



Board of Aldermen - Regular Meeting

Monday, December 20, 2021 at 6:30 pm

CENTRALIA CITY HALL COUNCIL CHAMBERS

114 S. Rollins Street, Centralia, MO 65240

1. CALL TO ORDER

2. ROLL CALL

Aldermen: Terri Motley, Robert Hudson, David Wilkins, Christina Stevens, Don Rodgers, Landon Magley

3. PLEDGE OF ALLEGIANCE

4. WASTEWATER TREATMENT FACILITY UPDATE

5. COMMENTS FROM CITIZENS

Comments from citizens may be sent in writing prior to 5:00 p.m. on the date of this meeting to Mayor Chris Cox, mayor@centraliamo.org, or City Administrator Heather Russell, heather@centraliamo.org.

6. APPOINTMENTS

a. Appointment of a Nat Stoebe to Police Sergeant

(motion)

b. Appointment of Jason Hicks as a Full-Time Police officer

(motion)

This appointment is conditioned upon the successful completion of a pre-employment physical and drug screening.

c. Appointment of Jade Mills as a Part-Time Police Officer

(motion)

This appointment is conditioned upon the successful completion of a pre-employment physical and drug screening.

7. CONSENT AGENDA

Approved as a group unless separated by request of one or more Aldermen. (Motion)

a. Board of Aldermen Meeting Minutes

b. Public Works & Utilities Committee Meeting Minutes

c. General Government & Public Safety Committee Meeting Minutes

d. Collector's Report

e. Treasurer's Report

f. Investment Report

g. Activity Reports

8. ACCOUNTS PAYABLE OVER \$1,250

ACTION AGENDA

9. LEGAL

a. Memo

Motion to Amend Ordinance Numbers

b. Ordinance - Proposed changes to Chapter 22 Personnel

___ Bill No. ___ Ordinance No.

c. Ordinance - Proposed changes to Primacy Fee

___ Bill No. ___ Ordinance No.

d. Ordinance - Setting Compensation for a City Employee

___ Bill No. ___ Ordinance No.

e. Resolution - Revised Centralia Policy No. 16 Concerning Per Diem Rates

___ Bill No. ___ Resolution No.

10. PURCHASING

a. Approving Change Order No. 1 for Centralia Wastewater Treatment Facility Improvement Project Part 3

b. Approving Change Order #3

OLD BUSINESS

NEW BUSINESS

11. MAYOR

12. CITY ADMINISTRATOR

a. Monthly Report

13. CITY ATTORNEY

14. CITY CLERK

15. AS MAY ARISE

a. Drainage issues at Mystic Ridge Subdivision

16. ADJOURN

Contact: Heather Russell, City Administrator (heather@centraliamo.org 573-682-2139) | Agenda published on 12/17/2021 at 3:03 PM



Board of Aldermen - Regular Meeting

Minutes

Monday, November 22, 2021 at 6:30 pm

CENTRALIA CITY HALL COUNCIL CHAMBERS

114 S. Rollins Street, Centralia, MO 65240

1. CALL TO ORDER

Minutes:

Mayor Cox called the regular meeting to order at 6:30 p.m.

2. ROLL CALL

Minutes:

Aldermen present: Terri Motley, Robert Hudson, Christina Stevens, Don Rodgers, and Landon Magley.

Absent: David Wilkins.

Citizens present: Linda Bormann.

3. PLEDGE OF ALLEGIANCE

Minutes:

Mayor Cox led everyone in the pledge of allegiance.

4. MAYOR

a. Appointments

Minutes:

Mayor Cox appointed Harlan Hatton as Chief of Police. Alderman Hudson made a motion to accept the Mayors appointment of Harlan Hatton to Chief of Police.

Alderman Magley seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously. Absent: David Wilkins.

Vote results:

Ayes: 5 / Nays: 0

5. COMMENTS FROM CITIZENS

Minutes:

Mayor Cox opened comments from Citizens at 6:38

Michelle Tomlin 618 E Booth St. - Requested to have her dangerous dog escrow money returned since she no longer lives in the city. There was some discussion regarding refunding the money. Motion was made by Alderman Stevens to refund the

escrowed money back to Michelle Tomlin in the amount of \$750. Alderman Motley seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously. Absent: Wilkins.

Linda Bormann 800 Jason Ct. - Linda had questions regarding the budget transfers on the agenda. Russell answered that they are budgeted transfers that were approved. Linda also asked about raises and if the City will be able to afford the increase. Russell answered yes, the City will be able to absorb the increase. Linda also asked about the garbage and what is actually being recycled. Russell and Cox stated they do not have an answer at this time. Linda also asked if the agreement has been finalized for the training retention. Russell stated it has not because it's not in their Union contract. It will have to be negotiated.

Comments from Citizens closed at 6:46

6. CONSENT AGENDA

Approved as a group unless separated by request of one or more Aldermen. (Motion)

Minutes:

Motion was made by Alderman Stevens to accept the consent agenda in its entirety. Alderman Rodgers seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously. Absent: David Wilkins.

Vote results:

Ayes: 5 / Nays: 0

- a. Board of Aldermen Meeting Minutes**
- b. Public Works & Utilities Committee Meeting Minutes**
- c. General Government & Public Safety Committee Meeting Minutes**
- d. Collector's Report**
- e. Treasurer's Report**
- f. Activity Reports**
- g. Financial Reports**

7. ACCOUNTS PAYABLE OVER \$1,250

Minutes:

Alderman Hudson made the motion to approve the Accounts Payable over \$1250 in the amount of \$ \$651,150.21. Alderman Motley seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously. Absent: David Wilkins.

Vote results:

Ayes: 5 / Nays: 0

ACTION AGENDA

8. FINANCE

Minutes:

Vote results:

Ayes: 0 / Nays: 0

- a. Approving Budgeted Inter-fund Transfers**

(motion)

Minutes:

Motion was made by Alderman Hudson to approve the budgeted inter-fund transfers. Alderman Motley seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously. Absent: Wilkins.

Vote results:

Ayes: 5 / Nays: 0

9. LEGAL**a. Setting Compensation for Certain Employees of the City of Centralia**

___ Bill No. ___ Ordinance No.

Minutes:

ORDINANCE: AN ORDINANCE TO SET THE COMPENSATION OF CERTAIN EMPLOYEES OF THE CITY OF CENTRALIA, MISSOURI.

Administrator Russell presented a bill marked and designated as bill no. 2425 to create an ordinance entitled "AN ORDINANCE TO SET THE COMPENSATION OF CERTAIN EMPLOYEES OF THE CITY OF CENTRALIA, MISSOURI." Alderman Hudson moved that it be placed on its first reading by title only. Before the bill was introduced copies of the bill were made available for public inspection. Motion was seconded by Alderman Rodgers and motion carried unanimously. The bill was then read by title only. Alderman Hudson moved the bill be placed on its second reading. Motion was seconded by Alderman Rodgers and motion carried unanimously. The bill was then read the second time by title only. The Mayor then called for discussion on the bill and after some discussion Alderman Hudson moved the final passage of the bill. Alderman Magley seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Hudson, Motley, Magley, Stevens and Rodgers. Voting AGAINST: none. Absent: Wilkins. The Mayor declared the bill passed and thereupon signed the same as passed. The bill was approved by the Mayor and signed by the Mayor as approved and was returned to the City Clerk who attested to the signature of the Mayor, affixed the city seal and the Ordinance was designated as Ordinance 3107.

Vote results:

Ayes: 5 / Nays: 0

b. Calling for a Municipal Election to be Held on April 5, 2022

___ Bill No. ___ Ordinance No.

Minutes:

ORDINANCE: AN ORDINANCE CALLING FOR A GENERAL CITY ELECTION TO BE HELD ON TUESDAY, APRIL 5, 2022, THE MUNICIPAL ELECTION DAY, TO ELECT THREE ALDERMEN FOR A TWO-YEAR TERM.

Administrator Russell presented a bill marked and designated as bill no. 2426 to create an ordinance entitled "AN ORDINANCE CALLING FOR A GENERAL CITY ELECTION TO BE HELD ON TUESDAY, APRIL 5, 2022, THE MUNICIPAL ELECTION DAY, TO ELECT THREE ALDERMEN FOR A TWO-YEAR TERM. " Alderman Rodgers

DRAFT

moved that it be placed on its first reading by title only. Before the bill was introduced copies of the bill were made available for public inspection. Motion was seconded by Alderman Magley and motion carried unanimously. The bill was then read by title only. Alderman Rodgers moved the bill be placed on its second reading. Motion was seconded by Alderman Magley and motion carried unanimously. The bill was then read the second time by title only. The Mayor then called for discussion on the bill and after some discussion Alderman Rodgers moved the final passage of the bill. Alderman Magley seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Hudson, Motley, Magley, Stevens and Rodgers. Voting AGAINST: none. Absent: Wilkins. The Mayor declared the bill passed and thereupon signed the same as passed. The bill was approved by the Mayor and signed by the Mayor as approved and was returned to the City Clerk who attested to the signature of the Mayor, affixed the city seal and the Ordinance was designated as Ordinance 3108.

Vote results:

Ayes: 5 / Nays: 0

10. PERMITS AND LICENSING

11. PURCHASING

a. Approving the best proposal for uniform and other services for the City of Centralia.

(motion)

Minutes:

Alderman Hudson made the motion to approve the proposal from UniFirst. Alderman Stevens seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously. Absent: Wilkins.

Vote results:

Ayes: 5 / Nays: 0

OLD BUSINESS

12. ARPA FUNDING PROJECTS

Minutes:

Russell stated these are some of the projects they would like to do with the ARPA funds and would like to set up a work session with the board to move forward. Some discussion followed. Russell asked the board to revisit at the December 13th committee meeting to get their ideas. The board agreed.

- a. Rehiring at City Hall for a Finance Clerk**
- b. Water Meter Replacement Project**
- c. Mobile Hotspots for the Library**

NEW BUSINESS

13. CITY ADMINISTRATOR

a. Monthly Report

14. CITY ATTORNEY

Minutes:

Cydney stated she sent a policy to Heather Russell in regards to changes in leave time for domestic violence victims. She also stated that there will be a legislative session in two weeks for bill pre-filing. She will be watching some bills that have a potential impact for municipalities.

15. CITY CLERK

16. CLOSED SESSION

MOTION

Minutes:

The closed session portion of the meeting was removed.

17. AS MAY ARISE

18. ADJOURN

Minutes:

There being no further business to discuss, Alderman Rodgers made the motion to adjourn the meeting to December 20, 2021. Alderman Motley seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously. Absent: Wilkins.

The meeting was adjourned at 7:12 p.m.

Vote results:

Ayes: 5 / Nays: 0

Contact: Heather Russell, City Administrator (heather@centraliamo.org 573-682-2139)



Board of Aldermen - Special Meeting

Minutes

Tuesday, November 30, 2021 at 6:30 pm

CENTRALIA CITY HALL COUNCIL CHAMBERS

114 S. Rollins Street, Centralia, MO 65240

1. CALL TO ORDER

Minutes:

Mayor Cox called the special Board of Alderman meeting to order at 6:30 p.m.

2. ROLL CALL

Minutes:

Alderman present: Terri Motley, Robert Hudson, Christina Stevens, Don Rodgers, and Landon Magley.

Absent: David Wilkins.

Citizens present: Ryan Russell, Levi Strain, Harlan Hatton, Michael Peck, Donna Peck, Zayden Johnson, Robert Pool, Ed Sneed, and Erin Sneed.

3. PLEDGE OF ALLEGIANCE

Minutes:

Mayor Cox led everyone in the Pledge of Allegiance.

4. APPOINTMENTS

Minutes:

Mayor Cox appointed Erin Sneed to the position of Full-Time Police Officer. Alderman Stevens made a motion to accept the Mayors appoint of Erin Sneed to Full-Time Police Officer. Alderman Hudson seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously. Absent: Wilkins.

Vote results:

Ayes: 5 / Nays: 0

5. ADJOURN

Minutes:

There being no further business to discuss, Alderman Rodgers made the motion to adjourn the meeting to December 20, 2021. Alderman Magley seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously. Absent: Wilkins.

The meeting was adjourned at 6:37 p.m.

Vote results:

Ayes: 5 / Nays: 0

Contact: Heather Russell, City Administrator (heather@centraliamo.org 573-682-2139)



Public Works & Utilities Committee Meeting

Minutes

Monday, December 13, 2021 at 6:30 pm

CENTRALIA CITY HALL COUNCIL CHAMBERS

114 S. Rollins Street, Centralia, MO 65240

1. CALL TO ORDER

Minutes:

Alderman Hudson called the meeting to order at 6:30 p.m.

2. ATTENDANCE

Minutes:

Aldermen Terri Motley, Robert Hudson, David Wilkins, Don Rodgers and Landon Magley were present for the meeting.

Alderman Christina Stevens was absent.

Also present were City Administrator Heather Russell; Public Works Director Mike Forsee; Police Chief Harlan Hatton, Corporal J. N. Stoebe, Fire Chief Denny Rusch, Water Department Foreman Matthew Rusch; Electric Department Foreman Matthew Fadler; and Deme Towne with the Street Department.

3. PLEDGE OF ALLEGIANCE

Minutes:

Mayor Cox led all in attendance in reciting the Pledge of Allegiance.

4. COMMENTS FROM CITIZENS

Minutes:

There were no citizens present so the Comments from Citizens portion of the meeting opened and closed at 6:34 p.m.

5. PUBLIC WORKS

a. Activity Report

Minutes:

The November activity report is in the packet.

b. Streets

c. Sanitation

d. Storm Water

e. Other

Minutes:

Other work includes replacing patches; installing storm sewer culverts and preparing supplies and equipment for winter storms.

6. WATER AND SEWER DEPARTMENT

a. Activity Report

Minutes:

The November activity report is in the packet.

b. Water

Minutes:

There was some discussion about the Slaker Water Softening system.

c. Sewer

d. Other

Minutes:

Administrator Russell reports that 140-190 water meters need to be manually read each month. She suggested the aldermen may want to consider using some of the ARPA funds to replace these meters.

7. ELECTRIC DEPARTMENT

a. Activity Report

Minutes:

The November activity report is in the packet.

b. Generation/Purchase

c. Distribution

d. Other

Minutes:

Foreman Fadler reports with the on-going supply chain issues Altech is still waiting on components to complete repair to the out-rigger on a vehicle.

8. PUBLIC WORKS & UTILITIES DIRECTOR

a. Monthly Report

Minutes:

The November activity report is in the packet.

b. Other

9. AS MAY ARISE

a. As May Arise

Minutes:

Mayor Cox complimented the department foremen on their leadership displayed and the training being done with their crews.

10. ADJOURN

Minutes:

Alderman Wilkins made a motion to adjourn the meeting. Alderman Motley seconded the motion. The meeting adjourned at 6:59 p.m.

Contact: Heather Russell, City Administrator (heather@centraliamo.org) (573) 682-2139



General Government & Public Safety Committee Meeting

Minutes

Monday, December 13, 2021 at 6:45 pm

CENTRALIA CITY HALL COUNCIL CHAMBERS

114 S. Rollins Street, Centralia, MO 65240

1. CALL TO ORDER

Minutes:

Alderman Wilkins called the meeting to order at 7:00 p.m..

2. ATTENDANCE

Minutes:

Present were Aldermen: Terri Motley, Robert Hudson, David Wilkins, Don Rodgers and Landon Magley.

Also present were City Administrator Heather Russell, Mayor Chris Cox, Public Works Director Mike Forsee, Police Chief Harlan Hatton, Fire Chief Denny Rusch, Corporal J. N. Stoebe, Water Department Foreman Matthew Rusch, Electric Department Foreman Matthew Fadler, and Assistant Street Department Foreman Deme Town - Street Department Representative.

3. COMMENTS FROM CITIZENS

Minutes:

As no citizens were present the Comments from Citizens opened and closed at 7:02 p.m.

PUBLIC SAFETY

4. POLICE DEPARTMENT

Minutes:

The Police Department reports are included in the packet.

- a. Activity Report**
- b. Chief of Police Monthly Report**
- c. Other**

Minutes:

Police Chief Harlan spent time reviewing the facilities and equipment. He

discussed the evidence area and additional security measures.

Administrator Russell reports Chief Harlan invites the Board of Aldermen to do a 'walk-through' to see areas of concern. Mayor Cox suggests this be done Monday, December 20th following the BOA meeting.

5. FIRE DEPARTMENT

a. Activity Report

Minutes:

Fire Chief Rusch reports the air packs are in; waiting on special masks - having supply chain issues receiving material and equipment. The Christmas treat bags will be prepared Tuesday, December 21.

6. EMERGENCY MANAGEMENT

7. PROTECTIVE INSPECTION

GENERAL GOVERNMENT & FINANCE

8. ECONOMIC DEVELOPMENT

Minutes:

No report - Administrator Russell reports the Chamber met in November; there will be a "Retreat Meeting" in January to discuss economic development.

a. Chamber of Commerce Reports

9. PARK BOARD

a. Park Board Agenda(s)

b. Park Board Minute(s)

Minutes:

The most recent minutes are in the packet.

10. LIBRARY BOARD

Minutes:

Library Board information is included in the packet.

a. Library Board Agenda(s)

b. Library Board Minute(s)

11. COMMITTEE REPORTS

a. Cemetery Advisory Committee

b. Tree Board

12. FINANCIAL STATEMENTS

Minutes:

Administrator Russell reports she will continue to have budget meetings. She also advised there is a possibility of a work session in January 2022.

a. Balance Sheet

b. Budget Report

c. Treasurer Worksheet

d. Bills Over \$1,250

13. OTHER GENERAL GOVERNMENT

14. AS MAY ARISE

Domestic Violence Sample Ordinance

Minutes:

Administrator Russell stated there is a "Draft" of a Victims of Domestic and Sexual Violence Ordinance that will be presented at the next BOA meeting December 20, 2021. Committee Chairman David Wilkins announced there is a new member of the Society of Human Resource Management - City Administrator Heather Russell passed the test and is now a member of this prestigious organization. Administrator Russell announced that Tara Strain has earned a Bachelor of Science Degree in Business Management. Alderman Rodgers brought up the Maranatha Missionary Church on Switzler Street. There is concern the building will collapse before demolition can begin.

Alderman Magley asked about people living in campers or buses. He know of two instances where the vehicle is parked at/near a residence and the residence is empty. Alderman Magley also brought up commercial sites he has questions about.

15. ADJOURN

Minutes:

Alderman Hudson made a motion to adjourn the meeting. Alderman Motley seconded the motion. The motion passed with voice vote. The meeting adjourned at 7:23 p.m.

Vote results:

Ayes: 5 / Nays: 0

5. FIRE DEPARTMENT

a. Activity Report

5. FIRE DEPARTMENT

a. Activity Report

Contact: Heather Russell, City Administrator (heather@centraliamo.org (573) 682-2139)

CITY COLLECTOR'S REPORT

November, 2021

Real Estate Tax Collections	\$534.35
Personal Property Tax Collections	\$226.97
Dog Tax	\$30.00
Cat Tax	\$0.00
Merchant's License	\$0.00
Penalties	\$196.19
Railroad/Utility Tax	
Financial Institution Tax	
Sur Tax	
Total	\$987.51

Deposited in the Following Funds

General Fund	\$447.80
Park Fund	\$187.11
Library Revenue Fund	\$344.82
Library Bond (Tsfr to Library Debt Service Acct)	\$7.78
Total	\$987.51

Submitted by: Tara Strain
Tara Strain, City Collector

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GL CASH BAL	4,155,355.68
DIFF	2,832.01

DIF BILL/GL CASH BAL	4,155,355.68
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MONEY MARKET & U. S. TREASURY NOTES INVESTMENT WORKSHEET

FUND	INT. RATE	BEG. BAL	NEW PURCHASE	MATURED & CASHED	ROLLED OVER ADD <DEDUCT>	ENDING BALANCE
Certificate of Deposit #000591211 Maturity date - August 3, 2017 Distributed as follows:	0.10%					
GENERAL FUND		\$200,000.00				200,000.00
CEMETERY FUND		\$200,000.00				200,000.00
ELECTRIC FUND		\$600,000.00				600,000.00
Total Investment		\$1,000,000.00				1,000,000.00
LIBRARY DEBT SERVICE FUND MONEY MARKET 104-313-7		\$326.49				
SUBTOTAL		\$326.49	\$0.00	\$0.00	\$0.00	\$326.49
FUND SUBTOTAL		\$326.49	\$0.00	\$0.00	\$0.00	\$326.49
TRUST FUND A B CHANCE MEM US TREAS NOTE US TREAS NOTE		\$225,472.84	\$1.82		-1603.16 -26.6	\$223,871.50 -\$26.60
FUND SUBTOTAL		\$225,472.84	\$1.82	\$0.00	-\$1,629.76	\$223,844.90
TOTAL		\$1,225,799.33	\$1.82	\$0.00	-\$1,629.76 DBLCK	\$1,224,171.39 \$1,224,171.39

Interest earned per the Repurchase Agreement on Overnight Funds

[illegible]

TOTAL EARNED FOR MONTH

\$958.57 Total

\$926,37 Actual Paid

City of Centralia Activity Reports

December 2021

Prepared By: Catherine Simmons

BUILDING ADMINISTRATION

Building Permit Data	Nov-21	Apr 2021 - Mar 2022 Totals
<i>New Residential & Duplex</i>	2	16
<i>Residential - Additions, Alterations, Repairs, Porch/Decks, Elec Upgrade, Tag Gas, Solar Panels</i>	1	21
<i>Residential - Storage Buildings/Fences/Carport/Swimming Pools/Detached Garage/Gazebo</i>	1	42
<i>Residential - Pole Barn</i>		
<i>New Commercial Buildings - Greenhouse/Printing Warehouse/Car Wash</i>		2
<i>Non Residential - Additions, Alterations, Repairs, Elec Upgrade, New Sign, Utility Pole, Reroof Commercial</i>	2	6
<i>Courtesy Inspections Residential - New Trailers/Gas Lines</i>		
<i>Renewal</i>		
<i>New Institutional</i>		
<i>Institutional - Additions, Alterations, Repairs, New Sign,</i>		
<i>Courtesy Inspections Commercial - Gas Lines</i>		
<i>New Community Recreation Center</i>		
<i>Commerical Electrical Inspection</i>		1
Building Permit Summary		
<i>Number of Permits Issued</i>	14	88
<i>Permit Valuation</i>	\$ 356,602.00	\$ 3,465,885.00

ACTIVITY REPORT

Pay Date			Nov-21						FYTD TOTAL HOURS	
			11/13/20		11/27/20		NOV TOTAL			
			HOURS		HOURS		HOURS			
	Cost Center #	DESCRIPTION	REG	OT	REG	OT	REG	OT	REG	OT
Office	1121	Court	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1141	Admin Asst Payroll - Intern	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1142	Clerical	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1162	CS Payroll	0.00	0.00	0.00	0.00	0.00	0.00	11.00	0.00
	1163	Purchasing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1165	Accounting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1171	City Hall	0.00	0.00	0.00	0.00	0.00	0.00	395.00	0.00
	1421	Economic Development - Intern	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	6121	Cashier & Collecting	272.50	4.00	254.25	1.25	526.75	5.25	4,750.75	71.00
	Central Office Monthly Total		272.50	4.00	254.25	1.25	526.75	5.25	5,156.75	71.00

Street	1311	Administrative - Street	310.00	2.00	260.00	6.00	570.00	8.00	4,754.75	85.00
	1312	Street Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1313	Alley Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1314	Parking Lots/Sidewalks	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1315	Buildings/Grounds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1316	Snow/Ice Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1317	Pavement Markings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1318	Culverts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1319	Brush/Tree Control	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1331	Streets & Alleys; City Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	2211	Cemetery	0.00	0.00	0.00	0.00	0.00	0.00	68.50	0.00
	Street Department Monthly Total		310.00	2.00	260.00	6.00	570.00	8.00	4,823.25	85.00

Water	3111	Administrative - Water	382.25	25.00	319.75	21.00	702.00	46.00	6,302.00	388.00
	3112	Customer Service - Water	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	3113	Water Wells - Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	3116	Water Service	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00
	3117	Water Plant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	3119	Water Wells - Buildings/Grounds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	42.25
	3121	Administrative - Sewer	11.00	0.00	6.00	2.00	17.00	2.00	273.25	4.00
	3123	Sewer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	3125	Lift Stations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	3127	Lagoons	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	3128	Land Application	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Water Department Monthly Total		393.25	25.00	325.75	23.00	719.00	48.00	6,576.25	434.25

Electric	3131	Administrative - Electric	368.00	16.75	342.50	12.00	710.50	28.75	5,238.25	256.00
	3132	Customer Service - Electric	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	3133	Buildings/Grounds	0.00	3.00	0.00	0.00	0.00	3.00	0.00	3.00
	3134	Electric Distribution	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00
	3138	Brush/Trees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	3139	Street Lights	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Electric Department Monthly Total		368.00	19.75	342.50	12.00	710.50	31.75	5,239.25	259.00

ACTIVITY REPORT

Pay Date			Nov-21						FYTD TOTAL HOURS	
			11/13/20		11/27/20		NOV TOTAL			
			HOURS		HOURS		HOURS			
	Cost Center #	DESCRIPTION	REG	OT	REG	OT	REG	OT	REG	OT
Sanitation										
	3322	Sanitation	0.00	0.00	0.00	0.00	0.00	0.00	541.00	22.00
	3323	Landfill	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Sanitation Department Monthly Total		0.00	0.00	0.00	0.00	0.00	0.00	541.00	22.00

Floating

6111	Floating Holiday	0.00	0.00	16.00	0.00	16.00	0.00	214.50	0.00
6112	Sick Time	16.00	0.00	32.50	0.00	48.50	0.00	437.50	0.00
6113	Vacation	63.00	0.00	90.50	0.00	153.50	0.00	931.75	0.00
6119	Funeral Leave	0.00	0.00	0.00	0.00	0.00	0.00	61.25	0.00
City Holiday		0.00	0.00	168.00	0.00	168.00	0.00	813.00	0.00
Holiday/Sick/Vacation/Funeral Leave Monthly Total		79.00	0.00	307.00	0.00	386.00	0.00	2,458.00	0.00

Equipment Use:

6212	Equipment/Vehicle Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	48.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment Use Monthly Total		0.00	0.00	0.00	0.00	0.00	0.00	48.00	0.00

Total Hours Worked		1,422.75	50.75	1,489.50	42.25	2,912.25	93.00	24,842.50	871.25
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Water Department Equipment Use Report

Month Of: <u>Nov. 21'</u>					<u>Water</u>
Water Equipment # & Name	Beginning Miles	Ending Miles	Beginning Hours	Ending Hours	Difference
#4 2002 Freightliner Dump Truck	71,152.0	71,274.7			122.7
#19 2011 Chevy Silverado Pickup 1 Ton	101,540.0	102,048.0			508.0
#40 2004 Sewer Machine			503.0	506.8	3.8
#42 1984 Homelite Trash Pump			1,251.9	1,251.9	0.0
#82 1992 UMC Sewer Van (Camera Van)	90,061.0	90,061.0			0.0
#83 2012 Vac Trailer			416.8	418.3	1.5
#87 2013 Chevy Pickup 1/2 Ton	104,791.0	105,396.0			605.0
#207 2018 New Holland Skid Loader			638.0	649.5	11.5
2021 57-5 Kubota Excavator			75.5	101.9	26.4
#210 2019 Polaris Ranger			139.0	141.0	2.0

Street Department Equipment Use Report

Month Of: <u>Nov-2021</u>					<u>Street</u>
Equipment # & Name	Beginning Miles	Ending Miles	Beginning Hours	Ending Hours	Difference
#1 1989 John Deere 670B Road Grader			3,211.0	3,213.0	2.0
#10 2008 Chevy 1 Ton Dump Truck	50,843.0	50,846.0			3.0
#15 1990 Case 1550 Dozer			3,784.0	3,790.0	6.0
#25 2010 Chevy 1/2 Ton Truck	64,828.0	65,292.0			464.0
#76 2008 International Dump Truck	42,410.0	42,752.0			342.0
#77 2012 International Dump Truck	27,977.0	28,209.0			232.0
#81 2009 John Deere Tractor w/Boom Mower			3,666.0	3,666.0	0.0
#208 2018 Case backhoe 580SN			834.0	858.0	24.0
#91 2015 Chevy 3/4 Ton Pickup w/Tool Bed	26,868.0	27,232.0			364.0
#104 2017 Dump Truck	10,946.0	10,953.0			7.0
#123 2015 John Deere Loader			2,517.0	2,553.0	36.0
#124 2020 Street sweeper			225.0	242.0	17.0

Month Of: Nov-2021

Electric

Equipment # & Name	Beginning Miles	Ending Miles	Beginning Hours	Ending Hours	Difference
#27 2009 Ford F-550 w/Altec AT40M Aerial Lift Devise			8,523.0	8,577.0	54.0
#29 2001 Freightline FL70 W/Altec AA755 Boom			7,632.0	7,632.0	0.0
#34 2000 Chevy 1 Ton Crew Cab w/Dump Bed	72,672.0	72,674.0			2.0
#38 2010 Chevy Pickup 3/4 Ton w/Tool Bed	61,970.0	63,810.0			1,840.0
#75 Kubota Mini Ex			2,864.0	2,882.0	18.0
#84 2012 Bobcat A770 Skid Loader			1,643.0	1,651.0	8.0
#88 2012 Altec DC1317 Series "Chipper"			859.0	859.0	0.0
#332 2017 Chevy Silverado Pickup	37,038.0	37,465.0			427.0
#333 2018 Digger Derrick Truck w/Altec DM47B Boom			370.0	383.0	13.0
#334 2018 Ditch Witch Trencher Model RT45			95.0	95.0	0.0

Electric

Distribution

Southwest Country (Columbia Street)

Feb-21
Hours

Code
Miles

Code

27	Ford with Altec bucket	0	0	3134
38	Chevy Pickup	0	0	3134
75	Kubota Mini Ex	0	0	3134
84	Bobcat	0	0	3134
332	2017 Chevy Silerado Pickup	0	0	3134
334	2018 DitchWitch Trencher	0	0	3134

ACCOUNTS PAYABLE OVER \$1250
December 20, 2021

Ameren Missouri (Heating)	\$ 1,918.00
Anixter (1/0 URD Triplex, contact inhibiting compound Elec Dept)	\$ 1,604.70
Boone County Resource Mgt (Recycling \$2050.84; Bldg Permits \$1089.86)	\$ 3,140.70
Dayne's (Trash/Recycling November)	\$ 34,306.46
Dwain Shelton (Crop loss due to WWTF Project)	\$ 2,447.03
Fire Safety Inc (Check fire extinguishers)	\$ 1,985.00
MFA Oil (Fuel)	\$ 4,673.16
Mid Ameriac Testing & Supply (High voltage gloves -Elec Dept)	\$ 1,855.49
Missouri Dept of Revenue (Sales Tax)	\$ 8,258.19
MJMEUC (Prairie State - December 2021)	\$ 82,180.21
Socket	\$ 1,632.60
Wilkerson Bros Quarry	\$ 5,846.96
TOTAL:	\$ 149,848.50

ADDED AFTER GGFC MEETING

G Works (Annual License/Product Support)	\$ 6,112.28
MFA Oil (fuel)	\$ 3,714.46
Nextera (Wholesale Electric - November 2021 - Wire Transfer)	\$ 92,327.47
Tantalus (Annual Maintenance)	\$ 9,978.00
UMB Bank (November MAMU 08A Substation Lease - Wire Transfer)	\$ 12,573.90
UMB Bank (Combined Watterworks & Sewerage - Series 2020 - Wire Transfer)	\$ 4,664.88
UMB Bank (Combined Watterworks & Sewerage - Series 2021 - Wire Transfer)	\$ 1,562.01
Whalen Services (Burials Bloss, Black, Rose,)	\$ 1,500.00
TOTAL:	\$ 130,933.00

GRAND TOTAL: \$ 280,781.50



Tara Strain
City Clerk/Collector
tara@centraliamo.org
114 S. Rollins Centralia, MO 65240
P: 573-682-2139 F: 573-682-5956

December 20, 2021

Memo

Heather and members of the Board of Aldermen.

The bill and ordinance numbers passed on November 22, 2021, are incorrect due to those numbers being assigned at the previous meeting in October. The correct bill and ordinance should be: bill number - 2427 Ord number – 3109 for the City employees compensation ordinance & bill number – 2428 Ord number 3110 for the ordinance calling for the April election.

I respectfully request that a motion be made to renumber the two ordinances passed on November 22, 2021, to the correct numbers.

Sincerely,

Tara Strain
City Clerk

A BILL TO CREATE AN ORDINANCE ENTITLED:

AN ORDINANCE AMENDING CHAPTER 22, PERSONNEL OF THE CENTRALIA CITY CODE CONCERNING EMPLOYEES.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF CENTRALIA, MISSOURI, as follows:

SECTION 1. Section 22-70.2 of the Centralia City Code is hereby created so as to read as follows:

A. An employee who is a victim of domestic or sexual violence or a family or household member who is a victim of domestic or sexual violence whose interests are not adverse to the employee as it relates to the domestic or sexual violence may take unpaid leave from work to address such violence by:

- 1. Seeking medical attention for, or recovering from, physical or psychological injuries caused by domestic or sexual violence to the employee or the employee's family or household member;**
- 2. Obtaining services from a victim services organization for the employee or the employee's family or household member;**
- 3. Obtaining psychological or other counseling for the employee or the employee's family or household member;**
- 4. Participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety of the employee or the employee's family or household member from future domestic or sexual violence or to ensure economic security; or**
- 5. Seeking legal assistance or remedies to ensure the health and safety of the employee or the employee's family or household member, including preparing for or participating in any civil or criminal legal proceeding related to or derived from domestic or sexual violence.**

B. Definitions:

- 1. "Abuse" means any physical injury, sexual abuse, or emotional abuse inflicted on a child other than by accidental means by those responsible for the child's care, custody, and control, except that discipline including spanking, administered in a reasonable manner, shall not be construed to be abuse. Victims of abuse shall also include any victims of sex trafficking or severe forms of trafficking as those terms are defined in 22 U.S.C. 78 Section 7102(9)-(10).**
- 2. "Domestic violence" means abuse or stalking committed by a family or household member.**
- 3. "Family or household member" means for employees with a family or household member who is a victim of domestic or sexual violence, a spouse, parent, son, daughter, other person related by blood or by present or prior marriage, other person who shares a relationship through a son or daughter, and persons jointly residing in the same household.**
- 4. "Reasonable safety accommodation" means an adjustment to a job structure, workplace facility, or work requirement, including a transfer, reassignment, modified schedule, leave, a changed telephone number or seating assignment, installation of a lock, implementation of a safety procedure, or assistance in documenting domestic violence that occurs at the workplace or in work-related settings, in response to actual or threatened domestic violence. Any exigent circumstances or danger facing the employee or his or her family or household member shall be considered in determining whether the accommodation is reasonable.**
- 5. "Sexual assault" means causing or attempting to cause another to engage involuntarily in any sexual act by force, threat of force, duress, or without that person's consent.**
- 6. "Sexual violence" means a sexual assault and trafficking for the purposes of sexual exploitation.**
- 7. "Trafficking for the purposes of sexual exploitation" means when a person knowingly recruits, entices, harbors, transports, provides, advertises the**

availability of or obtains by any means, including but not limited to through the use of force, abduction, coercion, fraud, deception, blackmail, or causing or threatening to cause financial harm, another person for the use or employment of such person in a commercial sex act, sexual conduct, a sexual performance, or the production of explicit sexual material as defined in section 573.010, without his or her consent, or benefits, financially or by receiving anything of value, from participation in such activities.

- 8. “Victim of domestic or sexual violence” means an individual who has been subjected to domestic violence, sexual violence, or abuse.
- 9. “Workweek” means an individual employee’s standard workweek.

C. Leave Time:

- 1. Employees are eligible to take unpaid leave if: (1) they are victims of domestic or sexual violence; or (2) they have a family or household member who is a victim of domestic or sexual violence. Employee will be required to provide employee’s supervisor with certification (described in subsection 6.12(e) below) of the need to take leave under this section. The amount an eligible employee may take of unpaid leave is as follows:

Number of Employees employed by City (includes any person performing work or service of any kind or character for hire)	Amount of Unpaid Leave Time During Any 12-month Period
1-19 employees	None
20 – 49 employees	1 workweek
50 or more employees	2 workweeks

- 2. The leave time stated above cannot extend the 12 workweeks allowed under the Family Medical Leave Act.
- 3. Leave time can be taken intermittently or on a reduced work schedule basis.
- 4. City shall maintain coverage for the employee and any family or household member under any group health plan for the duration of the leave and at the level and under the conditions coverage would have been provided if the employee had not taken leave. If the employee fails to return from leave after the period of leave has expired for a reason other than the continuation, recurrence, or onset of domestic violence, sexual violence, abuse, sexual assault, or human trafficking, the City may recover from the employee the premium that the City paid for maintaining any group health plan while employee was on leave. If the employee fails to return to work for the reasons listed above, employee is required to provide the employee’s supervisor with a certification and documentation as set forth in subsection 6.12(e) below.
- 5. Employee is entitled, on return from the leave, to be restored to the position employee held prior to when the leave commenced or an equivalent position with equivalent employment benefits, pay and other terms and conditions of employment.
- 6. The City may require that employee provide periodic updates to the employee’s supervisor on the status and intention of the employee to return to work while on leave.

D. Process to Take Leave:

- 1. Employee shall provide employee’s supervisor with at least 48 hours advance notice of the employee’s intent to take leave under Sec. 6-12, unless providing such notice is not practicable.
- 2. If an unscheduled absence occurs, the City will not take action against the employee if the employee provides certification pursuant to subsection 6.12(e) below within 48 hours of the unscheduled absence or such other time period that the City deems reasonable.

E. Certification – The employee must provide the employee’s supervisor with a sworn statement that either: (1) employee is a victim of domestic or sexual violence; or (2) employee’s family or household member is a victim of domestic or sexual violence. The sworn statement must be accompanied by one or more of the following:

- 1. Documentation from an employee, agent, or volunteer of a victim services organization, an attorney, a member of the clergy, or a medical or other professional from whom the employee or the employee’s family or household member has sought assistance in addressing domestic violence or sexual violence and the effects of such violence;
- 2. A police or court record of the domestic or sexual violence; or
- 3. Other corroborating evidence.

F. Confidentiality – All information provided to the City, including the employee’s sworn statement and certification documents, and the fact that the employee requested leave under

this section shall be retained by the City in the strictest confidence, except to the extent that disclosure is requested or consented to in writing by the employee or by applicable federal or state law.

- G. Reasonable Accommodations – The City shall make reasonable safety accommodations, in a timely manner, to the known limitations resulting from circumstances relating to being a victim of domestic or sexual violence or a family or household member being a victim of domestic or sexual violence. If the accommodation would impose an undue hardship on the operation of the City, then the City shall not be required to provide said accommodation upon demonstrating the undue hardship.

SECTION 2. This ordinance shall take effect and be in full force and effect from and after 12:01 A.M, December 20, 2021.

Read two times by title only and **PASSED** by the Board of Aldermen and **APPROVED** by the Mayor this the 20th Day of December, 2021.

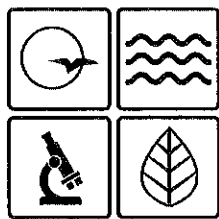
Alderman Magley:
Alderman Rodgers:
Aldermen Stevens:

Alderman Motley:
Alderman Hudson:
Aldermen Wilkins:

Chris Cox, Mayor

ATTEST:

Tara Strain, City Clerk



Missouri Department of dnr.mo.gov **NATURAL RESOURCES**

Michael L. Parson, Governor

Dru Buntin, Director

September 3, 2021

Re: Revised Primacy Fee Structure for Systems on an Annual Schedule

Dear Public Water Supplier:

The Department is sending this letter to inform you that effective January 1, 2022, there will be a change to the Department's Primacy Fee structure that will affect the amount of the fee that your public water system is required to collect from your customers for remittance to the Department. This letter also provides some background information on the process undertaken by the Department to make this rule change as well as provides some guidance on actions you may need to take in preparation for this change.

The Department established the new fee rates by amending rule 10 CSR 60-16 Drinking Water Fees, consistent with the process outlined in 640.100 RSMo. The process included holding a series of stakeholder meetings to reach a consensus proposal, presenting the consensus proposal to the Safe Drinking Water Commission for approval, and promulgating the proposal through regulation. The rulemaking process also included a public comment period and a public hearing to give the public a chance to provide input prior to the Commission's adoption of the Order of Rulemaking. The final language of the rule will publish in the November 30, 2021, publication of the Code of State Regulations. You may find additional information on this process on the Department's Fee stakeholder webpage at the link below:

<https://dnr.mo.gov/water/business-industry-other-entities/permits-certification-engineering-fees/water-fees/public-drinking>

With the new fee rates to take effect on January 1, 2022, there are a few key actions you need to start planning for now in order to allow for a smooth transition to the new fee rates and ensure the proper collection and submittal of fees to the Department.

1. Your system is currently on an annual collection schedule. If there is any need to change this schedule because of the revision to the fee structure, you need to notify the Department in writing by January 1, 2022. A change in the frequency of collection to monthly or quarterly will also result in a change in your submittal frequency of the revenues to the Department to quarterly as well. With the effective date of the new fee structure quickly approaching, please coordinate with us as soon as possible if you are planning on making a collection schedule change.



2. If you need to make any changes to your billing software, to accommodate the new fee rates or a new frequency, you may need start planning for those changes now so you collect the appropriate fee from your customers when the time comes to collect the revised amounts.
3. One important note related to the Primacy Fee is that the current annual period established in rule is September 1 through August 31. Since the first year of implementing the revised Primacy Fee structure, the annual period will overlap the January 1, 2021, effective date, the Department has determined it will be necessary to collect the fee on a prorated basis for the first year. When charging the annual fee for the annual period running from September 1, 2021, through August 31, 2022, you will need to use the applicable prorated fee amount located in the fourth column of the enclosed fee table. This amount was calculated using the current fee amount for the first four months of the annual period and the revised fee amount for the remaining 8 months. For the following annual collection period, you will begin collecting the full amount of the revised fee amount located in the third column of the table. For any fees paid for 2022 primacy fee period prior to January 1, 2022, your account will be reevaluated after January 1, 2022, and you will be invoiced for the prorated amount for the fee increase.
4. Finally, you should consider providing a notice to your customers regarding this rate increase and any potential change to your collection schedule.

Thank you for your attention to this matter and for your support of this change during the rulemaking process. If you have any questions regarding the new Primacy Fee structure or the information included in this letter, please contact the Water Protection Program's Fiscal Management Section at P.O. Box 176, Jefferson City, MO 65102, by phone at 573-751-6723, or via email at wppfees@dnr.mo.gov.

WATER PROTECTION PROGRAM



David J. Lamb, Chief
Public Drinking Water Branch

Enclosure

Primacy Fee Revision Table for Systems on an Annual Collection Schedule

Number of Connections with Unmetered or Meter Size $\leq 1''$	Current Fee Amount	Revised Fee Amount Effective January 1, 2022	Prorated Fee Amount for 2022 Annual Period
1 to 10	\$3.24	\$50.00*	\$50.00*
11 to 1,000	\$3.24	\$5.28	\$4.60
1,001 to 4,000	\$3.00	\$5.28	\$4.52
4,001 to 7,000	\$2.76	\$5.28	\$4.44
7,001 to 10,000	\$2.40	\$5.28	\$4.32
10,001 to 20,000	\$2.16	\$4.80	\$3.92
20,001 to 35,000	\$1.92	\$4.80	\$3.84
35,001 to 50,000	\$1.56	\$4.80	\$3.72
50,001 to 100,000	\$1.32	\$4.20	\$3.24
> 100,000	\$1.08	\$3.48	\$2.68
Meter Size			
> 1" $\leq$ 2"	\$7.44	\$21.00	16.48
> 2" $\leq$ 4"	\$41.16	\$102.00	81.72
> 4"	\$82.44	\$198.00	159.48

*For systems with 10 connections or less, the Department will assess their fee at the minimum amount for the system and not per connection. The minimum fee will not be prorated.

BILL NO. ____

ORDINANCE NO. ____

A BILL TO CREATE AN ORDINANCE ENTITLED:

AN ORDINANCE AMENDING CHAPTER 26-119.1 FEE – FEDERAL SAFE DRINKING WATER ACT ENFORCEMENT.

WHEREAS, the State of Missouri has imposed a fee as set forth in Section 640.100 of the Revised Statutes of Missouri for the purpose of complying with the Federal requirements for the State enforcement of the Federal Safe Drinking Water Act; and

WHEREAS, the City of Centralia, Missouri, has adopted ordinances No.1697 and No. 2417 to set the fees for such compliance; and

WHEREAS, the State of Missouri has issued notice that the fees will increase beginning January 1, 2022, for meters of one (1) inch or less.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF CENTRALIA, MISSOURI, as follows:

SECTION 1. Section 26-119.1, Subsection A, of the Centralia City Code is hereby changed, altered and amended so as to read as follows:

Section 26-119.1. Fee — Federal Safe Drinking Water Act enforcement.

[Ord. No. 1697 § 1, 9-21-1992; Ord. No. 2417 § 1, 7-17-2006]

A. Effective ~~August 28, 2006~~, **January 1, 2022**, every customer and user of water supplied by the City, whether inside or outside of the City limits, shall pay to the City an annual fee for each water service connection the customer and user has with the City, based on the size of the water meter used for that service. The annual fee for each customer having a water meter of one (1) inch or less in size shall be ~~three dollars (\$3.00)~~ **five dollars and twenty-eight cents (\$5.28)** for each such water service connection; the annual fee for each customer having a water meter greater than one (1) inch in size but less than or equal to two (2) inches in size shall be twenty one dollars (\$21.00) for each such connection; the annual fee for each customer having a water meter greater than two (2) inches in size but less than or equal to four (4) inches in size shall be one hundred and two dollars (\$102.00) for each such connection; and the annual fee for each customer having a water meter greater than four (4) inches in size shall be one hundred ninety-eight dollars (\$198.00). This annual fee shall be enumerated separately from all other charges on each customer's bill and shall be collected by the City in monthly increments.

SECTION 2. This ordinance shall take effect and be in full force and effect from and after its passage and approval.

Read two times by title only and **PASSED** by the Board of Aldermen and **APPROVED** by the Mayor this the 20th Day of December 2021.

Alderman Magley:
Alderman Rodgers:
Aldermen Stevens:

Alderman Motley:
Alderman Hudson:
Aldermen Wilkins:

Chris Cox, Mayor

ATTEST:

Tara Strain, City Clerk

BILL NO.: _____

ORDINANCE NO.: _____

A BILL TO CREATE AN ORDINANCE ENTITLED:

AN ORDINANCE TO SET THE COMPENSATION OF A CERTAIN EMPLOYEE OF THE CITY OF CENTRALIA, MISSOURI.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF CENTRALIA, MISSOURI, as follows:

SECTION 1. The compensation of a certain employee of the City of Centralia, Missouri is hereby fixed and established by ordinance, as follows:

- A. The salary of Police Sergeant, Jerry N. Stoebe is set at Grade K, Step 6 of the current pay scale, which is currently \$23.56 per hour.

SECTION 2. The salary scale in Section 1 of this ordinance shall be effective with the pay period beginning on January 3, 2022, at 7:00 a.m.

SECTION 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Read two times by title only and **PASSED** by the Board of Aldermen and **APPROVED** by the Mayor this the 20th Day of December 2022.

Alderman Wilkins: _____

Alderman Hudson: _____

Alderman Motley: _____

Alderman Stevens: _____

Alderman Rodgers: _____

Alderman Magley: _____

Chris Cox, Mayor

ATTEST:

Tara Strain, City Clerk

BILL NO. _____

RESOLUTION NO. R-21

A BILL TO CREATE A RESOLUTION ENTITLED:

“A RESOLUTION OF THE CITY OF CENTRALIA MISSOURI, REVISING THE ADOPTED FORMAL WRITTEN POLICY CONCERNING REIMBURSEMENT FOR MEAL EXPENSES FOR CITY OFFICERS AND EMPLOYEES.”

WHEREAS, the Board of Aldermen of the City of Centralia, Missouri does not wish for its officers and employees to bear an unfair expense when they are required to purchase meals while away from their homes during official city business; and

WHEREAS, the Board of Aldermen of the City of Centralia, Missouri also desires to set guidelines for the cost of such meals to be reimbursed by the city so that such cost does not exceed that which the citizens of Centralia would find to be normal and proper.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the City of Centralia, Missouri hereby adopts the following formal written policy concerning reimbursement of costs for meals of city officers and employees while conducting city business:

CENTRALIA POLICY

NO. 16

REIMBURSEMENT FOR MEALS EXPENSES
FOR CITY OFFICERS AND EMPLOYEES

1. When, as a part of official city business, an officer or employee of the City of Centralia must eat a meal or meals at a location away from the City of Centralia, the officer or employee may be reimbursed for the actual cost of such meal, if not more than the maximum amounts set forth below.
2. To be eligible for such reimbursement, the officer or employee shall provide the original or a photocopy of a receipt, a credit card charge slip, or some similar proof of the actual amount of the meals expense.
3. Reimbursement allowance for meals expenses shall not exceed ~~\$42.00~~ **\$60.00** for each full day of official city business. If fewer than 3 meals per day are subject to allowance, reimbursement shall not exceed the maximum allowance for the total of the eligible meals during that day. ~~Reimbursement allowance for an individual breakfast shall not exceed \$10.00. Reimbursement allowance for an individual lunch shall not exceed \$10.50. Reimbursement allowance for an individual dinner shall not exceed \$21.50.~~
4. Prescribed maximums ~~are not to~~ **may** be treated collectively as per diem allowances, ~~nor but are they~~ **may not** be used individually without regard to the actual and necessary expenses. If actual expenses are less than the prescribed maximum, reimbursement shall be allowed only for actual expenses.
5. If a meal is provided as part of a meeting or conference covered by a registration fee or other City payment or if a meal is provided or paid by others, an officer or employee may not receive any reimbursement for that meal. Reimbursement for any other meals during the same day shall not exceed the maximum reimbursement allowance for the remaining meals.
6. Reimbursable meals expenses may include documented tips but may not include the cost of any alcoholic beverages.

PASSED AND APPROVED this ____ day of _____, 20 ____.

Mayor

ATTEST:

City Clerk

CHANGE ORDER NO. 1
CENTRALIA WASTEWATER SYSTEM IMPROVEMENTS – PART 3
CITY OF CENTRALIA, MISSOURI

Owner: City of Centralia, Missouri
Contractor: Fischer Grading LLC

Engineer's Project No. 18921.012

The Contract Documents are modified as follows upon execution of this Change Order:
Description of Work:

This Change Order #1 for the Part 3 Contractor (Fischer Grading LLC) is to address the change in geometry of the New City upper and lower basins due to unsuitable soils found on the south side of the lower basin. This Change Order #1 comes at no cost to the Owner.

The only change in the upper basin was that the basin floor elevation dropped two (2) feet. The upper basin's floor elevation originally was set at 856.0' and this change order adjusts it to an elevation of 854.0'. The upper basin inside toe of slope also moved in with the drop in basin floor elevation to maintain a 3:1 slope. This change was made to provide additional storage in the upper basin since the lower basin lost storage volume and to better balance the earthwork quantities based on the reduced lower basin size. Please see the attached revised drawings dated 10-13-2021.

Changes in the lower basin were due to finding unsuitable soils along the south side berm location of the lower basin. The lower basin's floor elevation dropped a foot and a half (1.5) from 839.5' to 838.0'. The lower basin inside toe of slope also moved in with the drop in basin floor elevation to maintain a 3:1 slope. Please see the attached revised drawings dated 10-13-2021.

This change order also addresses Section 012000 in the Project Manual. Section 012000 Part 1.07 (C)(7)(a) of the Project Manual states, "The maximum partial payment allowed will be 75% of the total lump sum price until the basin liner leakage test passes and is approved by DNR." This change order revises Section 012000 Part 1.07(C)(7)(a) to state, "The maximum partial payment allowed for these basins will be 90% of the total lump sum price until the basin liner leakage test passes and is approved by DNR."

Item No.	Item Description	Unit	Previously Approved Price	New Quantity or Price	Changed Amount
7	Earthwork for Basin Construction	LS	\$270,000.00	\$150,000.00	-\$120,000.00
A-7	Earthwork for Basin Construction	LS	\$250,000.00	\$370,000.00	+\$120,000.00
Total:					\$0.00

Change in Contract Times:

Original Contract Completion Days	<u>190</u>
Previously Approved Contract Days	<u>190</u>
Increase (Decrease) in Contract Days	<u>0</u>
Revised Contract Completion Days	<u>190</u>

Change in Contract Price:

Original Contract Price	<u>\$827,075.00</u>
Price for this Change Order	<u>\$0.00</u>
Previously Approved Change Orders	<u>\$0</u>
To Date Contract Price change	<u>\$0.00</u>
Revised Contract Price	<u>\$827,075.00</u>

Authorizing Signatures:

ENGINEER

Date

CONTRACTOR

Date

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OWNER

Date

Change order is subject to all provisions of the contract documents and is not in effect unless signed by all parties indicated.

When the Revised Contract Amount is in excess of the Original Contract Amount by 20% the PERFORMANCE BOND and PAYMENT BOND are to be amended by the PRINCIPAL and SURETY.

From: Heather Russell, City Administrator

To: Mayor & Board of Aldermen

Date: December 1, 2021

Re: City Administrator's Monthly Report – November 2021



- Participated in the Public Utilities and Public Works Committee Meeting on November 8th
- Participated in the General Government and Public Safety Committee meeting on November 8th
- Participated in the regular and special Board of Aldermen meetings on November 8th, 17th, 22nd, and 30th
- Assisted with the development of packets for the Committees, Commission and the Board meetings
- Prepared or helped to prepare ordinances for: calling for a general election in April 2022 and changing compensation for City employees for hazard pay.
- Prepared packets, interview questions, set up interviews, and contacted references for the Chief of Police selection process.
- Participated in Chief of Police Interviews on November 10th, 11th, and 16th
- Prepared and presented a contract to the new Chief of Police.
- Participated in the Employee Benefits & Safety Committee meeting on November 1st
- Attended the Chamber of Commerce monthly meeting on November 9th
- Met with Wallace Wilkerson and Mike Forsee regarding building improvements on North Allen Street.
- Prepared information regarding possible projects for ARPA funding.
- Posted jobs to Indeed and other platforms for police officer and finance clerk positions.
- Worked to create and update FY2022-23 budget
- Conducted meetings of Department heads (November 3rd, 10th, 17th and 24th), and City Hall Staff (November 23rd)
- Completed various contracts, payment agreements, and other misc. paperwork as arose.
- Responded to various citizen requests, personnel issues, reviewed payroll, issued Unlicensed Vehicle Permits and as needed approved final building permits, reviewed parts of commercial building permits, entered building permit information, answered questions from the media and other tasks.

All of the tasks started and completed required the support of the Board of Aldermen and the cooperation of the staff in City Hall and the rest of the City staff.