

City of Hawk Point, Missouri
Minutes of Regular Meeting
Monday, July 6, 2020

The City of Hawk Point, Missouri held their regular meeting at the Hawk Point Civic Center located at 220 West Lincoln, Hawk Point, MO 63349, on Monday, July 6, 2020, pursuant to the agenda posted Thursday, July 2, 2020.

President of the Board Mark Seigler called the meeting to order at approximately 6:00 p.m. Present were President of the Board Mark Seigler, Aldermen Brenda Bryant, Tom Boling, and Kayla Huber. President of the Board Mark Seigler determined a quorum was present.

Staff present: City Clerk Samantha Shelton, Public Works Terry Stuck, Police Chief Robert Bone, Assistant Police Chief Wayne Mueller, and City Attorney Cindy Davenport.

Guests in Attendance: John Coleman, Robert Henebry, and John Emerson

APPROVAL OF AGENDA

Motion to Approve the Agenda was made by Alderman Bryant and seconded by Alderman Huber.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE
Alderman Huber AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

APPROVAL OF THE MINUTES

Motion to Approve the Minutes from the Previous Regular Meeting was made by Alderman Bryant and seconded by Alderman Huber.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE
Alderman Huber AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

PETITIONS & BUSINESS BROUGHT BEFORE THE COUNCIL BY THE PUBLIC

Mr. John Coleman was present and discussed the 2” flush out and his concerns of property damage when flushing. Public Works Terry Stuck advised that Hydrant would not be the best to substitute and that he would use a hose when flushing into the City’s easement. Mr. Coleman then asked the Board for a break on his tap fee’s. City Attorney Cindy Davenport explained that the requirements that needed to be followed were required by DNR for compliance. Alderman Bryant and Alderman Huber agreed that the tap fees would remain the same.

UNFINISHED BUSINESS

Item 5.A. Gateway Fiber

Lease Agreement – Postponed to August Meeting

City Clerk Samantha Shelton explained her phone conversation with Heath Sellenreik (Gateway Fiber) and that the Agreement was being worked on by Gateway Fibers Attorney and should be ready for the August Meeting for review and approval.

Item 5.B. Wastewater Project

City Clerk Samantha Shelton and Public Works Terry stuck gave updates on the Wastewater Project.

Item 5.C. City Park Improvements

Plan(s) Update

Robert Henebry discussed the City Park Improvements and the installation of the New Playground Equipment. It was agreed that the Park would be Closed from August 10, 2020, through August 20, 2020, for installation and construction. It was advised by the City Attorney that all volunteers must sign and agreement prior to any volunteer work.

Discussion on when surveillance cameras would be set up at the Park was had at this time.

Silent Auction

City Clerk Samantha Shelton inquired about what steps to take to begin the Silent Auction for the approved playground equipment to auction off. It was decided to post flyers around town and on the City's Website for the Silent Auction. Those interested would need to complete a form provided by the City Clerk. Bidding would be open for one week. Those that have winning bids would have one week to pay for their items and pick them up from city hall during normal business hours.

Item 5.D. Booster Club Parking Lot and Policing

City Attorney Cindy Davenport stated that she had researched the matter and that the Police Department would either have to witness the violation take place or a complainant would have to submit a written complaint to the Police Department in order for action to be taken.

Item 5.E. City of Hawk Point Handbook

The Board went over additional corrections to the provided handbook.
TABLED TO NEXT BOARD MEETING.

Item 5.F. Hawk Point Courts

Ordinance

City Attorney Cindy Davenport went over the provided Ordinance and the changes that needed to be made. Ms. Davenport requested that the ordinance be approved and that she would make the necessary changes for Mr. Seigler and Ms. Shelton to sign. Ms. Davenport read the Ordinance twice aloud.
Motion to approve Bill No. 202002 – An Ordinance Establishing the Municipal Court of Hawk Point and Amending Section 34.02 of the City Code to Facilitate Same with the necessary changes recommended by City Attorney Cindy Davenport was made by Alderman Bryant and seconded by Alderman Boling.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE

Alderman Huber AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

Agreement with Moscow Mills

City Attorney Cindy Davenport explained the changes that needed to be made to the agreement and recommended approving the same as the above Ordinance. Ms. Davenport read the Ordinance twice aloud.

Motion to approve Bill No. 202003 – An Ordinance Establishing the Municipal Court of Hawk Point, and Authorizing and Directing the Mayor of the City of Hawk Point to Execute a Revised Municipal Court Services Agreement Between the City of Hawk Point and the City of Moscow Mills, with the changes recommended by City Attorney Cindy Davenport, was made by Alderman Bryant and seconded by Alderman Huber.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE

Alderman Huber AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

ORDINANCES, RESOLUTIONS AND PROCLAMATIONS

Item 6.A. Resolution 2020-01: Purchasing Policy

Discussion was had at this time. Changes needed to be made to the Purchasing Policy.

Motion to approve the provided Purchasing Policy with the discussed changes was made by Alderman Boling and seconded by Alderman Bryant.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE

Alderman Huber AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

Item 6.B. Resolution 2020-02: Videoconference Policy

Discussion was had at this time. Alderman Bryant pointed out a spelling error in the resolution.

Motion to approve Resolution 2020-02: Videoconference Policy, with the appropriate corrections, was made by Alderman Bryant and seconded by Alderman Huber.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE

Alderman Huber AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

COVID-19 PANDEMIC

Item 7.A. City Hall Lobby

The Board Agreed to Open the Lobby of City Hall to the Public and that City Hall would close 15 minutes early for additional daily cleaning at the end of each day.

Item 7.B. Fees for Debit/Credit Cards

The Board Agreed to continue to waive the Debit and Credit Card \$2.00 service fee until the next Board Meeting.

Item 7.C. Payment Arrangements

City Clerk Samantha Shelton provided an update on Payment Arrangements. Ms. Shelton then asked about balances left by tenants (through COVID-19) for Landlords to be responsible for and what the Board wanted to do in regard to those situations. City Attorney Cindy Davenport stated that most Cities are waiving those balances for Landlords. The Board agreed to do the same.

NEW BUSINESS

Item 8.A. Waechter Annexation

City Attorney Cindy Davenport explained that the Waechter's have decided not to go through with the annexation of their property. At this time, Robert Henebry will not longer be able to come back as Mayor. The next steps were discussed. Mark Seigler, President of the Board would serve as Mayor Pro Tem until Ms. Davenport researched what options the City has.

REPORT OF OFFICERS, BOARDS AND COMMITTEES

Item 9.A. Public Works Report

Public Works Terry Stuck reported again on the Wastewater Project. Mr. Stuck also advised that Mr. Keith Witt was waiting on two (2) Easements through his property for Sewer Lines. City Attorney Cindy Davenport will investigate the matter.

Item 9.B. City Clerks Report

Approval of the Monthly Financial Reports (May 2020)

Motion to Approve the May 2020 Financial Reports was made by Alderman Bryant and seconded by Alderman Huber.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE

Alderman Huber AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

Approval of the Monthly Utility Billing Transfers (June 2020)

Motion to Approve the Utility Billing Transfers for the month of June 2020 from the Water Account to the Sewer Account in the amount of \$13,669.02 was made by Alderman Bryant and seconded by Alderman Huber.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE

Alderman Huber AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

Motion to Approve the Utility Billing Transfers for the month of June 2020 from the Water Account to the Trash Account in the amount of \$2,899.44 was made by Alderman Bryant and seconded by Alderman Huber.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE

Alderman Huber AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

Item 9.C Police Report

Police Department Roof Repairs

It was reported that a tarp was temporarily placed on the roof of the Police Department by Whitetail Roofing, LLC.

Officer Wayne Mueller and City Attorney Cindy Davenport discussed taser information.

Discussion of the Police Department Manual was had at this time.

Nuisance Violations

The Board did not go into closed session. Nuisance Violations and complaints were discussed at this time. Alderman Boling brought up citizen complaints of fireworks and dogs.

Item 9.D. City Attorney’s Report

The Board did not go into closed session. City Attorney Cindy Davenport did not have anything further to report at this time.

Item 9.E. Mayor and Aldermen’s Report

The Board had nothing further to discuss at this time.

MOTION TO PAY BILLS

Motion to pay bills was made by Alderman Bryant and seconded by Alderman Huber.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE

Alderman Huber AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

ADJOURN

Motion to Adjourn was made by Alderman Huber and seconded by Alderman Boling.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE

Alderman Huber AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

Meeting Adjourned.

Next regular meeting scheduled for Monday, August 3, 2020, at 6:00 p.m.

Respectfully Submitted: Samantha Shelton, City Clerk

APPROVED: _____ ATTESTED: _____ DATE: _____