



City of Charleston, MO

204 N. Main Street; Charleston, MO 63834
PH 573.683.3325; FX 573.683.3297

**City Council Meeting
February 14, 2023**

Meeting Minutes

Call to Order: The meeting was called to order at 6:30 PM by Mayor Richard Toon. Also in attendance were Councilman Jackie Whiteside and Councilman Clark Dugan. Councilman Patrick Farmer was absent. City Manager, Philip Halter, City Clerk, Ali Morris, City Attorney, Tabatha Graham, Chief of the Department of Public Safety, Robert E. Hearn Jr., and Code Enforcement Officer, Ken Stevenson were also present.

Recognition of Visitors: Monica Goodin, Karen Teeters, Raymond Ivie, Jeff Sams, Donnie Sams, Jayne Ellen Ray, Sheila Shankle, Tiffany Shankle, and Kenny Hulshof were present. At this time, Mayor Toon asked if any of the visitors had anything to say, they were allowed three (3) minutes. Raymond Ivie introduced himself and addressed the council regarding several incidents that have occurred within the last year and his concern and disappointment with the Charleston Police Department and the City Manager. Mr. Ivie explained that his family and home were attacked in November and December of 2022, and threats were made against his daughters. Apparently, no police report was made in regard to the incidents and after expressing his concerns to the City Manager, no one followed up with him as promised. Mr. Ivie then expressed his lack of trust with the departments and said that his kids are afraid. After being interrupted due to exceeding the three (3) minute limit, Mayor Toon asked Mr. Ivie to leave his contact number so that someone could follow up with him.

Mayor Toon noted that Mike Mueller would like to start an action group in order to plan for the 200th anniversary of the City of Charleston being established. City Manager, Philip Halter, suggested this be addressed at a later time as it was not on the agenda.

Approval of Prior Meeting Minutes: A motion was made by Councilman Whiteside to approve the minutes from the January 10, 2023, meeting. Councilman Dugan seconded the motion. The motion passed.

Report of City Business: City Manager, Philip Halter, began his report by referencing a meeting that was held with Wickliffe Recycling, who would like to set up a facility in Charleston. Public Works Director, David Harris showed them a prospective area, but after finding the property owner, the recycling company made an offer on the lot, and were turned down. We will continue to attempt to locate a good location.

Mr. Halter then explained that we have about \$200,000 of unspent grant money that was intended for lining sewer pipes. He and David Harris have met with Rich Cochran, with Waters Engineering, with hopes of moving up the waitlist of grant recipients, and regarding the unused funds we have and how to go about utilizing those.

The City Manager explained that Gene's Tree Service cleared out some shrubs and trees at AD Simpson Park.

Mr. Halter then mentioned that he attended an IDA meeting in the month of January, where potential areas for a chicken processing mill were discussed.

The City Manager then explained that a condemnation meeting was held in January where the property owner did not show up, and we have been taking all the proper steps in going forward with the condemnation process. Three houses need to be torn down at this point, and we just submitted a request of bids to demolish all the houses.

Mr. Halter mentioned that he attended the Chamber of Commerce meeting where safety issues were discussed regarding people crossing Marshall Street due to the location of the carnival during the Dogwood Azalea Festival. It was determined that the carnival would remain in the same location. A discussion was also held regarding the membership solicitation forms, and it was also determined that the fees would remain the same, but they intend on increasing the drive for membership.

During a Bootheel Regional Planning meeting, Mr. Halter discussed CDBG grants, and the procedure involved in demolishing buildings. He also asked several questions about when construction is to begin with the Mississippi/Ohio bridge but didn't really get any answers.

The City Manager then explained that United Systems and Software came and began the first phase of upgrades in the office. We hope to have the full upgraded system running by mid-March. We also signed a contract with Apptegy, which is an application software that we feel will work well with our new upgrades and will help better communication between the city and its residents.

Mr. Halter explained that he had begun working with the department heads with the upcoming budget and what special items needed to be addressed.

It was announced that we received the excavator that was approved for purchase during the September 2022 council meeting. At the same time, the purchase of a new leaf collector was also approved, and we are hoping to finally receive it in March or April.

Mr. Halter explained that the storm sewer work on Grand Street has gone smoothly, and after a recent heavy rainfall, it drained extremely well. Work is continuing around that area, where a new manhole may be installed.

At this time, the City Manager touched on the upcoming election, explaining that one person is running for the three-year term, which is our current Mayor, Rick Toon, and we have four individuals running to fulfill his remaining term of two years. A "Meet the Candidates" event is projected to be held soon at the High School where residents will be able to ask questions. Once a date and time are set, we will notify residents as best we can.

Someone ran over the keypad at the water treatment plant. A new keypad was ordered and installed, as well as posts around the device to prevent this from happening again.

Work at Rolwing Park has continued, and the roof on the pavilion has been completed. Contractors should be coming this Saturday as long as the weather cooperates, in order to install the rubber underneath the playground equipment.

To close his report, Mr. Halter stated that he was sure most people were aware by now, but during the recent icy weather we received in January, one of our police officers was injured in an accident as he was helping to divert traffic due to an accident that had already occurred. Our officer was inside of his patrol car when a semi-truck and trailer rear-ended him, causing the parked Ford Taurus to accelerate from zero to twenty-four (24) miles per hour in a matter of seconds. Luckily the officer survived the accident with minor injuries but was air-lifted to the hospital due to the road conditions. The Ford Taurus was totaled, and we are now looking to replace it.

Mayor Toon asked how much insurance money we would be receiving from the accident. Chief of Police, Bobby Hearnese stated that the state patrol has not finished their report and we were waiting to hear back from our insurance company.

The budget numbers were mentioned, and the City Manager explained that now nine months into the fiscal year, we are about \$200,000 over budget due to some major purchases. He then explained that he had brought with him some projected budgets for the council members to take home and look over for the upcoming fiscal year, and that an amendment would be made to the current budget toward the end of April.

There were no questions regarding the bills paid during the month of January that exceeded \$5,000.

The Department of Public Works report was addressed. Two high-speed pumps were installed at the water treatment plant, and an ordinance is on the agenda to hopefully be approved to install the variable frequency drives to go on the pumps to ensure functionality.

The Code Enforcement report was addressed next, reporting two vehicles had been towed. After tagging some of the vehicles, they have disappeared, which is what we want to see.

The Department of Public Safety report was in the council packet, and no questions were asked regarding the report.

Old Business: It was announced that Philip Halter had officially signed a contract to accept the City Manager position for one year. Mayor Toon stated he was happy to have him in the position. No additional comments or questions

New Business: Mayor Toon had requested for both the Chamber of Commerce and CHARM to provide proposed budgets of what they intended to use their Hotel/Motel Tax funds for. Mayor Toon then acknowledged both sets of representatives from both organizations who were present at the meeting. CHARM's proposed budget was addressed first. They proposed to use a portion of the funds to provide two (2) hot air balloons during the 2023 Dogwood Azalea Festival. The estimated cost was included and broken down, as well as a copy of the organization's bylaws. The council asked about a location, and Jayne Ellen Ray explained that they would move forward and seek locations after they received approval from the council. The council gave their approval. City Manager, Philip Halter, then questioned Karen Teeters, who represented the Chamber of

Commerce, wanting to know why she did not include revenue from membership funds and from the Azalea Festival in her budget. Karen explained that they use the membership funds and Festival revenue on overhead, and they cannot use the Hotel/Motel Tax on overhead. The proposed budget she provided included many advertising and promotion costs, along with anticipated income from the Hotel/Motel tax funds.

Bill NO. 3923/Ordinance NO. 3064: An ordinance regarding a proposal from Vandevanter Engineering to install PumpSmart variable frequency drives on the new water pumps at the water plant, was next on the agenda. Mr. Halter explained that these would allow the motors to speed up and slow down at a controlled pace, saving approximately 10-15% on electricity. A motion was made by Councilman Dugan to approve and pass the ordinance. Councilman Whiteside seconded the motion. The motion passed.

Next on the agenda was to review a memorandum of understanding of independent contracting agreement for Municipal Court Clerk Services between the City of Charleston and the City of Bertrand. The initial contract was approved in May of 2022, but expired December 31, 2022. We needed to renew the contract, but as Bertrand had already paid through May, they only owe us partial payment to fulfill the contract through December 31, 2023. The Court Clerk's pay rate will remain the same.

A motion was made by Councilman Whiteside to approve the agreement. Councilman Dugan seconded the motion. The motion and agreement were approved.

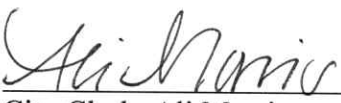
The final item on the agenda was to discuss rescheduling the March council meeting from the second Tuesday of the month to the second Monday. The meeting needs to be held on Monday, March 13, 2023 due to a scheduling conflict.

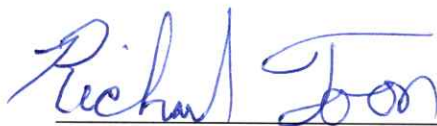
A motion was made by Councilman Whiteside to approve the date change. Councilman Dugan seconded the motion. The motion carried.

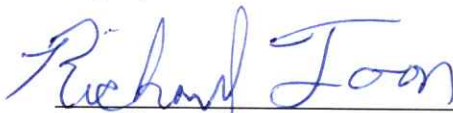
Adjourn: Councilman Dugan made a motion to adjourn the meeting. Councilman Whiteside seconded the motion. The meeting was adjourned.

ATTEST:


City Clerk, Ali Morris


City Clerk, Ali Morris


Mayor, Richard Toon


Presiding Officer, Richard Toon