

**CITY OF OSBORN, MISSOURI
BOARD MEETING
Wednesday, March 16, 2016**

Mayor David E. Meek declared meeting open at 7:00 P.M.

Roll call of council persons:

Present – Mayor David E. Meek
Alderman Norman Baumgarden
Alderman Carlana Bradford
Alderman Deanna Bradford

Also present:

City Clerk - Jody Barlow
Osborn R-O School Principal Derek Brady
Osborn R-O Assistant Principal/Athletic Director Tom Corrington

Agenda:

Intergovernmental Matters:

- A. Osborn/Stewartsville Schools – City Ball Field Use for Boys Baseball

Consent Agenda:

- A. February 10, 2016 Meeting Minutes
- B. February 2016 Financial Report

Reports:

- A. City CD's
- B. Authorization of Bills
- C. Water Report

Old Business:

- A. Sewer Project
- B. Adopt Personnel Policy
- C. Citizen Survey - Results
- D. Capital Improvements – Review Estimates
- E. 2016-2017 Budget – Set Hearing Date

New Business:

- A. Intergovernmental Agreements – Osborn Ball Association and Osborn R-O School
- B. April 5, 2016 General Election – City Sales Tax
- C. Water Sewer Department Position
- D. Closed Session – Water/Sewer Department and Annual Employee Reviews
- E. Employees

F. Alderman Comments

It was moved by Alderman C. Bradford, second by Alderman Baumgarden to accept & approve the agenda for tonight's meeting. Motion passed 3-0.

Intergovernmental Matters: Osborn/Stewartsville Schools – City Ball Field Use for Boys Baseball

Osborn R-O Principal Mr. Derek Brady and Osborn R-O Assistant Principal/Athletic Director Tom Corrington were present to request an intergovernmental agreement between the City and Osborn R-O School District and Stewartsville C-2 School District for the purpose of spring baseball starting spring 2017. Mr. Brady and Mr. Corrington presented information about the proposed school coop with Stewartsville for spring boy's baseball. Mr. Brady presented information on how the ball field would have to be modified in order to comply with MSHSAA regulations for baseball. All modifications would be paid for and completed by Stewartsville C-2 School District. The Board discussed the importance of this not interfering with the summer ball program. Mr. Brady assured the Board that it would not interfere. The Board discussed there would be no fee associated with the use of the City ball field for spring boy's baseball.

After much discussion a motion was made by Alderman C. Bradford, second by Alderman Baumgarden to allow Osborn R-O and Stewartsville C-2 use of the City ball field for the purpose of spring boy's baseball. Motion passed 2-0-1. Alderman D. Bradford abstained from voting.

The City Clerk will draft an intergovernmental agreement between the City, Osborn R-O School District and Stewartsville C-2 School District for the use of the City ball field for spring boy's baseball and present it at the next board meeting.

Consent Agenda:

A motion was made by Alderman Baumgarden, second by Alderman C. Bradford to approve the consent agenda which contained the financial report for February 2016 and minutes from the February 10, 2016 board meeting. Motion passed 3-0.

Bills:

A list of bills was presented for approval and payment for the month of March 2016. It was moved by Alderman C. Bradford, second by Alderman Baumgarden to approve the list of bills for March 2016 as presented. Motion passed 3-0.

City CD's:

The City Clerk deposited general fund CD #10821 in to the general fund account per the February 10, 2016 board meeting.

Water Report:

3% Water loss.

Old/Unfinished Business:

Sewer Project:

No updates.

Resolution 2016-01 – Adopting Employee Manual and Personnel Policy:

A RESOLUTION ADOPTING THE CITY OF OSBORN, MISSOURI, EMPLOYEE MANUAL AND PERSONNEL POLICY: REGULATIONS AND PROCEDURES

It was moved by Alderman D. Bradford, second by Alderman C. Bradford to adopt Resolution 2016-01. Motion passes 3-0.

Citizen Survey – Results:

The City Clerk presented the Board with the compiled citizen survey results. A small amount (26%) of the surveys were returned either to City Hall or completed online. The survey results indicated there is very little interest in curbside recycling, some interest in mass notifications, some interest in paying water/sewer bill with credit card if there was no charge for the service and some interest in making improvements at the ball field and park. The majority of comments indicated a need to improve the streets, new bathrooms at the ball field and ideas for small improvements to ball field and park. The Board would like to thank the citizens for taking the time to complete and return the surveys. Citizen input is very important to keep the community growing.

Capital Improvements – Review Estimates:

The City Clerk presented a budget for the desired capital improvements. Estimates were reviewed for improvements to City Hall and the highway sign. Per the City's purchasing policy the City Clerk and Brian Ramey directly solicited six construction companies for estimates to install a new roof, install guttering, replace all 5 windows, and repair/install flooring at City Hall. Estimates were received from Riley Construction, Tyler Hullinger Construction, Bestway Guttering, Curtis Construction, and Swindler Construction for the improvements. Alderman D. Bradford requested to discuss the reasons for the improvements to City Hall. It was determined that the improvements needed to be done for the following issues. The roof is being replaced because the shingles are cracked and missing due to the age of them. There is currently no guttering which is allowing water to run off of the roof and is collecting next to the foundation which is causing issues. The windows currently do not open which creates a fire safety hazard, one window has pulled out of the casing due to the weight of the old air conditioner that was in it for many years. Water is seeping in to the window and going down the wall and has continued to create weak spots in the floor. The weak spots were repaired 3 years ago by City employee

Jeremy, but the water has continued to seep in since then and the weak spots are back. Therefore, the floor needs to be replaced and the carpet due to the water seeping in. The new windows will also help to improve energy efficiency in City Hall which will lower the heating and cooling costs.

A motion was made by Alderman C. Bradford, second by Alderman Baumgarden to accept the quote of \$3,800.00 from Tyler Hullinger Construction for the replacement of the roof on City Hall. Motion passed 3-0.

A motion was made by Alderman D. Bradford, second by Alderman C. Bradford to accept the quote of \$511.50 from Bestway Guttering for guttering on City Hall. Motion passed 3-0.

A motion was made by Alderman Baumgarden, second by Alderman D. Bradford to accept the quote of \$3,325.00 from Curtis Construction for the replacement of windows, repair of floor and new flooring in City Hall. Motion passed 3-0.

Per the City's purchasing policy the City Clerk directly solicited three sign companies for the replacement of the Welcome to Osborn highway sign. The City Clerk presented the estimate that was received from St. Joe Sign for the replacement of the highway sign. The Board discussed the issue that only one company submitted a quote. A motion was made by Alderman C. Bradford, second by Alderman Baumgarden to accept the quote of \$5,674.00 from St. Joe sign for the replacement of the Welcome to Osborn highway sign. Motion passed 2-1.

2016-2017 Budget – Set Hearing Date:

After some discussion the budget hearing was set for Tuesday, March 29, 2016 at 6:30 P.M. The regular board meeting to adopt the 2016-2017 budget will follow starting at 7:00 P.M.

New Business:

Intergovernmental Agreements – Osborn Ball Association and Osborn R-O School:

Resolution 2016-02 Ball Field Agreement with Osborn R-O:

A motion was made by Alderman C. Bradford, second by Alderman Baumgarden to approve Resolution 2016-02 an Intergovernmental Contract with the Osborn School District for the use of the City Ball Field for 2016 fall softball. On roll call vote, the motion carried as follows:

AYES: 2 – Baumgarden, C. Bradford

NOES: 0

ABSENT: 0

ABSTAIN: 1 – D. Bradford

Resolution 2016-03 Ball Field Agreement with Osborn Ball Association:

It was moved by Alderman D. Bradford, second by Alderman C. Bradford to approve Resolution 2016-03 with Osborn Ball Association for the use of the City Ball Field. On roll call vote, the motion carried as follows:

AYES: 3 – C. Bradford, Baumgarden, D. Bradford
NOES: 0
ABSENT: 0

April 5, 2016 General Election – City Sales Tax:

The City Clerk reminded the Board that the 1% City Sales Tax question will be on the ballot April 5, 2016. The Clerk will be mailing out postcards the last week of March reminding citizens to vote.

Water Sewer Department Position:

The City Clerk informed the Board that there had only been 2 applications turned in for the open water/sewer position. The Board would like to run the ad in the paper for 2 more weeks.

Closed Session – Water/Sewer Department and Annual Employee Reviews:

Since this is a personnel issue a request was made to go into **closed** session in accordance with RSMo §610.021(13). It was moved by Alderman D. Bradford, second by Alderman Baumgarden to go into closed session at 7:53 P.M. On roll call vote, the motion carried as follows:

AYES: 3 – Baumgarden, C. Bradford, D. Bradford
NOES: 0
ABSENT: 0

A motion was made by Alderman C. Bradford, second by Alderman Baumgarden to return to open session at 8:11 P.M. On roll call vote, the motion carried as follows:

AYES: 3 – Baumgarden, C. Bradford, D. Bradford
NOES: 0
ABSENT: 0

Employees:

The Board expressed that they believe all City employees are doing a good job. A motion was made by Alderman C. Bradford, second by Alderman Baumgarden to give Brian Ramey a raise. Motion passed 3-0. A motion was made by Alderman C. Bradford, second by Alderman Baumgarden to give Jody Barlow a raise. Motion passed 2-1.

Alderman Comments: None

Adjourn:

As no other business was presented, Alderman C. Bradford moved, second by Alderman Baumgarden to adjourn the meeting at 9:42 P.M. Motion passed 3-0-0.

Mayor, David E. Meek

Respectfully Submitted,

Jody Barlow, City Clerk