

SPECIAL MEETING MINUTES
BOARD OF ALDERMEN OF THE CITY OF CUBA, MISSOURI
TUESDAY – MAY 25, 2021 – 6:00 P.M.
CUBA CITY HALL COUNCIL ROOM

Mayor Leathers called the meeting to order. Aldermen present: Kevin Copling, Sam Black, Debbie Martin, Warren Graddy, Curtis Holt, Jeff Bouse. Public Works Director: Craig Bouse. Comptroller/City Clerk: Christine Nash. Deputy Clerk: Lainie Garbo. Police Chief: Doug Shelton. Police Captain: Ben Scharfenberg.

Motion by Holt, seconded by Bouse, to approve the agenda. Vote: All ayes.

Highland Terrace water issue discussion: Mayor Leathers explained that in trying to balance the budget a solution needs to be discussed and how much money to budget for this year. Cameron Schweiss with Archer Engineer explained that there was a plan back in 2018 that could be revisited. With a small pond being on the back of the Town and County Subdivision the water could be pushed away from the residential area and reroute the storm water and discharge to that back area. When the plan was originally made it was sent for pipe and box prices and came back at roughly \$150,000 but that did not include the rock, and the current prices could be more. Mayor Leathers asked if additional land would need to be purchased or is the easement the only thing needed and Schweiss said that only an easement would be needed. Schweiss also stated that once the subdivision is developed the water would also be run that way. Schweiss stated that there is plenty of land available to make this pond as big as needed, just need to talk to the property owners. Mayor Leathers feels as this could be the best solution to run the water away from the residential area, but before proceeding a meeting will have to take place between PW Director Bouse, Schweiss, the property owners, and himself. Copling asked if all the water will run to that pond. Schweiss stated that half the water from Shenandoah St. would still run down, but it would cut it down as it has always been a drainage ditch but possibly with some improvements the water can be diverted differently. Eva Thorpe suggested putting a box on her side of the road to put the water back in the retention pond and leaving the other one alone to see what happens. Schweiss said it would have to be pumped and does not know if a new box is the way to go and would have to look into as it is overflow water. Schweiss suggest leaving the retention pond and designing a system to push the water to the pond as it would be pushing the flow and overflow. Bouse feels this will help with the new development and a property owner could possibly benefit also. Copling stated it will be a big benefit as it will also help Mepco, Versa-Tags, and the whole residential neighborhood.

Discussion of City Hall/Public Works/Police Department buildings: Mayor Leathers explained that Archer Engineering had made some plans with options, whether it be expansion, the old Mepco building, or building new on acreage and some options of payment have been explored. Comptroller/City Clerk Nash explained the USDA loan option with a 2.25 % fixed interest rate for 30 years and maybe some grants. Mayor Leathers feels these are some good options but something needs to be decided to get the budget ironed out. Bouse feels expansion is the best option for City Hall, but

need to focus on the police department as he has talked with the Chief and does not feel the old Mepco building will work. Martin asked why the old Mepco building will not work for the police department and Bouse stated that the location and traffic in that area will make it difficult. Martin does not see the justification in raising rates for customers and then building a 4 million dollar police station. Police Chief Shelton would rather stay in their current location versus the old Mepco building. Mayor Leathers stated that if waiting on one building then all should be tabled and if money is going to be borrowed it should be for all buildings. Copling asked about the money availability to move forward with the City Hall renovations. Comptroller/City Clerk Nash stated that the loan amount did include all renovations/building and it could be hard to come up with. **Motion by Graddy, seconded by Bouse, to table all plans.** Black asked why all plans have to be tabled if conclusions are had and can the City Hall plans move forward. Mayor Leathers stated that in the plans from Archer Engineering the estimated cost was \$250,000 - \$300,000 and Schweiss said that they could stay within a given budget. Copling asked about the capital improvement money, and Comptroller/City Clerk Nash explained that it would need to be looked at as it has been used elsewhere. Mayor Leathers stated that at the previous meeting \$25,000 had been removed from the budget for Public Works improvements and it should be put back in. **The motion by Graddy, seconded by Bouse, to table all plans were retracted. Motion by Graddy, seconded by Bouse, to table discussion until updated amounts for City Hall are given. Vote: All ayes.** Comptroller/City Clerk Nash asked if Archer Engineering will provide updated numbers from the existing plans and Schweiss stated that yes they will get real costs to move forward.

Animal Control contract: Mayor Leathers stated that Missy Mullally has a contract to present asking for a \$2000 raise. Copling does not have a problem with the raise but feels there needs to be a change in the contract with the supervisor role as it has Mullally as the animal control supervisor. Copling feels the supervisor should be Chief Shelton as the animal control falls under the police department umbrella. Mullally stated that she does all of the day to day functions and duties and if any problems arise then they are taken to Chief Shelton. Bouse wants to table until the attorney is present and asked about an opinion given by the attorney via email regarding the Partners for the Cuba Pound 501C. Mullally stated that the money this organization collects is from fundraisers and pays for things not budgeted and for those donating to get the tax write off and that money does not come thru City Hall. Bouse does not think contracted employees should be supervising and taken out of the contract. **Motion by Martin, seconded by Black, to accept the contract as presented. Roll call vote: Copling-no, Black-yes, Martin-yes, Graddy-yes, Holt-no, Bouse-no, Leathers-yes.**

Animal Control Officer duties: Mayor Leathers discussed ACO Cameron Sanders being interested in taking on nuisance ordinance duties along with his animal control duties. Sanders is out during the day while on calls or patrolling for animals to spot problems and has a vehicle already. Mullally feels it is a good compromise for Sanders to work animal control from 8 am – 3:00 pm while the shelter is open to the public and then work on nuisance complaints from 3:00 pm – 4:30 pm. Mullally does not want these duties to interfere with animal control and will only approve overtime for animal control issues. **Motion by Black, seconded by Graddy, to add nuisance complaints to job duties. Vote: All ayes.**

Separation of Comptroller and City Clerk positions: Comptroller/City Clerk Nash stated that the matter of separating the positions had been previously discussed with Mayor Leathers and other aldermen.

With the separation of positions it will allow other duties to be added on the financial and human resource side as well as the electric study, the petition audit by the State of Missouri, and many others. Martin asked about the removal of title, duties, and the salary lines. Mayor Leathers stated that he will appoint Deputy Clerk Lainie Garbo to City Clerk. In doing this on the salary scale that would move the clerk to line 26 and the comptroller to line 28. Martin questioned the salary line of Comptroller/City Clerk Nash's position and is concerned with the division of employees having a supervisor over supervisor making things worse. Comptroller/City Clerk Nash feels the intention should be kept as is due to the 24 years of experience, a degree, work on masters degree, and certifications making the position worthy of the salary line. **Motion by Copling, seconded by Black, to separate the positions of City Clerk and Comptroller. Motion rescinded by Copling and Black, to separate positions with salary as all city salaries are still being discussed. Motion by Black, seconded by Bouse, to separate City Clerk and Comptroller position. Roll call vote: Bouse-yes, Holt-yes, Graddy-yes, Martin-yes, Black-yes, Copling-yes.**

Discussion of full-time EOC position: Graddy recommended tabling the discussion as the recommendation from the committee. Graddy learned about this position as well as public works department needing a secretary, and would like to talk to PW Director Bouse to establish a job description before deciding. Comptroller/City Clerk Nash clarified that the job role originally presented can be done at the public works office along with other duties. **Motion by Graddy, seconded by Martin, to table the discussion. Vote: All ayes.**

Water rates discussion: Mayor Leathers discussed the water study that was presented back in October 2020 suggesting an increase in water rates. As there has not been a water rate increase in many years the revenue is staying the same while the cost of everything else is increasing leaving the waterworks budget short \$1.5 million including the projected waterworks projects. Mayor Leathers agreed that something needs to be done. **Motion by Copling, seconded by Black, to accept the water rate increase as presented, \$18 for the first 1000 gallons.** Holt is concerned with hitting the customers with the all of the increases at once with the electric installment payments and increase of natural gas cost and now a water rates increase. **Roll call vote: Copling-yes, Black-yes, Martin-no, Graddy-no, Holt-no, Bouse-no. Motion did not pass. Motion by black, seconded by Graddy to raise the minimum to \$18 for the first 2000 gallons then follow the tier as presented. Roll call vote: Bouse-yes, Holt-yes, Graddy-yes, Martin-yes, Black-yes, Copling-yes.**

Meter service charge discussion: Comptroller/City Clerk Nash explained the meter service charges that had previously been charged were a charge on industry gas meters. The amount charged depended on the size of the meter and it was for servicing the meter and to help cover the cost of needing a replacement meter. This ordinance would be reimplemented and adding industry electric meters also as the price of transformers are raising. Mayor Leathers clarified that these charges are per meter. Comptroller/City Clerk Nash stated that a committee needs to be formed to discuss amounts for recommendation. **Motion by Graddy, seconded by Black, to reinstate the meter service charge on natural gas and add electric meter service charges effective July 1, 2021. Roll call vote: Copling-yes, Black-yes, Martin-yes, Graddy-yes, Holt-yes, Bouse-yes.**

Cleaning bids discussion: Comptroller/City Clerk Nash asked the council to go out for cleaning bids for all buildings. A thirty day notice will be given to current cleaners. **Motion by Black, seconded by Graddy to go out for cleaning bids. All ayes.**

Roundtable discussion of FY 2022 budget and salaries: Comptroller/City Clerk Nash highlighted the recommended changes.

*Added \$75,000 for the petitioned state audit

*Adding \$25,000 for the public works repairs

*Changed the salary cost of living to 1.3%

*The \$2000 increase for contractors Missy Mullally and Steve Black

*Changed the electric department contract amount to \$10,000

*Kept the \$500,000 for the Highland Terrace water issues

Salary discussion: Martin would like to see the study stretched out more at the next discussion. Mullally would like to see ACO Cameron Sanders get a better pay increase as he is taking on the nuisance duties. Mayor Leathers inquired if Sanders would be adding duties or creating a new position and would like to follow up with the attorney. **Motion by Graddy, seconded by Martin, to table salary discussion. Roll call vote: Bouse-yes, Holt-yes, Graddy-yes, Martin-yes, black-yes, Copling-yes.**

Comptroller/City Clerk Nash explained that the budget is balanced except the waterworks that is off \$1.5 million. Martin asked if the water rate increase will adjust this any. Comptroller/City Clerk Nash stated that it will with a possible \$5000 surplus.

Mayor Leathers reminded that a natural gas committee meeting, electric committee meeting, and meeting with the property owners for the Highland Terrace water issue will need to be scheduled to move forward with some budget decisions.

Black asked if a timeline regarding the state audit had been given and if the normal yearly audit will still have to be done. As of now, a timeline has not been given and yes, the normal yearly will also have to be done.

Motion by Graddy, seconded by Black, to adjourn. All ayes.

Lainie Garbo

Deputy Clerk