

**REGULAR MEETING MINUTES
BOARD OF ALDERMEN OF THE CITY OF CUBA, MISSOURI
TUESDAY – MAY 21, 2024 – 6:00 P.M.
CUBA CITY HALL COUNCIL ROOM**

Mayor Kevin Copling called the meeting to order. Aldermen present: Joyce Hartzell, Debbie Martin, Tony Hutson, Harold Halbert, Jeff Bouse. Aldermen absent: Dave Honea. Police Chief: Doug Shelton. City Attorney present: Lance Thurman.

Motion by Bouse, seconded by Halbert, to approve the agenda. Vote: All ayes. Honea absent.

Citizens participation:

Andi Harley stated that for the parks and recreation to be qualified for some grants they have to be a 501c3. Thurman stated that they City of Cuba can't be a 501c3 and would have to be an independent group.

Motion by Halbert, seconded by Bouse, to approve the regular meeting minutes from May 7, 2024. Vote: All ayes. Honea absent.

Motion by Bouse, seconded by Halbert, to approve executive session meeting minutes from May 7, 2024. Vote: All ayes. Honea absent.

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

Crawford County 911 – Brad England: England gave some updates on the tax increase that kept employees and gave them a raise from \$11/hour to \$18/hour and has helped get out of debt. Currently their building is in a non-storm proof building and a flood zone and would like a new building in a better location. England stated that they would like to keep a facility in the middle of the county asked if the City of Cuba had any land to donate or for purchase for a new building. He is not asking for a decision, just starting a conversation. Mayor Copling asked if there was any property that they were looking at. England stated that they looked in Steelville and nothing available and they have also looked at property at the North Industrial Park by the ambulance shed but nothing in depth. Martin asked how much property they were looking for and England replied they just needed a couple of acres as they won't have a huge building but would like for the property to have a slope for the building to be storm proof. Doug Lasley stated that there is 11 acres close to the ambulance shed. England just wanted to bring to the council for discussion. Mayor Copling stated the topic is tabled for discussion.

FY 2025 Budget/Salaries: Jennifer Basham presented the budget and went over the prepared budget message (attached). Basham asked the council to take the presented budget to look at with no decision being made at this time, but there are some critical decisions that will need to be made to move forward.

Basham stated that presented is a 3.2% annual rate increase raise with steps for all employees except police officers which is presented as a \$6000.00 across the board raise. Martin asked the feasibility of a \$6000.00 raise across the board for all employees. Basham stated it is doable but would have to borrow some reserves. Hartzell stated that all are being given a 3.2% and a step. Martin asked if all are being given a step. Basham stated yes, unless they have hit the 12 year mark in their position and then they only get the 3.2%. Martin asked if all employees would get the \$6000.00 across the board and Basham replied yes. Martin has a hard time giving one department a lump sum and not all departments. Mayor Copling stated that the \$6000.00 for the police officers is a plan for the future and thinks that the officers won't leave and would rather give them that raise than have and budget for a public works director asking what the council would rather have. Martin does not have a problem with the raise if all receive it. Hartzell stated the police are all under paid that is why they need the raise and has made phone calls to other towns for their wages to compare. Martin would like all departments to receive the same raise. **Motion by Bouse, seconded by Halbert, to give all employees a 3.2% annual rate increase with steps and all police officers a \$6000.00 across the board raise.** Martin asked if there are only some police officers off from the starting pay why the whole department will receive the same raise. Basham doesn't agree with it either as the newer officers were brought up and most were moved forward also. Mayor Copling stated that this is keeping our officers and a plan for the future. Hutson stated it will be a tough decision and doesn't necessarily agree with it as he feels a public works director is needed. **Roll call vote: Bouse-yes, Halbert-yes, Hutson-yes, Martin-no, Hartzell-yes. Honea absent.**

K9 officer discussion. Bouse asked the reasons for a K9 officer. PC Shelton stated that we currently have a K9 officer and the dog was retired and to get into a new program a new dog is needed. The dog will be used for any drug calls, protection, and school calls, and is hoping to get a dog that is more community oriented. Martin asked Thurman how prosecutable the charges would be and will the dog know what drug can be prosecuted. Thurman stated that yes, charges are prosecutable. **Motion by Bouse, seconded by Hartzell to put \$17,000 in the budget for a K9 and training. Roll call vote: Hartzell-yes, Martin-yes, Hutson-yes, Halbert-yes, Bouse-yes. Honea absent.**

Skid steer for the water/sewer department. Bouse is on the fence as there is one that isn't in use at all times. Martin asked if they needed to choose between a work truck and a skid steer. Bouse asked the purpose of a new work truck. Glen Shockley stated the truck is getting older with 60,000 miles and need more room on the truck for equipment. Shockley stated that it isn't worn out, just time for an upgrade. Shockley stated a skid steer is needed to help unload freight. Bouse asked if they made forks for a backhoe. Mayor Copling stated that one can be added to the budget this year and then the other one next budget. Shockley stated that they have a dump truck to use but it is old and needs to be retired and would like to get a new or used one. Shockley stated that it could take 2 years to get a good used truck. Hutson asked if they could just budget an amount. Basham stated yes, then do a budget revision if one came available. Martin suggested budgeting for a new one so there is money there and then budget the table the other items until the next budget. **Motion by Bouse, seconded by Hutson, to budget a dump truck for \$130,000. Roll call vote: Hartzell-yes, Martin-yes, Hutson-yes, Halbert-yes, Bouse-yes. Honea absent.**

Comprehensive plan. It was discussed that it is currently budgeted for \$40,000 and asked if it is to stay in this budget or be removed. It was decided to leave in the budget.

Contract extensions for Steve Black, Missy Mullally, and Travis Pritchett. It was previously approved to extend Steve Black's contract and that includes the 3.2% raise. Basham asked about Mullally and Pritchett. Thurman recommended that those go out to bid about every 3-5 years. Martin stated that their contracts don't have expiration dates. Thurman is not familiar with their contracts at this time. Bouse asked why these positions haven't been made part time so there doesn't have to be contracts. Thurman doesn't make that decision, the council does. Martin stated that they are working more than part time hours. Bouse stated it is not a problem of them getting the positions, but they haven't been put out to bid. Hutson recommended carrying the contracts out for another year. Thurman suggested bidding them out in April so they are approved prior to the budget year. Discussion was tabled.

Treatment plant operator pay is included in the presented budget. The salary committee recommended to make this position a salary grade 25. Approval is needed for the job description and then the salary grade 25. Hutson questioned if the pay salary grade 25 would be while training under another and it was replied yes. **Motion by Bouse, seconded by Hartzell, to approve the treatment plant operator be a pay salary grade 25. Roll call vote: Bouse-yes, Halbert-yes, Hutson-no, Martin-no, Hartzell-yes. Honea absent.**

EOC pay is in the presented budget at the previous rate of \$7200/year and it was asked if the council wanted to make any changes. **Motion by Martin, seconded by Hutson, to approve budgeting \$7200 for the EOC position. Roll call vote: Hartzell-yes, Martin-yes, Hutson-yes, Halbert-yes, Bouse-yes. Honea absent.**

The cost of an electric reclosure is not added into the presented budget as a cost has not been given at this time. Hopefully one will be received by the next meeting.

Salary committee recommendations: There was discussion regarding the apprentice lineman. Basham would like for the apprentice lineman pay to be recommended as a merit raise when a certification is received that way they will receive the \$1.50/hour pay but won't have to change the actual pay schedule. The supervisor will submit the merit raise when warranted. Andy Simpson approves the recommendation and since the merit will be given when warranted, in July will only get a cost of living raise and not another step. Basham stated that is better than spreading the apprentice pay. Thurman stated that would make the warranted merit automatic. **Motion by Bouse, seconded by Hartzell, to approve an apprentice lineman merit raise of \$1.50/hour once warranted with certification. Roll call vote: Bouse-yes, Halbert-yes, Hutson-yes, Martin-yes, Hartzell-yes. Honea absent.**

It was discussed and recommended to remove the projects coordinator.

Basham presented the summer help pay recommendation and that it would start immediately verses July 1, 2024 as they are working now. Pool manager - \$15.45/hour, head lifeguards - \$13.39/hour, 1st

year lifeguards - \$12.30/hour, 2nd year lifeguards - \$12.55/hour, 1st year grounds/property management - \$12.30/hour, 2nd year grounds/property - \$12.55/hour. **Motion by Bouse, seconded by Martin, to approve the summer help pay recommendation. Roll call vote: Hartzell-yes, Martin-yes, Hutson-yes, Halbert-yes, Bouse-yes. Honea absent.**

Basham presented the recommendation of a merit raise for Jeremy Birkner at \$1.00/hour. Martin asked if documentation had been received from the supervisor and would like to hold off until it is seen. Jerry Montgomery asked when merit raises started and if it applies to all departments. It was replied that it does apply to all departments as it is in the policy so supervisors can request them. **Motion by Bouse, seconded by Halbert, to approve the merit raise of \$1.00/hour to Jeremy Birkner. Roll call vote: Bouse-yes, Halbert-yes, Hutson-no, Martin-no, Hartzell-yes. Honea absent.**

Park and Recreation recommendations: Hutson read the recommendations from the May 14, 2024 committee meeting.

Hood Park – There is a donor that is asking to put an addition on the horse/cattle arena to extend the roof for more shade. The donor will pay the entire cost and the work will be done by the same party that is doing the addition on the lamb/goat barn that was previously approved. Park and recreation recommended approving the addition. **Motion by Bouse, seconded by Hutson, to approve the addition on the horse/cattle arena. Roll call vote: Hartzell-yes, Martin-yes, Hutson-yes, Halbert-yes, Bouse-yes. Honea absent.**

The park and recreation committee recommended hiring Madisyn Harfst for the front gate/concessions at the pool as she should have been originally hired. **Motion by Hutson, seconded by Martin, to approve hiring Madisyn Harfst for the front gate/concessions at the pool. Roll call vote: Hartzell-yes, Martin-yes, Hutson-yes, Halbert-yes, Bouse-yes. Honea absent.**

There were two resignations from the park and recreation committee, and they recommend accepting. **Motion by Bouse, seconded by Halbert, to accept the resignations of Karen Groom and Christine Young from the park and recreation committee. Roll call vote: Bouse-yes, Halbert-yes, Hutson-yes, Martin-yes, Hartzell-yes. Honea absent.**

Park and recreation committee recommended that Ryan Meiser be appointed to the park and recreation committee as he has expressed interest. Mayor Copling appointed Ryan Meiser to the park and recreation committee. **Motion by Hutson, seconded by Martin, to approve the Mayor's appointment of Ryan Meiser. Roll call vote: Hartzell-yes, Martin-yes, Hutson-yes, Halbert-yes, Bouse-yes. Honea absent.**

Bouse stated that Jordan Baeten expressed interest in the park and recreation committee. Mayor Copling appointed Jordan Baeten to the park and recreation committee. **Motion by Bouse, seconded by Hartzell, to approve the Mayor's appointment of Jordan Baeten. Roll call vote: Bouse-yes, Halbert-yes, Hutson-yes, Martin-yes, Hartzell-yes. Honea absent.**

Police Chief report:

PC Shelton gave an update on nuisance complaints.

PC Shelton stated that the police committee met regarding some parking issues and they recommend a no parking from here to corner sign at West Washington and Treece street and a no parking between signs on West Green street. **Motion by Bouse, seconded by Hartzell, to approve the no parking recommendations. Roll call vote: Hartzell-yes, Martin-yes, Hutson-yes, Halbert-yes, Bouse-yes. Honea absent.**

PC Shelton stated that Kate Bell with Animal Control submitted her resignation with June 7, 2024 being her last day. They would like to advertise the position and Martin stated that it needs to be posted for two weeks and can advertising on Facebook be the start of the 2 weeks, it was replied yes. **Motion by Bouse, seconded by Hutson, to accept the resignation of Kate Bell and to approve advertising the animal care assistant position for two weeks. Roll call vote: Bouse-yes, Halbert-yes, Hutson-yes, Martin-yes, Hartzell-yes. Honea absent.**

Martin stated that she received a message from a citizen stating that they were almost hit twice at the stoplights and understand that police can't be there at all times and asked about installing video cameras. PC Shelton stated that all lights are MoDOTS lights and would have to contact them.

Hutson stated that he is still trying to work with MoDOT regarding some better crosswalks on Highway 19 and finding it difficult. PC Shelton will try to reach out also. Captain Scharfenberg stated that he has given some contacts at MoDOT Hutson's phone number and will hopefully be making contact soon.

Motion by Bouse, seconded by Martin, to have the first reading of Bill No. 2138 by caption only. Vote: All ayes. Honea absent. Thurman read Bill No. 2138 – 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 Halbert, seconded by Hartzell, to approve the first reading of Bill No. 2138. Roll call vote: Hartzell-yes, Martin-yes, Hutson-yes, Halbert-yes, Bouse-yes, Honea absent. Motion by Hutson, seconded by Bouse, to have the second reading of Bill No. 2138. Vote: All ayes. Honea absent.** Thurman read Bill No. 2138 a second time. **Motion by Halbert, seconded by Hutson, to approve the second reading of Bill No. 2138. Roll call vote: Bouse-yes, Halbert-yes, Hutson-yes, Martin-yes, Hartzell-yes. Honea absent.** Mayor Copling declared that Bill NO. 2138 becomes Special Ordinance 909 on this 21st day of May 2024.

Motion by Bouse, seconded by Halbert, to have the first reading of Bill No. 2139 by caption only. Vote: All ayes. Honea absent. Thurman read Bill No. 2139 – A resolution to authorize the Mayor of the City of Cuba, Missouri to execute all documents necessary to transfer the title of 1936 fire truck to the Cuba Community Fire Protection District. **Motion by Bouse, seconded by Halbert, to approve the first reading of Bill No. 2139. Roll call vote: Hartzell-yes, Martin-yes, Hutson-yes, Halbert-yes, Bouse-yes, Honea absent.** Mayor Copling declared that Bill No. 2139 becomes Resolution No. 05-21 on this 21st day of May 2024.

Bouse stated that an easement is needed from the fire department for the gun range. PC Shelton will get with the fire chief.

Minardi stated that at the previous meeting when the treatment plant position was discussed there were things that needed to take place before posting the open position. He stated that time is running out to get the training time in. It was recommended that a water/sewer committee meeting be scheduled to approve the job description to move forward.

There was discussion on the hay bids that was advertised and some clarification is needed in how to bid it. Thurman suggested advertising like Rolla's and it needs to be dib for a lease for hay bale rights and to bid with a price per bale. A clarification can be put on Facebook and advertised again. **Motion by Martin, seconded by Bouse, to approve making a clarification and reposting the bid. Roll call vote: Bouse-yes, Halbert-yes, Hutson-yes, Martin-yes, Hartzell-yes, Honea absent.**

The Crawford County Library District asked the City of Cuba if they would donate two individual pool passes for their Summer Reading program. This has been done in the years past. **Motion by Bouse, seconded by Martin, to approve donating two individual pool passes to the Crawford County Library District's Summer Reading program. Roll call vote: Hartzell-yes, Martin-yes, Hutson-yes, Halbert-yes, Bouse-yes, Honea absent.**

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

Lainie Garbo, City Clerk