

REGULAR MEETING MINUTES
BOARD OF ALDERMEN OF THE CITY OF CUBA, MISSOURI
TUESDAY – SEPTEMBER 19, 2023 – 6:00 P.M.
CUBA CITY HALL COUNCIL ROOM

Mayor Cody Leathers called the meeting to order. Aldermen present: Kevin Copling, Dave Honea, Debbie Martin, Curtis Holt, Jeff Bouse. Aldermen absent: Warren Graddy. Police Chief present: Doug Shelton. City Attorney present: Lance Thurman.

Motion by Honea, seconded by Holt, to approve the agenda. Vote: All ayes. Graddy absent.

Citizen's participation:

Ron Lee, Medow's Subdivision, stated that there is a problem with 18 wheeler trucks going down Highway DD and entering the subdivision to try and turn around causing damage to the grounds. Lee is asking about a bunker of some sort at the front entrance to deter that traffic. Lee stated that he had talked with some aldermen and the police chief, but would have to ask the homeowners association (HOA). Lee asked if the city could help the Medows Subdivision with something to deter traffic trying to turn around. Thurman stated that it is a subdivision, but also a city street and they can limit access by physical space but can't limit traffic from coming in. Lee stated that they just want to make the bunker or narrow landing in the middle of the entrance big enough so that 18 wheelers can't enter. Missy Mullally stated that they are just throwing around ideas and obviously there would be extra costs involved with possible extra dues from the HOA. Mayor Leathers stated that once something is approved from the HOA it can be presented and get the approval from the street supervisor, emergency personnel, and city council. Mayor Leathers asked them to keep in mind that trucks and trailers will still have to be able to make the entrance for moving or hauling purposes, city trucks or snow plows, and all emergency personnel. Lee stated that there will be engineered plans with measurements. **Motion by Holt, seconded by Copling, to pursue a plan to deter traffic at the entrance of Medows Subdivision and bring back to the council. Vote: All ayes. Graddy absent.** Mayor Leathers stated that they have the approval to start planning, but will have to bring the engineered plans back to the council for approval to begin. Mullally asked if they could leave the barrel that is at the entrance for now, and it was replied yes as long as it is not in the way of emergency personnel. Lee thanked the council for their help.

Mullally stated that the water line looping project went great. The company working the project did a wonderful and clean job and they were all great to work with including all city departments. Mayor Leathers stated that hopefully that will eliminate all issues with water pressure.

Motion by Honea, seconded by Holt, to approve the regular meeting minutes from September 5, 2023. Vote: All ayes. Graddy absent.

MRPC: Mayor Leathers stated to Thurman that the annual dues to MRPC and grant hours are up for renewal and asked if the renewal contract can be signed and returned or does it need an ordinance for

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contract signature. Thurman replied that there can be a motion by the council for approval. Mayor Leathers stated the same amount of 21 hours is what is entered in the bills to be paid, but there is an opportunity to purchase more grant hours if wanted. Honea asked how many grant hours were used the previous year, and none were used. Jennifer Basham, comptroller, stated that according to MRPC they suggest purchasing extra if planning to apply for any grants. Mayor Leathers stated the decision is whether or not to purchase additional grant hours. Bouse asked who writes the grants. Mayor Leathers stated that MRPC does once all the information is provided to them. Martin clarified that getting projects engineered are not of the grant process and have to have that done prior to applying for a grant. Honea stated that he was not present when the contract was signed for the Cuba Development Group and asked if that would or could be a duty, assisting with grant writing. Copling wants to purchase extra grant hours to move the city forward. Honea stated the hard part of grants is getting all the necessary information together to be pursued and is not easy. Mayor Leathers asked if the 21 grant hours are budgeted, Basham replied yes. Bouse asked about Doug Lasley with CDG being the grant writer, but Mayor Leathers stated that he still has to have some direction and information to move forward. **Motion by Copling, seconded by Bouse, to approve the MRPC renewal including 21 grant writing hours. Vote: All ayes. Graddy absent.**

Copling stated that he wants to pursue a grant for the electric to be taken across the interstate underground. Basham stated that she researched, and there are not grants for infrastructures.

Martin asked if projects still have to come before the council for approval before just automatically using grant hours, Mayor Leathers stated that yes the council has to approve the projects first.

Bouse asked if there is a list of available grants and if he can get that. Honea stated that yes, he could be added to the email listing.

Mayor Leathers asked what happened to car 355 because of some invoices. PC Shelton stated that car is having electrical transmission issues. **Motion by Bouse, seconded by Holt, to approve the bills to be paid. Vote: All ayes. Graddy absent.**

Bluebit pole agreement discussion: Mayor Leathers stated that the discussion is tabled as Andy Simpson is still having discussions with Bluebit.

Floodplain administrator appointment: Mayor Leathers stated that Bob Baldwin has agreed to take the position since it pertains to building permits and codes. **Motion by Bouse, seconded by Hone, to appoint Bob Baldwin as the floodplain administrator. Vote: All ayes. Graddy absent.**

Park and Recreation:

The park and recreation board recommend appointing Rodger Bridgeman. **Motion by Martin, seconded by Copling, to appoint Rodger Bridgeman to the park and recreation board. Vote: All ayes. Graddy absent.**

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The park and recreation board recommend appointing Stephanie Shelton. **Motion by Bouse, seconded by Copling, to appoint Stephanie Shelton to the park and recreation board. Vote: All ayes. Graddy absent.**

The park and recreation board recommended amending the budget by removing the Safety City project and using \$5000 of the budgeted \$17,000 at the Sports Complex to make more secure by restoring the gate and concession stand area and fixing any damages, then using the rest of the money where needed at a later time. **Motion by Bouse, seconded by Holt, to approve the recommendation. Vote: all ayes. Graddy absent.**

Honea stated that an event Halloween at the Hood is October 21, 2023 and is hoping for a good turnout. There will be a haunted house, costume contest, pumpkin carving contest, apple bobbing, Hocus Pocus on the main stage, food vendors, and more. Mayor Leathers hopes it will be a nice big community event.

Copling asked if the original amount of \$17,000 for the Safety City project was taken from the parks tax or capital improvement tax. Basham replied that it was capital improvement.

Recklein/city property rental discussion: There was discussion regarding liability insurance coverage on city property to hold events. Per the city's MOPERM underwriter when asked if liability insurance should be required – Yes, Any organization that holds an event on city property should have liability insurance for that event, no matter what kind of organization it is, even non-profit or private organizations. If it's a small organization that does not carry its own insurance, it should purchase a special event policy for the event. We strongly encourage the city to work with its attorney to develop an appropriate facility use agreement that includes insurance requirements. As for events sponsored by the city, things like bouncy houses, water slides, and other air-supported structures are considered an increase in hazard and are not covered. Thurman recommended to at least have a \$500,000 liability certificate of insurance from anyone having an event open to the public. Clerk Garbo will check on the cost for coverage and send the current lease agreement to Thurman to review. Mayor Leathers stated that a process for future rentals is trying to be worked on and need additional information before moving forward. The issue is being tabled.

Electronic Communications Policy: Mayor Leathers stated that the council was given information from the Missouri Secretary of State Records Services Division, Electronic Communications Records Guidelines for Missouri Government to review for the next council meeting. This provides information on how the electronic policy should be handled. It will be up to the council to decide what the policy entails to then put in the handbook. Thurman stated the best way to handle is to not use test messages to conduct city business. Mayor Leathers stated it will be on the next agenda.

EOC Director Report: Rodney Neff stated there was a committee meeting to discuss the purchase of a new camera system and a bid was received.

Fortress Security & Alarms, LLC \$63,958.00

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Along with the bid received, there will be a fee of \$50/month/location. There is a 3 year warranty on equipment but a service charge for any repairs. Mayor Leathers asked if there is internet at all the locations, Neff replied yes. Mayor Leathers asked if it was budgeted, Neff replied yes. Mayor Leathers asked if the company that is being recommended is ok working with our timeline to get everything installed, Neff replied yes they will work with us. Honea stated that there is also a license plate reader. **Motion by Bouse, seconded by Holt, to approve and accept the bid from Fortress Security & Alarms, LLC for \$63,958.00. Vote: All ayes. Graddy absent.** Scharfenberg asked about the locations, and Thurman stated that it will be discussed in closed session.

Police Chief report:

PC Shelton presented a resignation letter from Patrick Moreland with his last day being September 30, 2023. Mayor Leathers read the letter and thanked him for his time and duty. **Motion by Bouse, seconded by Martin, to accept the resignation of Patrick Moreland. Vote: All ayes. Graddy absent.**

PC Shelton stated that they will need to advertise for an entry level officer. Mayor Leathers stated that the advertisement will be posted and applications will be due by 3:00 p.m. on October 13, 2023.

Motion by Bouse, seconded by Honea, to approve advertising an entry level police officer with applications due by 3:00 p.m. on October 13, 2023. Vote: All ayes. Graddy absent.

PC Shelton stated that at this time with the costs of everything a new police station is not going to happen and is putting some lipstick on the building to make it better. PC Shelton has been doing some of the work himself to save the city some money and has worked on the kitchen by installing new cabinets and new appliances. PC Shelton stated that the floors were not budgeted, but got bids to have them scrubbed, polished, and waxed. Bids were received for the police side of the building and the court side of the building.

Police side:

Sparkle Addicts	\$2700.00
Servpro	\$1750.00

Motion by Bouse, seconded by Honea, to approve the bid from Servpro for \$1750.00. Vote: All ayes. Graddy absent.

Court side:

Sparkle Addicts	\$2000.00
Servpro	\$1390.00

Motion by Bouse, seconded by Honea, to approve the bid from Servpro for \$1390.00. Vote: All ayes. Graddy absent.

PC Shelton stated that he also had Servpro put in a bid for painting and knows it will be about \$30,000 for interior and exterior which is over the amount that was budgeted so is asking the council to amend the budget to allow the project. Bouse recommended using the money that Copling budgeted for property from capital improvement. PC Shelton stated that they would like to make the building more secure by moving and replacing doors and going with a fab system. This will cost around \$6000-\$8000

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and was not budgeted for. PC Shelton would like to discuss how to move forward with the painting project and the doors for security. Mayor Leathers stated that using capital improvement money for the building is cheaper than a new building. Mayor Leathers stated that the council needs to talk with Basham about budget revisions for the projects and how to pay, and Basham stated she is presenting budget revisions at the second meeting in October. **Motion by Martin, seconded by Holt, to allow PC Doug Shelton to proceed working on a potential budget revision for the building projects. Vote: All ayes. Graddy absent.** Mayor Leathers stated that now all can work together on the revisions.

Bouse thanked PC Shelton for stepping up to do the work on the building.

PC Shelton stated that the second patrol car that was budgeted is ready to be picked up. **Motion by Bouse, seconded by Holt, to approve the purchase of the second budgeted patrol car from Missouri State Highway Patrol for \$23,000. Vote: All ayes. Graddy absent.**

PC Shelton stated that the K9 dog is about 6 years old and isn't as useful now because of the change in marijuana laws. PC Shelton is asking to look into grants with the Department of Agriculture and see what is available for a new dog and training. **Motion by Bouse, seconded by Honea, to allow PC Shelton to pursue grants for a new K9 dog and training. Vote: All ayes. Graddy absent.**

PC Shelton stated that he would like there to be no parking on Bond Street between Fair Street to Wildcat Pride Drive as he has had more complaints. There has been parking in front of mailboxes and feels it is easier to close off and make no parking on either sides of the street. Martin asked if they could do a timeframe of 7 a.m. – 4 p.m. on Tuesday – Friday. PC Shelton replied yes. Thurman stated it can be no parking during school hours on both sides of the road in case the times or days ever change. **Motion by Martin, seconded by Bouse, to have no parking on either side of Bond Street between Fair Street and Wildcat Pride Drive during school hours. Vote: All ayes. Graddy absent.**

Honea stated that the house on Oak Street across from the Lewis' house is getting worse and something needs to be done as it is a nuisance. Holt stated the same with a lot across from Wagon Wheel. It was discussed if the city could do something about the problems. Thurman stated that a notice has to be sent before going on someone's property. Martin asked that someone pursue the nuisances.

Motion by Holt, seconded by Bouse, to have the first reading of Bill No. 2112 by caption only. Vote: All ayes. Graddy absent. Thurman read Bill No. 2112 – An ordinance amending section 23-47 of the Cuba city code, a code section regulating parking, Missouri, to prohibit parking on both sides of Maiden Lane from Glassey Ave to Interstate View. **Motion by Bouse, seconded by Holt, to approve the first reading of Bill No. 2112. Roll call vote: Copling-yes, Martin-yes, Honea-yes, Holt-yes, Bouse-yes. Graddy absent.** **Motion by Honea, seconded by Holt, to have the second reading of Bill No. 2112 by caption only. Vote: All ayes. Graddy absent.** Thurman read Bill No. 2112 a second time. **Motion by Honea, seconded by Holt, to approve the second reading of Bill No. 2112. Roll call vote: Bouse-yes,**

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Holt-yes, Honea-yes, Martin-yes, Copling-yes. Graddy absent. Mayor Leathers declared that Bill No. 2112 becomes General Ordinance 1224 on this 19th day of September 2023.

Motion by Bouse, seconded by Holt, to have the first reading of Bill No. 2113 by caption only. Vote: All ayes. Graddy absent. Thurman read Bill No 2113 – An ordinance authorizing the Mayor of the City of Cuba, Missouri, on behalf of said city, to enter into a non-terminal agency agreement with Crawford 911 for use of MULES and NCIC access. **Motion by Bouse, seconded by Honea, to approve the first reading of Bill No. 2113. Roll call vote: Copling-yes, Martin-yes, Honea-yes, Holt-yes, Bouse-yes. Graddy absent. Motion by Martin, seconded by Bouse, to have the second reading of Bill No. 2113 by caption only. Vote: All ayes. Graddy absent.** Thurman read Bill No. 2113 a second time. **Motion by Holt, seconded by Bouse, to approve the second reading of Bill NO. 2113. Roll call vote: Bouse-yes, Holt-yes, Honea-yes, Martin-yes, Copling-yes. Graddy absent.** Mayor Leathers declared that Bill No. 2113 become Special Ordinance on this 19th day of September 2023.

Copling stated that he would like to get the lake cleaned out. It is in the budget and would like to start now. Mayor Leathers stated that he doesn't know the best time of year to do a project like that. Honea suggested doing it now so that it can refill during the winter and stated that Franky Todd approached him about helping with the restocking of the lake. **Motion by Copling, seconded by Holt, to advertise for sealed bids to clean, re-dig, and some maintenance work on the lake at Hood Park due by 3:00 p.m. on October 13, 2023. Vote: All ayes. Graddy absent.**

Honea stated that he is wanting to pursue the host camper at Hood Park. He had a meeting with the supervisors to get the location of the utilities and a cost for installation. There is water, sewer, and electric close, there will be 2 sewer drops where the water retention pond is, and there is a grass road there that curves around that can be used for a dump site. Honea would like to have it marked before the next council meeting and asked the council to drop by to look and voice any suggestions. Honea talked to Thurman about what to advertise for a host camper. Honea stated that the state pays per week with a list of responsibilities and that having them there during the day and weekends are beneficial. Mayor Leathers would like to see the stuff from the state to see all it entails. Honea stated the host camper would have to have their own insurance and stuff, would have to work with the fair schedule, and work on a time frame of when they host would be there. **Motion by Martin, seconded by Bouse, to allow Honea to work with city utilities and mark lines for infrastructure to stake out the host camper site. Vote: All ayes. Graddy absent.** Mayor Leathers asked Honea to keep working on the language for a draft to advertise the spot. Honea stated that he should have it staked out by the next council meeting.

Bouse stated that an employee asked about their DOT physical and if the city will still pay for that. Mayor Leathers replied yes, the city will reimburse payment.

Bouse stated that the City of Cuba has an exceptional police department as they step up when necessary, they are polite, and great employees. Bouse stated that the city needs to look into better pay to keep the officers as another one submitted resignation. Bouse stated that they don't want to

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keep training officers for them to leave to go other places and need to look at the pay in surrounding towns and be comparable.

Bouse stated that Adam Staples, pretreatment, has moved from his current location to the other building and he has talked to Kim Roedemeier, tourism, and would like for them to have the building. Tourism was originally going to take the 15 feet in front but Bouse thinks that they could use more room and would like for tourism to take that side of the building and give Bruce Nebel with DAV a small space for a desk and a filing cabinet. Bouse would like to hold on the space for now and look at it again to see what will work best.

Bouse asked if anything had been done regarding the crosswalks on Highway 19. Mayor Leathers stated that Bill Dotson was looking into it, but is a MODOT crosswalk. Mayor Leathers will follow up with Dotson.

Motion by Honea, seconded by Bouse, to adjourn. Vote: All ayes. Graddy absent.

Lainie Garbo, City Clerk