

REGULAR BOARD MEETING
JULY 18, 2016

Mayor Phillips called the meeting to order at 7:00 pm. Those attending the meeting were Phillips, aldermen Bracey, Carlin, Upchurch, Janney, and Wolf. Alderman Steinbeck was absent. Also in attendance; City Attorney Smith, Public Works Director George Hausdorf, Police Chief Ryan Crandell, City Clerk Kell and residents Joe Clark, Paul Rathbun and Betty Rathbun.

CONSENT AGENDA

Motion was made by Upchurch and seconded by Bracey to approve the items on the Consent Agenda: Approval of minutes from June 20, 2016 Regular Board Meeting and June Committee Meetings, June Collector's and Treasurer's reports and appropriations. Motion carried.

RESOLUTION-Credit Card Program

The Orscheln credit card was sold to Visa and Visa requires a Resolution on file for their credit card program. Upchurch motioned to approve the Organization Resolution and Agreement for Credit Card Program and Janney seconded. The motion carried.

RESOLUTION-Decline PACE Participation

The County Collector met with municipal collectors and explained the implications of a PACE Loan. The PACE loan is for energy saving improvements that is attached to a mortgage and is given super priority over other mortgages. The County Collector advised municipalities to pass a resolution to decline participating in the PACE program. Upchurch motioned to adopt a Resolution to Decline participation in the PACE program and Wolf seconded. Motion carried.

RESOLUTION-Amend 2016-2017 Budget

A Resolution to amend the initial Budget for 2016-2017 has been presented to reflect the July 1, 2016 sewer rate increase and corresponding expenses. Upchurch motioned to adopt the Resolution and Bracey seconded. Motion carried.

PROCLAMATION-Joe Clark

Phillips presented Joe Clark with a proclamation to recognize his many services to the City and the community. Joe was recently awarded the outstanding veteran award by the Lieutenant Governor of Missouri and was nominated in a combined effort by the City of Canton and Douglas Community Services.

PROCLAMATION -Betty Rathbun

Phillips presented Betty Rathbun with a proclamation recognizing her for her years of service taking care of the bulletin board at the Mississippi Campground. For more than 20 years Betty posted local information on the bulletin board at the Mississippi Campground, a vital point of information to campers.

OLD LEVEE GATE

Phillips inquired of the Board the fate of the old levee gate. Upchurch motioned for the Public Works Director to dispose of the gate as he deems necessary. Wolf seconded and the motion carried.

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EQUIPMENT SHELTER

The disposal of the old levee gate leaves the building that housed the old levee gate empty and the building is in poor condition. The building is included in the annual levee inspection and needs to be addressed. Hausdorf's recommendation is to tear the building down, the roof would go into a dumpster and the brick will be put at the yard waste site. Upchurch motioned to tear the building down and Bracey seconded and the motion carried.

NO PARKING ON MONTGOMERY STREET

Phillips spoke to Donna Blickhan, Manager of Senior Housing about no parking on one side only of the west end of Montgomery Street. Blickhan was okay with the change from no parking on both sides. Hausdorf's recommendation was to eliminate the parking on the south side of Montgomery for large vehicles to be able to swing wide to make the turn off of Seventh and on to Montgomery. It is the residents on the south side of Montgomery that do not have the additional parking. No action was taken.

BUILDING INSPECTOR

The Building Inspector Ad Hoc committee met with two candidates for Building Inspector and recommends Mr. Stock, a licensed architect, for the position. Wolf motioned to authorize Phillips to negotiate a contract and fee schedule with Mr. Stock and Upchurch seconded the motion. Motion carried.

CITY HALL ROOF

Phillips requested permission to pursue the addition of solar panels to City Hall. Funds have been set aside for a new roof and before proceeding with the new roof, Phillips would like to research the addition of solar panels. There were no objections to this request.

LINCOLN SCHOOL TUCKPOINTING

Joe Clark addressed the Board of Aldermen and explained how the Canton Community Betterment Group took over the restoration of the Lincoln School and so far to date has replaced the roof and soffit, the front doors, and the windows. The Betterment Group was going to move on to the inside but after talking with Jeff Shuman, it was decided it would be best to tuck-point and seal the building prior to restoring the inside. Three bids were received for the tuck-pointing of the Lincoln School and Clark recommended going with the low responsible bidder M&M Masonry. Clark did ask the City to participate in the cost of the restoration because the Lincoln School does belong to the City. Janney suggested having Public Works seal the brick and eliminate the \$1,5000.00 cost. Carlin motioned to award the bid to M&M Masonry without the brick seal. Upchurch seconded the motion and the motion carried.

The City's participation was discussed; Upchurch motioned for the City to participate in the tuck-pointing of the Lincoln School up to, but not to exceed, the amount of \$1,800 Wolf seconded the motion and the motion carried.

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PUBLIC WORKS DIRECTOR VACATION

Hausdorf has 53 hours of vacation that he has not been able to use prior to his anniversary date and has requested additional time to use it. Upchurch motioned to allow Hausdorf to carry over his 53 hours of vacation until the end of September 2016. Carlin seconded and the motion carried.

LEVEE CAP BID

Pierce trucking submitted the only bid in the amount of \$36,545.00 to cap the levee. Dan Fahser of Pierce Trucking attended the Public Works meeting and requested removal of the compaction testing from the bid. The cap is not part of the protection system and therefore not required to meet a compaction requirement. The Committee agreed to the removal of the compaction testing, lowering the bid by \$1,500. Other changes to the bid included the City providing the top soil and removing the requirement for USACE certified clay bringing the final bid down to \$30,000. Wolf motioned to approve the bid for the levee cap from Pierce Trucking for the not to exceed amount of \$30,000. Bracey seconded and the motion carried. The cost of the project will be paid for out of the remaining funds from the General Obligation Bond.

CONTRACTOR'S LICENSE

Janney has requested a Contractor License to protect residents from uninsured contractors and believes the license will help generate revenue to pay for the new building inspector. Upchurch motioned for the City Attorney to draft an ordinance requiring a contractor's license within the City of Canton. The newly instituted license will begin April 1, 2016 and renew annually on April 1st. Bracey seconded the motion and the motion carried.

ADMINISTRATIVE SEARCH WARRANT

Phillips explained the City of Palmyra recently passed an ordinance that allows for administrative search warrants which allows officers access to a home using proper policy and procedures to verify conditions of the home. Upchurch motioned to authorize the City Attorney to draft an ordinance for administrative search warrants. Bracey seconded the motion and the motion carried.

CITY SECURITY

Phillips explained, due to continuous vandalism at the City Parks and a recent incident at the wastewater treatment plant, he would like to look into a City wide security system. Phillips made the Board aware that the wastewater plant was left unlocked while construction crews were working on the lagoon so they could have access to the bathroom. The plant was left unlocked overnight and the next morning reports turned up missing. DNR was notified and a police report was completed. There was no opposition to Phillips pursuing cost estimates and possible grant options for security cameras for City Property.

OTHER BUSINESS

NELSON PROPERTY

The deadline for Duane Nelson to have the property fixed or removed at 609 Clark has passed and he will be taken to court.

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WEATHERS TREE

Greg Weathers at 806 Washington wrote a letter asking the City to reconsider the decision not to cut the tree down in front of his house. Joe Coelho, Chairman of the tree board, did not deem it necessary to cut the tree down. A second opinion was requested by the Board of Aldermen through the Missouri Department of Conservation, however the Department of Conservation will not determine if a tree should be cut down or not due to insurance. Upchurch motioned to have a licensed arborist come look at the tree. Janney seconded the motion and the motion carried.

OTHER BUSINESS

Attorney Smith thanked the Canton Police Department for the building check program. A door tag was left on his place of business letting him know that an officer had stopped and checked to make sure his building was secure. Smith also complimented the Public Works Department on the City's mowing.

Bill No. 16-15

Ordinance NO. 778-C

Upchurch moved to have the first reading, by title only, of Bill No. 16-15, proposed Ordinance No. 778-C, an ordinance amending Section 405.240 of the Municipal Cod of the City of Canton, Missouri, Providing for the Expiration and Termination of Building Permits and Demolition Permits if Work is Not Commenced with the Time Provided for in this Ordinance; Bracey seconded the motion and the motion carried.

Following its reading by Smith, Carlin moved to have the 2nd reading, by title only, and Upchurch seconded. Motion carried. Copies of the proposed bill have previously been made available to the public. Motion carried and the ordinance was read.

Upchurch moved to adopt Bill No.16-15, and assign it Ordinance No. 778-C and Bracey seconded.

Roll call vote:

Upchurch	-aye	Bracey	-aye
Steinbeck	-absent	Janney	-aye
Wolf	-aye	Carlin	-aye

Motion carried.

Bill No. 16-16

Ordinance NO. 779-C

Wolf moved to have the first reading, by title only, of Bill No. 16-16, proposed Ordinance No. 779-C, an ordinance approving a Lease Purchase Transaction to Pay Costs of Improving, Rehabilitating and Modifying a Wastewater Lagoon for the City of Canton's Combined Waterworks and Sewerage System; and Authorizing and Approving Related Documents and Actions; Upchurch seconded the motion and the motion carried.

Following its reading by Smith, Upchurch moved to have the 2nd reading, by title only, and Bracey seconded. Motion carried. Copies of the proposed bill have previously been made available to the public. Motion carried and the ordinance was read.

Upchurch moved to adopt Bill No.16-16, and assign it Ordinance No. 779-C and Bracey seconded.

Roll call vote:

Upchurch	-aye	Bracey	-aye
Steinbeck	-absent	Janney	-aye
Wolf	-aye	Carlin	-aye

Motion carried.

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TUITION REIMBURSEMENT

Hausdorf recently completed his final course for his bachelors program and has submitted a tuition reimbursement request to the City of Canton. Upchurch motioned to reimburse Hausdorf a total of \$609.17 for tuition expense, Bracey seconded and the motion carried.

PAY REQUEST – LAGOON

Bleigh Construction has submitted a pay request for \$20,192.40 for work completed on the City lagoon cell 2&3 levee raise. Bracey motioned to approve the payment to Bleigh Construction in the amount of \$20,192.40 and Wolf seconded the motion. Motion carried.

PUBLIC COMMENTS AND QUESTIONS

There were no public comments or questions.

POLICE COMMITTEE

Police Committee did not meet, Crandell did report the new police truck has arrived and the stripping and decals will be applied tomorrow, the 2005 Impala will be mothballed for now, the department has withdrawn from the NEMO Drug Task Force, and Crandell is working with Mary Fretwell on a CDBG Block Grant for Officers cameras.

FINANCE COMMITTEE

Finance Committee did not meet. Phillips reported Auditors are at City Hall, the Mayor's Office has been painted and new carpet was installed.

PUBLIC WORKS

Hausdorf reported Public Works met, but everything discussed at the meeting has already been addressed at tonight's meeting. There was discussion about clearing grass and weeds from various roads within the City and City Attorney Smith stated the property owner maintains to the curb.

Hausdorf stated the City provides the yard waste site for tree limbs and stated property owners can take tree limbs to the yard waste site even if the limbs fall from a City tree. There was discussion and it was agreed City Hall should monitor calls for tree limb pick up.

ANNOUNCEMENTS

There were no announcements

ADJOURNMENT

Janney motioned to adjourn and Bracey seconded. The meeting adjourned at 8:39 pm.

Cynthia Kell, City Clerk

Jarrold Phillips, Mayor

REGULAR BOARD MEETING

AUGUST 15, 2016

Mayor Phillips called the meeting to order at 7:03 pm. Those attending the meeting were Phillips, aldermen Bracey, Upchurch, Wolf, and Janney. Dan Steinbeck arrived at 7:20 P.M. and Kevin Carlin was absent. Also in attendance: Public Works Director George Hausdorf, City Clerk Cynthia Kell, Collector La Trisha Crist; and Canton Community Center Board Members Scott Robertson, Charles King, Lissa King, Jessica Jansen, William Jansen Sr., William Jansen Jr., Jeremy Tryon and Crystal Bell.

CONSENT AGENDA

Motion was made by Upchurch and seconded by Bracey to approve the items on the Consent Agenda: Approval of minutes from July 18, 2016 Regular Board Meeting and Committee Meetings, July Collector's and Treasurer's report and appropriations. Motion carried.

CERTIFIED LOCAL GOVERNMENT

Phillips informed the Board of Aldermen the City is currently pursuing CLG Certification. The Missouri Certified Local Government (CLG) Program is administered in Missouri by the Department of Natural Resources' State Historic Preservation Office (SHPO). Implementing a historic preservation program at the local level is the best protection that can be devised for the cultural resources of a community. Phillips anticipates the City being able to submit the required documentation for certification before year end.

MINIMUM HOUSING STANDARDS

A draft ordinance proposing minimum building standards was available for review. Upchurch stated the definition of family and dormitory should be carefully reviewed and kitchen is defined twice in the draft ordinance. Limits of non-blood residents in one household was discussed and Phillips identified parking is more of an issue than the number of people in a household. No action was taken.

PROPOSED RIGHT OF WAY UTILITY PERMITS

Public Works is still pursuing the Right of Way utility permits and a committee of the whole meeting may be necessary to address some of the public works projects.

CHANGE ORDER #4 LAGOON CELL 2&3 LEVEE RAISE

PSBA has submitted a change order request to adjust the contract for the lagoon cell 2&3 levee raise to the final as-built quantities resulting in a decrease of \$83,304. Bracey motioned to accept the change order for the lagoon cell 2&3 levee raise and Upchurch seconded, motion carried.

PAY REQUEST #3 LAGOON CELL 2&3 LEVEE RAISE

PSBA has submitted a pay request for Bleigh Construction in the amount of \$166,416.25. This is the balance of the contract for the Lagoon Cell 2&3 Levee Raise and Hausdorf is satisfied with the work performed. Wolf motioned to pay Bleigh Construction \$166,416.25 and Upchurch seconded, motion carried.

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LAGOON DISINFECTION BIDS

Two bids were received for the lagoon disinfection; Bleigh Construction bid \$149,500 and Keokuk Contractors bid \$183,690. Hausdorf recommended proceeding with Bleigh Construction and request a change order to eliminate the Fiberglass Building, the IBC Tote Containment, and the Bradley Safety Shower & Eye Wash Combination from the bid. The deadline for completion of the lagoon disinfection is April 1, 2017. The bid specifications include the construction of the footings and concrete pad for the fiberglass building which has already been poured. Steinbeck motioned to accept Bleigh Construction's bid and request a change order to remove the following three items: the fiberglass building, the IBC Tote Containment, and the Bradley Safety Shower & Eye Wash Combination from the contract. Wolf seconded and the motion carried.

CULVER-STOCKTON COLLEGE WATER LINE EXTENSION

Hausdorf explained to the Board of Aldermen that Culver-Stockton College (C-SC) would like to extend the water main to the location of the new residence hall scheduled to be built west of Henderson Hall in 2017. The City has proposed a two phase process to provide a water main west of Henderson Hall that would circulate and include fire suppression capabilities. The main and fire hydrant will be in close proximity of the new residence hall, the current physical plant and the current athletic facility. C-SC will be responsible for all pipes, hydrants, mechanical joint couplings, gland packs, fill sand and any additional materials. The City will provide labor, tools and equipment to lay any excavated water line. If C-SC decides to bore any water lines this will be their fiscal responsibility. Upchurch motioned to authorize the Mayor to execute an application to the Missouri Department of Natural Resources for Phase 1 and Phase 2 of the proposed water line extension for Culver-Stockton College, Steinbeck seconded the motion

LOCAL LAW ENFORCEMENT GRANT

The Police Department is applying for body cameras and a patrol camera.

EXTREME DOME MAKOVER DAY

Culver-Stockton College will once again be organizing Extreme Dome Makeover Day within the Community. Students will be moving furniture at City Hall in preparation for the carpets to be cleaned and the parking lot at the levee walk will be swept and the parking stripes painted.

TAX LEVY AND PUBLIC HEARING

Seven days are needed to post the public hearing for the tax levy. The tax assessments reports for the City of Canton were not received from Lewis County until Friday, August 12th and the City Collector has to review the reports and provide final assessment figures. By consensus a public hearing will be held on August 29th, 2016 at 7 p.m. followed by a Special Board meeting to set the Tax Levy for 2016.

MAYORAL APPOINTMENTS

Phillips requested the appointment of Barry Matthes to the Board of Adjustments. Upchurch motioned to accept the appointment of Barry Matthes to the Board of Adjustment and Wolf seconded and the motion carried.

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LORA STROUD

Phillips informed the Board the Board of Adjustments will meet on Thursday, August 18th, 2016 to review an appeal from Lora Stroud regarding her property at 506 White Street. Contractors poured footings and sidewalls without an approved building permit.

ORDINANCE

Bill No. 14-16

Ordinance NO. 736-C

Wolf moved to have the first reading, by title only, of Bill No. 14-16, proposed Ordinance NO. 736 -C, an ordinance reaffirming the action of original ordinance number 358-C establishing procedures for disclosure of potential conflict of interest and substantial interests for certain municipal officials on August 19, 1991, in compliance with chapter 105, RSMO, as amended, and establishing the effective date thereof. Steinbeck seconded the motion. Motion carried.

Following its reading by Smith, Steinbeck moved to have the 2nd reading, by title only, and Wolf seconded. Copies of the proposed bill have previously been made available to the public. Motion carried and the ordinance was read.

Bracey moved to adopt Bill No. 14- 16, and assign it Ordinance No. 736-C and

Upchurch seconded.

Roll call vote:

Upchurch	-aye	Bracey	-aye
Steinbeck	-aye	Janney	-aye
Wolf	-aye	Carlin	-absent

Motion carried.

OTHER BUSINESS – CANTON COMMUNITY CENTER

Crystal Bell, President of the Canton Community Center (CCC), informed the Board of Aldermen that the CCC has been awarded a grant for the center as a business incubator. Their timeline is to have a soft opening January 1st 2017 and completely open January 15th, 2017. Monte Stock has been named the Architect for the project. Bell explained the CCC will be a one of a kind place in Canton as it is the only non-religious private 501-C3 facility available that individuals or organizations can host an event in Canton. The grant will provide for the inside of the building and Bell is requesting a partnership with the City for the parking lot. The parking lot is in need of resurfacing and two bids were received one for \$26,850 and the other for \$25,250, more than half of the total project. The City Attorney's response was provided prior to the meeting stating it is against the Constitution to provide public money to private organizations. Bell explained she is looking for a solution. Bell also informed the Board the sidewalks leading to the parking lot are not handicap accessible because they are too narrow. Bell explained there are other communities that have partnered with their City for maintenance of the grounds. Bell did not have all the information at this time as to how other communities were able to form this partnership. It was suggested the CCC take advantage of the City's sidewalk program where the City will remove the damaged sidewalk and pay for the concrete and the CCC provide the labor. The CCC received \$45,000 in grant money. No action was taken.

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OTHER BUSINESS- RELAY FOR LIFE

Mat Holt has requested the use of Martin Park and street closures for the Relay for Life event coming up September 17, 2016. Upchurch motioned to authorize the use of Martin Park and the related street closures for the Relay for Life event, Bracey seconded and the motion carried.

PUBLIC COMMENTS AND QUESTIONS

There were no public comments or questions.

FINANCE COMMITTEE

Upchurch reported Finance is scheduled to meet on August 30th, 2016.

PUBLIC WORKS

Hausdorf reported all of Public works items have been covered previously in tonight's meeting.

POLICE COMMITTEE

Janney reported the Police Committee did not meet.

ANNOUNCEMENTS-CLG

Steinbeck inquired about the Certified Local Government (CLG) status and the comment of no cost to the City except there is a 60/40 match. Phillips explained that is only if the City participates in a grant through the program. The CLG status will allow the City of Canton to complete a historic survey and allow for historic tax credits.

ANNOUNCEMENTS-608 WASHINGTON

The Planning Commission met on Thursday, August 11th and has determined the Cognitive Learning Center meets the requirements of Article IV Section 405.120 for 608 Washington and can conduct business by the name of business they so choose.

ADJOURNMENT

Janney motioned to adjourn and Bracey seconded. The meeting adjourned at 8:28 p.m.

Cynthia Kell, City Clerk

Jarrold Phillips, Mayor

REGULAR BOARD MEETING
SEPTEMBER 19, 2016

Mayor Phillips called the meeting to order at 7:00 pm. Those attending the meeting were Phillips, aldermen Bracey, Upchurch, Janney, and Wolf. Alderman Carlin and Steinbeck were absent. Also in attendance; City Attorney Smith, Public Works Director George Hausdorf, City Clerk Kell, City Collector La Trisha Crist, Police Chief Ryan Crandell, Joe Coelho, Jim Upchurch, Tina Uhlmeier, and Greyson Wolf.

CONSENT AGENDA

Motion was made by Wolf and seconded by Bracey to approve the items on the Consent Agenda: Approval of minutes from August 15, 2016, Regular Board Meeting and Committee Meetings, August Collector's and Treasurer's report and appropriations. Motion carried.

PROCLAMATION –Joe Coelho

Phillips presented Joe Coelho with a proclamation recognizing him for his 15 years of service to the Tree Board and several years of service to the Tourism Commission. Joe provided lectures on eagles at Lock and Dam 20 for the Eagle Day celebration each winter and took the lead on the Bicycle Across Missouri event the summer of 2015.

PROCLAMATION – Stacey Nicholas

Stacey Nichols, unable to attend tonight's meeting, was recognized by proclamation for her service to the Planning Commission.

BUILDING PERMIT FEE SCHEDULE

Phillips provided a summary of other local City's building permit fee schedules for review. Some City's fees are based on square footage and others are based on cost of construction. Consensus was square footage would be easier to verify based on the drawings provided with the building permit application. Members also agreed to twenty cents (.20) per square foot for both residential and commercial with a maximum fee of \$300.00. Mayor Phillips requested the City Attorney draft an ordinance for the proposed building permit fee schedule.

POLICE DEPARTMENT STAFFING

Chief Ryan Crandell asked Board Members to release additional funds to allow for a fifth officer. The Police Department currently is at case number 1147 which is greater than the total number of cases last year. Crandell explained he has eliminated the Drug Task Force and overtime for a total \$16,000 reduction to the budget. Officers will begin to experience burn out and move on with the current work load and scheduling. Phillips asked the Finance Committee to review the budget and see if there is \$25,000 available for the additional officer for a final decision to be made at the Regular Board Meeting in October.

RIGHT OF WAY PERMIT

The implementation of a permit for construction in the City right-of-way was discussed. Letters of notice will be sent to contractors and utility companies. The information will also be posted on the City website and through social media. There will be a period of implementation where only warnings will be issued.

REGULAR BOARD MEETING
SEPTEMBER 19, 2016

MAYORAL APPOINTMENT

Phillips requested the appointment of James Herren to the Planning Commission. Upchurch motioned to accept the appointment of James Herren to the Board of Adjustment, Bracey seconded and the motion carried.

CULVER-STOCKTON COLLEGE COOPERATION AGREEMENT

Upchurch motioned to authorize Mayor Phillips to sign the Mutual Cooperation Agreement with Culver-Stockton College, Wolf seconded and the motion carried.

LEVEE FINAL PAYMENT

PSBA has submitted the final pay estimate for the roadway reconstruction and new highway flood gate for the amount of \$15,773.96. Bracey motioned to approve the final payment of \$15,773.96 to Chester Bross Construction Company. Upchurch seconded the motion and the motion carried.

W.L. MILLER FINAL PAYMENT

W.L. Miller has swept the remaining aggregate from the roads and is due the balance of their contract \$5,349.00. Wolf motioned to authorize the final payment to W.L. Miller and Upchurch seconded. Motion carried.

NO PARKING REQUEST

Berry Matthes has requested no parking on the south side of Clark Street from Third Street to the alley. Matthes recently purchased the Quonset huts at this location and would like reliable access to the loading docks to enter into a lease agreement with Charles Industries. Upchurch motioned to authorize the City Attorney to draft an ordinance for no parking on the south side of Clark Street, Monday through Friday, from 8 a.m. to 5 p.m. Janney seconded the motion and the motion carried.

CULVER-STOCKTON COLLEGE PARKING

Culver-Stockton College has requested temporary parking in the yellow zone area along Washington Street Homecoming weekend, October 7th, from 9 a.m. to 6:00 p.m. Upchurch motioned to allow for temporary parking along the yellow curbs on Washington Street Homecoming weekend and Bracey seconded. Motion carried.

AMEREN MO EASEMENT

Ameren MO has contacted the City regarding an easement that runs under the building located at 908 S. 4th Street. Hausdorf's recommendation is to leave the easement in place. Members discussed the easement location but no action was taken.

PUBLIC WORKS DIRECTOR

Hausdorf has taken a position with Hannibal Public Works, but has agreed to contract with the City for his services until a new Public Works Director is in place. Hausdorf will remain the water treatment plant operator until Brian Laws obtains his B license in February. Phillips stated there will be a reception for George. Advertising for the position has been placed in the Quincy Herald Whig, Missouri Rural Water, and MML.

REGULAR BOARD MEETING
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RE-BID WASTEWATER LAGOON IMPROVEMENTS

Under the advisement of the City Attorney, Hausdorf will rebid the lagoon upgrades. Hausdorf will have the bid specifications in the newspaper this week and open bids the following week.

Transportation Alternatives Program (TAP) GRANT

The deadline for submission to the TAP Grant is November 1st, 2016. Last year a grant was submitted for lighting and new sidewalk from Fourth Street to the Levee Walk. A survey to get public feedback on which project to submit was conducted via Survey Monkey and 32 people responded. The most popular project was to construct sidewalk along South Monticello Road and Oak Street. Other projects included in the survey were: Historical lighting from Washington to White; last year's submission of lighting and sidewalks from Fourth Street to the levee walk; and pave the trail at the new park located at Wyaconda and Brose. The size and scope of the sidewalk project along South Monticello and Oak Street would make completion of the application by the November 1st deadline extremely challenging. Upchurch motioned to resubmit last year's application for lighting and sidewalk from Fourth Street to the Levee walk, Wolf seconded the motion and the motion carried.

STREET LIGHT REQUEST

Mayor Phillips was contacted by a resident requesting a street light at 7th and Montgomery. Members discussed this request and no action was taken.

ORDINANCES

Bill No. 16-19 **Ordinance NO. 782-C**

Wolf moved to have the first reading, by title only, of Bill No. 16-19, proposed Ordinance NO. 782-C, an Ordinance of the City of Canton, Missouri, Establishing Procedures and Requirements for the Issuance of Administrative Search Warrants. Upchurch seconded the motion and the motion carried. Following its reading by Smith, Bracey moved to have the 2nd reading, by title only, and Upchurch seconded. Copies of the proposed bill have previously been made available to the public, the motion carried and the ordinance was read.

Wolf moved to adopt Bill No. 16 - 19, and assign it Ordinance No. 782-C and

Upchurch seconded.

Roll call vote:

Upchurch	-aye	Bracey	-aye
Steinbeck	-absent	Janney	-aye
Wolf	-aye	Carlin	-absent

Motion carried.

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Bill No. 16-20 **Ordinance NO. 783-C**

Upchurch moved to have the first reading, by title only, of Bill No. 16-20, proposed Ordinance NO. 783-C, an Ordinance Establishing Policies and Procedures Concerning any Construction in the City of Canton, Missouri, which will encroach upon, interrupt, or affect any Public Right-of-Way within the City of Canton, Missouri and Providing for a Construction Permit Process Bracey seconded the motion and the motion carried.

Following its reading by Smith, Wolf moved to have the 2nd reading, by title only, and Upchurch seconded. Copies of the proposed bill have previously been made available to the public, the motion carried and the ordinance was read. Upchurch moved to adopt Bill No. 16 - 20, and assign it Ordinance No. 783-C and Bracey seconded.

Roll call vote:

Upchurch	-aye	Bracey	-aye
Steinbeck	-absent	Janney	-aye
Wolf	-aye	Carlin	-absent

Motion carried.

OTHER BUSINESS- Certified Local Government (CLG)

Upchurch inquired about developing maintenance codes for the City for the CLG Certification. Phillips stated that was something he will be working on. Upchurch offered to assist with researching codes.

PUBLIC COMMENTS

There were no public comments.

FINANCE COMMITTEE

Upchurch reported Finance met and discussed the Department of Labor Final Rule, which updates the salary level required for exemption to ensure that the FLSA's intended overtime protections are fully implemented. The City Clerk position and the Chief of Police Position are the only two position affected by the ruling. The Committee agreed to see how it goes before making any major changes. The overtime rule will go into effect on December 1, 2016.

Sales tax revenue for August 2016 was down compared to August 2015.

PUBLIC WORKS

Hausdorf reported Public Works met, discussed the lighting at Martin Park and will write bid specifications for LED lighting and place it in the paper this week. The current lighting needs new ballast at a cost of \$120 each. Hausdorf also reported the stone fireplace in the west shelter house has been damaged.

POLICE COMMITTEE

Janney reported the Police Committee met and discussed and increase in the size of the department to five officers.

REGULAR BOARD MEETING
SEPTEMBER 19, 2016

CLOSED SESSION

Janney motioned to go into closed session pursuant to RSMo 610.021(3) "hiring, firing, disciplining or promoting of particular employees by a public governmental body" and Upchurch seconded. Vote to close by roll call vote:

Steinbeck	absent	Carlin	absent
Bracey	aye	Upchurch	aye
Janney	aye	Wolf	aye

Motion carried at 8:48 p.m.

By consensus the Board accepted Justin Allen's resignation.

Wolf motioned to return to open session and Upchurch seconded the motion.

Roll call vote:

Steinbeck	absent	Carlin	absent
Bracey	aye	Upchurch	aye
Janney	aye	Wolf	aye

Motion carried at 8:51 p.m.

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

Janney motioned to adjourn and Bracey seconded and the meeting adjourned at 8:52 p.m.

Cynthia Kell, City Clerk

Jarrold Phillips, Mayor

REGULAR BOARD MEETING
OCTOBER 19, 2016

Mayor Phillips called the meeting to order at 7:22 pm. Those attending the meeting were Phillips, aldermen Bracey, Wolf, Janney, and Upchurch. Aldermen Steinbeck and Carlin were absent. Also in attendance: City Attorney Smith; Public Works Director George Hausdorf; and City Clerk Kell.

CONSENT AGENDA

Motion was made by Upchurch to approve and Bracey seconded the items on the Consent Agenda: Approval of minutes from September 19th Regular Board Meeting and Committee Meetings, September Collector's and Treasurer's report and appropriations. Motion carried.

MAYORAL APPOINTMENT

Molly Stanley has agreed to serve on the tree board and Mayor Philips has requested approval of her appointment to the Tree Board. Upchurch motioned to approve the appointment of Molly Stanley to the Tree Board and Bracey seconded. Motion carried.

LAGOON UPGRADES –Modular building

Three bids were received for the modular building to house the new wastewater equipment. The low bidder was Hydrokinetics at \$26,670.00 with R-19 insulation value and a twenty-five year warranty. Janney motioned to accept Hydro Kinetics bid and Bracey seconded. Janney questioned the insulation rating and amended his motion to authorize Hausdorf to procure a higher insulation value and not to exceed a total of \$28,000 for the additional insulation. Bracey seconded the motion and the motion carried.

LAGOON UPGRADES – Monitoring System

Hydrokinetics Corporation was the only bidder for the continuous monitoring system for the wastewater improvement with a bid of \$19,150. Wolf motioned to accept the bid from Hydrokinetics for \$19,150 and Upchurch seconded the motion. Motion carried.

LAGOON UPGRADES – Spill containment

Pollard Water was the low bidder, for 8 drum spill containment, and a combination safety shower and eyewash station, with a bid of \$1,975. Wolf motioned to accept Pollard Water's bid and Bracey seconded. Motion carried.

MARTIN PARK LIGHTING

Three bids were received for retrofitting the light posts at Martin Park with LED lights. The low bid was from Mac's LTD Electrical at \$1,364; however, Wiskerchen Electrical was only \$9.00 over Mac's and is considered local. State Statute and City Code provides for local preference. Janney motioned to accept Wiskerchen's bid and Bracey seconded. Motion carried.

REGULAR BOARD MEETING
OCTOBER 19, 2016

MAIN STREET LIQUOR LICENSE

The State of Missouri no longer requires City approval for issuance of a State liquor license and Mayor Phillips has the authority to issue the license to the Canton Main Street Organization.

PUBLIC WORKS CONTRACT FOR SERVICES

Hausdorf has provided a lump sum contract for services beginning November 1st, 2016 until February 11th, 2017 at which time Brian Laws should have his B operator license. Upchurch motioned to approve the contract with George Hausdorf for continued consulting services from November 1st, 2016 to February 11th, 2017 for the amount of \$4,875.00, Wolf seconded and the motion carried.

LEVEE GATE -HYDRAULIC JACK

Hausdorf, after much searching, has found a ten ton hydraulic cylinder that can lift the north levee gate to allow the removal of the casters. The casters allow the gate to roll open and/or closed, the removal of the casters is necessary to lower the gate to the ground and form a seal against the flood waters. The hydraulic cylinder will require a stand and heavy enough base to support the lifting of the gate and Hausdorf recommends having Pearl Machine build the base. The only supplier for the hydraulic cylinder and attachments is Abbot Supply at a cost of \$3,206.04 and an estimated cost to fabricate the bases is \$1,000 and can be paid for from proceeds from the General Obligation Bond. Bracey motioned to proceed with the purchase of the hydraulic cylinders and fabrication of the bases from Pearl Machine using General Obligation Bond funds. Upchurch seconded this motion and the motion carried.

HIRING FIFTH OFFICER

Due to conservative spending and continued increased sales tax revenues, the finance committee has approved the hiring of a fifth police officer. Phillips preferred being proactive in keeping our community safe. The Chief has met the City half way by eliminating the Task Force and reducing other expenditures. Wolf motioned to approve the hiring of a fifth officer and Upchurch seconded, motion carried.

SIDEWALK PROGRAM

More residents are taking advantage of the City sidewalk program. The City will remove the existing sidewalk, provide forms and pay for the new concrete, residents provide the labor. The problem has become the length of time residents have the forms. Hausdorf recommends putting a 45 day limit on the use of the forms. Smith has revised the current application into a contract requiring residents to be responsible for cost incurred if the City has to come in and complete the project if not completed in 45 days. Upchurch motioned to approve the new sidewalk program contract for residents and Bracey seconded. Motion carried.

MINIMUM BUILDING STANDARDS

A copy of the proposed standards was inadvertently left out of the packet and will be included in this week's packet and addressed at the next Board meeting.

REGULAR BOARD MEETING
OCTOBER 19, 2016

ORDINANCES

Bill No. 16-21

Ordinance NO. 784-C

Wolf moved to have the first reading, by title only, of Bill No. 16-21, proposed Ordinance NO. 784-C, an Ordinance Amending Section 405.240 of the Municipal Code of the City of Canton, Missouri, Concerning the Charge to Obtain a Building Permit, Bracey seconded the motion. Motion carried. Following its reading by Smith, Upchurch moved to have the 2nd reading, by title only, and Wolf seconded. Copies of the proposed bill have previously been made available to the public. Motion carried and the ordinance was read.

Upchurch moved to adopt Bill No. 16 - 21, and assign it Ordinance No. 784-C and Bracey seconded.

Roll call vote:

Upchurch	-aye	Bracey	-aye
Steinbeck	-absent	Janney	-aye
Wolf	-aye	Carlin	-absent

Motion carried.

ORDINANCES

Bill No. 16-22

Ordinance NO. 785-C

Upchurch moved to have the first reading, by title only an Ordinance Prohibiting Parking on the South Side of Clark Street In an area between Third and Fourth Streets and Providing for Penalties for Violation Thereof, Wolf seconded the motion. Motion carried. Following its reading by Smith, Wolf moved to have the 2nd reading, by title only, and Upchurch seconded. Copies of the proposed bill have previously been made available to the public. Motion carried and the ordinance was read.

Upchurch moved to adopt Bill No. 16 - 22, and assign it Ordinance No. 785-C and Bracey seconded.

Roll call vote:

Upchurch	-aye	Bracey	-aye
Steinbeck	-absent	Janney	-aye
Wolf	-aye	Carlin	-absent

Motion carried.

OTHER BUSINESS

Smith stated Ameren Missouri has requested removal of the wastewater easement from the surface of the ground to 3 feet below. Discussion about the necessity of the easement followed and, without any concrete evidence that it is not needed, the City is reluctant to release the easement. The building itself is using a new sewer line installed in 2003 that is in the back of the building. No action was taken

Upchurch inquired about the Certified Local Government status. Phillips needs to review paperwork he has received.

Hausdorf requested authorization to have the bucket truck repaired at a cost of \$3,009. Janney motioned to have the bucket truck repaired and Upchurch seconded. Motion carried.

REGULAR BOARD MEETING
OCTOBER 19, 2016

FINANCE COMMITTEE

Finance discussed the fifth officer position which was addressed tonight.

POLICE COMMITTEE

No report

PUBLIC WORKS

No report

ANNOUNCEMENTS

There were no announcements.

CLOSED SESSION

Upchurch motioned to go into closed session pursuant to RSMo 610.021(3) "hiring, firing, disciplining or promoting of particular employees by a public governmental body"
Bracey seconded. Vote to close by roll call vote:

Janney	Aye	Wolf	Aye
Upchurch	Aye	Carlin	Absent
Steinbeck	Absent	Bracey	Aye

Motion carried at 8:19 p.m.

Upchurch motioned to return to open session and Bracey seconded the motion.

Roll call vote:

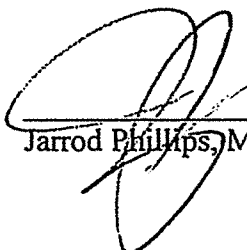
Janney	Aye	Wolf	Aye
Upchurch	Aye	Carlin	Absent
Steinbeck	Absent	Bracey	Aye

Motion carried at 8:53 p.m.

ADJOURNMENT

Janney motioned to adjourn and Bracey seconded. The meeting adjourned at 8:55 p.m.


Cynthia Kell, City Clerk


Jarrod Phillips, Mayor

REGULAR BOARD MEETING
NOVEMBER 21, 2016

Mayor Phillips called the meeting to order at 7:00 pm. Those attending the meeting were Phillips, aldermen Bracey, Janney, Carlin, Upchurch and Wolf. Steinbeck was absent. Also in attendance; City Attorney Smith, City Clerk Kell, City Collector La Trisha Crist, resident George Hausdorf and Tourism Chairman Jim Upchurch.

CONSENT AGENDA

Motion was made by Upchurch and seconded by Bracey to approve the items on the Consent Agenda: Approval of minutes from October 17, 2016 Regular Board Meeting. Motion also included approval of minutes of Committee Meetings, October Collector's and Treasurer's report and appropriations. Motion carried.

RESOLUTION - 2017 ELECTION

Janney motioned and Wolf seconded the approval of the Resolution calling for the 2017 Municipal Election. Aldermen Carlin, Upchurch and Bracey are at the end of their terms. Motion carried.

STREET LIGHT

Phillips requested permission to proceed with the placement of a street light at the new park located at Brose and Wyaconda Avenue. Upchurch motioned and Carlin seconded, discussion led to placement of the light on an existing pole. Motion carried.

WASTEWATER IMPROVEMENTS

The third and final phase of the wastewater improvements bids was received and PSBA recommends award of the contract to Keokuk Contractors, Inc. in the amount of \$347,035. Bracey motioned to award the contract to Keokuk Contractors, Inc. and Upchurch seconded the motion and the motion carried.

MML PORTION OF CLASS ACTION SETTLEMENT

The City of Canton has been named as a recipient of a portion of a class action settlement against Trac Phone. MML has requested a portion of the settlement to continue to represent Missouri Cities. Upchurch motioned to award 10% of the City's portion of the settlement to MML, Wolf seconded the motion and the motion carried.

OZARK APPLICATORS

It is time to renew the Ozark Applicators annual inspection program. The contract for the City of Canton's water towers is a five year contract in the amount of \$2,750 for the annual inspection of the three water towers. Wolf motioned to approve the contract and Bracey seconded and the motion carried.

LEVEE TRAIL

Jim Upchurch requested permission to pursue extending the levee trail from Henderson Street north to Route B. After discussing options for extending the trail it was agreed securing engineering services would be the best way to proceed. Wolf motioned to advertise for engineering qualifications and Upchurch seconded and the motion carried. Phillips will form an engineer selection committee and secure engineering services for the extension of the levee trail.

REGULAR BOARD MEETING
NOVEMBER 21, 2016

APPRAISAL CURRENT STREET SHED PROPERTY

The City has been contacted about the availability of the property located at 907 S. Fourth Street. Phillips explained before the City enters into negotiations for the sale of the property an appraisal should be acquired. Phillips requested permission to obtain an appraisal for the property. Upchurch motioned to authorize the Mayor to acquire an appraisal and Carlin seconded, and the motion carried.

CAMPERS AS PERMANENT RESIDENTS

Complaints have been received regarding the property on Henderson Street where a couple of campers are set up as permanent residence and individuals living within the campers. The City Code does not directly address campers as permanent residence within City limits. Upchurch motioned to authorize the City Attorney to tighten up the City Code to address campers as permanent residences. Janney seconded the motion and the motion carried.

TUITION REIMBURSEMENT REQUEST

Officer Mitchell Barton has requested tuition reimbursement for the spring semester at Culver-Stockton College, there is currently \$2,990.00 available. Upchurch motioned to approve the tuition reimbursement for Mitchell Barton upon successful completion of the courses at Culver-Stockton College, Bracey seconded the motion and the motion carried.

Bill No. 16-23 **Ordinance NO. 786-C**

Bracey moved to have the first reading, by title only, of Bill No. 16-23, proposed Ordinance No. 786-C, an ordinance Modifying a Water Purchase Contract Between the City of Canton, Missouri, and the Public Water Supply District #1, of Clark County, Missouri, and Establishing a new Schedule of Charges to be Charged by the City of Canton to the Public Water Supply District #1 of Clark County, Missouri; Wolf seconded the motion and the motion carried.

Following its reading by Smith, Upchurch moved to have the 2nd reading, by title only, and Carlin seconded. Motion carried. Copies of the proposed bill have previously been made available to the public. Motion carried and the ordinance was read.

Upchurch moved to adopt Bill No.16-23, and assign it Ordinance No. 786-C and Bracey seconded.

Roll call vote:

Upchurch	-aye	Bracey	-aye
Steinbeck	-absent	Janney	-aye
Wolf	-aye	Carlin	-aye

Motion carried.

OTHER BUSINESS

Mayor Philips offered the Public Works position to the City Clerk, Cindy Kell, with a 45 day trial period. Kell has requested to accept the public works position prior to the end of the 45 day period. Upchurch motioned to hire Cindy Kell as Public Works Director and Carlin seconded the motion, motion carried.

The City is now in need of a City Clerk and Upchurch motioned to advertise for a City Clerk, Bracey seconded, and the motion carried.

REGULAR BOARD MEETING
NOVEMBER 21, 2016

PUBLIC COMMENTS

Phillips reported the Holiday decorations are up, the lighted parade is December 1, 2016, the employee carry-in will be on December 23, 2016 at 11:30 a.m., and the City's audit report is in and available at City Hall. The Missouri Supreme Court has ruled there is no commingling within the courts and there should be a segregation of duties between the court clerk and police clerk. Locally, Judge Westhof and Judge Steel have determined the upstairs courtroom is not ADA compliant and the City needs to provide a more accessible courtroom. There will be ongoing discussion on how to address these issues.

FINANCE COMMITTEE

No report.

POLICE COMMITTEE

No Report

PUBLIC WORKS

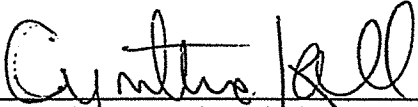
No Report


ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

Janney motioned to adjourn and Bracey seconded. The meeting adjourned at 7:59 pm.


Cynthia Kell, City Clerk


Jarrod Phillips, Mayor

REGULAR BOARD MEETING
DECEMBER 19, 2016

Mayor Phillips called the meeting to order at 7:03 pm. In attendance were Phillips, aldermen Bracey, Janney, Steinbeck, Upchurch, Carlin and Wolf. Also in attendance; City Attorney Smith, City Clerk Kell, Collector La Trisha Crist, MIRMA representative Jeff Arp and George Hausdorf.

CONSENT AGENDA

Motion was made by Upchurch and seconded by Bracey to approve the items on the Consent Agenda: Approval of minutes from November 21, 2016 Regular Board Meeting. Motion included approval of minutes of Committee Meetings, November Collector's and Treasurer's report and appropriations. Motion carried.

MIRMA

Jeff Arp of MIRMA presented a plaque to the City of Canton for participation in the association's Risk Management Awards Program. The City was awarded a grant of \$1,347.91 for participation in the Risk Management Program.

CHIPPER

The Public Works Department has requested permission to sell the City's wood chipper. Upchurch inquired as to why the chipper is not being used. Previously, a pile of mulch was made and was not used. The process used a week of labor for something that did not get used. Steinbeck motioned to sell the chipper on govdeals.com with a reserve price of \$3,000 and Carlin seconded. Motion carried.

OTHER BUSINESS

Phillips asked the Board of Aldermen if his brother-in-law could walk the land around the water treatment plant to look for deer sheds. No trespassing is allowed at the water treatment plant and the Board said no to any exceptions.

Wolf stated she received an anonymous letter from a concerned citizen regarding the property at the corner of Plum and South Monticello Road. It was agreed, without a name or signature there is no grievance.

Smith explained to the Board of Aldermen the Lewis Street Playhouse has been approved to meet the ADA needs of the municipal courtroom. The Lewis Street Playhouse has agreed to a fee of \$75.00 a month. The City will have to provide a portable Judge's bench and no food will be allowed.

Phillips explained the Police Department is looking into remodeling to accommodate the separation of duties of the court clerk and the police clerk.

Steinbeck stated his current internet provider Socket will no longer be providing service within the City of Canton. Steinbeck's concern is the lack of internet providers to the community. Phillips is very aware of the importance of internet service and has members willing to serve on a committee to bring fiber optic cable to the City of Canton.

REGULAR BOARD MEETING
DECEMBER 19, 2016

OTHER BUSINESS continued

Steinbeck inquired about Adam Wolf's request to move his business. Wolf applied for a building permit and was denied based on the size of his lot. The Board of Adjustments has also reviewed the proposed building and did not allow for a variance. There was no further discussion.

Steinbeck also inquired about the interest in the City's property located at 907 S. Fourth Street. Phillips explained URSA Farmers Co-op has expressed an interest, but no sale can take place without an appraisal of the property and placing the property out for bid.

PUBLIC COMMENTS AND QUESTIONS

There were no public comments or questions.

PUBLIC WORKS

Public Works met and discussed the chipper, and if the trucks were working. Truck #5 was working after the hydraulic fluid was changed, but today was not working again and was sent to Knapheide.

Former Public Works Director George Hausdorf informed the Mayor the City of Hannibal will be selling their backup generator for their water treatment plant. Hausdorf believes the generator will be too large for the City of Canton's water treatment plant.

POLICE COMMITTEE

The Police Department interviewed candidates and hired a fifth officer; however the person accepted a position elsewhere. Officer Cox's vehicle has a scratch down the side that will have to be repaired, when and where the scratch occurred is unknown. Wednesday, Mayor Phillips will be meeting with Culver-Stockton College officials to discuss the gunman situation last month and the large number of calls to campus.

FINANCE COMMITTEE

Finance did not meet.

CLOSED SESSION

Janney motioned to go into closed session pursuant to RSMo 610.021(3) "hiring, firing, disciplining or promoting of particular employees by a public governmental body" and Bracey seconded. Vote to close by roll call vote:

Steinbeck	aye	Carlin	aye
Bracey	aye	Upchurch	aye
Janney	aye	Wolf	aye

Motion carried at 7:46 p.m.

Upchurch motioned to hire Crissy Seangmany and Janney seconded.

Roll Call Vote:

Steinbeck	aye	Carlin	aye
Bracey	aye	Upchurch	aye
Janney	aye	Wolf	absent

REGULAR BOARD MEETING
DECEMBER 19, 2016

Page 2 of 3

CLOSED SESSION continued

Upchurch motioned to return to open session and Steinbeck seconded the motion.

Roll call vote:

Steinbeck	aye	Carlin	aye
Bracey	aye	Upchurch	aye
Janney	aye	Wolf	absent

Motion carried at 8:14 p.m.

ANNOUNCEMENTS

Phillips mentioned the employee carry-in will be on Friday, December 23rd at 11:30 a.m.

ADJOURNMENT

Janney motioned to adjourn and Bracey seconded. The meeting adjourned at 8:16 pm.

Cynthia Kell, City Clerk

Jarrold Phillips, Mayor