MINUTES
NEOSHO CITY COUNCIL
March 19, 2024 - 7:00 PM
Neosho Council Chambers
203 E. Main St., Neosho, MO

OPENING PRAYER & PLEDGE OF ALLEGIANCE

Pastor John St. Clair opened with prayer and Mayor Davidson led the pledge of allegiance.

CALL TO ORDER

Mayor Davidson called the meeting to order at 7 p.m.

ROLL CALL

COUNCIL PRESENT:
Carl Cobb, Angela Thomas, Tom Workman, Julie Humphrey, Richard Davidson

COUNCIL ABSENT:
Charles Collinsworth, Ashton Robinson

CITY OFFICERS PRESENT:
David Kennedy, City Manager; Jordan Paul, City Attorney; and Cheyenne Wright, City Clerk, minutes taken by clerk.

APPROVAL OF AGENDA

Councilman Cobb made a motion to Approve the Agenda; Councilman Workman seconded.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

CONSENT AGENDA

Councilwoman Humphrey made a motion to Approve the Consent Agenda to include the following:
March 5, 2024 Open Session Minutes
Bill No. 2024-15
Bill No. 2024-16
Bill No. 2024-17;
Councilman Cobb seconded.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

VISITOR'S BUSINESS

KPM FY 2023 Audit Presentation
Matthew Wallace with KPM presented the city's 2023 audit to the city council. The audit report can be found on the city's website.

PUBLIC HEARINGS

Public Hearing for Request for Annexation of Property located at 1420 N Business, 49 Neosho Storage LLC
Mayor Davidson opened the public hearing for the request for annexation of the property located at 1420 N. Business, 49 Neosho Storage LLC at 7:17 p.m.

There was nobody present to speak.

Mayor Davidson closed the public hearing at 7:17 p.m.

BIDS

City-Wide Phone System
Development Services Director Leavens addressed the city council stating that the purpose of this agenda item is to seek council approval for the phone system bid from GoTo. The city has rebid the phone services contract as a matter of routine best practices. Requests for proposals were sent to multiple VOIP providers and posted on the city's public pages and sites. A total of ten bid packets were received and reviewed. Three main contenders (Crexendo, GoTo, and Vertical) were identified by cost and then closely analyzed for bid compliance and actual costs. Staff recommends approving the bid from GoTo.

Councilman Cobb made a motion to Approve the bid from GoTo for the City phone system; Councilwoman Humphrey seconded.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

City-Wide Property/Liability/Work Comp. Insurance
City Clerk Wright addressed the city council stating that the purpose of this bid item is to accept the RFQ from MIRMA for the city's property, liability
and work comp. insurance. The city sent out an RFQ for city property, liability and work comp. insurance. The city received two RFQs back, one from MIRMA and one from Higgonbotham Insurance (formerly known as Connell Insurance). After reviewing the two RFQs, staff requested each company to submit an offer. Staff received an email prior to the meeting set with Higgonbotham informing the city that their company was not going to be able to compete with MIRMA pricing, due to the property market cost being so high. (The email is in the packet.) MIRMA met with staff and presented their cost to the city of approximately $550,921.00 based on the upcoming year's assessment. MIRMA's rate is recalculated annually each May to become effective July

1st of that year. Staff had to submit prior to March in the event that another company won the bid, staff would have to present a cancellation to MIRMA by March 30th. Staff recommends approving the RFQ from MIRMA for city property, liability and work comp
insurance.

Councilman Cobb made a motion to Approve the RFQ from MIRMA for the City's property, liability and work comp insurance; Councilman Workman seconded.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Engineering RFQ

Public Works Director Siler addressed the city council stating that the this agenda item is to seek council approval for the engineering on-call services various aspects of civil infrastructure, including water distribution, water and wastewater filtration, transportation, and storm water. To select a suitable provider, we issued multiple Requests for Qualifications (RFQs) and received responses from six firms. To ensure an objective evaluation, we utilized a point rating sheet with criteria covering experience and technical competence, capacity and capability, as well as past record of performance. Our selection team is comprised of the Finance Director, the City Clerk, and myself as the Public Works Director. After a thorough assessment and consideration of all submitted qualifications, the combined rating score from all four evaluators determined the selection outcome.
Allgeier Martin & Associates 228
Wilson & Company 211
Horner Shifrin 209
Toth & Associates 190
Palmerton & Parrish 129
Miller Engineering 121
Staff recommends the council select Allgeier Martin & Associates. They received the highest score among the six companies.

Councilwoman Thomas made a motion to Approve the RFQ from Allgeier, Martin and Associates for city engineering services; Councilman Cobb seconded.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Pitney Bowes - Folder/Inserter Lease

Finance Director Forest addressed the city council stating that the this agenda item is to seek council approval to lease a folder/inserter. The current folder/inserter is past the original lease period and in the secondary lease where parts are no longer covered and the monthly lease can increase. Staff went out for bid and received two back for the lease. Pitney Bowes's is the lowest bid, with a fee of 60 months, to be billed at $224.41 a month for the first 12 and $322.51 for the remaining 48 months. Staff recommends approval of Pitney Bowes bid for the new lease of a folder/inserter.

Mayor Davidson made a motion to Approve a three year lease with Pitney Bowes for the Finance folder/inserter; Councilwoman Thomas seconded.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

NEW BUSINESS

Bill No. 2024-12: Dalbom Timber Management Airport Timber Contract
AN ORDINANCE authorizing the City of Neosho, Missouri, to enter into an Agreement for timber management services with Dalbom Timber Management, LLC, for the purpose of providing timber management services on certain property owned by the City of Neosho with contingent payment for services; and authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

Attorney Snyder read Bill No. 2024-12 in title only.

Councilwoman Thomas made a motion to Approve and discuss Bill No. 2024-12; Councilman Cobb seconded.

Development Services Director Leavens addressed the city council stating that the purpose of this agenda item is to seek council approval for the mayor to sign a contract with Dalbom Timber Management to evaluate timber located on airport property and market it for harvest and sale. The council has previously approved the staff to look into the sale of mature timber on the airport property. This agreement with Dalbom Timber Management (DTM) allows DTM to evaluate, mark and market for sale, mixed timber on the airport property. Staff recommend the council approve the agreement.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Bill No. 2024-18: Crowder Reservoir Repairs
AN ORDINANCE authorizing the City of Neosho, Missouri, to enter into an Agreement for repairs to the Camp Crowder Reservoir with Utility Service Co. Inc., d/b/a USG Water Solutions, a Foreign Corporation, for the purpose of providing repairs to the Camp Crowder Reservoir for the not to exceed price of Twenty Three Thousand One Hundred and Twelve and 00/100 Dollars ($23,112.00); and authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

Attorney Snyder read Bill No. 2024-18 in title only.

Councilman Cobb made a motion to Approve and Discuss Bill No. 2024-18; Councilman Workman seconded.

City Manager Kennedy addressed the city council stating that the this agenda item is to seek council approval of the contract with USG for the Crowder Reservoir Repairs. The city contracted with USG to engineer the intake structure for our underground water storage facility.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Bill No. 2024-19 Skillpath Agreement - PDT

AN ORDINANCE authorizing the City of Neosho, Missouri, to enter into an Agreement with The Graceland College Center for Professional Development and Lifelong Learning, Inc. a Missouri corporation d/b/a SkillPath for the purpose of providing an annual subscription service for online eLearning; authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

Attorney Snyder read Bill No. 2024-19 in title only.

Councilwoman Thomas made a motion to Approve and Discuss Bill No. 2024-19; Councilman Cobb seconded.

Finance Director Forest addressed the city council requesting to provide annual on demand training for the five finance staff to assist in personal development and increase their skills. Skillpath offers a learning experience platform with over 1,400 on-demand, self-paced training assets. The courses range from webinars, articles and courses which can be assigned or of their choice. The agreement is from April 1, 2024 to March 31, 2025 and terminates at the end of the agreement. The cost for 5 licenses is $1,160.00.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Bill No. 2024-20: KPM ARPA Examination Engagement Letter

AN ORDINANCE authorizing the City of Neosho, Missouri, to enter into an Agreement with KPM CPAs, PC, a Missouri Professional Corporation, for the purpose of providing accounting services for audit of the fiscal year ended September 30, 2023, specifically ARPA funds, for the not to exceed price of Three Thousand and 00/100 Dollars ($3,000.00); and authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

Attorney Snyder read Bill No. 2024-20 in title only.

Councilman Cobb made a motion to Approve and Discuss Bill No. 2024-20; Councilwoman Humphrey seconded.

Finance Director Forest addressed the council stating that this is to request approval of the City's ARPA examination engagement letter with KPM. On September 5, 2023, the City Council awarded the bid for the City's annual auditing services to KPM. The engagement letter is to be renewed and approved on an annual basis as the need arises for single audits/examinations. This engagement letter is for the APRA examination for the City's fiscal year ending September 30, 2023. Staff recommends the City Council approve the engagement letter and authorize the Mayor to execute.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Bill No. 2024-21: CDC Contract Personnel Information Update
AN ORDINANCE authorizing the City of Neosho, Missouri, to enter into an Agreement with the County of Newton, Missouri, for the purpose of providing dispatch services; and authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

Attorney Snyder read Bill No. 2024-21 in title only.

Councilman Cobb made a motion to Approve and Discuss Bill No. 2024-21; Councilman Workman seconded.

Police Chief Baird addressed the council stating that this contract is to update the 2024 Central Dispatch contract with updated personnel information. Staff recommends the mayor be allowed to sign the contract. City attorney has reviewed the document.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Resolution Bill No. 2024-11: Social Media Policy
A RESOLUTION of the City of Neosho, Missouri, adopting a Social Media Policy.

Attorney Snyder read Resolution Bill No. 2024-11 in title only.

Councilman Cobb made a motion to Approve and Discuss Resolution Bill No. 2024-11; Councilwoman Humphrey seconded.

City Manager Kennedy addressed the council stating that this is to adopt a citywide Social Media Policy. This policy will provide direction and guidance when posting on social media on city platforms.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Resolution Bill No. 2024-12: Downtown Light Banner Policy

A RESOLUTION of the City of Neosho, Missouri, adopting a Street Banner Policy.

Attorney Snyder read Resolution Bill No. 2024-12 in title only.

Councilman Cobb made a motion to Approve and Discuss Resolution Bill No. 2024-12; Councilwoman Humphrey seconded.

City Manager Kennedy addressed the council stating that this item is to request approval for a new light banner policy program. The drafted policy has been updated from previous discussions to cover areas that weren't addressed. This will provide guidance to staff on the use of our streetlights as it relates to banners.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Resolution Bill No. 2024-13: MO Department of Economic Development CDBG (DR) Grant - Retention Pond Property_Intent to Apply

A RESOLUTION OF THE CITY OF NEOSHO, MISSOURI, STATING INTENT TO SEEK FUNDING THROUGH THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND AUTHORIZING THE HARRY S TRUMAN COORDINATING COUNCIL TO PURSUE ACTIVITIES IN AN ATTEMPT TO SECURE FUNDING FOR FLOOD PROTECTION.

Attorney Snyder read Resolution Bill No. 2024-13 in title only.

Councilwoman Humphrey made a motion to Approve and Discuss Resolution Bill No. 2024-13; Councilman Workman seconded.

Development Services Director Leavens addressed the city council stating that the purpose of this agenda item is to seek council approval to submit documents for a grant to help fund the acquisition of property for the construction of storm-water retention ponds.: The city has been involved in several ongoing engineered projects to help reduce the severity of flooding in town. The grant would assist with up to $200,000 in funds to purchase land to construct storm-water retention ponds that would help with flooding on the School Branch.:

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Resolution Bill No. 2024-14: MO Department of Economic Development CDBG (DR) Grant HRM Housing Addition Intent to Apply

A RESOLUTION OF THE CITY OF NEOSHO, MISSOURI, STATING INTENT TO SEEK FUNDING THROUGH THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND AUTHORIZING THE HARRY S TRUMAN COORDINATING COUNCIL TO PURSUE ACTIVITIES IN AN ATTEMPT TO SECURE FUNDING FOR AFFORDABLE HOUSING.

Attorney Snyder read Resolution Bill No. 2024-14 in title only.

Councilman Cobb made a motion to Approve and Discuss Resolution Bill No. 2024-14; Councilman Workman seconded.

Development Services Director Leavens addressed the city council stating that the purpose of this agenda item is to seek council approval for staff to submit documents for a grant to help fund infrastructure for a housing addition that would provide housing for low to mid income seniors or families. HRM Services has previously constructed a project in Neosho (Kodiak Village) and is currently working to develop another 48+/- unit addition that would provide housing for low to mid-income seniors or families. If awarded, this grant would allow the city to provide up to 2.5 million in water, sewer and street infrastructure for the project.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Irrevocable Consent to Annexation 15229 Highway TT

Development Services Director Leavens addressed the city council stating that the purpose of this agenda item is to seek council approval for the Irrevocable Consent to Annexation for 15229 Highway TT. The owners of 15229 Highway TT wish to connect to city water. The property is not contiguous with the city and is not eligible for annexation at this time. The property owners have completed the necessary documents for an Irrevocable Consent to Annexation.

Councilwoman Thomas made a motion to Approve the Irrevocable Consent for 15229 Hwy TT; Councilman Cobb seconded.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Amendment to Electric Service Agreement with Liberty Utilities

Public Works Director Siler addressed the city council stating that the this agenda item is to seek council approval for the amendments to the contract with Liberty Utilities. These amendments are for the replacement of four non-working streetlights and being replaced with new LED streetlights. These lights will come with a small monthly decrease in usage charges.

1. Valley & McKinny St WO#1031138 monthly decrease -$1.78
2. Meadows Dr WO#1031137 monthly decrease -$1.78
3. Hwy 59 & V WO#1031283 monthly decrease -$0.87
4. Walnut& Terrace Pl WO#1031147 monthly increase $0.77

Total decrease -$3.66

Councilwoman Thomas made a motion to Approve the amendment to the Liberty Utilities; Councilman Workman seconded.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Hotel/Motel Request

City Manager Kennedy addressed the city council stating that he met with Lucas Thogmartin. Mr. Thogmartin represents the Newton County Fair. This event has been struggling in recent years with funding and getting bands for this event. He asked to use Hotel/Motel funds to help offset some of this cost. The request would be around $2,000 per band, and the event typically had three nights of bands with a full amount of $6,000.

Councilman Cobb made a motion to Approve $6,000 to go towards the Newton County Fair for the bands for three nights, if there are only two nights then the amount would be $4,000; Councilman Workman seconded.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

REPORT OF CITY OFFICERS

February Financial Report

Finance Director Forest presented the February financial to the council.

Airport Lighting

Development Services Director Leavens addressed the city council updating the council on the Airport Lighting issues due to the lightning strike.

CLOSED SESSION

Mayor Davidson made a motion to go into closed under Section 610.021 (1) and (2); Councilwoman Thomas seconded.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Mayor Davidson closed the meeting at 8:13 p.m.

Mayor Davidson reconvened open session at 9:05 p.m. and announced that one vote was taken.

ADJOURN

There being no further business to come before the council, Mayor Davidson asked for a motion to adjourn.

Councilman Workman made a motion to Adjourn; Councilman Cobb seconded.

Roll call vote:
Yes: Carl Cobb, Richard Davidson, Julie Humphrey, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Mayor Davidson closed the March 19, 2024 Council Meeting at 9:06 p.m.

APPROVED

NEOSHO CITY COUNCIL

Mayor

ATTEST

Cheyenne

City Clerk

CITY OF NEOSHO
CORPORATE
SEAL
ORG. ... 1878
NEWTON CO., MISSOURI