

**REGULAR MEETING MINUTES
BOARD OF ALDERMEN OF THE CITY OF CUBA, MISSOURI
TUESDAY – JANUARY 16, 2024 – 6:00 P.M.
CUBA CITY HALL COUNCIL ROOM**

Mayor Cody Leathers called the meeting to order. Aldermen present: Kevin Copling (arrived at 6:45 p.m.), Debbie Martin, Dave Honea, Warren Graddy, Curtis Holt. Aldermen absent: Jeff Bouse. Police Chief: Doug Shelton. City Attorney present: Lance Thurman.

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

Citizens Participation:

Kim Zeiss and Tracy Staples, Crawford County Fair Board, were present to answer any questions and to keep the partnership with the city. There will be an officer in attendance at the council and park board meetings.

Motion by Martin, seconded by Holt, to approve the regular meeting minutes from January 2, 2024. Vote: All ayes. Copling and Bouse absent.

Motion by Holt, seconded by Honea, to approve the special meeting minutes from January 5, 2024. Vote: All ayes. Copling and Bouse absent.

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

Budget revisions as of December 31, 2023: Jennifer Basham, comptroller, discussed some adjusted revenues and expenditures pointing out the increase of property insurance, FOB system, rise in fuel costs, and overtime. Report is attached. Basham would like to try to stay within the means of the budget if possible. **Motion by Martin, seconded by Honea, to approve the budget revisions as of December 31, 2023. Vote: All ayes. Copling and Bouse absent.**

Budget calendar: Basham presented a budget calendar that she would like to implement moving forward. There isn't a policy currently, but asked the council if she can approach the council and supervisors as she seems necessary or if there needs to be an ordinance. Thurman stated that she can implement what she seems necessary as the finance director that facilitates the budget and recommended a motion to grant the authority. **Motion by Honea, seconded by Graddy, to grant the authority to Jennifer Basham, comptroller, to implement what is necessary as the finance director to facilitate the budget. Vote: All ayes. Copling and Bouse absent.** Martin stated that if they didn't grant authority, then budget stuff drags in whenever and this will help. Mayor Leathers agreed and likes the idea.

Salary committee: Mayor Leathers stated that forming a committee will allow meetings to be held with some council members regarding salaries and will allow day meetings. Mayor Leathers appointed Honea, Martin, and Holt to the salary committee to start the salary process. All agreed to be on the committee.

Front Desk computer module – ACH charges: Mayor Leathers stated that the auto pay (ACH) feature in utility billing has never been charged before, but with the new Front Desk module there is a charge per customer based on the amount of their utility bill. It will need to be decided if the city will absorb the cost or pass along to the customer. Clerk Garbo stated that based on the last ACH done, the charges would be roughly \$436/month if the city absorbs the cost. Per GWorks, software company, the large majority of their customers actually have chosen to absorb the ACH fee and pass along the credit card fees. **Motion by Graddy, seconded by Martin, to absorb the ACH fee. Vote: All ayes. Copling and Bouse absent.** Marting stated that the subject can be revisited and reevaluated at a later date if necessary.

Incentive committee recommendation – incentive application amendments: Clerk Garbo stated that at an incentive committee meeting, some wording changes were made to the incentive program explaining the process (changes are attached). There were no changes in the process, just clarification and the same notice of intent form and quarterly report will be used for all. **Motion by Graddy, seconded by Honea, to approve the incentive program changes. Vote: All ayes. Copling and Bouse absent.**

CDG – Industrial Park sign bid: Mayor Leathers stated that an Industrial Park sign bid was presented to the council at the previous meeting but not approved until it was determined how to fund the sign. Basham stated that the funding will come from the general fund as they can't use capital improvement funds as it is not a capital asset and CDG is paid from the general fund. **Motion by Martin, seconded by Honea, to approve the Industrial Park sign from Taylor Sign & Tint, LLC for a total of \$2320. Vote: All ayes. Copling and Bouse absent.**

Request for qualifications for legal services: A request for qualifications for legal services was presented to advertise (attached). Thurman recommended running the ad for 30 days in a local paper and also in a lawyers weekly. **Motion by Graddy, seconded by Honea, to advertise the request for qualifications for legal services until February 29, 2024 at 3:30 p.m. Vote: All ayes. Copling and Bouse absent.**

*****Kevin Copling arrived at 6:45 p.m.**

Police holiday pay option: PC Shelton stated that 2 officers have asked about opting out of the holiday pay. They are command staff that work Monday – Friday and would like the holidays off like Public Works and City Hall employees. Mayor Leathers asked if they are normally scheduled to work the holidays. PC Shelton stated that they don't work the schedules like the other officers and work Monday – Friday. Martin asked who works for them or covers them if they are off on a holiday. Martin would

like to look into before voting as there are other issues that could come into play. Martin asked about the rest of the officers and if they can opt out and if the officers requesting an opt out are only working 40 hours a week. PC Shelton stated that they will not do it if it is a big deal. Thurman stated there are some things that need to be looked into before deciding and needs more information. Graddy agreed that some things need clarified. PC Shelton stated that they will carry on as it. Mayor Leathers stated that they can get together with their committee to discuss as that is what any other department would have to do. PC Shelton stated that he will meet with the police committee.

Police Chief report:

Nuisance report: None

PC Shelton stated that Mike Zacher owns a 4-plex on East Washington and the property behind it owned by John Woodward, has a tree that was knocked down. Zacher has filed a nuisance to get it cleaned up. PC Shelton stated that Woodward said to fine him then charge him for the clean-up. Mayor Leathers stated that all they can do is to send a certified notice to the property owner then move to the next step of the process if nothing is done. Martin asked if there has been verbal communication only at this time, PC Shelton replied yes. Thurman stated that if the situation falls under the nuisance ordinance, check with the prosecutor and see if it warrants a charge.

PC Shelton stated that the K9 dog, Vando, is not being used effectively due to his training and the marijuana laws changing and not able to be used during searches. PC Shelton recommended retiring Vando and Ben Weber made a verbal commitment to take and care for him. PC Shelton stated that Vando was released to the city from a grant and if the council approved, could sell for \$1. Weber did also ask for the kennel. Martin asked if Vando needed to go to someone who was trained to handle him and PC Shelton stated that he would only release him to someone trained. PC Shelton stated that finding K9 dogs and grants are tough and expensive right now, but may be able to work something in the budget. Officer Ziegler is currently using the dog kennel now for Vando, but is willing to work and use some of his stuff for a kennel for a new K9 dog if it is to go to Weber. PC Shelton will call the Department of Agriculture to check the status of the kennel and if it was released from the grant. **Motion by Honea, seconded by Graddy, to retire and release ownership of K9 dog Vando to Ben Weber. Vote: All ayes. Bouse absent.**

Motion by Graddy, seconded by Holt, to have the first reading of Bill No. 2124 by caption only. Vote: All ayes. Bouse absent. Thurman read Bill No. 2124 – An ordinance approving the rebate application of American Precision Die Casting, made under the City’s utility incentive program. **Motion by Honea, seconded by Graddy, to approve the first reading of Bill No 2124. Roll call vote: Holt-yes, Graddy-yes, Honea-yes, Martin-yes, Copling-yes. Bouse absent. Motion by Holt, seconded by Honea, to have the second reading of Bill No. 2124. Vote: All ayes. Bouse absent.** Thurman read Bill No. 2124 a second time. **Motion by Graddy, seconded by Honea, to approve the second reading of Bill No. 2124. Roll call vote: Copling-yes, Martin-yes, Honea-yes, Graddy-yes, Holt-yes. Bouse absent.** Mayor Leathers declared that Bill No. 2124 becomes Special Ordinance No. 903 on this 16th day of January 2024.

Copling wanted to thank the citizens and the community who helped with the warming center.

Mayor Leathers stated it needs to be determined how long the warming center will be occupying Recklein Auditorium. Copling stated they would like it to stay open until Saturday afternoon. It was discussed that there is a rental in Recklein and the space would have to be vacated and Martin recommended it be vacated by Friday so there was time to clean it for the rental. Copling stated that a warming center is more important than a rental. Mayor Leathers stated that he was glad it worked out, but does need a dated and time of closing to return the building to its original use. Copling stated they are trying to make contact with the renters to hopefully work something out. Honea stated that it needs to be cleaned before the renters take possession and city crews working on Saturday to clean would be overtime. Martin recommended vacating Friday morning to allow time for cleaning. Copling asked to let them work it out between themselves. Mayor Leathers stated that the city employees need to know when it will be available for cleaning and asked Montgomery his thoughts which were that it would take a couple of hours to clean the floors, bathrooms, and anything else needed. Martin stated that the renters rented in good faith and it is not up to them to make different arrangements. Copling stated that it is the citizens building and they are using it and wants to be given a chance to make arrangements to stay open until Saturday. Mayor Leathers stated that maybe some other facilities will see the generosity and offer their space for any future needs. **Motion by Martin, seconded by Graddy, that the warming shelter close and vacate Recklein Auditorium by 1:00 p.m. Friday, January 19, 2024 for cleaning. Roll call vote: Copling-no, Martin-yes, Honea-yes, Graddy-yes, Holt-no. Bouse absent. Motion carried.** Copling asked the council how in the heck they can make decisions when they haven't even been to the warming shelter. Mayor Leathers stated that he had been there and that this wasn't a political piece. Copling agreed that Mayor Leathers and Bouse had been there, but it is the citizens building and is worth saving a life. Mayor Leathers stated that the building has to be returned to original use and they do need to put a plan in place for the future. Copling was upset that a chance to work it out until Saturday was not given. Martin asked Copling how many people were staying overnight. Copling stated up to 5 had stayed, and probably about 25 using it. Martin gave some statistics on the homeless and that more effective help is a drop off place to leave water, hats, blankets, etc. as many don't utilize shelters for many reasons. Copling stated that Martin was wrong. Mayor Leathers was happy it worked out, just not permanently and thanked all for their time, generosity, and resources.

Martin stated that Kim Roedemeier inspected the rock building going to be used for a tourism center and Montgomery is going to do some repair work.

Martin would like a policy set up for emergency situations and check into other locations that would be more accommodating and include other organizations.

Honea stated that the county also has shelters that can be utilized.

Honea stated that there is an eclipse on April 8, 2024 that can be seen down Interstate 44 and tourism would like to advertise using the RV park for the event. Mayor Leathers recommended bringing more information to the next council meeting.

Copling stated that he didn't understand some stuff and felt nobody wanted to help the warming center situation. Mayor Leathers stopped the conversation.

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

Lainie Garbo, City Clerk