

**City of Hawk Point, Missouri**  
**Minutes of Special Meeting/Work Session**  
**Monday, November 18, 2019**

The City of Hawk Point, Missouri held a Special Meeting/ Work Session on Monday, November 18, 2019, at the Hawk Point Civic Center, pursuant to the agenda and public hearing notices posted Thursday, November 14, 2019.

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

Staff present: City Clerk Samantha Shelton, Chief of Police Robert Bone and Public Works Terry Stuck

Guests in Attendance: Dennis Stith (McClure Engineering), Brian Fifer (McClure Engineering), and Michael Hartman (USDA-RD)

**APPROVAL OF AGENDA**

*Motion to Approve the Agenda was made by Alderman Bryant and Seconded by Alderman Seigler.*

*Roll Call Vote:*

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

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

**UNFINISHED BUSINESS**

**Item 3.A. Wastewater Project**

Dennis Stith (McClure Engineering)

Dennis Stith gave an update on the Wastewater Project and what parts of the project remain to be completed. Dennis also explained what the City's options and what it would take financially to complete the Sludge Removal of the Old Lagoon and the dirt work to fill in the Old Lagoon. Michael Hartman (USDA-RD) advised the Board of the Available Funds through USDA. Dennis offered McClure Engineering's Services to provide additional "inspection" of the sludge removal and to test the samples. A change order and contract is to be submitted to the board for approval at the next Board of Aldermen Meeting on December 2, 2019.

**2020 BUDGET**

**Item 4.A. Budget Planning**

The 2019 and 2020 Budgets were reviewed and discussed by line item at this time.

- Discussion on the sale of the Police Department Impala was had and the options to sell.
- City Clerk Samantha Shelton is to look into what the Less ½ Assessment is from Lincoln County.
- City Clerk Samantha Shelton is to meet with QuickBooks adviser Gina Cooper to discuss changes to the Wage set-up in QuickBooks.
- 2020 Calendar with Holidays is to be prepared by City Clerk Samantha Shelton and brought to the Board for approval at the next Board of Aldermen Meeting, December 2, 2019.
- Employee Compensation time was discussed.
- Employee Health Insurance was discussed.
- Capital Expense Line Items (Water, Sewer, General, and Police) to be added to the 2020 Budget.
- Discussion of moving funds for Street Repairs was had at this time.
- Discussion of Future Street repairs on Newton and Main.

- Discussion of a convenience fee being charge to all Debit/Credit card transactions made through City Hall was had at this time. Discussion to continue and to be voted on at the next Board of Alderman Meeting, December 2, 2019.
- City Clerk Samantha Shelton to find out from Michael Hartman if the 2020 CPA Expense will be covered through USDA Funding.
- Police Department Cleaning was discussed. Alderman Bryant will be in Monday to introduce June Henebry to contract for cleaning services.
- Discussion of Keith Witt's Land Rent Payment was had at this time.

A ten (10) minute break was taken at this time.

- Wastewater Project Loan and Interest Payments were discussed at this time.
- City Clerk Samantha Shelton is to contact People's Bank regarding the 2019 Tahoe.
- Replacement and/or repairs for the Public Works Department UTV was discussed.
- The Community Park Plans were discussed at this time.

City Clerk Samantha Shelton and Mayor Robert Henebry are to provide an updated 2020 Budget at the Next Board of Aldermen Meeting, December 2, 2019, for review and approval.

**ADJOURN**

*Motion to Adjourn was made by Alderman Seigler and seconded by Alderman Bryant.*

*Roll Call Vote:*

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

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

Meeting Adjourned.

Next regular meeting scheduled Monday, December 2, 2019 at 6:00 p.m.

Respectfully Submitted: Samantha Shelton, City Clerk

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