

AGENDA
CITY OF CENTRALIA, MISSOURI
Board of Aldermen
Regular Meeting
Tuesday, February 19, 2013
7:00 P.M.
City Hall Council Chambers

- I. ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. CONSENT AGENDA (Approved as a group unless separated by request of one or more Aldermen)
 - A. Minutes of Prior Meetings
 - B. Minutes of Public Works and Public Utilities Committee Meeting
 - C. Minutes of General Government Committee Meeting
 - D. Reports
 - 1. Treasurer's & Collector's Reports
 - 2. Activity Reports
- IV. ACCOUNTS PAYABLE OVER \$1,250
- V. COMMENTS FROM CITIZENS
- VI. PRESENTATION BY BOONE COUNTY COMMISSION ON PROPOSED 911 SALES TAX
- VII. ECONOMIC DEVELOPMENT REPORT BY CHAMBER OF COMMERCE DIRECTOR
- VIII. PUBLIC HEARINGS- None Scheduled
- IX. ACTION AGENDA
 - A. Finance - None Scheduled
 - B. Permits and Licenses-None Scheduled
 - C. Legal -
 - 1. Authorizing Agreement with Centralia R-VI School District for School Resource Officer-Ordinance
Bill No. _____ Ordinance No. _____
 - 2. Authorizing Agreement with Job Point to Support Job Training Internships -Ordinance
Bill No. _____ Ordinance No. _____
 - D. Purchasing - None Scheduled
- X. OLD BUSINESS
- XI. NEW BUSINESS
 - A. Mayor
 - 1. Appointments
 - B. Aldermen
 - C. City Administrator
 - D. City Attorney
 - E. City Clerk
- XII. Discussions with City of Centralia Employee Union Representatives
- XIII. Closed Session*
- XIV. Return to Open Session
- XV. AS MAY ARISE
- XVI. ADJOURN

*During the meeting, the Board of Aldermen may elect to go into closed session and hold a closed vote, and the purpose of such closed session and closed vote shall be preparation, including any discussions or work product, on behalf of the City of Centralia or its representatives for negotiation with an employee group, as provided for under Section 610.021 (9) of the Revised Statutes of Missouri.

Mayor Grenke called the regular meeting to order at 7:00 p.m.

Roll Call: Aldermen Don Bormann, David Wilkins, Landon Magley, Farris Sanders and Catherine Simmons answered roll call.

Absent: Alderman Jon Angell

Also present were City Administrator Lynn P. Behrns, City Attorney Merritt Beck, Police Chief Larry Dudgeon, James Smith with the Centralia Fireside Guard, James Lee, Chamber of Commerce Director Ginny Zoellers

Pledge of Allegiance:

Mayor Grenke led everyone in the pledge of allegiance.

CONSENT AGENDA:

Mayor Grenke asked for approval of the Consent Agenda in its entirety or any items to be pulled for comment or correction.

CONSENT AGENDA:

- A. Minutes of Prior Meeting
 - B. Minutes of Public Works and Public Utilities Committee Meeting
 - C. Minutes of General Government Committee Meeting
 - D. Minutes of Technical Advisory Committee Meeting
- Reports
- 1. Treasurer's & Collector's Reports
 - 2. Activity Reports
 - 3.

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

Accounts Payable over \$1250 was presented in the amount of \$311,021.57 as follows:

**ACCOUNTS PAYABLE OVER \$1250
JANUARY 21, 2013**

A J'S Collision (Parts & Repairs Unit # 87)	\$ 1,719.80
Altec (Chipper for Electric Dept)	\$ 23,250.00
Ameren Energy Marketing (Wholesale Electric)	\$ 134,217.15
Ameren UE (Heating Bill)	\$ 2,222.61
Boone County Resource Management Dept (Permit Fees)	\$ 15,579.96
Centurylink (December Statement)	\$ 1,266.04
City of Columbia (Tipping Fees)	\$ 6,656.08
D & D Tire (Repairs & 6 New Tires Electric Dept)	\$ 2,021.92
Hach Service Partnership (Equipment service agreement)	\$ 2,558.00
MFA Oil Company (Fuel)	\$ 5,554.18
Mississippi Lime (Quicklime)	\$ 3,384.45
MO Comm Electronics (Fire Dept Radios & parts)	\$ 2,680.48
MPUA (Estimated & Demand Charges)	\$ 50,620.10
Nu-Life Laboratories	\$ 5,491.00
Prenger Foods (Pound Supplies & Fire Dept Christmas Treats)	\$ 1,441.63

**City of Centralia
Board Minutes – January 21, 2013**

Sullivan Publications (City Codebook Update # 12)	\$ 1,488.00
T & R Electric (Pole Mounts)	\$ 4,250.00
TOTAL	\$ 264,401.40

ADDED AFTER GGFC MEETING

Ameren (Transmission)	\$ 13,574.28
Five Oaks Associates (Structural Work 105 N Allen)	\$ 3,079.51
H D Supply Waterworks (Water Dept Supplies)	\$ 1,452.63
Hach (Maintenance Contract)	\$ 2,588.00
Hancock Ref & Heating (Street Dept Overhead Heaters)	\$ 2,800.00
Motorola (Radio Equipment / Grant Compliance)	\$ 3,939.13
TOTAL	\$ 27,433.55

ADDED TODAY

HD Supply Utilities (Electric Department Supplies)	\$ 1,694.04
Boone Quarries (Sand)	\$ 1,696.13
MISO	\$ 3,256.98
MAMU-08	\$ 12,539.47
TOTAL	\$ 19,186.62
GRAND TOTAL	\$ 311,021.57

Alderman Simmons made the motion to approve the Accounts Payable over \$1250 in the amount of \$311,021.57. Alderman Sanders seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

Daryl Spauldin entered the meeting at 7:04 p.m.

Comments from Citizens:

Comments from Citizens were opened at 7:04 p.m. by Mayor Grenke.

Hearing no comments, Comments from Citizens was closed at 7:05 p.m. by Mayor Grenke.

Economic Development Report by Chamber of Commerce Director

Centralia Chamber of Commerce Director, Ginny Zoellers explained that tomorrow (January 22, 2013) there would be a job fair with Missouri Staffing in the Community Room next to City Hall from 10 a.m. to 2 p.m. She said that they do have several positions they would be trying to fill.

Zoellers also discussed starting to replace Christmas decorations. She noted she has ordered wreaths with LED lights which she believes should last longer, and the plan is to replace the candy canes and just continue to add more new decorations as they can.

Zoellers presented a document for renewal of the economic development contract, and noted that it is almost exactly the same as the copy the Board was given during the previous month, except the new document includes advertising for the Centralia Fair as the Chamber does quite a bit of advertising for them in place of a sponsorship. The rest is the same, and she also included a page of goals and objectives for the future.

Alderman Simmons thanked Zoellers for the excellent report.

Zoellers said that the amount of the contract would be the same as it was in the past, which is \$6,000 per year and is a 2 year contract. She also noted that she is waiting on information from the chair of the committee for an update on the Purchase with a Purpose program.

Public Hearing: None Scheduled

**City of Centralia
Board Minutes – January 21, 2013**

ACTION AGENDA:

Finance: None Scheduled

Permits and Licenses: None Scheduled

Legal:

Zoellers left the meeting at 7:09 p.m.

Alderman Angell entered the meeting at 7:10 p.m.

ORDINANCE: Amending City Code to Increase Building Permit Fees

Beck noted a few grammatical changes to be made to the title of the ordinance and in page 3 of the hard copy.

Ordinance NO: 2713

Alderman Wilkins presented a bill marked and designated as bill no. 2643 to create an ordinance entitled "AN ORDINANCE AMENDING SECTION 5-27 OF THE CENTRALIA CITY CODE TO AMEND THE SCHEDULE OF BUILDING PERMIT FEES FOR THE CITY OF CENTRALIA, MISSOURI." Alderman Wilkins 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 Wilkins moved the bill be placed on its second reading. Motion was seconded by Alderman Bormann 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 Wilkins moved the final passage of the bill. Alderman Simmons seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Bormann, Magley, Sanders, Simmons, and Wilkins. Voting AGAINST: None. 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 2713.

PURCHASING:

ORDINANCE: Approving Contract for Work on Geographic Information System – Midland GIS Solutions, LLC
Ordinance NO: 2714

Alderman Simmons presented a bill marked and designated as bill no. 2644 to create an ordinance entitled "AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK OF THE CITY OF CENTRALIA, MISSOURI, TO EXECUTE AN AGREEMENT WITH MIDLAND GIS SOLUTIONS, L.L.C., OF MARYVILLE, MISSOURI TO PROVIDE A GEOGRAPHIC INFORMATION SYSTEM AND RELATED SERVICES FOR CENTRALIA PUBLIC UTILITIES." Alderman Simmons 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 Wilkins and motion carried unanimously. The bill was then read by title only. Alderman Simmons moved the bill be placed on its second reading. Motion was seconded by Alderman Wilkins 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 Simmons moved the final passage of the bill. Alderman Wilkins seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Angell, Bormann, Magley, Simmons, and Wilkins. Voting AGAINST: Sanders. 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 2714.

Alderman Sanders noted that his reason for voting against was that he felt there wasn't enough research done about the other company in his opinion.

**City of Centralia
Board Minutes – January 21, 2013**

ORDINANCE: Approving Contract for Engineering Service for Preparing NPDES Sewer Treatment Facilities Permit Renewal Application – Environmental Management Solutions, LLC

Behrms explained that after discussions, the exposure was capped at \$5,000 unless there are other unforeseen requirements set by DNR. He does not expect to exceed the amount.

Ordinance NO: 2715

Alderman Bormann presented a bill marked and designated as bill no. 2645 to create an ordinance entitled “AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK OF THE CITY OF CENTRALIA, MISSOURI, TO EXECUTE AN AGREEMENT WITH ENVIRONMENTAL MANAGEMENT SOLUTIONS, LLC OF COLUMBIA, MISSOURI TO PROVIDE ENGINEERING SERVICES RELATED TO RENEWAL OF THE NPDES PERMIT FOR THE CENTRALIA SEWER TREATMENT FACILITIES.” Alderman Bormann 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 Wilkins and motion carried unanimously. The bill was then read by title only. Alderman Bormann moved the bill be placed on its second reading. Motion was seconded by Alderman Wilkins 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 Bormann moved the final passage of the bill. Alderman Simmons seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Angell, Bormann, Magley, Sanders, Simmons, and Wilkins. Voting AGAINST: None. 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 2715.

OLD BUSINESS:

NEW BUSINESS:

Mayor:

Appointments: None

Aldermen:

City Administrator:

Behrms relayed that AT & T has filed a class action suit against all of the cities they were ordered to pay franchise fees to several years ago. All cities are talking collectively and have not sent a response back to AT&T yet, and are going to discuss further options.

City Attorney:

City Clerk:

As May Arise:

Mayor Grenke updated on the hearing and case against Clifford DeLaRosa. DeLaRosa had appeared for his hearing, and mayor issued a response. DeLaRosa had provided a list of tasks that he had been working on, and, with that, the Mayor was advised that we needed to drop the case against DeLaRosa and he has done so.

Beck noted that the City is able to continue monitoring the work that DeLaRosa has done, and what mayor is referring to is that it is included in the notice to DeLaRosa that he had three weeks to work abate the nuisance. DeLaRosa did bring detailed evidence of the work he had done during that time period and after that to abate the nuisance, which he had a right to do. Mayor Grenke pointed out that all of the work DeLaRosa listed was internal and structural work that was not noticeable from the outside, and this does not mean he has completed all work that needs to be done to the building. The City will continue to monitor the progress. There was some discussion regarding the opportunity for visual inspection on the interior, but without a court order DeLaRosa did not have to allow that. There was also some question regarding a building permit for the work, and Behrms noted that what he is

**City of Centralia
Board Minutes – January 21, 2013**

doing does not require a permit. However, the work that was doing before did require a permit which DeLaRosa did obtain, but he did not complete the work in the allotted amount of time. There was more discussion in reference to the City monitoring the progress of DeLaRosa's work on the building.

Mayor Grenke questioned if there was more information on the abandoned church across the street from Forrest Chevrolet. Beck stated that he anticipates that the church corporation will sell the property, but no paperwork has been completed yet.

James Smith questioned if there were any updates on the Paul Morgan case. Beck replied that the case was in a pre-trial discovery stage, and he is unaware of any developments of the law suit other than that.

Alderman Sanders asked if there were any new updates on the School Resource Officer (SRO) position.

Chief Dudgeon gave an update on the negotiations he is aware of for the SRO position, and noted that there is still work to be done to lay out all the details, but he noted that he has been working closely with Alderman Wilkins, Mayor Grenke, and Behrns. He felt that he could speak with consensus of the School Board that they would be soon going forward with the position, and the school would be in a position to pay Allyson Brooks salary while the City maintains the benefits & keeps the Police car. He said that there are still some details to work out in an official way, but he feels it could be implemented in the next week. Officer Brooks would work 5 days a week, 8 hours a day right away.

There was some discussion regarding the financial obligations of the School District and the City in regard to the SRO position. Dudgeon noted that the school district would be treating this as a 12-month position, and training for Officer Brooks would primarily occur during the summer months.

Behrns noted that James Smith's article in Guard did a credible job of outlining how other communities are able to fund an SRO position. He said that Dudgeon had indicated there is a possibility for a written contract quickly, so he would suggest recessing the meeting until 2/4/13.

Dudgeon offered that he might be able to fill the full time position with an officer pretty quickly after Brooks' takes on the SRO duties.

There being no further business to discuss, Alderman Simmons made the motion to recess the meeting to February 4, 2013 at 7 p.m. Alderman Sanders seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously.

Meeting adjourned at 7:50 p.m.



Heather Lockett, City Clerk

Mayor Grenke called the recessed meeting to order at 7:00 p.m.

Roll Call: Aldermen Jon Angell, Don Bormann, David Wilkins, Landon Magley, and Catherine Simmons answered roll call.

Absent: Alderman Farris Sanders

Also present were City Administrator Lynn P. Behrns, Police Chief Larry Dudgeon, Water Dept Foreman Mike Forsee, Street Dept Foreman Phil Hoffman, Electric Department Foreman Mark Mustain, James Lee, James Smith with the Centralia Fireside Guard.

Pledge of Allegiance:

Mayor Grenke led everyone in the pledge of allegiance.

ORDINANCE: Authorizing Contract with Centralia R-VI School District for School Resource Officer

Behrns gave an update on the ordinance as presented to the Board. There were some changes to the original contract, and copies were provided to Chief Larry Dudgeon and R-VI School Superintendent Darin Ford. City Attorney Merritt Beck does not recommend adopting the ordinance at this time because the school board has not had a chance to review the ordinance. The arrangement is that the City will pay the salary of the School Resource Officer (SRO) and provide all equipment, and the school district will reimburse for the SRO base pay for 2080 annually at \$13.36 per hour. There was some discussion as to the flexibility of the SRO helping to fill hours in the Police Department as needed. Alderman Bormann noticed that the contract as presented called for City to pay for training. Alderman Magley noted that he understood the representatives from the school district had said that the school district would pay for the training during the summer months. Grenke pointed out that the earlier draft contract did include a section which indicated that the school district would pay for any specialized training that was required by the school. There was some discussion regarding specialized training for an SRO, and Chief Dudgeon said that the SRO could be sent to a required SRO training in June during the annual conference for the Missouri Police Chief's association.

As May Arise:

There being no further business to discuss, Alderman Wilkins made the motion to adjourn. Alderman Simmons seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously.

Meeting adjourned at 7:16 p.m.



Heather Lockett, City Clerk

Minutes of the Public Works and Public Utilities Committee for Monday, February 4, 2013.

The meeting was called to order by Alderman Bormann at about 7:10 p.m. Present were Mayor Grenke, Aldermen Wilkins, Simmons, Angell, and Magley. Also attending were Lynn Behrns, Mike Forsee, Phil Hoffman, Mark Mustain, James Lee, Police Chief Dudgeon, and James Smith.

Those present participated in the Pledge of Allegiance.

Comments for Citizens

There were no comments.

Streets and Sanitation

Committee reviewed the activity report and future work schedule for the Street and Sanitation Departments. Forsee noted that street work on Sunset was related to repair of a water service.

Behrns said that an advertisement would be in the Guard on February 13 announcing the bidding of street replacement work on Switzler Street and Jefferson Street. We will hold a pre-bid meeting with the contractors on February 28, and the bid opening will be on March 13. The Board can then let the contract at its March 18 meeting. Several aldermen said they desired to attend the pre-bid and bid opening.

Hoffman said that the Street Department has been able to accomplish quite a bit of stormsewer maintenance and flushing.

Daniel Dean has been hired to replace retired street equipment operator Terry Sweezor. Dean started this morning

The replacement heaters for the Street Barn bays are installed and working wells. Hoffman noted that electric crew was also able to change out the remainder of fluorescent lights with fixtures that meet new energy efficiency regulations.

Water and Sewer Department

Committee reviewed the activity report and future work schedule for the Water and Sewer Department.

Committee discussed a problem with some sort of clothes or rags in sewer lines. Staff has narrowed down to about a block the area where the material originates. They have put out door hangers, and a notice was added to the City web site. The Spring newsletter will also highlight the problem. The material can block sewer services and small mains, but of most concern is that lift station pumps will be clogged and the pumps damaged. Staff thinks that the material may come from discarded Swifter mop heads. Forsee said that the crew has already added bar screens to catch as much of the material as possible before it can get to the pumps, and that the screens are being cleaned several times each week..

Forsee complained that DNR has lost documentation of his attendance to some training sessions. He will have to take several additional classes in the near future to get extra continuing education hours. He is frustrated.

A representative from Insituform was here on Friday to measure the length of sewer mains Forsee

wants to slip line. Forsee hopes to have enough budgeted funds to do most of the alleys between Allen Street and Bradford Street and running between Sneed Street and Bruton or Sims. Forsee believes these to be the remaining sewers with the poorest condition.

Electric Department

Committee reviewed the activity report and future work schedule for the Electric Department. Members had no comments or questions.

Mustain is doing research and hopes to find less expensive alternatives for replacing the decorative style of street lights. He only needs a few, but has none on hand, and there is a vacant base on South Rollins where one was destroyed by a car. Mustain is also examining new LED style bulbs to use in these lights. These bulbs are more expensive, yet more efficient. They should pay for themselves in four or five years. They will have a slightly different color spectrum, so esthetic replacement will be tricky on street lengths with many such lights in a row. Larger LED bulbs are available for cobra-head fixtures, but are not yet cost effective. Mustain hopes to have purchase recommendations for the next board agenda.

Budget Consideration.

Behrns reported that he has not had time to prepare new draft budgets for the public utilities. He just received Operating Statements. There have been no surprises since the last meeting, so he is still assured that no rate increases will be necessary. The updated drafts will be in the packet, together with a General Fund summary for the General Government and Public Safety Committee meeting next week.

As May Arise

To avoid repetitive requests and rejections, representatives of the employee union wished to meet directly with Board members. The Aldermen were agreeable for just this one instance. The Union will have a place on the Board agenda for February 19. Behrns made a first reminder that the next Board meeting will be on Tuesday, since President's Day is a City Holiday and the City Code specifies the change.

Behrns asked the aldermen to bring their remaining Code books to him for updating with Supplement #12.

The Committee adjourned at about 7:40 p.m.

Minutes of the General Government and Public Safety Committee meeting of Monday, February 11, 2013.

The meeting was called to order by Mayor Grenke at 7:00 p.m. Present were Mayor Grenke, and Aldermen Magley, Sanders, Simmons, and Bormann. Also attending were Lynn Behrns, Police Chief Larry Dudgeon, Fire Chief Denny Rusch, Lorry Myers, Barry Stevens, James Lee, and James Smith.

Those present participated in the Pledge of Allegiance.

Comments from Citizens

There were no comments.

City Prosecutor

No report. Mayor Grenke said that April Wilson is now representing several other cities and will have to schedule a report at a time when they are not having council meetings.

Police Department

Dudgeon presented a report of January and 2012 activities and calls to the Police Department. He told Simmons that some reports from the previous year were included for comparison.

Committee members made note of a letter from Jason Shackelford requesting that the posted speed limit on Highway 22 be lower on the east side of the City. In this instance, speed limits are controlled by the Department of Transportation. The City can enforce limits by ordinances; however, the State actually posts the limits based on traffic studies. Staff will make contact to see if there results for recent studies that could support the change. Behrns said that the CREDI intern was researching traffic counts and could ask for the additional information.

Fire Department

Fire Chief Rusch presented a report of January activities of the Fire Department. Rusch said that Jerry Jenkins, a battalion chief from Columbia, had volunteered to instruct a free training class on the evening of the 21st for the entire Centralia Fire Department and some members of other departments, who were unable to attend the annual Fire School at MU. Rusch is grateful.

One of the older fire trucks has a leaking pump and will need some repairs.

Rusch said that a reserve police officer may be applying to also be a member of the Fire Department. Chief Dudgeon thought that would be a good idea.

Emergency Management

No report.

Protective Inspection

Behrns reported one building permit was issued for a new duplex on Remington Drive. Substantial demolition of Linda Yager's house on South Allen Street has not yet started. Mostly, work to date has been the removal of some internal walls, windows, and so forth. Behrns said he had not yet talked to Clifford de la Rosa about work on the Narraganset Building. Mayor Grenke suggested that he could join Behrns in a visit on Monday.

2

Economic Development

Behrns noted that he is closing in on a final proposed budget, which should contain the full request from CREDI for assistance. If no difficulties arise, the Board can approve the budget and then a first contract with CREDI and renewal of a contract with the Chamber of Commerce can be approved on the same evening.

Park Department

The Park Board minutes for their January meeting were in the Committee agenda packet.

Cemetery Advisory Committee

No report.

Tree Board

No report.

Library Board

No formal report was made, but an agenda for the next meeting was presented in the Committee packet.

Finance

Financial statements for January were in the agenda packet. They contained no new remarkable items and they have been incorporated into the draft budgets for several funds, to be discussed later in this meeting.

Bills over \$1,250

Committee received a preliminary list of bills over \$1,250. There were no questions at this time

Other

Simmons asked about progress on the contract for a School Resource Officer. Mayor Grenke said he had attended a School Board meeting earlier in the evening. The School Board voted to approve the contract as presented last week, with small corrections by the City Attorney and added language on how training expenses can be invoiced. An ordinance will be presented at the regular Board meeting for City approval for the contract to start March 1.

No date has been set yet for starting work on the GIS project.

Budget Considerations

Behrns review updated summaries of the budgets for the General Fund, Water Fund, Sewer Fund, Electric Fund, and Sanitation Fund. The numbers for the current year have been updated. Few changes were made in the list of capital and one-time items. The water fund does contain a new listing for a replacement trailer to haul pipe. The present trailer is not safe for highway speeds. The item for the SRO is reduced per the draft contract with the School District. If there are no further changes, the final budget book will contain a full activity for the SRO program and a revenue line for school reimbursement (rather than the net cost shown in the present summary). Behrns is waiting for February property tax proceeds before he will lock down the General Fund budget; and he will be using last year's number for the Business Surcharge, since that revenue comes in after the budget is adopted.

A budget document should be prepared and printed before the first committee meeting in March.

3

As May Arise

Behrns said that Presiding County Commissioner Dan Atwill will attend the regular Board meeting to make a presentation on the proposed sales tax for 911 and emergency management services.

Atwill has also requested that Behrns participate in a committee for support of the tax issue. Mayor Grenke and the Aldermen said that they had no problem with Behrns doing this. If any apparent conflicts arise, Behrns would stop his participation. [After the meeting, Mayor Grenke confirmed this with Aldermen Wilkins and Sanders, who are absent because of illness]

The Committee then adjourned at about 7:50 p.m.

G:\LYNN\ARCIVE13\GG&PS13.Feb

CITY OF CENTRALIA, MISSOURI
 TREASURER'S REPORT
 CASH - CHECKING ACCOUNTS
 FOR THE MONTH OF JANUARY, 2013

	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE	INVESTMENTS	TOTAL
GENERAL FUND	115,141.89	310,359.85	136,353.53	289,148.21	200,000.00	489,148.21
POOL	(31,964.99)	0.00	(21,351.06)	(10,613.93)		(10,613.93)
PARK	(14,326.77)	82,695.06	9,130.30	59,237.99	0.00	59,237.99
RECREATON CENTER	210,521.52	24,819.88	35,150.42	200,190.98	0.00	200,190.98
LIBRARY	0.00	84,499.39	84,499.39	0.00	0.00	0.00
LIBRARY DEBT SERVICE	4,008.53	19,792.28	23,800.73	0.08	53,984.21	53,984.29
CEMETERY	202,845.01	1,389.70	957.30	203,277.41	200,000.00	403,277.41
AVENUE OF FLAGS	8,185.28	4.63	0.00	8,189.91	0.00	8,189.91
TRAN. SALES TAX REVENUE	131,662.46	18,180.61	0.00	149,843.07	0.00	149,843.07
PARK SALES TAX	132,477.83	18,181.05	0.00	150,658.88	0.00	150,658.88
WATER-OPERATING	239,220.47	43,694.49	30,478.18	252,436.78	0.00	252,436.78
WATER-SECURITY DEPOSIT	14,113.00	880.00	450.00	14,543.00	0.00	14,543.00
SANITATION (LANDFILL)	165,099.36	34,515.55	32,175.49	167,439.42	0.00	167,439.42
SEWER	76,141.10	19,023.10	6,735.04	88,429.16	0.00	88,429.16
ELECTRIC-OPERATING	537,462.56	250,811.36	282,602.51	505,671.41	600,000.00	1,105,671.41
ELECT.-SECURITY DEPOSIT	33,300.00	2,275.00	1,000.00	34,575.00	0.00	34,575.00
CAPITAL PROJECTS	1,796.77	145.05	0.00	1,941.82	0.00	1,941.82
INTERNAL SERVICE:						
PERSONNEL	90,757.52	129.95	21,970.05	68,917.42		68,917.42
FINANCIAL			0.00			0.00
EQUIPMENT USE	289,125.93		(7,378.56)	296,504.49		296,504.49
TOTAL	2,205,567.47	911,396.95	636,573.32	2,480,391.10	1,053,984.21	3,534,375.31
A. B. Chance Memorial	3,216.44	0.03	289.00	2,927.47	256,943.58	259,871.05
PARK LEASE/PURCHASE	162,123.03	0.00	0.00	162,123.03	0.00	162,123.03
MAMU 08 Electric Substation						
COP Project Fund	0.00	0.00	0.00	0.00	0.00	0.00
COP Int. Reserve Acct.	37,663.47	0.00	0.00	37,663.47	0.00	37,663.47

William H. Miller

William H. Miller, Treasurer

CITY COLLECTOR'S REPORT

JANUARY, 2013

Real Estate Tax Collections	\$281,328.17
Personal Property Tax Collections	\$76,294.76
Dog Tax	\$24.00
Cat Tax	\$2.25
Merchant's License	\$2,790.00
Penalties	\$181.60
Railroad/Utility Tax	\$4,917.83
Financial Institution Tax	
Sur Tax	
Total	\$365,538.61

Deposited in the Following Funds

General Fund	\$187,494.79
Park Fund	\$82,695.06
Library Revenue Fund	\$75,556.48
Library Bond (Tsfr to Library Debt Service Acct)	\$19,792.28
Total	\$365,538.61

Submitted by:



Heather Lockett, City Collector

City of Centralia Activity Reports

January 2013

Prepared By: Phyllis Brown

BUILDING ADMINISTRATION

PERMIT DATA	Jan-13	FYTD 2012 - 2013 TOTALS
New Residential & Duplex	1	6
Residential Additions, Alterations, Repairs, Elec Upgrade	1	15
Residential Storage Buildings/Fences/Carport/Swimming Pools		12
New Commercial Buildings		1
Non Residential Additions, Alterations, Repairs, Elec Upgrade, New Sign		3
Courtesy Inspections - New Trailers/Gas Lines		3
Renewal		
New Institutional		
Institutional Additions, Alterations, Repairs	1	3
New Community Recreation Center		
Commerical Electrical Inspection		
Pole Barn		
Building Permit Summary		
Number of Permits Issued	3	43
Permit Valuation	\$1,360,500.00	\$3,605,075.00

**ACTIVITY REPORT
SEPTEMBER 2012**

	Cost Center #	DESCRIPTION	Jan-13						FYTD TOTALS	
			01/04/13 HOURS		01/18/13 HOURS		JAN TOTAL HOURS		REG	OT
			REG	OT	REG	OT	REG	OT		
Office	1121	Court	10.00	0.00	2.00	0.00	12.00	0.00	40.50	4.75
	1142	Clerical	11.50	3.75	24.00	5.50	35.50	9.25	274.75	45.25
	1162	Payroll	22.50	2.00	19.50	4.25	42.00	6.25	234.00	30.75
	1163	Purchasing	15.00	3.00	11.00	4.75	26.00	7.75	221.25	37.00
	1165	Accounting	18.00	0.75	51.25	0.50	69.25	1.25	347.50	10.00
	6121	Cashiering & Collecting	134.00	15.50	86.75	8.25	220.75	23.75	1,168.75	124.50
		<i>Central Office Monthly Total</i>	211.00	25.00	194.50	23.25	405.50	48.25	2,286.75	252.25

Street	1311	Administrative - Street	14.50	0.00	21.00	6.50	35.50	6.50	210.50	24.50
	1312	Street Maintenance	4.00	0.00	8.00	2.00	12.00	2.00	380.50	28.75
	1313	Alley Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00
	1314	Parking Lots/Sidewalks	0.00	0.00	0.00	0.00	0.00	0.00	67.00	1.00
	1315	Buildings/Grounds	7.00	0.00	4.00	0.00	11.00	0.00	55.00	2.00
	1316	Snow/Ice Removal	27.50	19.00	38.00	22.75	65.50	41.75	91.00	44.00
	1317	Pavement Markings	0.00	0.00	3.50	0.00	3.50	0.00	27.00	0.00
	1318	Culverts	0.00	0.00	9.00	0.00	9.00	0.00	294.00	0.00
	1319	Brush/Tree Control	11.00	0.00	0.00	0.00	11.00	0.00	49.00	0.00
	1331	Streets & Alleys; City Property	0.00	0.00	0.00	0.00	0.00	0.00	321.50	0.00
	2211	Cemetery	1.00	2.50	0.00	0.50	1.00	3.00	49.75	6.00
	<i>Street Department Monthly Total</i>	65.00	21.50	83.50	31.75	148.50	53.25	1,546.25	106.25	

Water	3111	Administrative - Water	11.50	11.50	16.00	9.50	27.50	21.00	171.50	84.00
	3112	Customer Service - Water	13.50	0.00	14.00	1.00	27.50	1.00	162.50	1.00
	3113	Water Wells - Maintenance	2.00	0.00	2.00	0.00	4.00	0.00	32.00	0.00
	3116	Water Service	94.50	7.50	85.00	1.00	179.50	8.50	1,268.00	136.25
	3117	Water Plant	47.00	2.00	57.50	0.00	104.50	2.00	658.50	4.50
	3119	Water Wells - Buildings/Grounds	2.00	0.00	4.00	0.00	6.00	0.00	7.00	0.00
	3121	Administrative - Sewer	2.00	2.50	1.00	0.00	3.00	2.50	12.50	2.50
	3123	Sewer	6.00	0.00	13.00	0.00	19.00	0.00	125.50	2.00
	3125	Lift Stations	13.50	0.00	19.00	0.00	32.50	0.00	112.50	0.00
	3127	Lagoons	16.00	0.00	19.00	0.00	35.00	0.00	153.50	0.00
	3128	Land Application	0.00	0.00	10.00	0.00	10.00	0.00	24.00	0.00
		<i>Water Department Monthly Total</i>	208.00	23.50	240.50	11.50	448.50	35.00	2,727.50	230.25

Electric	3131	Administrative - Electric	39.00	2.50	37.00	2.00	76.00	4.50	403.00	14.50
	3132	Customer Service - Electric	13.50	0.00	14.00	1.00	27.50	1.00	156.50	1.00
	3133	Buildings/Grounds	0.00	9.00	3.00	7.50	3.00	16.50	35.00	70.00
	3134	Electric Distribution	186.00	17.00	201.25	7.00	387.25	24.00	2,125.50	48.25
	3138	Brush/Trees	0.00	0.00	16.50	0.00	16.50	0.00	403.00	2.00
	3139	Street Lights	9.00	0.00	3.00	0.00	12.00	0.00	104.00	2.50
		<i>Electric Department Monthly Total</i>	247.50	28.50	274.75	17.50	522.25	46.00	3,227.00	138.25

Sanitation	3322	Sanitation	210.00	3.25	247.00	12.25	457.00	15.50	2,064.75	60.00
	3323	Landfill	3.00	0.00	0.50	3.00	3.50	3.00	56.00	34.50
		<i>Sanitation Department Monthly Total</i>	213.00	3.25	247.50	15.25	460.50	18.50	2,120.75	94.50

Holiday/Sick/Vacation/Funeral Leave

6111	Holiday	288.00	0.00	152.00	0.00	440.00	0.00	1,152.00	0.00
6112	Sick Time	23.00	0.00	448.00	0.00	471.00	0.00	853.50	0.00
6113	Vacation	131.00	0.00	311.75	0.00	442.75	0.00	973.50	0.00
6119	Funeral Leave	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<i>Holiday/Sick/Vacation/Funeral Leave Monthly Total</i>	442.00	0.00	911.75	0.00	1,353.75	0.00	2,979.00	0.00

**ACTIVITY REPORT
SEPTEMBER 2012**

Cost Center #	DESCRIPTION	Jan-13						FYTD TOTALS	
		01/04/13 HOURS		01/18/13 HOURS		JAN TOTAL HOURS		REG	OT
		REG	OT	REG	OT	REG	OT		
Equipment Use:									
6212	Equipment/Vehicle Maintenance	50.50	0.00	48.50	1.00	99.00	1.00	390.75	16.50
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<i>Equipment Use Monthly Total</i>	50.50	0.00	48.50	1.00	99.00	1.00	390.75	16.50

Total Hours Worked	1,437.00	101.75	2,001.00	100.25	3,438.00	202.00	15,278.00	838.00
---------------------------	----------	--------	----------	--------	----------	--------	-----------	--------

Assistance For The Month (Hours are already included above)	ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Water Dept Assisted Street Dept	0.00	0.00	43.50	2.00	43.50	2.00	56.00	2.00	
	Street Dept Assisted Electric Dept	0.00	0.00	0.50	0.00	0.50	0.00	46.00	0.00	
	Street Dept Assisted the Water Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	
	Electric Dept Assisted the Park Dept	0.00	0.00	0.00	0.00	0.00	0.00	10.00	0.00	
	Electric Dept Assisted the Street Dept	0.00	0.00	33.00	0.00	33.00	0.00	114.00	0.00	
	Electric Dept Assisted the Water Dept	0.00	0.00	2.00	0.00	2.00	0.00	11.00	0.00	
	Electric Dept Assisted the Sanitation Dept	0.00	0.00	0.00	0.00	0.00	0.00	16.00	0.00	
	Electric Dept Assisted the Fire Dept	0.00	0.00	0.00	0.00	0.00	0.00	22.00	0.00	
			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Total Hours Assisted	0.00	0.00	79.00	2.00	79.00	2.00	275.00	4.00

WATER DEPARTMENT EQUIPMENT USE

EQUIPMENT USAGE		Jan-13		TOTAL ON EQUIPMENT	
		MILEAGE	HOURS	MILEAGE	HOURS
# 3 1993 Ford F-700 Dump Truck		120		55441	
# 6 2006 Chev Silverado Pickup		812		66108	
# 19 2011 Chev Silverado Pickup		869		23053	
# 40 Sewer Machine			5		271
# 74 Sewer Camera Van			20		1588
# 82 1992 UMC Sewer Van			7		88643
# 87 2013 Chevy 1/2 Ton			1394		1728
WELL PERFORMANCE REPORT		75 H.P. WELL #3		125 H.P. WELL #4	
1. Static Level-Average			356 FT		362 FT
2. Pumping Level			406 FT		377 FT
3. Drawdown			50 FT		15 FT
4. G.P.M.			433		730
5. Total Hours Pumping			0		363.1
WELL PERFORMANCE REPORT		125 H.P. WELL #6			
1. Static Level-Average			368 FT		
2. Pumping Level			383 FT		
3. Drawdown			15 FT		
4. G.P.M.			730		
5. Total Hours Pumping			0		
WATER		Jan-13		Dec-12	
1. Monthly Well Water Processed (Raw Water# 3, #4 & #6)			15,382,300		15,070,000
2. Total Well Water Process 2011 - 2012					
3. Monthly Recycled Water Processed			0		0
4. Total Recycled Water Processed 2011 - 2012			0		0
5. Total Water Processed for Month			15,382,300		15,070,000
6. Average Daily Processed			496,203		486,129
a. High Day Raw Water			697,000		605,000
b. Low Day Raw Water			484,000		447,000
7. Total Water Processed 2011 - 2012			190,110,400		174,728,100
8. Finished Water to Towers for Month			14,331,000		13,916,000
9. Finished Water to Towers 2011 - 2012			176,396,000		162,065,000
NORTHEAST LAGOON PERFORMANCE		Jan-13		Dec-12	
1. Influent BOD (MG/L)					
2. Effluent BOD (MG/L)					
3. % BOD Removal					
4. Influent Suspended Solids (MG/L)					
5. Effluent Suspended Solids (MG/L)					
6. % Suspended Solids Removal					
7. Effluent Discharge to Creek			NO		NO
8. Monthly Gallons Treated			16,404,000		0
9. Yearly Gallons Treated 2011 - 2012			127,393,000		110,989,000
10. Monthly Irrigation Water Pumped			0		0
11. Yearly Irrigation Water Pumped 2011 - 2012			0		0
NORTHWEST LAGOON PERFORMANCE		Jan-13		Dec-12	
1. Influent BOD (MG/L)					
2. Effluent BOD (MG/L)					
3. % BOD Removal					
4. Influent Suspended Solids					
5. Effluent Suspended Solids					
6. % Suspended Solids Removal					
7. Effluent Discharge to Creek			NO		NO
8. Monthly Gallons Treated			9,923,000		0
9. Yearly Gallons Treated 2011 - 2012			31,884,000		21,961,000
10. Monthly Irrigation Water Pumped			0		0
11. Yearly Irrigation Water Pumped 2011 - 2012			0		0

STREET EQUIPMENT USE

	Jan-13		FYTD 2012 - 2013	
TRASH COLLECTED ON DAILY ROUTES (Pounds)	404,220		4,045,150	
	Jan-13		FYTD 2012 -2013 TOTALS	
EQUIPMENT USE	MILEAGE	HOURS	MILEAGE	HOURS
#1 - 1989 John Deer 670B Motor Grader		0		2,903
#4 - 2002 Feightline Dump Truck	119		49,385	
#10 - 2008 1-Ton Chevrolet	482		22,395	
#13 - 2004 Freightliner Sanitation Truck	113		78,008	
#14 - 2010 Freightliner Trash Truck	1,233		43,570	
#15 - 1990 Case Model 1550 Long Track Dozer		0		3,285
#18 - 2001 Dodge 2500 Pickup	89		66,905	
#20 - 1999 Case Loader 6T-590		27		6,778
#25 - 2010 Chevy Pickup Silverado	483		13,665	
#49 - 2000 Case Backhoe		2		2,866
#50 - 1997 Gilcrest Propaver		0		577
#76 - 2008 International Dump Truck	277		13,336	
#77 - 2013 International Dump Truck	128		1,531	
#81 - 2009 John Deere Tractor w/Mower	0		1,239	
#85 - 1997 Ford Truck Street Sweeper		1		6,133

ELECTRIC EQUIPMENT USE

EQUIPMENT USE	Jan-13		FYTD 2012 - 2013 TOTALS	
	MILEAGE	HOURS	MILEAGE	HOURS
#26 - 2003 International/Altec Digger Derrick(+822)		24.0		3,427.0
#27 - 2009 Ford F-550 w/Altec AT40M Aerial Lift Device		70.0		2,467.0
#29 - 2001 Ford Altec (+51 hr)		65.0		5,130.0
#32 - 2006 Chev Silverado Truck	445		39,955.0	
#34 - 2000 Chevrolet 1 Ton Truck (+200 mi)	30		68,610.0	
#38 - 2010 Chevy Pickup 3/4-Ton w/Tool Bed	760		18,295.0	
#51 - 1992 Olate Feed Disc Chipper		0.0		2,585.0
#75 - 2008 Kubota Mini Ex		24.0		1,047.0
#83 - 2009 McElrath Vacuum Excavator		0.0		133.0
#84 - 2011 Bobcat A770		12.0		214.0
#88 - 2012 Altec DC1317 Series Chipper		12.5		32.5

ACCOUNTS PAYABLE OVER \$1250

FEBRUARY 19, 2013

Ameren (Heating)	\$ 4,473.10
Ameren (Transmission charges)	\$ 15,272.19
Ameren Energy Marketing (Wholesale Electric)	\$ 137,136.84
Butler Supply (Elec Dept Supplies)	\$ 1,340.81
Central MO Humane Society (47 cats-28 dogs & vaccine)	\$ 1,550.00
CenturyLink (Jan Statement)	\$ 1,264.25
City of Columbia (Jan 2013 Landfill charges)	\$ 7,680.18
D & D Tire (Jan Statement)	\$ 1,772.75
Ed Roehr (Ballistic Vest Dudgeon/Stone/Bias)	\$ 1,725.00
Fletcher/Reinhardt (Electric Supplies)	\$ 1,372.64
G & G Construction (Fire Station Floor)	\$ 2,725.00
ITP (Unit # 13 Parts & Repairs)	\$ 7,353.04
KTM Auto & Farm Supply (January Statement)	\$ 1,354.47
LACrosse Lumber (Jan statement)	\$ 1,451.92
Meyers Truck Service (Units # 76 & 77 Parts Repairs)	\$ 2,568.23
MFA Oil (Fuel)	\$ 7,876.68
MJMEUC (Prairie State)	\$ 43,163.85
Pitney Bowes (Postage)	\$ 2,500.00
S & D Auto (January Statement)	\$ 2,004.12
Viking-Cives Midwest Inc (Spreader Parts)	\$ 2,667.93
Water & Sewer (water Dept Supplies)	\$ 1,675.00

TOTAL \$ 248,928.00

ADDED TODAY

Arkansas Electric (240/120 PH PAD (10))	\$ 11,600.00
Blue Valley Public Safety, Inc (Upgrade City Siren System)	\$ 10,201.52
Independent Salt Co (HWY Salt)	\$ 1,486.72
Library Go Bond	\$ 29,340.00
Luebbert Engineering (3rd Progress Payment /Switzler St Project)	\$ 11,550.00
MAMU	\$ 12,359.09
MISO	\$ 3,100.57
MRSWCIT (Work Comp Insurance)	\$ 62,822.00

TOTAL \$ 142,459.90

GRAND TOTAL \$ 391,387.90

BILL NO.

ORDINANCE NO.

A BILL TO CREATE AN ORDINANCE ENTITLED:

“AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK OF THE CITY OF CENTRALIA, MISSOURI TO EXECUTE AN AGREEMENT WITH THE CENTRALIA R-VI SCHOOL DISTRICT CONCERNING EMPLOYMENT OF A SCHOOL RESOURCE OFFICER AND RELATED MATTERS.”

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

SECTION 1. The Mayor and City Clerk of the City of Centralia, Missouri are hereby authorized and directed to execute an agreement on behalf of the City of Centralia, Missouri, with the Centralia R-VI School District concerning employment of a school resource officer and related matters.

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

PASSED this 19th day of February, 2013.

Mayor

ATTEST:

City Clerk

This ordinance approved by the Mayor this 19th day of February, 2013.

Mayor

ATTEST:

City Clerk

G:\LYNNARCIVE13\ContractSRO13.ord

AGREEMENT
For
SCHOOL RESOURCE OFFICER PROGRAM
BETWEEN
THE CENTRALIA R-VI SCHOOL DISTRICT
AND
THE CITY OF CENTRALIA, MISSOURI

Mission Statement

The City of Centralia, Missouri ("City") and the Centralia R-VI School District ("School District") are committed to a safe school environment through a collaborative and integrated school and community effort. Within this commitment, students will gain respect for faculty and police officers that will reduce the fear associated with police officers, thus establishing the police officer as a resource for students. In a climate of mutual respect and cooperation, students will develop as self-directed learners, effective communicators, problem solvers, collaborative workers, and responsible citizens. The two parties shall enter into an agreement concerning the placement of a police officer in the school system.

- I. **Goals and Objectives.** It is understood and agreed that the City and the School District share the following goals and objectives with regard to the School Resource Officer Program.
 - A. To provide a safe learning and working environment to students and faculty.
 - B. To improve relationships, perceptions, and collaboration between the School District, students and parents, law enforcement, and the judicial system.
 - C. To foster education and prevention programs and activities that will increase the student's knowledge of law enforcement issues and increase positive interaction with law enforcement agencies.
 - D. To respond to and investigate crimes that occurs on school campus property.

- E. To cooperate with law enforcement officials in their investigations of criminal offenses.
- F. To assist the School District, and the City in matters of mutual interest.

II. Employment, Assignment, Duty Hours, and Training of the School Resource Officer

- A. The City agrees to make available to the School District one (1) certified, full-time City police officer to serve as the School Resource Officer (SRO) during the term of this agreement. The SRO shall be an employee of the City and shall be subject to the administration, supervision, and control of the Centralia Police Department except as such administration, supervision and control are otherwise dictated by the terms and conditions of this agreement. The SRO shall further be subject to the rules, policies, and procedures of the City and Centralia Police Department, which includes the enforcement of applicable laws, as well as those of the School District when those of the School District do not conflict with the same of the City and its Police Department.
- B. The City in its sole discretions, shall have the power and authority to hire, discharge and discipline the SRO.
- C. In the event the SRO is absent from work, the SRO shall notify his or her supervisor in the Centralia Police Department and the Superintendent's Office of the School District. The SRO shall not take three or more consecutive vacation days during the school year, without the combined approval of the Centralia Police Department and the School District.
- D. The SRO shall be paid as a City employee in accordance with the applicable salary schedule and shall receive the same employee benefits as other police officer employees in the Centralia Police Department. The City shall furnish the SRO with uniforms, equipment, supplies, and use of a City patrol vehicle. The School District shall reimburse the City for the expense of the SRO's basic pay, which shall be calculated by multiplying the SRO's approved pay rate times 2080 hours per year. See Section VIII for when payment shall be made.
- E. In the event that the School District and/or the City secure outside funding for all or part of the SRO position, that portion of the SRO position not funded by a third party shall be paid by both the School District and the City in the same proportion as the division of expenses before receipt of the outside funding.

- F. The SRO shall generally be available, but not exclusively available, to the School District during the academic school year. At least seventy-five percent (75%) of the SRO's time for this program shall be spent in and around the Centralia schools. The hours of the SRO shall generally be from 8:00 a.m. to 4:00 p.m. Specific hours may fluctuate depending on special activities or events.
- G. The maximum number of hours that the SRO shall be on duty in a work week shall be 40 hours. Any overtime hours must first be approved by the SRO's immediate police supervisor. The Centralia Police Department and the School District recognize that the SRO should spend time at extra-curricular activities conducted by the schools and understand that this time should not take away from the regular duties and functions of the SRO during the academic year. When overtime is necessary, the City shall pay for the full cost of the overtime hours and associated employee benefits.
- H. The School District shall be responsible for the entire expense of providing the SRO with any required School Resource Officer Training. The School District may request specialized training in addition to the SRO training. The School District shall notify the Centralia Police Department of the request for training and obtain the Centralia Police Department's approval. The School District shall attempt to arrange the schedule of the SRO so that the requested training occurs during the SRO's regular work shifts or during the summer break or other periods when the schools are not in session. See Section VII for how and when payment shall be made.

III. Duties and Responsibilities of the School Resource Officer

- A. Protect the lives and property of students, faculty and visitors of the School District. Conduct patrols of school properties including parking lots. Provide crisis intervention when needed.
- B. Develop positive relationship with students, student organizations, school staff, school faculty and parents. Be available for conferences with students, parents, and school faculty members in order to assist them with problems of a law enforcement nature.
- C. Enforce local, state, and federal ordinances and laws. Notify in a reasonable time the applicable principal or building leader whenever criminal action is observed. Notify the

applicable principal or building leader as soon as reasonable whenever an on-campus custodial arrest is made.

- D. Investigate criminal activity committed on or to school property.
- E. Assist school administrators, staff and faculty with issues regarding student truancy.
- F. Assist school administrators, staff, and faculty in developing and maintaining a safe school environment. Assist in the development of emergency procedures and emergency management plans for the schools.
- G. Present educational programs to students and staff on topics agreed upon by the City and the School District. Instruct short term or specialized programs that are requested by the faculty.
- H. Meet with school building leaders regularly and act as a liaison between the School District and the Centralia Police Department on concerns and problems.
- I. When requested by School District staff, counsel students in special situations, such as students suspected of violating the law.
- J. Serve as a communication liaison with other law enforcement and/or juvenile agencies.
- K. Provide informational in-services for staff on issues related to alcohol and other drugs, violence preventions, and safety.
- L. Attend school functions and extra-curricular activities as needed. Conduct follow-up home visits when needed.
- M. Perform other duties which are consistent with the SRO Program as mutually agreed upon by the School District and the Centralia Police Department.
- N. The SRO shall not act as a disciplinarian, as the disciplining of students is a school staff/administrator function. The SRO shall not be used for regularly assigned lunchroom duties, bus duty, hall monitors or other monitoring duties, security or crossing guard, or for

continuous traffic control. The SRO shall, however, be generally available during times when students are starting/finishing the school day and when students are changing classes.

- O. Perform routine and special duty assignments normally given to other employees of the Centralia Police Department when the SRO is not participating in school functions, such as regular shift assignments, investigations, etc.

IV. Dress Code, Equipment and Supplies, Communication, and Office Space of the School Resource Officer

- A. The SRO shall wear the uniform of the Centralia Police Department, including accessories and duty belt.
- B. The Centralia Police Department shall provide the SRO with the usual and customary office supplies and forms required in the performance of the SRO's duty. Where appropriate, the School District may provide secretarial support, access to copy machines and other equipment and other supplies specific to the SRO's duties in the schools.
- C. The School District agrees to provide the SRO secure office space, desk and chair, telephone and a computer with all necessary accessories.
- D. The City shall provide the SRO with a portable radio for instant communication. This portable radio shall be programmed with the necessary frequencies to provide communication with the Centralia Police Department, School District and other agencies/departments as established by the Centralia Police Department.

V. Chain of Command of the School Resource Officer

- A. As an employee of the City, the SRO shall follow the chain of command of the Centralia Police Department. The immediate supervisor of the SRO shall be the Centralia Chief of Police.
- B. In the performance of duties, the SRO shall coordinate and communicate, with the principals and/or the school building leaders.
- C. The Centralia Police Department and the School District shall regularly coordinate with one another in addressing issues, problems or concerns that may develop with the School Resource Officer Program. In the event that one or more of these items arise, the Centralia

Police Department and the School District, together, shall work to produce a mutually agreeable resolution that represents the common goals and objectives for this program.

VI. Access to Education Records

- A. School officials may disclose information in a student's cumulative record to the SRO if and when needed in an emergency situation to protect the health or safety of the student or other individuals.

VII. Term of Agreement: Agreement Amendments

- A. This agreement shall take effect March 1, 2013 and shall be for a period of sixteen months, ending on June 30, 2014.
- B. This agreement shall be automatically renewed and extended annually for additional and successive one-year terms from July 1st through June 30th unless notice of non-renewal is given in writing by either party at least two months prior to an end date of the agreement.
- C. Any amendments to this agreement shall be made in writing and approved by both the Board of Aldermen of the City of Centralia Missouri and the School District Board of Directors.

VIII. Reimbursement by School District - When

- A. For the initial 16-month term of this agreement, the School District shall reimburse the City Nine Thousand Eighty-four Dollars and Eighty Cents (\$9,084.80) on or before June 30, 2013 and an additional Twenty-seven Thousand Seven Hundred Eighty-eight Dollars and Eighty Cents (\$27,788.80) on or before March 31, 2014. For each one-year extension thereafter, the School District shall pay on or before March 31 an amount calculated by multiplying the SRO's approved pay rate times 2080 hours.
- B. The City shall prepare and submit to the School District an invoice for each approved training event attended by the SRO. Such invoice shall be for registration or tuition and (when applicable) meals, lodging, and transportation (when a City vehicle is not available for use). The School District shall pay each invoice within 60 days of receipt.

BILL NO.

ORDINANCE NO.

A BILL TO CREATE AN ORDINANCE ENTITLED:

“AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK OF THE CITY OF CENTRALIA, MISSOURI TO EXECUTE AN AGREEMENT WITH JOB POINT, A MISSOURI NON-PROFIT CORPORATION, FOR SUPPORT OF AN INTERNSHIP PROGRAM FOR JOB TRAINING IN THE CITY OF CENTRALIA, MISSOURI.”

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

SECTION 1. The Mayor and City Clerk of the City of Centralia, Missouri are hereby authorized and directed to execute an Agreement on behalf of the City of Centralia, Missouri, with Job Point, a Missouri non-profit corporation, Columbia, Missouri, to supply job training internship positions in the City of Centralia, Missouri.

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

PASSED this 19th day of February, 2013.

Mayor

ATTEST:

City Clerk

This ordinance approved by the Mayor this 19th day of February, 2013.

Mayor

ATTEST:

City Clerk

G:\LYNN\ARCIVE09\ContractJobPoint ord