDot wants so I have my piece covered. Whatever your piece is, I really don’t know. But I just know that I get an email saying hey, this is what we’re doing and we did it last year.

Davis – I didn’t know they did a parade last year.

Cooke – They did not do a parade last year.

Riggin – Maybe it was the turkey trot. I just got an email from them too.

Stewart – That one they did do.

Riggin – I think I got that Wednesday or Thursday, I can’t remember. So I think, and I asked Sara yesterday, don’t we have a permit process for any time you’re having street closures and parades and events where we’re restricting traffic which means where we restrict traffic we restrict the ability for emergency services and for a lot of things we don’t really have a detailed emergency plan when we do those things. That’s what I’m doing for our side but I don’t know if we have a process from your side to say this is what I expect from you when you want to do a

thing. So when you said I was working with people, no actually I got an email and said I better throw together an opps plan real quick.

Petty – I think typically what's happened in the past is they've come to the Board and they've requested and the Board decides if they will or will not pass a Resolution to close the street. Cause we have to have a public notice to let people know that we are closing a street on a certain date at a certain time.

Cooke – Correct.

Davis – What's the date? Anybody know?

Stewart – No idea.

Petty – So it sounds like we have followup with the Park Board if they're intending to have a parade....

Chari Burrell – The Park Board parade is December 13th.

Davis – December 13th?

Burrell – Yes. The Historical Society, Mary has been working directly with the Chief.

Riggin – Yeah, we've got that one covered.

Burrell – Yes.

Riggin – So the Park Board is the 13th and the Turkey Trot thing is Thanksgiving Day. They're not asking for Old Mill to be closed though.

Petty – So it sounds like we need our Park Board Relationship Committee to maybe provide them some guidance on how to request a street closure for a parade and the steps they need to take to make that happen. We will likely have to have a special meeting to pass a Resolution if that is what we wish to do.

McMains – I'm not so sure Fair Grove needs two Christmas parades. Just a thought.

Hodges – Ain't they on the same day?

McMains – No. They're doing theirs on the 6th and the Park Board wants to do one the week after.

Cooke – I may have misunderstood you, I'm not sure. Are they stating they spoke with an Alderman who approved it and told you to...

Riggin – I think. Again, I've gotten a dozen requests in the last few weeks for stuff. What's happening is people are now thinking they have to ask me permission and I said I don't have the authority to tell you that you can do a thing in Fair Grove, I'm the police.

Petty – Jacob, does the City typically have a permit process for...

Jacob Coburn – Yes. I have an SOP that's going in with my building permit SOP and it's essentially road closure permit SOPs. So Chief, I'll get with you, run it over with you and see if you like it. Basically every department will have to sign off on it whenever they request for a road closure and that was every department is on board with what's going on and everyone is on the same page. There's emergency routes already planned with this SOP.

Riggin – And see that's perfect because that's what MoDot would be looking for.

Stewart – We got a guy.

Riggin – Yes. We just met a couple of minutes ago.

Petty – A couple of minutes?

Riggin – Yes. We just shook hands.

Petty – When we interviewed Jacob I did say to him, I'm getting a real Mark Riggin vibe from you. I did. That's Mark. And I love that you guys are consistent and by the book and making sure that we have everything covered how we are supposed to so I appreciate both of your diligence.

Stewart – I apologize. That might be on me some, a little bit. Cause the Park Board came to me and said we want to do this cool present parade thing and I said are you shutting down streets and they said yeah and I said Riggin just talked to us about this. There's a whole process that needs to be done and I'm really lost on it. Will you talk to him and see what processes you need to do.

Petty – And they said we're just doing this thing, FYI.

Riggin – Pretty much. I mean, that was my email cause I think, was it Brittany?

Davis – Mmhmm.

Riggin – Oh yeah, she was just in the office and she was just letting me know. Again, that's why I asked Sara the other day, I said hey do we even have a process for planning for these and we really don't, yet. So this is perfect. We're having, apparently, 3 of these events in the next 5 weeks. And truth be told, yeah moving for next year when we talk about planning these events for the Historical Society and so on, when it comes to planning for emergencies. When we did the fall festival I didn't even have enough officers to answer calls for service so we need to talk about what that looks like hiring actually security officers so I can keep officers on the street, at least one to answer calls for service. We have to have that. So this is all going to culminate moving through next year. Permitting process, what does safety look like, on and on and on. So it's going to be a lot but I think once we get the playbook down, I've heard that a lot in this board room before, there'll just be check boxes next year and the year after that and they year after that. And when we're all gone, they'll have the playbooks to go oh, this is what we do.

Hodges – Did you figure out how many officers you were going to need extra during the fall festival?

Riggin – I don't have....

Hodges – You discussed it last month.

Riggin – I don't have it completely set right now of what I think is going to be best cause I don't even have definitive numbers. I've heard anywhere from 20,000 to 50,000 people so I don't really know what the looks like.

Hodges – Well, do you think you could probably have it by next years budget so we can put it in the budget?

Riggin – I think I'm probably going to tell you within the next three or four months how many officers I want out there.

Hodges – I was gonna suggest in your budget for the police department, put that in there so we can budget it.

Riggin – Or we charge the Society and all of the people that want to use these facilities and our officers a nominal fee like Springfield does or like Nixa or like Ozark. If you come to the City and say I want your officers, what the City does is then contract with them and say hey, we will provide you services, here's the contract, just like we do with the schools. We're making the school hire our officers off duty cause I just can't provide that service.

Hodges – Right. Well that's the reason I said let's put it in the budget so we can do it. It will pay for it. We can just take it out of the budget, the city's budget here and then it's took care of.

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Riggin – And that's up to you guys.

Hodges – That's the way I'd like to see it.

Riggin – Now, I will tell you, Greene County Sheriff's Department, we hire them it's \$50 an hour. Anyway, I'm sorry. Questions?

Petty – What are your biggest pain points right now?

Riggin – I'm sorry.

Petty – What are your biggest pain points right now?

Riggin – Pain points?

Petty – Yeah.

Riggin – *This meeting.*

Cooke – *This meeting.*

Riggin – I just feel that for me as an administrator, it would be nice to have bodies in uniforms and it's very difficult and that's not just me, that's everywhere. So I would love to be able to staff in such a way like the other night we had all of those car break-ins and there's just no body here. The guys that were getting in the cars were walking up and down the street like they were trick or treating.

McMains – *I wonder why nobody wanted to get into my '99 Chevy S10. They looked at it and said hahahaha, nevermind.*

Riggin – They looked at cars with keys in it and passed by them.

Hodges – We need to teach people don't leave valuable things in cars.

Riggin – So, it's bodies. That would be nice. Other than that, when I say things are great, reall our systems are in place in such a way that this was the first week that I've got officers doing investigations and presenting charges to the prosecutor by themselves using systems that we've developed, that they've given us that wasn't here before. I was working with Jen and I think she actually went back from last year where cases didn't get filed, they're still within the statute of limitations, she filed three herself. One's going to be a felony DWI, one's going to be a felony property destruction and she did that on her own because the systems are in place now. To me, those are big wins.

Petty – It's huge.

Riggin – Huge.

Petty – Thank you for bringing that.

Riggin – And I think it really speaks highly of what the officers are putting up with cause they went from we don't know how to do it to look at what we just did.

Petty – Thank you.

Riggin – Yep. We're getting there. That's it. That's the big pain but we're all feeling it.
Questions?

Public Comment Open

Hokanson – I thought you told me the 6th cause that's what I ordered signs for.

Riggin – Well there's something on the 6th, there's something on the 13th.

Hokanson – All I ordered them for was the 6th.

Riggin – Yeah. That's for that Chamber of Commerce.

Hokanson – That's all I did.

Riggin – That's good. Cause the Park Board thing we're not...

Hokanson – Okay. I've got another question. So, if I'm repairing the street, I've got to plan for this and get a permit, tell everybody in town.

Riggin – Only if it's a state right of way. You would have to get with MoDot.

Hokanson – I can't work on a state right of way.

Riggin – Well I don't think you've got to worry about that then.

Petty – So when you close down a street we'll still put out public notice.

Hokanson – Well I always tell them and I tell the fire department and they get it on the 9-1-1 thing. I was just curious cause it was looking like there for a minute, I've been shutting streets down for several years and no permit.

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Riggin – The biggest thing is 125.

Hokanson – I can't touch that.

Petty – That's a city, that falls within our operations of the City. We still have a responsibility to make sure we notify all of the appropriate people.

Hokanson – So unless I'm having a party...

Petty – If it's for something personal, you would have to apply for a permit to shut it down.

Stewart – *If you invite me you don't need permission. We will just shut it down.*

Petty – *Alderman Stewart just gives the go ahead.*

Cooke – *I second.*

Public Comment Closed

CITY CLERK

Discussion

Davis – Alright. So the election declarations open from December 9th to December 30th. Kelly is up, Eric and Mark and then we have the Mayor position as well. I did look into the phone for the inspector. We did not pay for that phone. We do owe Carey \$156. We can get the same exact phone free if we do a one-year contract, if we don't then it's \$900.

Stewart – And we don't have to return that old phone, we can just...

Davis – Correct. It's ours.

Stewart – Let's just do that.

Davis – So are you making a motion for me to get the building inspector a new phone?

Motion by Stewart to get the building inspector a new phone with a one-year contract so that it is free of charge up front. Seconded by Cooke.

Stewart AYE, Cooke AYE, Hodges AYE, Petty AYE, McMains AYE, Boncuk AYE

Davis – Okay. So then are we good to go ahead and pay Carey the \$156 that we owe him and get that just done?

Stewart – Yes.

Davis – Let's see, our iWorqs implimention, that's the right word, right?

Petty – Implementation.

Davis – There it is, is tomorrow morning at 10:00 so Jacob's going to come by and we're gonna get that done. It's just starting, there is going to be a process but it's exciting. And then the very last thing I have is I spoke to our attorney yesterday and she wants to come out the first meeting in January, be here about 5:30 and she wants to do a training for Ethics and Sunshine law with the Board before our meeting that night. So I just need approval from you guys if you want to do that.

Petty – So then we would officially publish that our meeting starts at 5:30 cause we will all be together.

Davis – Correct. We will basically have two meetings, one for the training and then one for our regular meeting.

Petty – At our next meeting on December....

Davis – No, not the next one. It would be the first meeting in January.

Petty – January ??

Davis – I think it's like the 13th or something. I'm not 100% sure.

Petty – At 5:30?

Davis – Mmhmm. It's just something that she likes to do with her towns when she gets them.

Stewart – The 13th, that is correct.

Petty – And this is to review, kind of go over government officials responsibility to uphold....

Davis – Certain ethics and what you can do under sunshine law and what you can't do. It's just a quick little overview.

Petty – How long do we think this...

Davis – She said about 45 minutes.

Petty – How much time prep wise will she have?

Davis – She said it would not be much because she already has the slides, she just has to adjust it for a fourth class city.

Petty – So how much are we looking at spending for her coming out and doing this?

Davis – Well, I'm going to be honest. The Board of Adjustments stuff that she did, and that was a lot of research beforehand and after, she charged us \$5,500. But I don't know that she needs to do that kind of research for Aldermen.

Petty – How much did she charge for the meeting itself?

Davis - \$825 I think.

Petty - \$825?? And it sounds like she's already got the materials.

Davis – Correct.

Petty – She would probably do just a little bit of adjustment for us.

Davis – Correct.

Hodges – Do you know how much we spent in attorney fees so far?

Davis – I don't have that total amount but it's in your finances.

Hodges – It's in here?

Davis – Yeah. If you want to think about it, we can bring it to the next meeting and get approval or whatever you'd like then.

Boncuk – Can you find out from her how much research she would have to put into it and what a total will be?

Davis – I can try.

Boncuk – At least a little more ballpark.

Davis – Okay.

Petty – There's a big difference between \$800 and \$5,500.

Davis – There’s a huge difference but she was also answering questions for Steve Short most of that.

Petty – I know. If you can request kind of an estimated...

Davis – Okay. I can do that.

Petty - ...cost for this I think that will help inform our decision.

Davis – Okay. I’ll bring it back next meeting.

Boncuk – And does that portion have to be open to the public also?

Davis – Yes.

Boncuk – Would we open public forum for that part also?

Davis – No.

Petty – That would be it. It’s a different kind of meeting. It’s still a public meeting. Everything we do is open to the public but we wouldn’t have to follow the way we do these.

Boncuk – The structure of it.

Petty – Yeah.

Public Comment Open

Tyler Kline – Until I heard the price tag, she did the training for the Board of Adjustments and it was super beneficial, very educational, very well done. However, I did not know how much it cost so now I feel guilty.

Davis – Oh no. There were a lot of questions, a lot of emails beforehand. It was quite extensive.

Petty – I think she said the presentation itself cost around \$800.

Kline – Yeah, absolutely. It would be worth every penny at that price point. \$5,500 is a little steep.

Public Comment Closed

COMMITTEE REPORTS

Discussion

Emergency Services (Stewart, Cooke, McMains)

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Public Relations (Cooke, Petty, Boncuk)

Cooke – Really don't have anything. We're getting ready to push our second spotlight report and that's about all I've got.

Petty – Who's next up?

Cooke – Sara.

Planning and Zoning (McMains)

McMains – We didn't have a meeting last month, so nothing.

Park Board (Stewart, Cooke)

Human Resources (Stewart, Petty)

Finance (Petty, Stewart)

Petty – I look forward to scheduling some time to review our budget, our expenses and what they're being paid out of. Would you like to meet next week? First week of December?

Stewart – We'll figure out a time.

Petty – December 1st, Monday at 11?

Stewart – We'll figure out a time.

Community Outreach (Hodges, McMains, Boncuk)

Hodges – Only thing, I don't know what's going on with this city and people around and different things but for God's ministry out there or our food ministry and stuff, we had 500 families comes through and usually we're 300 to 400. Like I said, we're a little bit behind our donations and stuff. We've been asking for money donations. I was hoping to get around \$8,000 and we probably have around \$3,200 to \$3,500 and we've already spent that on money for food in town. Canned goods, green beans, corn, just everything we can afford to buy. But the good Lord's bringing a lot of people here that need help. And we help people in Greene County, Polk County, Dallas County and Webster County. I figured in two more Saturdays we're going to do another one. Tell everybody to come that needs help cause it will be pretty good.

Public Works (Petty, Hodges, Boncuk)

Petty – For the sidewalk we got approval from MoDot to extend the timeline out through....

Davis – The end of July.

Petty – The end of July. The intent is to get it completed before April, before the next election, just in that case if anything were to change as far as persons of responsibility we would be able

to make sure there's continuity. For the bond for Andy, our engineer for the culvert, he has already started the plans and has those ready.

Davis – We'll do the bid opening on the 3rd.

Petty – The bid opening on December 3rd?

Davis – Mmhmm.

Petty - The bid opening for the first culvert on Main just north of Saddle Club where they connect, the really narrow spot. December 3rd we'll open the bid. It has to stay open for 2 weeks? 30 days?

Davis – It's already been opened. We advertised, I don't remember when.

Petty – Okay. Bid opening we will open up the bids...

Davis – Yes, on December 3rd. I'm not sure what time, but yes, bids will be opened and then awarded probably at our December 9th meeting.

Petty – Okay. He felt pretty confident it would be a quick turnaround on that project. For the sidewalk, Morgan, we just finished up the right-of-way discussions with the homeowners. Those discussions are why we ended up redoing the sidewalk plans. We did not get a ton of support for additional right of way for the homeowners properties so what we did was we kind of changed the design to stay within the City's right of way that we have closer to the road which is why we had to talk about the stormwater drainage because then we would be getting into the ditches and we still need to be able to maintain appropriate stormwater management with the sidewalk in place. So the next step for that, he's got to get the updated plans, I think to the right of way people, right?

Davis – I think so. We're not having a sidewalk meeting until, I think next week, because of all of the holidays and we wanted to get things submitted so he had an update to give.

Petty – Okay.

Davis – I think you're at that meeting too. I think it's also December 3rd.

Petty – Okay. For the sewer, we met with Kennie last week, the sewer committee did. He gave us an update on the overall operations of the plant. Everything is working well. He shared some information about an alternative to the sand filters. Don't remember what....

Hokanson – Disk filters.

Petty – Disk filter, that has a much longer life and it's more efficient than refurbishing the sand filters would be so I look forward to more information on that. The Titus Twister...

Hokanson – Working good.

Petty - ...is working well. You mentioned about the I and I that we are on track to complete those by the end of the year or have an invoice for the total amount of the \$65,000 and this is grant money that we still have and we have until the end of the year to finish which we feel like we are going to be able to accomplish. I think those are all of the public works updates.

Public Comment Open

Colt Johnson – Just a simple quick question and I know most of you guys wasn't even here when this happened but anyway, the sidewalk thing, I know you're going to have to add drainage and stuff now. Just wondering what the, cause I know the grant's roughly half of it but what's the city gonna end up paying out of pocket for the rest of it?

Davis – The guesstimate at this point is \$178,000.

Johnson – Okay. Thank you.

Davis – You're welcome.

Public Comment Closed

APPROVE BOARD OF ALDERMEN MINUTES

Discussion

Public Comment Open

Public Comment Closed

Motion by Cooke to approve Board of Aldermen minutes from October 14, 2025, October 28, 2025 and November 5, 2025. Seconded by Boncuk

Stewart AYE, Cooke AYE, Hodges AYE, Petty AYE, McMains AYE, Boncuk AYE

Mayor Report

Petty – Two things. The Christmas parade and then after the Christmas parade at the tree lighting, the City plans on giving out the Key to the City to Marilyn Meals so we got that in from BJs Trophy. We also got a memorial plaque for Richard Icenhower that we plan to present to his wife and sons at that event as well.

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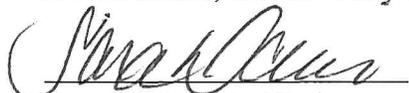
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Adjournment

Motion by Boncuk to adjourn at 8:17 p.m. Seconded by Stewart

Stewart AYE, Cooke AYE, Hodges AYE, Petty AYE, McMains AYE, Boncuk AYE



Sara Davis, City Clerk