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**MINUTES OF A REGULAR MEETING OF THE BOARD OF ALDERMEN OF THE
CITY OF MOUNT VERNON, MISSOURI ON TUESDAY, NOVEMBER 8, 2022.**

The Board of Aldermen of the City of Mount Vernon, Missouri met in a regularly scheduled meeting, at the regular place of meeting, 319 E Dallas Street, on Tuesday, November 8, 2022, at 7:00 p.m. The meeting was called to order by Mayor Jason Haymes with the following roll call recorded: Scott Beckley, Dallas Gramm, Craig Nelson, Lowell Phillips, Sherie Thrasher, Steve Fairchild, Marda Gramm, and Sue Lee. The following city personnel were also in attendance: City Administrator Joe Kelley, Counselor Darlene Parrigon, Treasurer Shari Weldy, Public Works Director Dustin Davis, Code Enforcement Terry Moore, Chief of Police David Hubert, and City Clerk Melissa Aduddle.

Guests registering their attendance are listed on the sign in sheet attached to and made a part of the minutes.

Approval of the Agenda

Mayor Haymes presented the agenda to the Board for approval. The following changes were requested:

- City Administrator: Add: On-Call
- Public Works: Add: Pool Update

Alderman Phillips moved to approve the agenda with the aforementioned changes, seconded by Alderman Beckley.

Motion passed.

Presentation of Minutes

Mayor Haymes presented the minutes from the Board of Aldermen meeting held on Tuesday, October 25, 2022, to the Board for approval. Alderman Fairchild moved to approve the minutes from the October 25, 2022 meeting as presented, seconded by Alderwoman Gramm. The following vote was recorded:

AYES: Beckley, Nelson, Phillips, Thrasher, Fairchild, M. Gramm, Lee
NOES: None
ABSTAIN: D. Gramm
ABSENT: None

Motion passed.

Citizen Participation

Mayor Haymes announced this portion of the meeting was set aside to receive input from those in attendance and requested any discussion. The following brought forth:

- Tony Daniels, Billy Bieber, and Kade Scrivner – Discuss renovating softball field dugout at Spirit of '76 Park. Citizens would like to volunteer their time and labor, as well as donated materials to renovate the dugouts. Discussion was held. Alderman Fairchild moved to approve the volunteers to build the dugouts on the softball field with sketch plans for dugouts and completed releases, and providing all materials and labor, seconded by Alderman Gramm.
- Chad Neely – Thank the Board for considering request for a new Public Works facility.

Ordinance

Bill No. 2022-25 re: An Ordinance calling for the General Election in the City of Mount Vernon, Missouri, for the purpose of electing one Aldermen from each of the four Wards, each for a term of two years, was read twice, by title only, with the following roll call vote recorded:

First Reading:

AYES: Beckley, D. Gramm, Nelson, Phillips, Thrasher, Fairchild, M. Gramm, Lee
 NOES: None
 ABSTAIN: None
 ABSENT: None

Second Reading:

AYES: Beckley, D. Gramm, Nelson, Phillips, Thrasher, Fairchild, M. Gramm, Lee
 NOES: None
 ABSTAIN: None
 ABSENT: None

Bill No. 2022-25 was passed by unanimous roll call vote and sent to the Mayor for signature, thus becoming Ordinance Number 5.192.

Bill No. 2022-27 re: An Ordinance accepting the resignation of Darlene Parrigon as the City Attorney for the City of Mount Vernon, Missouri, and appointing Toni M. Hendricks as the City Attorney for the City of Mount Vernon, Missouri, was read twice, by title only, with the following roll call vote recorded:

First Reading:

AYES: Beckley, D. Gramm, Nelson, Phillips, Thrasher, Fairchild, M. Gramm, Lee
 NOES: None
 ABSTAIN: None
 ABSENT: None

Second Reading:

AYES: Beckley, D. Gramm, Nelson, Phillips, Thrasher, Fairchild, M. Gramm, Lee
 NOES: None
 ABSTAIN: None
 ABSENT: None

Bill No. 2022-27 was passed by unanimous roll call vote and sent to the Mayor for signature, thus becoming Ordinance Number 1.303.

Bill No. 2022-28 re: An Ordinance authorizing filing of applications with the Federal Energy Regulatory Commission (FERC) by the Missouri Joint Municipal Electric Utility Commission dba Missouri Electric Commission (MEC) on behalf of the City of Mount Vernon, Missouri, a member of MEC, for waivers under the Public Utility Regulatory Policies Act of 1978 (PURPA) for facilities greater than 5MW and exempting City from purchase requirements regarding qualifying facilities and adopting rules for compliance with FERC's PURPA regulations, was read twice, by title only, with the following roll call vote recorded:

First Reading:

AYES: Beckley, D. Gramm, Nelson, Phillips, Thrasher, Fairchild, M. Gramm, Lee

NOES: None

ABSTAIN: None

ABSENT: None

Second Reading:

AYES: Beckley, D. Gramm, Nelson, Phillips, Thrasher, Fairchild, M. Gramm, Lee

NOES: None

ABSTAIN: None

ABSENT: None

Bill No. 2022-28 was passed by unanimous roll call vote and sent to the Mayor for signature, thus becoming Ordinance Number 14.352.

Department Reports

City Administrator

Mr. Kelley held discussion on the following items:

- **Sales Tax/Use Tax.** Kelley reported the sales tax for October is \$200,179.05, that is up \$63,594.56 from the previous year, and year to date sales tax is up \$395,014.85 from 2021. Use tax for October is \$39,500.92, that is up \$28,381.61 from last year, and year to date use tax is ahead \$106,578.89 from 2021.
- **November & December Meetings.** Kelley requested discussion on whether the Board wanted to cancel the second meeting in November and December. Discussion was held. It was decided to have the November 22nd meeting and decide on the December 27th meeting at a later date.
- **Finance Committee.** Kelley informed the Board that the Finance Committee needed to set up meetings to discuss the 2023 Budget. Discussion was held. The Finance Committee's meetings will be set for November 14th, November 15th, and November 17th, each beginning at 5:00 pm.
- **Missouri Drive.** Kelley reported Pay Request #1 from Emery Sapp & Sons, LLC in the amount of \$68,723.61 for the Missouri Drive Extension Project. Kelley requested approval to sign off and pay the request. Discussion was held. Alderwoman Lee moved to authorize the City Administrator to sign Emery Sapp & Sons, LLC Pay request #1 for \$68,723.61, seconded by Alderman Phillips.

Motion passed.

- **LIHEAP Supplier Agreement.** Kelley requested approval to sign the Supplier Agreement from the Low Income Home Energy Assistance Program (LIHEAP). It is an agreement that was already in place, but had to be updated every two (2) years. Alderman Fairchild moved to authorize the City Administrator to sign the Supplier Agreement between the Missouri Department of Social Services Family Support Division and the City of Mount Vernon, seconded by Alderwoman Lee.

Motion passed.

- **Personnel Policy & On-Call.** Kelley presented the last two items on his agenda together since they both pertain to requested changes in the Employee Policy Manual. The following items were discussed:
 - Overtime. Kelley stated that on April 12, 2016 the Board approved the following policy change, Section 117.120, pertaining to overtime pay. Under the Fair Labor Standards Act (FLSA) and our current policy, vacations, sick leave, and holidays are not considered “Hours Worked” in the calculation of a 40-hour work week. As a result, if an employee is off (example 8 hours) during the week and is called in on Saturday to perform their job duties, they are only compensated for their normal hourly rate, up to the number of hours (example 8 hours) taken off earlier in the week. An employee must “have worked” in excess of 40-hours in a work week to qualify for overtime pay. The FLSA considers vacation, sick leave, and holiday benefits as “matters of agreement between an employer and an employee”. Kelley requested to update the policy recognize vacation days, sick/personal days, and City observed holidays as “hours worked” under the FLSA. Discussion was held.
 - On-Call. The City’s currently does not have a written policy for on-call time. The current unwritten policy for on-call is an employee takes two (2) hours off during the week and is compensated two (2) hours on the weekend for being on-call. If the employee is called out, they are compensated for any time responding to the emergency. Kelley requested authorization to update the policy manual to include the following provision provided in the handout, which would become Section 117.125 in the employee policy manual. Discussion was held.

Alderwoman Lee moved to authorize updating the policy manual to include the on-call provision, Section 117.125, and to recognize vacation days, sick/personal days, and City observed holidays as “hours worked” under the Fair Labor Standards Act, seconded by Alderman Gramm.

Motion passed.

Treasurer

Ms. Weldy held discussion on the following items:

- **Bills Paid.** Weldy presented the bills paid report and requested any discussion. None brought forth.
- **Bills over \$5,000.00.** Weldy then presented the bills over \$5,000.00 to the Board for approval. Alderwoman Thrasher moved to approve the October and November bills over \$5,000.00, seconded by Alderwoman Gramm.

Motion passed.

- **Taxi Driver Update.** Weldy informed the Board that the taxi driver that approval to hire was requested for at the October 11th meeting, did not work out, so the City is still looking to hire drivers. Discussion was held. .
- **Destruction of Records Request.** Weldy requested approval to shred the paid invoices from 2018. Alderwoman Thrasher moved to approve shredding the paid invoices from 2018, seconded by Alderman Beckley.

Motion passed.

Director of Public Works

Mr. Davis held discussion on the following items:

- **Personnel.** Davis reported that, Colten Gorman has completed his three month probationary period and requested to move Mr. Gorman to full-time status. Discussion was held. Alderwoman Thrasher moved to take Colten Gorman from probationary to full-time employee, seconded by Alderwoman Lee.

Motion passed.

- **Pool Update.** Davis gave an update on the progress of the Spirit of '76 Pool renovation, stating that things are moving right along. Davis stated the concrete for the lazy river has been poured and weather permitting they will be pouring the zero entry portion of the pool. Discussion was held.

Code Enforcement

Mr. Moore held discussion on the following items:

- **October 2022 Permit Report.** Moore presented the Permit Report for October 2022 and requested any questions or discussion. None brought forth.
- **Planning & Zoning Report.** Moore gave an update on items being discussed on Planning and Zoning including forthcoming public hearings, ordinances, and changes to the building permit application. Discussion was held.

Police

Chief Hubert held discussion on the following items:

- **Prescription Medication Collection.** Hubert reported that they collected one hundred twenty-seven (127) pounds of prescription medication and delivered it to the DEA for destruction last Monday. Discussion was held.

Closed Session

Alderman Phillips moved to adjourn to closed session pursuant to Section 610.021 (2) Real Estate, RSMo. 2018, seconded by Alderman Beckley. The following roll call vote was recorded:

AYES: Beckley, D. Gramm, Nelson, Phillips, Thrasher, Fairchild, M. Gramm, Lee

NOES: None

ABSTAIN: None

ABSENT: None

Motion passed. Meeting adjourned for closed session at 8:24 p.m.

Reconvene from Closed Session

Meeting reconvened at 9:17 p.m. Mayor Haymes determined all Aldermen that were present for closed session adjournment had returned to the meeting.

Old Business

Mayor Haymes requested any old business to be brought to the floor for discussion. None brought forth.

New Business

Mayor Haymes requested any new business to be brought to the floor for discussion. The following items were presented:

- **Bill No. 2022-26 re:** An Ordinance approving and accepting dedication of the final plat of the Moore Ranch Estates, Phase 1 Subdivision, being part of the Southwest Quarter of Section 31, Township 28 North, Range 26 West, Lawrence County, Missouri, was read twice, by title only, with the following roll call vote recorded:

First Reading:

AYES: Beckley, D. Gramm, Nelson, Phillips, Thrasher, Fairchild, M. Gramm, Lee

NOES: None

ABSTAIN: None

ABSENT: None

Second Reading:

AYES: Beckley, D. Gramm, Nelson, Phillips, Thrasher, Fairchild, M. Gramm, Lee

NOES: None

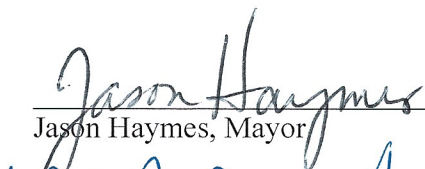
ABSTAIN: None

ABSENT: None

Bill No. 2022-26 was passed by unanimous roll call vote and sent to the Mayor for signature, thus becoming Ordinance Number 1.302

Adjournment

Mayor Haymes announced there being no further business listed on the agenda to come before the Board, the meeting is adjourned. Meeting adjourned at 9:23 p.m.



Jason Haymes, Mayor



Date



Melissa Aduddle, City Clerk



Date

