

**NOTICE OF OPEN MEETING AND VOTE TO CLOSE PART OF THE MEETING
DESLOGE BOARD OF ALDERMEN REGULAR MEETING**

Monday, February 10, 2020

7:00 p.m.

Desloge City Hall, 300 North Lincoln

Posted: February 6, 2020 at 10:00 a.m. on the outdoor City Hall bulletin board.

Faxed: February 6, 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 January 13, 2020 Monthly Meeting Minutes
 - c. Bills for Payment-
 - i. First State Mastercard
 - ii. NB West 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. Police Department Award Presentation
- IV. Public Comment
- V. Ordinances
 - a. An Ordinance of the City of Desloge, Missouri amending Section 130.090: Prescribed Hours for Use of the Park, Section 130.115: Reservation Fee for Baseball Field at Brightwell Park, Section 130.140: Scope of Authority, and Section 130.160: Duties, of the City Code.
 - b. An Ordinance of the City of Desloge, Missouri authorizing the City Administrator to execute a tax-exempt equipment lease purchase agreement with U.S. Bancorp Government Leasing and Finance, Inc.
- VI. Resolutions
 - a. Bereavement Policy-Personnel Practices
- VII. Bids
 - a. Brightwell Park Sports Complex Concessions for the 2020 Baseball Season
 - b. Brightwell Park Fence
 - c. Police Department New Vehicle Equipment
 - d. Security Cameras
- VIII. Discussion Items
 - a. Accounting Manual
 - b. Cops Grant
 - c. Court Amnesty Week
 - d. Commerce Bank CD's / Account
 - e. Move March Meeting
- IX. Mayor and Aldermen's Report
- X. Vote to Close the meeting pursuant to RSMo 610.021 – (3) Personnel
- XI. 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, FEBRUARY 10, 2020
7:00 p.m.
DESLOGE CITY HALL, 300 North Lincoln

Members present were, Mayor David Kater, Alderman J.D. Hodge, Alderman Alvin Sutton, Alderman David Shaw, Alderman Christopher Gremminger, Alderman Deion Christopher and Alderman Jerry Hulsey. Staff present was City Administrator Dan Bryan, City Clerk Stephanie Daffron, Police Chief James Bullock, Chief Water Operator Paul Pilliard, Public Works Director Jason Harris, Park and Recreation Director Terry Cole, Building Inspector Bryan Cato, Court Administrator Linda Simino and Chief Deputy Clerk Judy Hutchison. Officer Stephanie Memhardt, Officer Jon-Erik Bradford and Officer Jason Boyer

Visitors present were Patrick Mullins, Ashley Harrison, Kim Harrison, Landra Waymere, Chuck Odle, Chelly Odle, and Heather Turnbough.

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. January 13, 2020 Monthly Meeting Minutes
- C. Bills for Payment
 - i. First State Mastercard Invoice \$23,929.67
 - ii. NB West Invoice \$80,938.15
 - iii. UMB Bank MO DLP Waterworks Revenue Bonds \$10,162.86

Amend Consent Agenda

Alderman Sutton made the motion to amend the consent agenda to include the UMB Bank MO DLP Waterworks Revenue Bond Invoice and Alderman Gremminger seconded the motion. Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye; Hulsey – aye. Motion carried.

Approve Amended Consent Agenda

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

Police Department Award Presentation

Police Chief James Bullock presented Officer Jon-Erik Bradford and Officer Stephanie Memhardt with awards for their actions and service on the date of December 17, 2019 that resulted in the saving of a human life.

Public Comment

Ashley Harrison, 1138 North Desloge Drive spoke to the board regarding property for sale at 400 South Desloge Drive. Ms. Harrison is the owner of The Giving Tree and is looking to purchase this property. This property is zoned residential and she wants to know if it is possible for the property to be zoned commercial. The board explained that it would not be zoned commercial, as that would

require spot zoning and spot zoning is not allowed per our ordinance. The Board asked City Administrator Dan Bryan to get together with Ms. Harrison and show her other possible commercial locations for sale.

Patrick Mullins, St. Francois County Commissioner addressed the board by thanking City Administrator Dan Bryan. Mr. Mullins stated that he had been working with Mr. Bryan for the last couple of years along with the Department of Natural Resources and Fish and Wild Life Services. Mr. Mullins stated they are hosting a public meeting at Desloge City Hall on Tuesday February 18th from 6:00pm to 7:00pm Regarding a proposed restoration project. This meeting will be regarding Bone Hole, the first county park. Mr. Mullins explained that if the Commission and Trustees allow they would like to expand the 37.57-acre park by buying the adjoining 108 acres of land from Mr. Stuart Mr. Mullins has been working with Mr. Bryan looking at creating a biking trail because the Desloge repository of 600 acres borders Desloge and the park. Mr. Mullins thanked the Desloge Board of Aldermen for letting them use city hall and thanked Mr. Bryan again for all his help.

Ordinances

BILL NO. 1362

ORDINANCE NO. 2020.02

AN ORDINANCE OF THE CITY OF DESLOGE, MISSOURI AMENDING SECTION 130.090: PRESCRIBED HOURS FOR USE OF THE PARK, SECTION 130.115: RESERVATION FEE FOR BASEBALL FIELD AT BRIGHTWELL PARK, SECTION 130.140: SCOPE OF AUTHORITY, AND SECTION 130.160: DUTIES OF THE CITY CODE.--SEVERABILITY—EFFECTIVE DATE.

Mayor Kater read the ordinance twice by title with copies available to the public. Alderman Gremminger made a motion to approve the ordinance as read and Alderman Christopher seconded the motion. Christopher - aye; Shaw - aye; Gremminger - aye; Hulsey - aye, Hodge - aye; Sutton - aye. Motion carried.

BILL NO. 1363

ORDINANCE NO. 2020.03

AN ORDINANCE OF THE CITY OF DESLOGE, MISSOURI AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A TAX EXEMPT EQUIPMENT LEASE PURCHASE AGREEMENT WITH U.S. BANCORP GOVERNMENT LEASING AND FINANCE, INC...--SEVERABILITY—EFFECTIVE DATE.

Mayor Kater read the ordinance twice by title with copies available to the public. Alderman Christopher made a motion to approve the ordinance as read and Alderman Gremminger seconded the motion. Shaw - aye; Gremminger - aye; Hulsey - aye, Hodge - aye; Sutton - aye; Christopher - aye. Motion carried.

Resolutions

Bereavement Policy-Personnel Policy

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

Bids

Management and Operation of Brightwell Park Sports Complex Concessions for the 2020 Baseball Season

Brightwell Park Sports Complex Concessions for the 2020 baseball season was published in the local paper, bids ended on Wednesday, February 5, 2020. One bid was received.

Mary Green \$400.00

Alderman Christopher made the motion to accept the bid from Mary Green in the amount of \$400.00 and Alderman Hodge seconded the motion. Hulsey – aye, Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye. Motion carried.

Brightwell Park Fence

Park and Recreation Director, Terry Cole stated he received three bids

Burch Fencing	\$9,200.00
Freedom Fence	\$12,567.50
National Fence & Gate	\$7,238.31

Alderman Gremminger made the motion to accept the bid from Burch Fencing for \$9,200.00 and Alderman Shaw seconded the motion. Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye; Hulsey – aye. Motion carried.

Police Department New Vehicle Equipment

Police Chief James Bullock discussed the different bids received for equipment

Ed Roehr Safety Products Co.	\$5,670.00	(Radar)
	\$13,303.50	(Equipment)
Kustom Signals, Inc.	\$5,913.00	(Radar)
Digital-Ally	\$12,165.00	(Dash Cam's) only supplier
Responder PSE	\$4,433.92	(Light Bars)
PSU Public Safety Outfitters	\$8,531.83	(Equipment)
Dana Safety Supply, Inc.	\$16,623.48	(Equipment)
CDW.G	\$8,827.76	(Electronics only)

Alderman Sutton made the motion to accept the bid from Ed Roehr Safety Product in the amount of \$5,670.00 for radars and Alderman Gremminger seconded the motion. Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye; Hulsey – aye; Hodge – aye. Motion carried.

Alderman Gremminger made the motion to accept the bid from Digital-Ally in the amount of \$12,165.00 for dash cam's and Alderman Hulsey seconded the motion. Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye; Hulsey – aye; Hodge – aye. Motion carried.

Alderman Gremminger made the motion to accept the bid from Ed Roehr Safety Product in the amount of \$13,303.50 for equipment and Alderman Sutton seconded the motion. Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye; Hulsey – aye; Hodge – aye. Motion carried.

Chief Bullock stated that he had only one bid for light bars from Responder PSE in the amount of \$4,433.92. Alderman Gremminger requested Chief Bullock to obtain two more bids and present to the board next month.

Security Cameras

Williams Alarm LLC.	\$4,500.00 (City Hall)
	\$4,500.00 (Library)
Alarm Security, LLC	\$7,899.00 (City Hall)
	\$7,899.00 (Library)

Alderman Christopher made the motion to accept the bid from Williams Alarm in the amount of \$4,500.00 for city hall and \$4,500.00 for the library and Alderman Shaw seconded the motion. Christopher – aye; Shaw – aye; Gremminger – aye; Hulsey – aye; Hodge – aye; Sutton – aye. Motion carried.

Accounting Manual

City Clerk Stephanie Daffron requested the board to include the addition of the show me courts account in Section I Accounting Procedures, I Court Management.

Alderman Sutton made the motion to approve the accounting manual as presented with the exception of adding Stephanie's recommendation of adding the show me court account and Alderman Shaw seconded the motion. Shaw – aye; Gremminger – aye; Hulsey – aye; Hodge – aye; Sutton – aye; Christopher – aye. Motion carried.

Cops Grant

Chief James Bullock talked with the board regarding the cops grant. Mr. Bullock stated the City of Desloge has been in good standing with them for quite a while. Chief Bullock stated that he has applied a couple of times through the years and we have been denied, as it is very competitive. For the year 2020 the cops grant program has four million in grants for hiring new officers. Officer Bullock would like the opportunity to pursue a grant for the year 2020 for one new officer. This grant will cover the span of three years for an entry-level officer. The benefit package will be around \$48,800.00 for one officer for one year, \$1,000.00 to equip the officer with a gun and gun belt and \$1,000.00 initially for uniforms totally \$50,800.00 for cost of the officer. For the three years, the total will be \$152,400.00. If the grant is received, the city will be responsible for 25%, which would leave the city responsibility the amount of \$36,000.00 for the span of three years.

Alderman Hodge made the motion to approve Chief Bullock to seek the opportunity to apply for the cops grant, as well as approval to fund 25% over a three-year period and committing to one full year salary. Alderman Gremminger seconded the motion. Gremminger – aye; Hulsey – aye; Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye. Motion carried.

Court Amnesty Week

Court Administrator Linda Simino addressed the board regarding Court amnesty week. The dates for this year are March 16th -20th, June 15th – 19th and September 8th-11th. Once a quarter the Desloge Municipal Court tries to generate an opportunity for those, who have outstanding warrants to come in with no repercussion. They may pay one hundred dollars down, supply the court with an updated address and set up a new payment agreement. The court is also offering court mandated community service for any nonprofit organization in the amount of \$10.00 an hour credit.

Commerce Bank CD's / Account

City Administrator, Dan Bryan spoke to the board regarding the Commerce Bank CD's. The City of Desloge has two CD's with Commerce Bank, these CD's are TIF money that needs to be liquidated

and applied to the Special Project Account to use for the upcoming State Street project. Chief Deputy Clerk Judy Hutchison spoke to the board regarding the Commerce Bank account. In 2014 Commerce Bank moved out of the City of Desloge, at that time the City opened a bank account with First State Community Bank. A portion of money was left in The Commerce Bank account for outstanding checks and for the interest from the CD's to roll into. At this time, Commerce Bank is charging us \$160.00 a month in finance charges and we are only receiving around \$14.00 interest monthly on roughly \$800,000.00. We would like the approval of the board to liquidate the CD's and close the Commerce Bank account and move all money over to our First State Community Bank account.

Alderman Shaw made the motion to approve the liquidation of the Commerce Bank CD's and to close the Commerce Bank account and Alderman Christopher seconded the motion. Hulseley – aye; Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye. Motion carried.

Move March Meeting

City Clerk, Stephanie Daffron requested the Board to move the March meeting from March 9th to March 16th. The City Clerk along with Chief Deputy Clerk, Judy Hutchison will be gone to the Missouri City Clerk and Finance Officers Spring Conference.

Alderman Gremminger made the motion to move the March meeting to March 16th and Alderman Hodge seconded the motion. Hulseley – aye; Hodge – aye; Sutton – aye; Christopher – aye; Shaw – aye; Gremminger – aye. Motion carried.

Mayor and Alderman Reports

Alderman Christopher had nothing to report.

Alderman Sutton asked about the abandoned and vacant property ordinance that was approved a couple of months ago. He wanted to know how we were moving forward with this, are we sending certified letters to those we have found problems. City Administrator, Dan Bryan stated that per our city attorney we have to prove the property vacant for at least six month. Alderman Sutton asked if he had a list to track the vacant properties. Building Inspector, Bryan Cato stated he is keeping track of the properties.

Alderman Gremminger thanked all departments.

Alderman Hodge had nothing to report.

Alderman Shaw stated that there is a light out on Desloge Drive. The Board let him know this is the same light that has already been discussed and taken care of. Alderman Shaw addressed Public Works Director Jason Harris regarding changing the brush pick up schedule in the winter months. Mr. Harris stated it was because of the plows and spreader bed attachments on the trucks. Alderman Shaw asked if he needed direction from the board regarding the brush pick up schedule. Alderman Gremminger stated he did not believe it needed board approval and that it was something Mr. Bryan and Mr. Harris could work out.

Alderman Hulseley thanked all departments.

Mayor Kater asked Public Works Director Jason Harris if he had heard anything new regarding the parts for the light that is out on Desloge Drive. Mr. Harris stated he is having issues with Reinholdt Electric particularly Chris, our point of contact. Mr. Harris has contacted Cochran and went above Chris to get something done about this. Mr. Harris stated he has contacted Cape Electric to order spare parts for the light but cannot touch the light as it is under warranty at this time. Mayor Kater thanked all departments.

Vote to Close the Meeting

Alderman Hodge made the motion to close the meeting pursuant to RSMo 610.021 (3) Personnel and Alderman Christopher seconded the motion. Hodge – aye; Sutton – aye; Christopher - aye; Shaw – aye; Gremminger – aye; Hulsey – aye. Motion carried.

EXECUTIVE SESSION BEGAN

8:30 p.m.

RETURN TO OPEN SESSION

8:44p.m.

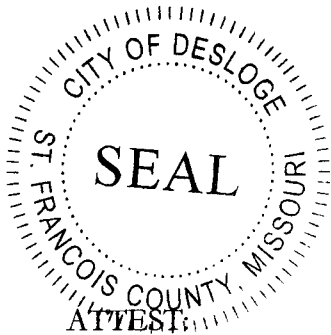
Alderman Gremminger made a motion to return to open session and Alderman Shaw seconded the motion. Shaw – aye; Gremminger - aye; Hulsey – aye; Hodge – aye; Sutton – aye; Christopher – aye. Motion carried.


Adjourn

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

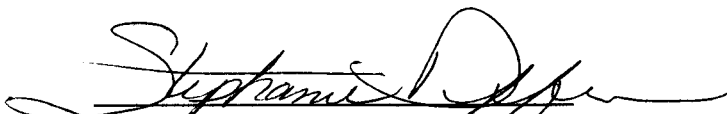
MEETING ADJOURNED

8:45 p.m.





David Kater, Mayor


Stephanie M. Daffron, City Clerk

Resolution to Amend Personnel Practices

Bereavement

WHEREAS, The City of Desloge, the Mayor and the Board of Aldermen for the City of Desloge reviewed 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 Section 115.0715 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.

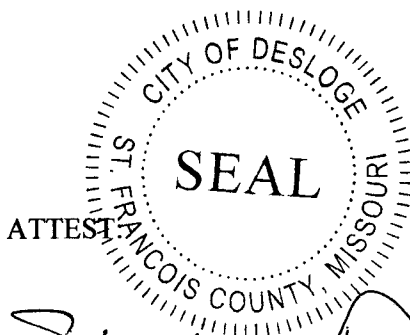
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF DESLOGE, MISSOURI, AS FOLLOWS:

Section 1. That the Board of Aldermen, acting in its capacity as the governing body of the City of Desloge, hereby amends Section 115.0715 Bereavement.

The City of Desloge understands that a death in the family can be a very difficult time and will make every reasonable effort to accommodate an employee's leave request under these circumstances. The purpose of this type of leave is to attend the funeral and to help take care of personal matters. Generally, employees may use up to three (3) days of paid leave following the death of a family member. Additional leave is optional with approval by the City Administrator. For the purposes of this policy this includes: A current spouse, son, daughter, step-son, step-daughter, father, mother, step-father, step-mother, father-in-law, mother-in-law, brother, sister, step-brother, step-sister, brother-in-law, sister-in-law, grandparents, step-grandparents, grandchildren and step-grandchildren. Additional relative or close friend with approval of the City Administrator.

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

PASSED AND RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF DESLOGE, MISSOURI THIS 10TH DAY OF FEBRUARY 2020.



Stephanie Daffron
Stephanie Daffron, City Clerk

CITY OF DESLOGE MISSOURI

David Kater
David Kater, Mayor

City of  Desloge

February 21, 2020

Ryan Baumgartner

The City of Desloge wishes to close our Commerce Bank account ending xxxxx0380. We would like these funds deposited by wire transfer to our First State Community Bank account.

Please use the following wire instructions

Bank Name: First State Community Bank
ABA/Routing #: 081918425
Beneficiary Account #: 1317791
Beneficiary Name City of Desloge
Beneficiary Address 300 North Lincoln Street Desloge, MO. 63601


Thank you for your assistance,

Sincerely,



Stephanie Daffron
City Clerk

Wire Transfer Authorization

Commerce Employee Accepting Wire Instructions				
*Employee Name		*Branch or Department Name		*Date
*Employee with Required Wire Transfer Authority (may be same as above)		*Phone Number of Authorized Employee		*Sequence Number
				PIN (Wire Dept Use ONLY)
Wire Request Method				
* <input type="checkbox"/> In Person <input type="checkbox"/> Fax <input checked="" type="checkbox"/> Email <input type="checkbox"/> Mail <input type="checkbox"/> Other (identify):				
*Exception to Policy? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes," approval of Retail Market Manager or Group Manager required.			Signature or description of documented approval (attach document, if no signature)	
*Call-Back Details (Not required for in person or repeat code wires)		Individual Called Stephanie Daffron	Phone Number Used (573) 431-3700	Signature of Employee Completing Customer Call-Back
Originator Information				
*Originator (Wire transfer is FROM this name) CITY OF DESLOGE			*Requestor's Name (if different than originator) Stephanie Daffron	
*Street Address 300 N. Lincoln St.	*City Desloge	*State MO	*Zip 63601	
Customer Identification (Must be a Commerce Bank customer; we do not complete wires for non-customers.)				
* <input checked="" type="checkbox"/> Signature Card <input checked="" type="checkbox"/> Known Customer <input type="checkbox"/> Documentary Identification (list below)				
*Identification Type 1. 2.		*Identifying Numbers or other information		
Amount and Funding				
*Amount of Transfer \$1,280,907.01		*Account Type to Debit <input checked="" type="checkbox"/> DDA <input type="checkbox"/> SAV <input type="checkbox"/> FCA (Foreign Currency Account)		
*Purpose of Wire Closing Account Moving to Different Institution		*Account Number to Debit 349000380		
Repeat Wire Information (If yes - Repeat Code is required and additional sections below do not need to be completed.)				
*Repeat Wire? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Repeat Code	Name of Beneficiary	
Beneficiary Bank Information				
*Beneficiary Bank Name First State Community Bank			*Beneficiary Bank's Routing Number 081918425	
*Beneficiary Bank City Desloge		*Beneficiary Bank Country MO	*SWIFT Code	
Intermediary Bank Information (Complete this section if customer provides this information; otherwise leave blank.)				
*Intermediary Bank Name			*Intermediary Bank's Routing Number	
*Intermediary Bank City		*Intermediary Bank Country	*SWIFT Code	
Beneficiary Information				
*Name of Beneficiary (the Wire Transfer is TO this name) CITY OF DESLOGE			*Beneficiary's Account Number (IBAN - Europe, CLABE - Mexico) 1317791	
*Street Address 300 North Lincoln Street			*Additional Address Information	
*City Desloge	*State MO	*Zip 63601	*Country USA	*Any other special Wire Transfer Instructions
International Foreign Currency Transfer Use ONLY - Additional Information (Work with International Ops to Complete)				
*Currency Type		*Amount of Transfer	*Value Date	*U.S. Equivalent
*Rate	*FX Contract/Rate Sheet No	*Per Trader	*Fee	*Account Analysis <input type="checkbox"/> Yes <input type="checkbox"/> No
Customer Authorization				
*Printed/Typed Name Stephanie Daffron		*Signature 		*Date 2/21/2020



Incoming Wire Instructions

Domestic: Please use these instructions for any wires within the United States. You will need to provide this information to the bank that is sending the wire to your FSCB account.

Bank Name: First State Community Bank

ABA/Routing #: 081918425

Beneficiary Account #: 1317791

Beneficiary Name: City of Desloge

Beneficiary Address: 300 N Lincoln St Desloge, MO 63601

International: Please use these instructions for any wires outside the United States Borders, unless the Financial Institution has a location within the United States and can process it as a Domestic Wire. Wires outside of the United States will require both a beneficiary bank and an intermediary bank. You will need to provide this information to the bank that is sending the wire to your FSCB account.

Intermediary/Receiving Bank:

Swift Code: USBKUS44IMT

ABA/Routing #: 0821000210

Intermediary Bank Address: 800 Nicollet Mall BC-MN-H20I Minneapolis, MN 55402

Beneficiary Bank:

Bank Name: First State Community Bank

Bank Address: 201 E Columbia St Farmington MO, 63640

Bank Account #: 152310862510

Beneficiary Name: City of Desloge

Beneficiary Address: 300 N Lincoln St Desloge, MO 63601

Beneficiary Account #: 1317791