

**REGULAR MEETING MINUTES
BOARD OF ALDEMEN OF THE CITY OF CUBA, MISSOURI
TUESDAY – DECEMBER 14, 2021 – 6:00 P.M.
CUBA CITY HALL COUNCIL ROOM**

Mayor Cody Leathers called the meeting to order. Aldermen present: Kevin Copling, Sam Black, Dave Honea, Warren Graddy, Curtis Holt, Jeff Bouse. Public Works Director present: Craig Bouse. Police Chief present: Doug Shelton. City attorney present: Lance Thurman.

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

Motion by Honea, seconded by Graddy, to approve the regular meeting minutes from November 16, 2021. Vote: All ayes. Bouse-abstain.

Motion by Graddy, seconded by Black, to approve the executive session minutes from November 16, 2021. Vote: All ayes. Bouse-abstain.

Motion by Bouse, seconded by Holt, to approve the special meeting minutes from November 30, 2021. Vote: All ayes.

Motion by Honea, seconded by Graddy, to approve the special executive session minutes from November 30, 2021. Vote: All ayes.

Motion by Honea, seconded by Graddy, to approve the bills to be paid. Vote: All ayes.

Citizens Participation:

Mayor Leathers introduced Mr. Steve Brown as the newest park board member and thanked him for being on the board.

Food Pantry Discussion:

Mayor Leathers recapped the situation. The council was previously approached by the Food Pantry for a street closure to allow a food delivery and for the monthly food handout as they felt it would be easier and faster to load the vehicles with food. The council voted for the approval of the Filmore street closure one day a month for a couple of hours. At the next council meeting, neighboring homeowners addressed the council with some concerns asking to revote on the street closure and the council did motion and vote to open the street back up. Mayor Leathers understand there are many in the audience to discuss the situation further, but his recommendation is to meet with the Police Chief, Street Supervisor, and PWD Bouse for a possible solution that works for all and then bring to the council as there is not much for the council to motion or decide.

Linda Plank with the Food Pantry gave the council a handout showing the parking lot and how the pallets are stacked to load the cars with food and stated that doing it this way they can generally get

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done in about 1.5 hours and serve roughly 350 people. If changed, then it could tie up the street a lot longer. Plank stated that after talking to PWD Bouse, there is a 30 foot easement from the center of the street on each side meaning that anyone could park in those areas along the street. Thurman stated that was not correct, an easement is not for parking. Plank stated that when the street was closed, PWD Bouse provided cones but busses for the daycare could still get thru, and it is only one morning a month. Plank said that yes there are people at the Food Pantry on Thursday's and Friday's, but there are a lot of people on the big pick-up day. Honea stated that another issue is the convicts that help unload the truck being by a daycare. Plank stated that there are officers from the Sheriff's Department supervising and they would not send sex offenders into a community and especially next to a daycare. Plank stated that PC Shelton and Honea came to the area to look for another way for the traffic, but it can't be directed back into Spencer due to there not being enough room to make the turn. Honea stated another concern being the trash that is blowing into the neighboring yards. Plank stated that the trash dumpster has been moved further from the neighboring residence and they are making an effort to make sure all is picked up.

Bethany Ferguson, 305 W Washington, stated that there is more than one delivery per month at the Food Pantry and she showed the council pictures of delivery trucks. Ms. Ferguson stated that these were taken after the street opened back up and asked if the street will close every time. Honea stated that the street isn't closed so there is no discussion regarding that issue and that there will still be trucks for delivery. Ms. Ferguson handed out an information sheet with problems she wanted to address, but Honea stated that all involved needed to talk about as these are not problems the City can address.

Mayor Leathers isn't discrediting either party but there will be no cross examinations or trials addressed. If a plan of action is presented that all are happy about, then the solution will be entertained at that time. As stated before, PC Shelton, the Street Supervisor, and PWD Bouse will help but all parties need to be involved in a plan.

Thurman clarified that there are no street closures in place.

A woman from the audience (was not able to get the name) stated that there was a problem with the trash but wanted to announce that the dumpster has been moved and the trash is picked up twice a week now which should resolve the situation.

A gentleman in the audience (was not able to get the name) felt that Chris Ferguson, homeowner of 305 W Washington, owed the Food Pantry an apology for the way he behaved. He felt the language and tone was threatening and uncalled for, especially as most workers there are women and senior citizens.

Thurman stated that council meetings are for city business and the arguing is not appropriate.

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Mr. Charles Kolb, Filmore St, is concerned for the safety factor and feels they need to consider the traffic as people don't stop at the signs. Plank agrees it could be dangerous. Mayor Leathers stated that in a letter submitted regarding the street closure, a SLOW CHILDREN PLAYING sign was suggested and could be looked into.

Dr. Graves, Cuba School – Discussion of grant hours:

Dr. Graves stated that in the newspaper some may have seen that the school is working on long range projects, the baseball and softball fields being one that is available by writing a grant from MRPC. Dr. Graves is asking the council if the city would be willing to help by donating 4-5 grant writing hours to use for baseball and softball field renovations. These renovation plans are in development. **Motion by Black, seconded by Graddy, to donate 5 MRPC grant writing hours to Crawford County R-II School. Vote: All ayes.**

Jeff Kormann – MAP's:

Mr. Kormann helped with the water study that was done and thanked the council and Comptroller Nash for the opportunity. The water rate adjustment was needed, and this qualified the city for outside funding for other projects. If the City of Cuba continues on with any other services the company provides or trainings he asked to please reach out for any help or questions. Mr. Kormann announced his retirement at the end of January and the council wished him well.

Health Insurance clarification discussion:

Comptroller Nash stated that there was a change within the original health insurance plan that was voted on and per the recommendation of Thurman, it is being clarified on record. The council voted to give an HRA with \$1200, and an FSA for those with a second insurance with the choice of the \$1200. All employees are aware, just clarifying to the council. Comptroller Nash stated the difference between FSA being it is a use it or lose it plan, where as an HSA can bank up. Thurman stated that this does not change any legal obligation to the plan.

Comptroller Nash stated that the minimum wage goes up January 1, 2022. As a municipality we are exempt from this increase but asked if the council would like to raise those making under. Mayor Leathers asked who would be affected. Comptroller Nash said the tourist center employees and any hired summer workers. **Motion by Bouse, seconded by Honea, to move those under minimum wage to minimum wage as of January 1, 2022. Vote: All ayes.**

Archer-Elgin Engineering's recommendation of bids for 2021 Cuba Wastewater Collection System Rehabilitation Project:

On December 1, 2021 at 2:00 p.m. there was a bid opening for the CIPP project. Three bids were opened by Cameron Schweiss.

Insituform Technologies, LLC	\$256,464.25
SAK Construction	\$249,984.50

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Visu-Sewer of Missouri, LLC \$274,726.25

PWD Bouse read the letter of recommendation from Archer-Elgin Engineering recommending that the Base Bid be awarded to SAK Construction, LLC.

Mayor Leathers stated that this is for the budgeted CIPP project.

Motion by Graddy, seconded by Black, to approve the Base Bid by SAK Construction, LLC in the amount of \$249,984.50. Vote: All ayes.

MRPC Representative appointment:

Mayor Leathers stated that a City of Cuba representative and feels this is a unique board offering good experience and would like to appoint Rodney Neff. **Motion by Graddy, seconded by Honea, to appoint Rodney Neff to the MRPC board. Vote: All ayes.**

EOC Director report:

Rodney Neff touched on the tornados and weather that happened 12/10 and felt that Cuba and Crawford County fared pretty well, not receiving much of it.

Neff gave the council a Five Year Emergency Management and Interoperable Communications Plan (see attached) to view. Neff stated that most projects and systems can be done or gotten with grants as a lot are 50/50 grants but could be 100 percent grants. Neff would like to budget next year for a new system that will send weather notifications in 11 seconds instead of 16 seconds, possibly utilizing a grant from MRPC. Neff asked the council to look over and let him know if they would like anything done differently. Mayor Leathers thanked Neff for looking ahead for the city's needs.

Tree Trimming bids:

Mayor Leathers presented the council with two tree trimming bids for the Feeder Line I-44.

Browns Tree & Bucket Service \$9450

AAA Tree Service \$10,500

Motion by Bouse, seconded by Honea, to approve the Feeder Line I-44 bid from Browns Tree & Bucket Service for \$9450. Vote: All ayes.

Mayor Leathers presented the council with two tree trimming bids for the Feeder Line in Industrial Park.

Browns Tree & Bucket Service \$7200

AAA Tree Service \$6500

Motion by Graddy, seconded by Honea, to approve the Feeder Line in Industrial Park bid by AAA Tree Service for \$6500. Vote: All ayes.

Mayor Leathers presented the council with two tree trimming bids for Oak Hill Avenue.

Browns Tree & Bucket Service \$6000

AAA Tree Service \$8500

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Motion by Bouse, seconded by Graddy, to approve the Oak Hill Avenue bid by Browns Tree & Bucket Service for \$6000. Vote: All ayes.

Mayor Leathers presented the council with two tree trimming bids for Monroe Street.

Browns Tree 7 Bucket Service \$1450

AAA Tree Service \$2700

Motion by Bouse, seconded by Graddy, to approve the Monroe Street bid by Browns Tree & Bucket Service for \$1450. Vote: All ayes.

Electric Committee recommendation:

Mayor Leathers read the recommendations presented from the electric committee meeting that was held December 7, 2021:

To recommend hiring Bobby Bowen at \$32/hour part time, to work no more than 28 hours in a week with a W-2, no contract, and no benefits for the 7200 electric project. The city is not creating a full-time position and is only hiring Bobby Bowen to help with this 7200 electric project starting January 1, 2022.

Thurman clarified that this is a specific project, and he will be working part time as a temporary position only.

Graddy asked how this job will be tracked. Mayor Leathers stated that the materials, stuff needed, and Bowen's time for this project is budgeted thru the end of this fiscal year and if necessary will reevaluate at budget time if necessary. Bowen is not to work more than 1499 hours. Mayor Leathers hopes this project will be done before June 30, 2022. PWD Bouse thinks it will be a 4-5 month project.

Motion by Bouse, seconded by Black, to approve the electric committee recommendation. Vote: All ayes.

Public Works Director report:

PWD Bouse presented the council with two power washer bids.

Hotsy Unlimited, Inc 942N model \$8472

1452N model \$9482

Hotsy 942N model \$9180

1452N model \$9885

Bouse asked PWD Bouse which model to recommend. PWD Bouse recommends the larger 3000 PSI model, 1452N. As this is not a budgeted item, Mayor Leathers asked if it is needed in this budget year or if it can wait until the next one. Graddy also asked if it could wait until the next budget, and if gotten now will it be used in the cold weather. PWD Bouse stated that the pressure washer will be installed inside of Public Works as it is needed to clean equipment. Copling wants to move forward and purchase. Graddy asked Comptroller Nash where the money to purchase the power washer will come from. Comptroller Nash suggested dividing between all departments as all will use, and will see the purchase in the budget revisions. Bouse asked if money is set aside for equipment breakdowns. Comptroller

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Nash stated that there is always money in retained earning for necessary items, but if there is a habit of purchasing non-budgeted items it could mess up yearly projects. Black has no problem purchasing a power washer to maintain equipment if it will get used. **Motion by Copling, seconded by Bouse, to approve the Hotsy Unlimited, Inc 1452N model bid for \$9482. Roll call vote: Copling-yes, Black-yes, Honea-yes, Graddy-yes, Holt-yes, Bouse-yes.**

Bouse stated that there are some PW employees that need to test for their CDL and he would like the city to pay for them to get this license. Bouse stated that the deposit for this is \$200 and would like PWD Bouse to pay the deposit to secure a spot. Black stated that he had previously spoke with PWD Bouse and is aware that at some point all will need a CDL for employment. Thurman clarified that the city currently does not have anyone driving a truck without the proper license. Mayor Leathers stated that there are some that can't drive due to not having the proper license. Thurman clarified that the city is not doing anything criminal or going against the insurance policies. Mayor Leathers suggested reimbursing the employee once the CDL test is passed, but Bouse thinks the city should pay upfront so the employee will go and get it. Mayor Leathers asked what if the test isn't passed and additional testing is needed costing more, when does it become too much. PWD Bouse stated that it could be up to \$200-\$300 for each retesting. PWD Bouse stated that as of February, the CDL testing is now a 3-4 week teaching and test and would like to get this in before that. Thurman suggested the city pay for the first opportunity and then any additional testing is on the employee. Mayor Leathers knows that some need the CDL, but if the city pays upfront and then the employee never gets the test the city is out the money. **Motion by Bouse, seconded by Black, to pay for a CDL one time for the employees needing the license.** Graddy clarified that the only employees being sent for this license are the ones currently employed needing their CDL, meaning only the ones that need it to fulfill their positions but when hiring from here on out it will be a requirement. Mayor Leathers stated that the hiring policy will be looked at pertaining a CDL for the future. **Roll call vote: Bouse-yes, Holt-yes, Graddy-yes, Honea-yes, Black-yes, Copling-yes.** PWD Bouse clarified the city is paying the deposit to hold the spots and will then pay for the first test.

Honea stated that he is on the tourism board and has been to the last two meetings. At the meetings there has been discussion regarding a plane that is going to be displayed at the airport close to the corner on Highway DD. Honea met with Travis Pritchett, airport manager, to pick a spot for a concrete pad for the plane to sit on. Mayor Leathers asked where it be paid from and Comptroller Nash was unaware of the plans. Mayor Leathers stated that a recommendation would come the tourism board for payment. **Motion by Honea, seconded by Bouse, to allow PWD Bouse to go out for bids on a 42' X 60' concrete pad. Vote: All ayes.**

Graddy stated that he spoke with Pritchett and was told that the fuel tank had been cleaned but that it is filled with rust and junk so that it may not hold the fuel much longer. Graddy advised Pritchett to get bids for a new fuel tank.

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Police Chief report:

Nuisance report: Police Chief Shelton gave an update on nuisance issues.

Radar bids:

Police Chief Shelton presented the council a bid for radars.

Stalker Radar \$8765

Motion by Black, seconded by Honea, to approve the radar bid from Stalker Radar for \$8765. Vote: All ayes.

PC Shelton announced that Shop With A Cop will be on December 18, 2021 and will be providing for roughly 50 children.

Copling stated that a few months ago, property was looked at to purchase and he would like to revisit. If the old Bipacco building were to be purchased, Public Works would have the whole block. Police Captain Scharfenberg stated that the whole place has been completely stripped. Black and Honea both stated that the place was contaminated. Mayor Leathers stated that the building did not pass phase 1 environmental study and may not be a risk taken. Thurman stated that the last time dealing with them the seller didn't have the money to help with phase 2. **Motion by Copling, seconded by Black, to allow Mayor Leathers and Thurman to contact the seller for information. Vote: All ayes.**

Bouse announced that Saturday December 18th he is having a cruise-in at the parking lot between City Hall and Recklein Auditorium and then heading out to Highway CC to see a light display. Bouse asked if he needed permission. Mayor Leathers stated that it is a public parking lot.

Thurman complimented the Christmas Lights in Cuba as they are gorgeous and wished all Happy Holidays.

Motion by Graddy, seconded by Honea, to adjourn.

Lainie Garbo, City Clerk

City of Cuba Emergency Management Agency

Five Year Emergency Management and Interoperable Communications Plan

2022

New satellite downlink for faster severe weather siren notifications

Upgrade to satellite portion of the Storm Sentry would consist of a new dish, a new receiver, and new software. This would provide redundancy. The National Weather Services' servers are older and have been going down for periods of time the last few years. The new dish receives its data/warnings directly from the satellite, thereby, bypassing the servers. Through the new dish, data and warnings would be received faster than the internet feed.

The total price of the satellite upgrade would be \$7,950.00, installed.

Updated public safety and add ham radios, Missouri Statewide Interoperability Network (MOSWIN). FM transmitter for additional supplementary notifications to the general public.

2023

With large storm siren systems, knowing when a siren is not working is a problem. A CD&F Report

Back System would take the place of the current radio decoder system and provide two-way communications with each siren. The CD&F Report Back System is designed to allow you to not only activate a large group of sirens but also to poll their status and receive feedback. The CD&F Report Back System would indicated loss of function, sound failure, intrusion and battery status. In addition, the CD&F Report Back System can activate one, all, or only a specific group of sirens.

Total Price \$33,400.00, Installed

2024

Baron Mobile Threat Net

Critical Weather Intelligence for Our Location

Monitor severe weather on a street-level map with nationwide NEXRAD radar, lightning, satellite and value-added data, like Baron's patented storm tracks. Simply click a storm track, and communities in the path of severe storms and tornadoes are instantly displayed, along with estimated times of arrival. You can also overlay your current position on the map using our integrated GPS device.

Bundle includes:

Mobile Threat Net software (provided on a USB flash drive) \$1,061.00

WxWorx WR-10BT Bluetooth receiver

Portable XM antenna

GPS antenna

DC Power Cable

DC-AC Converter

Mounting hardware

\$99.99/month XM WX Satellite Weather Data

2025

City wide PA system

Producing intense warning signals and digital voice messaging over a large area.

Networked via radio, IP, landline, cellular, Rave Mobile Safety, and/or satellite communications.

Powering is available in AC, DC, or solar. The system typically operates from batteries that are charged from either AC or Solar.

May need 4 or 5 for the size of Cuba

No price due to current shortages.

2026

New radio tower for emergency communications

Additional tornado siren for new subdivision (if needed)