

MINUTES
CITY OF DIAMOND BOARD OF ALDERMEN MEETING
February 11, 2013 - 7:00 P.M.

MAYOR SHANE HUNTER CALLED THE MEETING TO ORDER AT 7:00 P.M.

OPENING PRAYER: Nancy Lewis

PLEDGE OF ALLIANCE: Mayor Hunter led the group in the pledge of allegiance.

ROLL CALL: City Clerk called roll. Mayor Shane Hunter, present. Aldermen present were Brian Navarro, Billie Jo Hardy, Nancy Lewis and Lisa Mitchell. All present.

Also in attendance: JoAnn Ohlhausen, Vicki Wright, Jesse Gibson, Jason Writer, Mike Jones, and Alisha Bryant, Ticia Pinnell, Carol Fry, Gail Hurlbut, Brenda Schmitt, Bill Buening, Bob Renfro, and Bruce Fullerton.

The Minutes of the January 14, 2013 meeting were put before the board for approval and reading of the minutes was waived. Nancy Lewis made a Motion to accept the Minutes of January 14, 2013. Lisa Mitchell seconded the Motion. All in favor, Brian Navarro, Nancy Lewis, Lisa Mitchell and Billie Jo Hardy. All opposed, none.

Mayor Hunter recognized several citizens in attendance and opened the floor for persons wishing to address council. First to speak was Ticia Pinnell. She stated she was having trouble with her neighbor parking on Market Street and restricting her view when pulling out of her driveway. She stated that she had called MoDOT to see if people were allowed to park on the highway. She was told that the City can pass an ordinance restricted parking on the highway and they would come and post the restricted area. Ticia stated that her neighbor has parking in the rear of his house. She also stated that other people on her block have trouble using their driveways when he is parked on the highway. Lisa Mitchell stated she did not think it was good to have people parking on the side of the highway. This was the consensus of the council in general and Mayor Hunter stated that the City would review State Statutes and the City would enact an Ordinance in accordance to State Statute and City Code. She also stated that the neighbor in question had placed a large piece of metal roofing between her fence and his tree at the end of her fence by her mailbox. This is an unsightly object for anyone passing by on the main street of town. Mike Jones stated he would ask the gentleman to remove the metal. Ticia thanked council for the consideration.

Next Bruce Fullerton asked council about the sewer project. He stated that he thought that line replacement was to have included the area near Maple Street. Mayor Hunter stated that at one time it was part of the plan, but multiple changes to the plan did not allow funding for that area. He stated that the City is planning to address that area hopefully with the near future.

Next Gail Hurlbut and Carol Fry addressed council on behalf of the Diamond Animal Fund. They requested permission to install a small fenced area attached to the kennel to allow the dogs to move around freely when their cages are being cleaned. She stated that this would be out of funds they had collected and would create no cost to the City. Mayor Hunter stated he thought the City needed to repair the kennel after being inspected by the state. They found a few things that needed to be repaired. JoAnn explained to Mayor Hunter the repairs had been completed. Jesse and Charlie confirmed that the repairs were complete. Mayor Hunter told Gail and Carol to contact Charlie and Jesse when they were ready to do the work.

Bob Renfro addressed council next regarding the building he is renovating on Washington Street. He stated he plans to have an indoor horseshoe arena. He stated he would not be selling liquor of any kind, but that some of the tournaments would likely have participants who might bring their own beverages. He asked if he need to construct another separate building for those people. Mayor Hunter explained it was a liability issue and that he would be responsible for those consuming alcohol on his property. Mayor Hunter suggested he should contact an attorney and his insurance carrier to ascertain his liability.

With all issued addressed, council turned their attention to new business. The bids for Workers' Compensation Insurance were reviewed. Connell Insurance Agency provided the lowest bid at \$3,890.00. The other bid was from Beimdiek at \$4,973.00. Coverage was the same from both companies and Billie Jo Hardy made a Motion to accept the bid from Connell Insurance Agency. Nancy Lewis seconded the motion. All in favor, Brian Navarro, Nancy Lewis, Lisa Mitchell and Billie Jo Hardy. All opposed, none.

Next the council reviewed the proposed new sewer and water rates recommended by Missouri Rural Water after a rate study was completed. The study addressed the requirement on the city by USDA as part of the loan agreement. The City stipulated to increase rates to recommended levels to obtain the needed funds. A discussion began about the amount of the increase and why it was so much all at once. Mayor Hunter explained that when the bond issue passed the rates were to have increased but never got to the required amount. Gail Hurlbut asked about the size of the increase and was told it would be about 40% in each department. It was explained that the new rates met all requirements and also set aside an amount of money monthly to accumulate for future needs. Vicki Wright asked council to send out a letter to all system users explaining the increase. Billie Jo Hardy made a Motion to accept the suggested water and sewer rates, and that a letter be sent out in March informing of the rates becoming effective on April 1, 2013. Lisa Mitchell seconded the Motion. All in favor, Brian Navarro, Nancy Lewis, Lisa Mitchell and Billie Jo Hardy. All opposed, none.

Charlie Writer presented four bids for a pump for the east lagoon which has been down for a couple of months now. Also an ad was published requesting bids is running in the Joplin Globe with a deadline of February 14, 2013. The bids come from Enviro-Line Company at \$5,174.00 plus \$130.00 shipping, Thomlinson Pump at \$5,816.20, JEI at \$6,278.00 and Covert Electric Motors at \$6,467.50. Mayor Hunter asked council to allow him to accept the bid from Enviro-Line at \$5,174.00 plus shipping of \$130.00 or any bid lower. Brian Navarro made a Motion to allow Mayor Hunter to accept the bid from Enviro-Line or any bid lower. Billie Jo Hardy seconded the Motion. All in favor, Brian Navarro, Nancy Lewis, Lisa Mitchell and Billie Jo Hardy. All opposed, none.

Next bids were reviewed to add a brick wall inside the red building to create a secure evidence locker required by the police department. Mike Jones submitted three bids one from Bob Taylor for \$1,200.00 to \$1,400.00, the second was from Matt Weems at \$2,600.00 and the third was from Generations Construction at \$3,962.24. Billie Jo Hardy stated her concern for the lack of description on the Bob Taylor bid. Mike stated he would talk to Bob and get a more defined statement of services. Nancy Lewis made a Motion to accept Bob Taylor's bid of up to \$1,400.00 contingent on him providing a more detailed statement of services and that he begin the project within 30 days. Lisa Mitchell seconded the Motion. All in favor, Brian Navarro, Nancy Lewis, Lisa Mitchell and Billie Jo Hardy. All opposed, none.

Next council reviewed Resolution 02112013 allowing adoption of animals from the Diamond Kennel. The resolution outlines fees required and an application and waiver of liability for the City of Diamond to be completed by all persons wishing to adopt an animal. Nancy Lewis made a Motion to adopt Resolution 02112013. Brian Navarro seconded the Motion. All in favor, Brian Navarro, Nancy Lewis, Lisa Mitchell and Billie Jo Hardy. All opposed, none.

The Employee Manual was then reviewed for changes made with regard to salaried positions and overtime pay. As suggested by the State Auditor FLSA rules were reviewed and changes required. Billie Jo Hardy made a Motion to accept changes to the Employee Manual. Nancy Lewis seconded the Motion. All in favor, Brian Navarro, Nancy Lewis, Lisa Mitchell and Billie Jo Hardy. All opposed, none.

JoAnn Ohlhausen then sought approval for expenses to attend the new clerk institute in Columbia Missouri. At a cost of \$395.00 for classes and \$394.48 for hotel, plus meals and travel were necessary. Billie Jo Hardy made a Motion to approve the stated necessary expenses. Nancy Lewis seconded the Motion. All in favor, Brian Navarro, Nancy Lewis, Lisa Mitchell and Billie Jo Hardy. All opposed, none.

Next Mayor Hunter looked to reports of City officers. Chief Mike Jones submitted a written report. The report was reviewed and Mike stated the traffic stop location represent the location the vehicle came to a stop, and not the location of the infraction.

The Court Clerk/City Collector submitted a written report. Her City Collector report indicated we are down to six residents that are behind on their bills, but are making regular payments. She stated that Ms. Prang who is working off part of her water bill doing community service is grateful for the assistance. Vicki indicated that the City needs new phones at City Hall. She had the Granby Phone Company check our lines and the problems are in our phones. She listed two prices one from Admiral Express for \$293.64 and one from Office Depot of \$312.98. Lisa Mitchell made a Motion to make the purchase from Admiral Express for \$293.64. Nancy seconded the motion. All in favor, Brian Navarro, Nancy Lewis, Lisa Mitchell and Billie Jo Hardy. All opposed, none. Vicki stated that we had a problem with Bill Grube. He was behind on his water bill and his service was shut off. He turned the water back on himself so the meter was pulled. He then opened the direct line and allowed water to fill the meter pit and run down the road. He then came to City Hall and paid part of his bill and was to have returned in a couple days to pay in full. His water was turned on again. It was decided if the situation arises again Mike will issue a citation for tampering with city property. Vicki also stated that Keith Brumfield was not able to attend the meeting tonight, but was wondering if he could work out some kind of deal to rent Memorial Hall once a month. Mike stated we could exchange the monthly fee of \$50.00 for Keith's service of the monthly testing our breathalyzers at the cost of \$50.00. Mike would speak to Keith about the exchange of services.

Vicki also indicated that we have three tax accounts that were apparently overlooked when the properties were sold some time ago. The total of \$175.04 she felt was uncollectable. It was agreed by council to write off the amount and clear the records.

The Court Clerk report was then addressed. Vicki sought \$50.00 for annual membership fees to the Missouri Association for Court Administration. Permission was granted by council.

Alisha Bryant spoke for the Park Department. She stated it was kind of at a slow point till spring. Lisa Mitchell asked about the old swing set that will be replaced with a new modern one. Lisa stated that her dad donated it to the city and she would love to have it. It was agreed that she should have the old swing set. She stated she would send someone to move it.

Jesse Gibson's report for the Water Department was reviewed. He submitted a price quote for the internal part of the meter for well number 3. In trying to determine the water loss it was suggested that the meter at the well be tested. The quote was from Water Products at \$886.57. Nancy Lewis made a Motion to purchase the meter part. Billie Jo Hardy seconded the Motion. All in favor, Brian Navarro, Nancy Lewis, Lisa Mitchell and Billie Jo Hardy. All opposed, none.

Next Charlie Writer and Duane Linch's reports were reviewed. JoAnn advised that they each had been given a copy of the Engineer's report on the addendum to the facility plan as required by DNR. Mayor Hunter explained we were currently do a test of the lagoon to see if it is leaking. If it is found to be leaking the city could be faced with a cost of \$350,000.00 to do repairs to the lagoon.

Next Treasurer Lisa Mitchell advised that she had reviewed the monthly bank statements and financial, and appear to be in order.

Mayor Hunter then asked for report from council. Billie Jo Hardy had nothing to report at this time. Brian Navarro had nothing at this time. Nancy Lewis had nothing at this time. Lisa Mitchell had nothing further to report. Mayor Hunter advised he was still communicating with Sonic and Wendy's to try to persuade them to come to town. Mayor Hunter stated he had nothing further at this time.

Next Mayor Hunter asked for approval to pay the listed and unlisted bills. Billie Jo Hardy made a Motion to pay bills listed and unlisted. Lisa Mitchell seconded the Motion. All in favor, Lisa Mitchell, Brian Navarro, Nancy Lewis and Billie Jo Hardy. All opposed, none.

Adjourn: All business having been presented and addressed, Lisa Mitchell made a Motion to Adjourn. Nancy Lewis seconded. All in favor, Lisa Mitchell, Brian Navarro, Nancy Lewis and Billie Jo Hardy. All opposed, none. Meeting adjourned at 8:40 p.m.

Note: This document is a draft. It will not become an official record of proceedings until approved by the Board of Aldermen and signed by the Mayor and City Clerk.

Minutes approved _____, 2013

JoAnn Ohlhausen, City Clerk

Shane Hunter, Mayor