

**City of Hawk Point, Missouri**  
**Minutes of Regular Meeting**  
**Monday, October 5, 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, November 2, 2020, pursuant to the agenda posted Thursday, October 29, 2020.

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

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

Guests in Attendance: Dennis Stith (McClure Engineering), Dennis Tobin, and Debra Heath.

**APPROVAL OF AGENDA**

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

*Roll Call Vote:*

<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Boling</i>	<i>AYE</i>
<i>Alderman Huber</i>	<i>AYE</i>	<i>Alderman Fair</i>	<i>AYE</i>
<i>AYES 4</i>	<i>NAYS 0</i>	<i>ABSENT 0</i>	

***MOTION PASSED 4 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 Boling.*

*Roll Call Vote:*

<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Boling</i>	<i>AYE</i>
<i>Alderman Huber</i>	<i>AYE</i>	<i>Alderman Fair</i>	<i>AYE</i>
<i>AYES 4</i>	<i>NAYS 0</i>	<i>ABSENT 0</i>	

***MOTION PASSED 4 TO 0.***

**PETITIONS & BUSINESS BROUGHT BEFORE THE COUNCIL BY THE PUBLIC**

**Item 4.A. Debbie Health – Junk Auto Ticket**

As per the City Attorney Cindy Davenport, Mark Seigler informed Ms. Health and the Board that Ms. Heath is welcome to speak on behalf of the matter but that it is a pending court matter and that she will have to go to court and make her case to the Judge. Ms. Health explained the situation and her concerns on how it was handled.

**NEW BUSINESS**

**Item 5.A. Melissa Wickers – Creative Chocolate & Deserts, LLC – New Business License Approval**

Ms. Wickers was not present at this time.

**UNFINISHED BUSINESS**

**Item 6.A. Wastewater Project**

Dennis Stith with McClure Engineering was present and reported on the status of the Wastewater Project. Change order items were discussed for the close out of the project.

*Motion to present a revised change order to Cannon as presented by Dennis Stith, to finish dirt work at the old lagoon site in house, and to not enter into another contract with Cannon to complete the dirt work, was made by Alderman Bryant and seconded by Alderman Boling.*

*Roll Call Vote:*

*Alderman Bryant      AYE      Alderman Boling      AYE  
Alderman Huber      AYE      Alderman Fair      AYE  
AYES 4      NAYS 0      ABSENT 0*

**MOTION PASSED 4 TO 0.**

**Item 6.B. City Park Improvements**

Public Works Robert Henebry gave an update on work that has been completed at the park and what items remained for completion.

**Item 6.C. Gateway Fiber Lease Agreement**

City Attorney Cindy Davenport explained the presented Lease Agreement from Gateway Fiber. Discussion was had at this time. Concerns of the site plan were discussed. Ms. Davenport is to contact Gateway Fiber with these concerns.

*Motion to Approve the 12 x 12 area on the site plan was made by Alderman Bryant and seconded by Alderman Boling.*

*Roll Call Vote:*

*Alderman Bryant      AYE      Alderman Boling      AYE  
Alderman Huber      AYE      Alderman Fair      AYE  
AYES 4      NAYS 0      ABSENT 0*

**MOTION PASSED 4 TO 0.**

**REPORT OF OFFICERS, BOARDS AND COMMITTEES**

**Item 7.A. Public Works Report**

**Approval to Purchase a Locator for Water & Sewer Lines**

Public Works Terry Stuck explained the departments need for a better locator. The locator is needed as soon as possible as they have been and will be continuing to mark water & sewer lines. Bids for anew locator were provided and reviewed.

Schulte Supply, Inc.  
Ridgid SR-24 Utility Line Locator with Bluetooth and GPS/Transmitter  
\$4,704.00

Schulte Supply, Inc.  
Ridgid SeekTech SR-20 Line Locator/Transmitter  
\$4,604.00

Subsurface Solutions  
RD8100 Locator Kit  
\$5,100.00

TEquipment  
Gen-Eye Hot Spot Pipe Locator/Transmitter  
\$3,835.56

Vermeer Midwest  
1.0 – McLaughlin G3 Utility Locator  
\$4,250.00

Motion to approve to purchase a Ridgid SR-24 Utility Line Locator with Bluetooth and GPS/Transmitter from Schulte Supply for \$4,704.00 was made by Alderman Fair and seconded by Alderman Bryant.

Roll Call Vote:

Alderman Bryant	AYE	Alderman Boling	AYE
Alderman Huber	AYE	Alderman Fair	AYE
AYES 4	NAYS 0	ABSENT 0	

**MOTION PASSED 4 TO 0.**

\*\*\*After the meeting, further information was gathered by the Public Works Department regarding the above approved Ridgid SR-24 Utility Line Locator with Bluetooth and GPS/Transmitter. Bad reviews on the product were discussed with Mayor Mark Seigler. Mayor Seigler then verbally authorized the Public Works Department to purchase a better locator. The Locator approved was a Radiodetection RD8100PDLG Receiver with GPS Locator/Transmitter from Subsurface Solutions in the amount of \$5,368.00.

### **Approval for Flynn Drilling to replace and upgrade level controller at well**

Public Works Terry Stuck explained the request for Flynn Drilling to replace and upgrade the level controller at the well. Mr. Stuck provided a quote from Flynn Drilling. Discussion was had at this time. Motion to Approve for Flynn Drilling repairs and upgrades to the well house for \$3,500.00 was made by Alderman Boling and seconded by Alderman Huber.

Roll Call Vote:

Alderman Bryant	AYE	Alderman Boling	AYE
Alderman Huber	AYE	Alderman Fair	AYE
AYES 4	NAYS 0	ABSENT 0	

**MOTION PASSED 4 TO 0.**

Public Works Terry Stuck then reported that a pump quit working at one of the lift stations and that it will need to be repaired or preplaced. The repair company is checking into see if the pump falls under warranty for repair. Discussion of shelf life for a pump was had at this time.

Motion to repair the existing pump was made by Alderman Bryant and seconded by Alderman Huber

Roll Call Vote:

Alderman Bryant	AYE	Alderman Boling	AYE
Alderman Huber	AYE	Alderman Fair	AYE
AYES 4	NAYS 0	ABSENT 0	

**MOTION PASSED 4 TO 0.**

### **Item 7.B. City Clerks Report**

#### **Approval of the Monthly Financial Reports (September 2020)**

Motion to Approve the September 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	Alderman Fair	AYE
AYES 4	NAYS 0	ABSENT 0	

**MOTION PASSED 4 TO 0.**

#### **Approval of the Monthly Utility Billing Transfers (October 2020)**

Motion to Approve the Utility Billing Transfers for the month of October 2020 from the Water Account to the Trash Account in the amount of \$3,198.15 was made by Alderman Bryant and seconded by Alderman Huber.

Roll Call Vote:

Alderman Bryant	AYE	Alderman Boling	AYE
Alderman Huber	AYE	Alderman Fair	AYE
AYES 4	NAYS 0	ABSENT 0	

**MOTION PASSED 4 TO 0.**

*Motion to Approve the Utility Billing Transfers for the month of October 2020 from the Water Account to the Sewer Account in the amount of \$15,161.37 was made by Alderman Bryant and seconded by Alderman Huber.*

*Roll Call Vote:*

<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Boling</i>	<i>AYE</i>
<i>Alderman Huber</i>	<i>AYE</i>	<i>Alderman Fair</i>	<i>AYE</i>
<i>AYES 4</i>	<i>NAYS 0</i>	<i>ABSENT 0</i>	

**MOTION PASSED 4 TO 0.**

### **Uncollected Funds (Long Term)**

City Clerk Samantha Shelton explained her findings regarding the Uncollected Funds (Long Term). The Amount of \$750.00 is still listed as uncollected and was for the reservation of cemetery graves to a Ms. Caroline Reeves from 2009. A letter notifying Ms. Reeves of her outstanding balance was sent in 2014 and has not received response. Discussion was had at this time.

*Motion to put the reserved cemetery graves back for sale was made by Alderman Bryant and seconded by Alderman Boling.*

*Roll Call Vote:*

<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Boling</i>	<i>AYE</i>
<i>Alderman Huber</i>	<i>AYE</i>	<i>Alderman Fair</i>	<i>AYE</i>
<i>AYES 4</i>	<i>NAYS 0</i>	<i>ABSENT 0</i>	

**MOTION PASSED 4 TO 0.**

### **Item 7.C Police Report**

Chief Bone gave his report at this time.

### **Item 7.D. City Attorneys Report**

#### **Update of MODOT Report for Speed Study on Highway D**

City Attorney Cindy Davenport reported her email communication with MODOT and that she is awaiting a response on if they will reconsider the speed limit change.

#### **Update on Witt Easements**

Ms. Davenport explained her findings and the findings of Dennis Stith (McClure Engineering). Ms. Davenport is to look further into the matter.

### **Item 7.E. Mayor and Aldermen's Report**

Alderman Bryant advised Chief Bob Bone of the reports of dogs at large.

Alderman Huber reported that the end of St. Michelle Street needed road maintenance. Ms. Huber was advised that the portion of the street she was referring to was State right-of-way and to contact MoDOT for repairs/maintenance.

## **BUDGET REVIEW & PLANNING**

### **Item 8.A. 2020 Budget Review**

#### **Budget Review**

City Clerk Samantha Shelton went over the recommended amendments to the 2020 Budget.

#### **Approval of the 2020 Budget Amendments**

*Motion to approve the Amended 2020 Budget was made by Alderman Bryant and Seconded by Alderman Boling.*

*Roll Call Vote:*

<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Boling</i>	<i>AYE</i>
<i>Alderman Huber</i>	<i>AYE</i>	<i>Alderman Fair</i>	<i>AYE</i>
<i>AYES 4</i>	<i>NAYS 0</i>	<i>ABSENT 0</i>	

**MOTION PASSED 4 TO 0.**

**Item 8.B. 2019 Tahoe Lease Renewal with People’s Bank & Trust (1 Year)**

*Motion to approve to renew the 2019 Tahoe Lease with People’s Bank & Trust (1 Year) was made by Alderman Bryant and seconded by Alderman Fair.*

*Roll Call Vote:*

Alderman Bryant      AYE      Alderman Boling      AYE  
Alderman Huber      AYE      Alderman Fair      AYE  
AYES 4      NAYS 0      ABSENT 0

**MOTION PASSED 4 TO 0.**

**Item 8.C. Skid Loader Lease Renewal with People’s Bank & Trust (1 Year)**

*Motion to approve to renew the Skid Loader Lease with People’s Bank & Trust (1 Year) was made by Alderman Bryant and seconded by Alderman Fair.*

*Roll Call Vote:*

Alderman Bryant      AYE      Alderman Boling      AYE  
Alderman Huber      AYE      Alderman Fair      AYE  
AYES 4      NAYS 0      ABSENT 0

**MOTION PASSED 4 TO 0.**

**Item 8.D. Cemetery CD Renewal with People’s Bank & Trust (1 Year)**

*Motion to approve to renew the Cemetery CD with People’s Bank & Trust (1 Year) was made by Alderman Bryant and seconded by Alderman Boling.*

*Roll Call Vote:*

Alderman Bryant      AYE      Alderman Boling      AYE  
Alderman Huber      AYE      Alderman Fair      AYE  
AYES 4      NAYS 0      ABSENT 0

**MOTION PASSED 4 TO 0.**

**Item 8.E. Sewer Debt Service Reserve CD Renewal with People’s Bank & Trust (1 Year)**

*Motion to approve to renew the Sewer Debt Service Reserve CD with People’s Bank & Trust (1 Year) was made by Alderman Bryant and seconded by Alderman Huber.*

*Roll Call Vote:*

Alderman Bryant      AYE      Alderman Boling      AYE  
Alderman Huber      AYE      Alderman Fair      AYE  
AYES 4      NAYS 0      ABSENT 0

**MOTION PASSED 4 TO 0.**

**Item 8.F. Appointment of City Clerk for 2021 – Samantha Shelton**

*Motion to appoint Samantha Shelton as City Clerk for the FY of 2021 was made by Alderman Bryant and seconded by Alderman Fair.*

*Roll Call Vote:*

Alderman Bryant      AYE      Alderman Boling      AYE  
Alderman Huber      AYE      Alderman Fair      AYE  
AYES 4      NAYS 0      ABSENT 0

**MOTION PASSED 4 TO 0.**

**Item 8.G. City Attorney Contract for 2021 – Cindy Davenport**

Ms. Davenport stated that the Contract was the same as previous years.

*Motion to approve Cindy Davenports City Attorney Contract for the FY of 2021 was made by Alderman Bryant and seconded by Alderman Boling.*

*Roll Call Vote:*

Alderman Bryant      AYE      Alderman Boling      AYE  
Alderman Huber      AYE      Alderman Fair      AYE  
AYES 4      NAYS 0      ABSENT 0

**MOTION PASSED 4 TO 0.**

**Item 8.H. 2021 Calendar Approval**

*Motion to approve the 2021 Calendar including all Holiday Dates and Meeting Dates was made by Alderman Bryant and seconded by Alderman Huber.*

*Roll Call Vote:*

*Alderman Bryant            AYE    Alderman Boling            AYE*  
*Alderman Huber            AYE    Alderman Fair            AYE*  
*AYES 4            NAYS 0            ABSENT 0*

**MOTION PASSED 4 TO 0.**

**Item 8.I. 2021 Budget Planning**

**Budget Planning**

*(The Below listed items for approval are for approval for the Budget Year of 2021. It is understood that these items will not be expensed until at the earliest January 1, 2021)*

**City Clerk Request’s**

**Request to Update UB System to Online & Phone Payment Options**

City Clerk Samantha Shelton presented quotes from gWorks and Forte for updated the Utility Billing System with Online Bill Pay Options and additional Phone Payment Options.

*Motion to approve to update the Utility Billing (UB) System through gWorks and Forte as recommended by the City Clerk was made by Alderman Bryant and seconded by Alderman Fair.*

*Roll Call Vote:*

*Alderman Bryant            AYE    Alderman Boling            AYE*  
*Alderman Huber            AYE    Alderman Fair            AYE*  
*AYES 4            NAYS 0            ABSENT 0*

**MOTION PASSED 4 TO 0.**

**Request to Purchase New Computer for City Hall**

City Clerk Samantha Shelton explained her reasoning for the need of a new computer at City Hall and the transfer of computers from City Hall to the Police Department. Quotes were provided for the purchase and installation of a New Computer.

SysTec, LLC

Custom Build i5-10<sup>th</sup> Gen Intel Processor/Monitors/Keyboard & Mouse/Anti-Virus/Installation & Data Transfer  
\$1,634.95

Wencol Inc.

Apex 2.9GHz Desktop with Core i5-10400 CPU/Monitors/Installation  
\$1,247.00 + \$75.00/hour Onsite

*Motion to approve SysTec, LLC Quote for \$1,634.95 was made by Alderman Boling and seconded by Alderman Bryant.*

*Roll Call Vote:*

*Alderman Bryant            AYE    Alderman Boling            AYE*  
*Alderman Huber            AYE    Alderman Fair            AYE*  
*AYES 4            NAYS 0            ABSENT 0*

**MOTION PASSED 4 TO 0.**

**Request to Purchase more storage space for Computer Cloud**

*Motion to approve for the City Clerk to purchase more computer cloud storage was made by Alderman Bryant and seconded by Alderman Boling.*

*Roll Call Vote:*

*Alderman Bryant            AYE    Alderman Boling            AYE*  
*Alderman Huber            AYE    Alderman Fair            AYE*  
*AYES 4            NAYS 0            ABSENT 0*

**MOTION PASSED 4 TO 0.**

**Request to Purchase more storage space for City Hall’s Camera System**

*Motion to approve to purchase more storage space for the City Hall’s Camera System was made by Alderman Bryant and seconded by Alderman Boling.*

*Roll Call Vote:*

*Alderman Bryant      AYE      Alderman Boling      AYE*  
*Alderman Huber      AYE      Alderman Fair      AYE*  
*AYES 4      NAYS 0      ABSENT 0*

**MOTION PASSED 4 TO 0.**

**Public Works Requests**

**Request to purchase an Excavator**

Public Works Robert Henebry explained the request to purchase an Excavator and benefits it would have for the Public Works Department. Bids were reviewed at this time.

Mordt Tractor  
Kubota Model: U35-4R3A  
\$45,264.00

Ro-mar Supply, Inc.  
Yanmar 35  
\$45,848.00

Bobcat  
E35 25HP R-Series Bobcat Compact Excavator  
\$47,262.92

John Deere  
John Deere 35G Compact Excavator  
\$48,774.30

*Motion to approve to a Lease Purchase for the E35 25HP R-Series Bobcat Compact Excavator from Bobcat for \$47,262.92 was made by Alderman Boling and seconded by Alderman Huber.*

*Roll Call Vote:*

*Alderman Bryant      AYE      Alderman Boling      AYE*  
*Alderman Huber      AYE      Alderman Fair      AYE*  
*AYES 4      NAYS 0      ABSENT 0*

**MOTION PASSED 4 TO 0.**

**Request to purchase a Trailer for Excavator**

Public Works Robert Henebry explained the need to purchase a trailer for the approved Excavator. Bids/Quotes were reviewed and discussed at this time.

Hall Trailer Sales  
\$5,275.00

Bobcat  
\$7,880.35

*Motion to approve to purchase a Trailer for the Excavator from Hall Trailer Sales in the amount of \$5,275.00 was made by Alderman Boling and seconded by Alderman Huber.*

*Roll Call Vote:*

*Alderman Bryant      AYE      Alderman Boling      AYE*  
*Alderman Huber      AYE      Alderman Fair      AYE*  
*AYES 4      NAYS 0      ABSENT 0*

**MOTION PASSED 4 TO 0.**

**Request to sell the City's Backhoe at Auction**

Public Works Robert Henebry discussed the value of the backhoe and what it was expected to bring at Auction. Discussion was had on doing sealed bids instead of auction.

*Motion to have a sealed bid auction for the sale of the backhoe with the right to refuse and to put the Backhoe up for Auction should the sealed bids not be accepted was made by Alderman Boling and seconded by Alderman Fair.*

*Roll Call Vote:*

*Alderman Bryant      AYE      Alderman Boling      AYE*  
*Alderman Huber      AYE      Alderman Fair      AYE*  
*AYES 4      NAYS 0      ABSENT 0*

**MOTION PASSED 4 TO 0.**

**Request to purchase a Flail Mower Attachment for the New Lagoon Mowing**

Public Works Robert Henebry explained the need for the attachment and then requested that the City wait to see what Grant Funds are available at the end of the Wastewater Project.

**Police Department Requests**

**Request to purchase New Cell Phone for Police Chief**

City Clerk Samantha Shelton explained the need to purchase a cell phone for the Police Chief. Ms. Shelton provided a quote from Verizon for a new phone similar to the cell phone the police chief currently uses.

*Motion to Purchase a iPhone SE from Verizon in the amount of \$399.99 for the Police Chief was made by Alderman Boling and seconded by Alderman Fair.*

*Roll Call Vote:*

*Alderman Bryant      AYE      Alderman Boling      AYE*  
*Alderman Huber      AYE      Alderman Fair      AYE*  
*AYES 4      NAYS 0      ABSENT 0*

**MOTION PASSED 4 TO 0.**

**Board Requests**

Alderman Fair recommended making parking on Derek Drive a one side parking. City Attorney Cindy Davenport stated that we would need to create an ordinance, put up signs and set up enforcement. Ms. Davenport is to draft an ordinance.

**TABLED TO NEXT BOARD MEETING**

Alderman Boling discussed the City Wide Clean Up Dumpster in the Spring. It was clarified that the City has only ever purchased a dumpster for the community once a year (in the spring).

*Motion to Close Open Session and Open Closed Session was made by Alderman Bryant and seconded by Alderman Huber.*

*Roll Call Vote:*

*Alderman Bryant      AYE      Alderman Boling      AYE*  
*Alderman Huber      AYE      Alderman Fair      AYE*  
*AYES 4      NAYS 0      ABSENT 0*

**MOTION PASSED 4 TO 0.**

**CLOSED SESSION**

*Motion to Close Closed Session and Open Open Session was made by Alderman Bryant and seconded by Alderman Huber*

*Roll Call Vote:*

*Alderman Bryant      AYE      Alderman Boling      AYE*  
*Alderman Huber      AYE      Alderman Fair      AYE*  
*AYES 4      NAYS 0      ABSENT 0*

**MOTION PASSED 4 TO 0.**

**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    Alderman Fair            AYE*

*AYES 4            NAYS 0            ABSENT 0*

***MOTION PASSED 4 TO 0.***

**ADJOURN**

*Motion to Adjourn was made by Alderman Huber and seconded by Alderman Fair.*

*Roll Call Vote:*

*Alderman Bryant            AYE    Alderman Boling            AYE*

*Alderman Huber            AYE    Alderman Fair            AYE*

*AYES 4            NAYS 0            ABSENT 0*

***MOTION PASSED 4 TO 0.***

Meeting Adjourned.

Next regular meeting scheduled for Monday, December 1, 2020, at 6:00 p.m.

Respectfully Submitted: City Clerk Samantha Shelton

APPROVED: \_\_\_\_\_ ATTESTED: \_\_\_\_\_ DATE: \_\_\_\_\_