

CITY OF WEBB CITY, MISSOURI
CITY COUNCIL MEETING
Tentative AGENDA
Monday, May 9, 2022
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INVOCATION

PLEDGE

OPENING OF MEETING

- Roll Call
- Mayor’s Statement
- Public Comments

PD BADGE PINNING and PROMOTIONS

ADMINISTRATOR’S REPORT

Administrator Report

APPOINTMENTS/REAPPOINTMENTS

- Appoint-Jessica Taylor-Library Board-3yr term-2025

- Reappoint- Sheila Harper-Park Board-3yr term-2025
 - Gary White-Park Board-3yr term-2025
 - Jan Waldie-Park Board-3yr term-2025

- Rick Utter-Planning & Zoning-4yr term-2026
- Chris Taylor-Planning & Zoning-4yr term-2026

RESIGNATION

Housing Authority- Richard Copeland

CONSENT AGENDA

- 1. Council Minutes-April 25, 2022

ORDINANCE AND RESOLUTIONS

Council Bill No. 22-007 Rezone 1001 W. Daugherty from I-2 to R-2 (Jason Hamlin) (1st)
 Resolution No. 22-006 Disposal of City Records for 2022

MOTIONS

Water Dist.-Accept Bid from Ron Perrin Water Technologies to Clean Water Tower (Motion to approve and vote)

COMMITTEE REPORT

- 1. Financial Oversight
 - A. Statement of Accounts, May 09, 2022 Action & Authorization
- 2. Committee of the Whole
 - Next Council Meeting May 23, 2022

ADJOURN



City of Webb City * PO Box 30 * 200 Main Street* Webb City, Missouri 64870

Office of Administration 417-673-4651 Fax – 417-673-6264

Administrator's Report 05/09/22

City Wide Garage Sale is this weekend!

Stadium View Park is now open for business!



Bryan Waggoner has now assumed full duties as the Webb City Park Director. We look forward to his leadership and exciting new ideas as we move into the future with the Webb City Park Department. Please feel free to reach out to him and welcome him in his new duties.

The first **Webb City Chamber membership luncheon** was held last week at Just a Taste last Thursday. The attendance was strong and we look forward to this event continuing into the future.

The rain has obviously been an issue this past week. Webb City has taken many steps in the past years to prevent water from damaging structures and we have seen some improvement in the amount of damage from rains such as we experienced last Wednesday night into Thursday. One home did receive some water damage but that was prior to the heavy rain and determined to have been caused by a clog of “disposable wipes”.. That are not really disposable...

Webb City Public Works and Parks Department teamed up and have worked with a contractor to get the two **softball poles and lights replaced** before the start of games on May 7th. We appreciate all the help making this unexpected repair possible before the start of season.

Previous Meetings

Webb City received **damage on three different bridge structures** during the rainstorm last week. Reported to have only received less than 3 inches of rain but it must have come down so fast it caused damage to some structures that have stood for a very long time. The Bridge at 7th and Chesterfield was closed to traffic but has since been reopened. West Broadway the curb washed out along the bridge and we will need to repair some of the structure on the north side. Zora Street Bridge east of Madison also has some minor wash out and we plan to make repairs as soon as possible. All of them are still usable but we will make these repairs a priority this summer.

One of the **softball fields has a couple light poles that are showing signs of deterioration** and in need of immediate replacement. We have arranged for a contractor to be on site next week who can lift the poles out and then our city electrician will rewire the new poles and move the lights to them. The poles were purchased from Liberty electric and we were thankful to them because our only other option would have been to wait an unknown amount of time for delivery. We hope to have the poles and field lights replaced by the time games start on May 7th.

City staff will be seeking bids on **replacement of the Mining Days Building Roof**. This is the original roof and has been showing signs lately that it needs replaced soon.

Webb City **Fire Department responded to a structure fire on N. Walker** last Tuesday and the structure received extensive damage. City staff will be working with the owners and code enforcement to clear the site of any danger as soon as possible.

The Easter Egg hunt hosted by the Webb City Parks Department last weekend was a big success if you look close at this picture you can see the crowds beyond the tent.

If you get a chance go see **the new billboard advertising Webb City on North bound 249** in front of the John Deer location now!

Street Department has been busy with conducting a street inventory in anticipation of summer repair and maintenance. We have several patch repairs already identified but with obvious price increases coming for asphalt we want to be sure we are getting the best use of our overlay funds.

City Staff are working on a proposal to present to council for an ordinance that would create a **shared access requirement on properties that are located on restricted access roadways**. This issue was brought up recently in some development planning and could be a problem with access to Madison in the future for new developments.

Community Development and the Webb City Chamber have been working with area merchants to plan a first Thursday event each month the event will be called “Downtown After Dark”

To be held the first Thursday of months May – October

May 5: Name TBA

June 2: 80's theme, will sell tickets for an 80's adult prom to be held at Just A Taste on Friday, June 3. (limited tickets)

July: sidewalk sale in conjunction with Cruise-A-Palooza, 2 week long Boutique Bingo game piece for shoppers. A “blackout” will enter shoppers into a drawing

August 4: Boutique Bonanza/Back to School fashion show & expo, held at the Route 66 Event Center.

September 1: Mimosa Crawl shopping evening

October 6: Oktoberfest

New Additions to Route 66 Cruise-A-Palooza:

Sanctioned Steak Cook-off sponsored by Henkle's ACE Hardware & the Cruisin' Main organization is joining forces with us to add to the car show.

Dates to remember upcoming;

May 5th -7th Citywide Garage Sale Weekend

May 9th-13th Citywide Spring Clean up.

July 8th – 9th 14th Annual Route 66 Cruise-A-Palooza @ King Jack Park

September 17th Doug Heady Kids cancer fund raiser in King Jack Park..

November 5th Start of the 2022 Polar Bear Express Ticket Sales.

Sponsorships will be available for business sponsors of the Polar Bear Express for the available 10 nights the Trolley will operate.

(only 5 nights still available for sponsorship)

Carl Francis
City Administrator

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INVOCATION	Brad Baker a resident of Webb City, gave the invocation
PLEDGE TO FLAG	The Council remained standing for the Pledge of Allegiance.
COUNCIL MEETING	The City Council of Webb City, Missouri met in regular session Monday, April 25, 2022 at 5:30 p.m. in Council Chambers. Mayor Lynn Ragsdale presided.
ROLL CALL	The following members answered roll call: Andy Queen, Gina Monson, Jonathan Shull, Ray Edwards, Alisa Barroeta, Jerry Fisher, and Jim Dawson. Absent: Debbie Darby. There being seven members present, and seven members representing a quorum. Mayor Lynn Ragsdale declared this session of council officially opened. Also present were: City Administrator Carl Francis, City Attorney Troy Salchow, City Clerk Kimberley DeMoss, Finance Director Tracy Craig, Fire Chief Andy Roughton, Lieutenant Travis Osterman, Waste Water Director William Runkle, Street & Water Director Rick Roth, and Parks Director Tom Reeder. Absent: Police Chief Don Melton, and Economic Development Coordinator Erin Turner
MAYOR'S STATEMENT	None
VISITOR	None
PRESENTATION	<p>Fire Chief Andy Roughton recognized Sergeant Alex Bickett and Officer Austin Fohey on receiving the City's Life Saving Award and challenge coins for their actions for saving a person from a house fire on West 3rd Street on March 6, 2022. The Officers were also recognized by US Fire Marshall Tim Beam, who gave them another Life Saving Award certificate and a challenge coin. Lieutenant Travis Osterman stated he was also at the scene and Officer Fohey and Sergeant Bickett maintained a calm demeanor and he also gave them a Life Saving Award from the Police Department.</p> <p>Mayor Ragsdale spoke for council and the gallery that the need was there and these two officers met the need. The City works as a team and they were the first to meet the need of others.</p>
KPM AUDITOR REPORT	<p>Jon Cummings of KPM CPA's and Advisors, presented the City's annual audit ending October 31, 2021. The City received a clean audit, the best possible, except Mr. Cummings stated the City needed to adopt an investment policy.</p> <p>Councilman Shull made a motion to accept the Auditors report. Councilwoman Monson seconded. The motion carried with seven yes votes.</p>

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- ADMINISTRATOR** Administrators Report for April 25, 2022 was available for the Council to review.
- CONSENT AGENDA** Mayor Lynn Ragsdale entertained a motion to accept the Consent Agenda items for April 25, 2022. Councilman Shull moved to approve the consent agenda items for April 25, 2022. Councilwoman Barroeta seconded. The motion carried with seven yes votes.
- | | |
|-----------------------------------|----------------------------------|
| 1. Council Minutes-April 11, 2022 | 2. PD Reports |
| 3. Fire Reports | 4. Board of Adj. Minutes 1-13-22 |
| 5. P&Z Minutes Feb. 21, 2022 | 6. Park Brd Minutes 1-12-222 |
| 7. Sales/Use Tax | 8. Treasurer’s Report |
- COUNCIL BILL NO 22-002** **An Ordinance amending the zoning map for the City of Webb City, Missouri, by reclassifying certain areas within the City limits from I-3 Industrial District to R-1 Residential District (location of property known as 401 E. 2nd Street-Joe Beard)**
Councilman Fisher presented Council Bill No. 22-002 for the second and final read. Second and final reading completed. Councilman Fisher moved to accept the second and final reading of Council Bill No. 22-002. Councilman Shull seconded. The motion carried with a roll call vote. Yes: Queen, Monson, Shull, Edwards, Barroeta, Fisher, and Dawson. Thereby duly giving Council Bill No. 22-002, Ordinance No.22-005. (The first reading of this council bill was 2/14/22 but the 2nd reading was postponed until this meeting-Mr. Beard was checking other zonings but was not approved for R-2, so he accepted the R-1 zoning)
- COUNCIL BILL NO. 22-006** **An Ordinance repealing section 205.230 of the Webb City Code of Ordinances regarding the discharge of aerial fireworks in the City of Webb City, Missouri.**
Councilman Fisher presented Council Bill No. 22-006 for the second and final read. Second and final reading completed. Councilman Fisher moved to accept the second and final reading of Council Bill No. 22-006. Councilwoman Monson seconded. The motion carried with a roll call vote. Yes: queen, Monson, Shull, Edwards, Barroeta, Fisher, and Dawson. Thereby duly giving Council Bill No. 22-006, Ordinance No.22-006.
- MOTIONS** **PD-Accept grant funding from SUGA (Software User’s Group) for training costs.**
Councilwoman Barroeta made a motion to allow the Police Dept. to accept grant in the amount of \$3990.00 from SUGA, a software users group for training. Councilman Shull seconded. The motion carried with seven yes votes.

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MOTIONS

Water Division-Well abandonment #7 and #10

Councilman Shull made a motion for the Water Division to hire Layne Christensen to abandoned Well #7 and Well #10 in the amount of \$72,141.00. Councilman Queen seconded. The motion carried with seven yes votes.

**FINANCIAL
OVERSIGHT**

Councilwoman Monson moved to accept the Statement of Accounts dated April 25, 2022. Councilman Queen seconded. The motion carried with seven yes votes.

Statement of Accounts is as follows:

City Electronically	479-496	43,545.04
City Electronically Prime Pay	100025	142.11
City Fund	37069-37164	402,244.11
Habitat Electronically	151-152	239.49
Habitat Fund	820	<u>4,261.36</u>
Grand Total		\$405,432.11

**COMMITTEE OF
THE WHOLE**

Mayor Lynn Ragsdale set the next Council Meeting for Monday, May 9, 2022 at 5:30 p.m. in the Council Chambers.

ADJOURN

Mayor Lynn Ragsdale adjourn the council meeting after closed session at 6:45 p.m.

Lynn Ragsdale, Mayor and Presiding Officer

Attest:

Kimberley E. DeMoss, City Clerk

COUNCIL BILL NO. 22-007

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING MAP FOR THE CITY OF WEBB CITY, MISSOURI, BY RECLASSIFYING CERTAIN AREAS WITHIN THE CITY LIMITS FROM I-2 LIGHT INDUSTRIAL DISTRICT TO R-2 TWO FAMILY RESIDENTIAL DISTRICT (JASON HAMLIN, 2516 MOUNT HOPE RD., WEBB CITY, MISSOURI 64870).

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEBB CITY, MISSOURI, AS FOLLOWS:

SECTION 1. Notice of public hearing having been properly published and recommendation for reclassification having been given after review by the Webb City Planning and Zoning Commission, the Zoning Ordinance for City of Webb City, Missouri, is hereby amended by reclassifying the following described property from I-2 Light Industrial District to R-2 Two Family Residential District; to wit:

LOCATION OF SUBJECT PROPERTY: 1001 W. Daugherty, WEBB CITY, MISSOURI 64870

LEGAL DESCRIPTION: ALL OF THE EAST ONE-HALF (E1/2) OF LOT NUMBERED FORTY-EIGHT (48) EXCEPT THE NORTH 25 FEET IN COTTAGE HILL ADDITION TO THE CITY OF WEBB CITY, JASPER COUNTY, MISSOURI, ACCORDING TO THE RECORDED PLAT THEREOF.

SECTION 2. The City Clerk is hereby authorized and directed to enter such reclassification upon the zoning map of the City of Webb City, Missouri.

SECTION 3. This Ordinance shall be in full force and effect from and after its date of passage.

PASSED BY THE COUNCIL OF THE CITY OF WEBB CITY, MISSOURI,

this _____ day of _____, 2022.

Lynn Ragsdale, Mayor and Presiding Officer

Attest:

Kimberley E. DeMoss, City Clerk

RESOLUTION: 22-1001

A RESOLUTION AUTHORIZING THE MAYOR TO DIRECT THE CUSTODIAN OF RECORDS OF THE CITY OF WEBB CITY TO DISPOSE OF CERTAIN CITY RECORDS THAT HAVE EXCEEDED THE RETENTION REQUIREMENTS AS SET FORTH BY THE LAW OF THE STATE OF MISSOURI.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WEBB CITY, MISSOURI, as follows:

Section 1. That the City of Webb City desires to dispose of those city records which have exceeded the retention requirements as set forth by RSMo. 109.230 (4) and are recommended for disposal by the State of Missouri. Said list of records to be disposed is attached hereto as Exhibit A (City and PD Records) and incorporated herein by reference.

Section 2. That the Mayor of the City of Webb City is hereby authorized to direct the custodian of records to dispose of the city records listed in Exhibit A in accordance with RSMo. 109.230 (4).

PASSED AND APPROVED by the council of the City of Webb City, Missouri, this _____ day of _____, 2022.

Lynn Ragsdale, Mayor and Presiding Officer

Attest:

Kimberley E. DeMoss, City Clerk

2022 CITY RECORDS TO DESTROY

<u>DEPT. BOX</u>	<u>Box Label and Date Range</u>	<u>Box Color</u>	<u>Retention Hold</u>		
	<u>Court</u>		<u>Oct.-Nov</u>		
1	Court records	A - Be	2017-2018	White	3 years
2	Court records	Bi - Col	2017-2018	White	3 years
3	Court records	Con - Du	2017-2018	White	3 years
4	Court records	Dy - Han	2017-2018	White	3 years
5	Court records	Har - Je	2017-2018	White	3 years
6	Court records	Jo - McD	2017-2018	White	3 years
7	Court records	McK - No	2017-2018	White	3 years
8	Court records	O - Re	2017-2018	White	3 years
9	Court records	Rh - Sp	2017-2018	White	3 years
10	Court records	St - Va	2017-2018	White	3 years
11	Court records	Vi - Z	2017-2018	White	3 years
12	Court records	A - F	2008-2009	Green	12 years
13	Court records	G - R	2008-2009	Green	12 years
14	Court records	S - Z	2008-2009	Green	12 years
15	Court records	A - M	2008-2009	Green	12 years
16	Court records	N - Z	2008-2009	Green	12 years
17	Muni Traffic	11 boxes	2017-2018		
18	Ord. violations	3 boxes	2008-2009		
19	Financial (Incode Reports)	21 boxes	1979-2014		
20	Jail Logs and Conviction Reports (Incode)	8 boxes	2008-2015		
21	Digitickets-copies	2 boxes	2013-2015		
22	Mun. Traffic and Ordinance Nuisance violations	2 boxes	2008-2009		

2022 CITY RECORDS TO DESTROY

<u>DEPT. BOX</u>	<u>Box Label and Date Range</u>	<u>Box Color</u>	<u>Retention Hold</u>
<u>Finance</u>			
23	Accounts Payable A - Brenneman Construction	2017-2018	Purple 3 years
24	Accounts Payable Brock Sheet Metal to C	2017-2018	Purple 3 years
25	Accounts Payable D to Health Acct. Transfer	2017-2018	Purple 3 years
26	Accounts Payable Henkle's to Joplin Fire Protect.	2017-2018	Purple 3 years
27	Accounts Payable Joplin Freightliner - Misc. Payr.	2017-2018	Purple 3 years
28	Accounts Payable MO Amer. Water - Payroll Misc	2017-2018	Purple 3 years
29	Accounts Payable Peregrine to ServPro	2017-2018	Purple 3 years
30	Accounts Payable ServiceMaster to U.S. Bank	2017-2018	Purple 3 years
31	Accounts Payable U.S.Bank Visa One - Univ. of MO.	2017-2018	Purple 3 years
32	Accounts Payable V to Z	2017-2018	Purple 3 years
33	Monthly Pay Records March 2016 - June 2016	2016	Purple 5 years
34	Monthly Pay Records July 2016 - Oct. 2016	2016	Purple 5 years
35	Monthly Pay Records Nov. 2016 - Feb. 2017	2016/17	Purple 5 years
36	Old Business Licenses A to Ca	July 2019 and older	Purple 2 years
37	Old Business Licenses Ce to F	July 2019 and older	Purple 2 years
38	Old Business Licenses G to K	July 2019 and older	Purple 2 years
39	Old Business Licenses L to N	July 2019 and older	Purple 2 years
40	Old Business Licenses O to R	July 2019 and older	Purple 2 years
41	Old Business Licenses S to Th	July 2019 and older	Purple 2 years
42	Bk Statements/Reconc/Depos/ZCM Rpts Sept. - Oct.	2016	Purple 5 years
43	Bk Statements/Reconc/Depos/ZCM Rpts Nov. - Jan.	2016/2017	Purple 5 years
44	Event Ctr. Rentals File Folder	2016	Purple 5 years
45	Pavilion Rentals File Folder	2016	Purple 5 years
46	Min. Days Bldg Rentals File Folder	2016	Purple 5 years
47	Urban Trolley Rentals File Folder	2016	Purple 5 years
48	Daily Deposits-Audited	Nov-2018-Jan 2019	
49	Daily Deposits-Audited	Jan 2019-Feb 2019	
50	Daily Deposits-Audited	Marh 2019-April 2019	

2022 CITY RECORDS TO DESTROY

DEPT. BOX

Water Dept.

		<u>Box Label and Date Range</u>	<u>Box Color</u>	<u>Retention Hold</u>
51	Books Reads	Nov. to April 2015 - 2016	Yellow	5 years
52	Books Reads	May to Sept. 2016	Yellow	5 years
53	Credit Cards	Feb. to May 2019	Yellow	2 years
54	Credit Cards	June to Sept. 2019	Yellow	2 years
55	Credit Cards	Oct. to Jan. 2019-20	Yellow	2 years
56	Penalty Audit Register	Nov. to Oct. 2015/16	Yellow	5 years
57	Sewer/Trash/Water Adjustments	October 2016	Yellow	5 years
58	Inactive Account Cards/Customers	various 2010 and older	Yellow	5 years
59	Inactive Account Cards/Customers	various 2010 and older	Yellow	5 years
60	Inactive Account Cards - Mult. Drawers	various 2010 and older	Yellow	5 years
61	Daily Deposits	July 2016	Yellow	5 years
62	Daily Deposits	August 2016	Yellow	5 years
63	Daily Deposits	September 2016	Yellow	5 years
64	Daily Deposits	October 2016	Yellow	5 years
65	Daily Deposits	November 2016	Yellow	5 years
66	Daily Deposits	December 2016	Yellow	5 years
67	Daily Deposits	January 2017	Yellow	5 years

Fire Dept.

68	Fire Logs	1961 - 1966	Red	20 years
69	Fire Reports	1971 - 1973	Red	20 years
70	Fire Reports	1974	Red	20 years
71	Fire Reports	1975	Red	20 years
72	Fire Reports	1974/1976	Red	20 years
73	Fire Reports	1977	Red	20 years
74	Fire Reports	1978	Red	20 years
75	Fire Reports	1979	Red	20 years
76	Fire Reports	1980/1981	Red	20 years
77	Fire Reports	1982	Red	20 years
78	Fire Reports	1983/1984	Red	20 years
79	Fire Reports	1985 - 1988	Red	20 years

2022 CITY RECORDS TO DESTROY

DEPT. BOX

Box Label and Date Range

Box Color

Retention Hold

Police Dept.

80	Juvenile Incident Reports	2014-2015	Blue	6 years
81	Criminal Hearing	2015	Blue	6 years
82	Accident Reports	2015	Blue	6 years
83	Incident Reports-Monthly	January 2015	Blue	6 years
84	Incident Reports-Monthly	February 2015	Blue	6 years
85	Incident Reports-Monthly	March 2015	Blue	6 years
86	Incident Reports-Monthly	April 2015	Blue	6 years
87	Incident Reports-Monthly	May 2015	Blue	6 years
88	Incident Reports-Monthly	June 2015	Blue	6 years
89	Incident Reports-Monthly	July 2015	Blue	6 years
90	Incident Reports-Monthly	August 2015	Blue	6 years
91	Incident Reports-Monthly	September 2015	Blue	6 years
92	Incident Reports-Monthly	October 2015	Blue	6 years
93	Incident Reports-Monthly	November 2015	Blue	6 years
94	Incident Reports-Monthly	December 2015	Blue	6 years
95	MULES	November 2018-2019	Blue	2 years

Public Works

96	Work Tickets	18490-19511	2019	NA	2 years
97	Locates		2017	NA	
98	Comm.Service Pymnt. Auth. Forms	Jan.-June	2017	NA	
99	Comm.Service Pymnt. Auth. Forms	July-Dec.	207	NA	

Council Report

City of Webb City

Cleaning Million Gallon Water Tower

May 9, 2022

Description

DNR requirement of inspection and cleaning the million gallon water tower.

Narrative:

Bids received:

Pittsburg Tank & Tower	\$3,430.00
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Ron Perrin Water Technologies	\$3,981.00
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Staff Recommendation

Staff recommends we accept the bid from Pittsburg Tank & Tower in the amount of \$3,430.00.

Fiscal Impact

Well Maintenance/Repair, account 82.90.46615, has a budget of \$10,000. After this expense the account will have approximately \$6,300 remaining in budget to spend.

Prepared & Submitted By:

Rick Roth
Street and Water Director

Reviewed By:

Carl Francis
City Administrator

Reviewed By:

Kim DeMoss
City Clerk City

Reviewed By:

Tracy Craig
Financial Officer