

AGENDA
CITY OF CENTRALIA, MISSOURI
Board of Aldermen – Regular Meeting
Monday, December 19, 2016
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 – *November 21, 2016*
 - B. Minutes of Public Works and Public Utilities Committee Meeting – *December 5, 2016*
 - C. Minutes of General Government and Public Safety Committee Meeting – *December 12, 2016*
 - D. Reports
 - 1. Treasurer’s & Collector’s Reports
 - 2. Activity Reports
- IV. ACCOUNTS PAYABLE OVER \$1,250 = **\$229,418.26**
- V. COMMENTS FROM CITIZENS
- VI. ECONOMIC DEVELOPMENT REPORT
 - A. Report from the Chamber of Commerce
 - B. Boone County designation as a Work-Ready Community
- VII. ACTION AGENDA
 - A. Finance –
 - 1. Authorizing a transfer of funds from Park Sales Tax (02-01-05) to Park Areas/Maintenance (02-01-02) in the amount of \$28,600. (Motion)
 - B. Permits and Licensing – None.
 - C. Legal
 - 1. Calling April 4, 2017 Municipal Election for Mayor, Three Aldermen and City Collector for 2-Year Terms – Ordinance.
Bill No. _____ Ordinance No. _____
 - 2. Adopting Centralia Policy Number 26, a Policy Resolution setting the terms and conditions for commercial shared solid waste services – Resolution.
Bill No. _____ Resolution No. _____
 - D. Purchasing
 - 1. Authorizing the Mayor to approve final payment and the City Administrator to sign documents closing out the Jefferson Street Sidewalk Project TAP 9900(599).
- VIII. OLD BUSINESS
 - A. Amended RFQ for on-call engineering and other services.
- IX. NEW BUSINESS
 - A. Mayor
 - 1. Appointments
 - a) Appointing David Davenport a full-time Police Officer of the Centralia Police Department
 - b) Library Board appointment
 - c) Appointing Julie Metcalf Assistant Municipal Court Clerk (Municipal Ordinance Violation Bureau Clerk)

- B. City Administrator
 - 1. Monthly Report
- C. City Attorney
- D. City Clerk

- X. CLOSED MEETING*
- XI. AS MAY ARISE
- XII. 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 for leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor; such closed session and closed vote shall be for as provided for under Section 610.021 (2) of the Revised Statutes of Missouri.

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

Pledge of Allegiance:

Mayor Grenke led everyone in the pledge of allegiance.

Roll Call: Aldermen James Lee, Landon Magley, Don Rodgers, Andrea Vollrath, and Dick Ward answered roll call.

Absent: Alderman David Wilkins

Also present were City Administrator Matt Harline, City Attorney Thompson, Police Chief Larry Dudgeon, James Smith with the Centralia Fireside Guard, Don Jenkins with MECO Engineering, Stephen & Katie Carper, Sgt. Joe Bellamy

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 Meetings – October 17, 2016
- B. Minutes of Public Works and Public Utilities Committee Meeting – November 7, 2016
- C. Minutes of General Government Committee Meeting – November 14, 2016
- D. Minutes of the Planning & Zoning Commission Meeting – October 27, 2016
- E. Reports
 - 1. Treasurer's & Collector's Reports
 - 2. Activity Reports

Harline said there needs to be an edit to the General Government and Public Safety minutes: the name Marcy Gifford was left out and needs to be added.

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

Grenke said he would like to move the Mayoral appointments up on the agenda. Hearing no objections, the Mayoral appointments was moved to this portion of the meeting.

Carper introduced himself, his wife and children. He said is originally from Illinois and comes from a military background. His wife Katie works in town at Tangles Salon.

Mayor Grenke appointed Stephen Carper to the position of part-time police officer with the Centralia Police Department. Alderman Lee made a motion to approve the Mayor's appointment of Stephen Carper to the position of part-time police officer with the Centralia Police Department. Alderman Vollrath seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

City Clerk Russell administered the oath of office to Carper.

Stephen and Katie Carper along with their children and Sgt. Bellamy left the meeting at 7:06 p.m.

Accounts Payable over \$1250 was presented in the amount of \$355,783.35 as follows:

ACCOUNTS PAYABLE OVER \$1250

November 21, 2015

Ameren (Transmission Charges)	\$24,090.04
Auto-Owners Ins (Inland Marine Ins)	\$4,829.00

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Banner Fire (Bunker Generator \$3016.40)	\$3,378.01
Boone Electric Coop (NE/NW/Lift Pump Stations)	\$1,766.02
City of Columbia (Landfill Charges)	\$9,020.97
CUSI (Annual Maintenance)	\$2,255.00
Daynes Waste Disposal (Partial October)	\$19,230.25
Decker Construction (Install 8" Insert Valve)	\$5,250.00
Dixie Tree (Removing Trees at Cemetery)	\$5,710.00
Dynegy Marketing & Trade, LLC (Wholesale Electric)	\$107,730.23
H & R Russell Entr (Final Mowing for 2015)	\$2,446.25
MJMEUC (Prairie State Charges)	\$69,726.29
MSHP CJ Tech (Mules Nov-Dec)	\$1,620.00
Pitney Bowes (Postage)	\$2,500.00
Record Management (Annual Charges)	\$1,387.00
SD Myers (Annual Oil Testing)	\$1,393.00
Spiegel & McDiarmid (Legal fees)	\$1,826.04
Thompson Law Center (Oct / Nov Billing)	\$3,625.00
TOTAL	\$267,783.10

ADDED AFTER GGFC MEETING

Angell & Co (Commercial Property Ins)	\$32,253.00
B & P Patterson (Sidewalk Project)	\$9,418.56
Columbia Ready Mix (City Sidewalks)	\$1,303.50
MFA Oil (Fuel)	\$5,815.31
MISO (Monthly & Transmission Charges)	\$3,129.89
UMB Bank (MAMU 08 Elect Substation Lease Pmt)	\$12,990.65
Wilkerson Bros Quarry (Rock)	\$5,132.69
TOTAL:	\$70,043.60

ADDED TODAY

City of Columbia (Landfill/Recycle charges)	\$2,261.08
Data Technologies (Summit License & Support Fees)	\$2,729.18
Flynn Drilling (Replace/ Set New Aerator)	\$9,725.00
HACH (Water Dept Supplies)	\$1,321.39
Midwest Meter (Water Meters/Radios)	\$1,920.00
TOTAL:	\$17,956.65
GRAND TOTAL	\$355,783.35

Magley questioned if this was the last Columbia recycling bill we'd receive. Harline said it might not be as there is a little more in the bins at the street dept. Grenke asked about a salt purchase. Harline said we have plenty of salt and plenty of calcium chloride.

Harline explained the process for removing the old aerator and installing the new one.

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Alderman Vollrath made the motion to approve the Accounts Payable over \$1250 in the amount of \$355,783.35. Alderman Ward seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

COMMENTS FROM CITIZENS:

The Comments from Citizens portion of the meeting was opened at 7:11 p.m. by Mayor Grenke.

Hearing no comments, the Comments from Citizens portion of the meeting was closed at 7:11 p.m. by Mayor Grenke.

ECONOMIC DEVELOPMENT REPORT FROM CHAMBER OF COMMERCE

The report from the Centralia Chamber of Commerce was included in the meeting packet. Harline noted the advertisement for the Small Business Saturday which is this coming Saturday. Grenke said he would like to reiterate the Purchase with a Purpose program, teaching people that spending money in Centralia keeps the money here in Centralia. Grenke said there are some things we can't get in Centralia, but if we look and see what we can buy here it will boost our revenue.

ACTION AGENDA:

Finance: None

Permits & Licensing: None

Legal:

ORDINANCE: Repealing Chapter 13-13A of the Centralia City Code and replacing it with a new Subsection 13-13A to establish new rates for solid waste services in the City of Centralia, Missouri

Harline said this ordinance follows up with discussion from November 7, 2016. This reduces the trash rate to \$16 for residential customers. For those in apartments with trash collected in a dumpster the rate will be \$15 each. The Senior rate is reduced to \$8.40 which is the actual cost charged by Dayne's. This also sets up rates for commercial with a chart that follows the amount Dayne's is charging the City. In some cases they may find a more efficient way to get their trash collected in fewer trips by getting a larger container. This also sets the collection rates for extra collections and bulky items. One large item per week is picked up for free, and additional items are \$7.50 each. If something else comes up that we haven't allowed for, it will be actual cost plus a \$5 administration. The ordinance allows the City Administrator to come up with an agreement for businesses that are directly adjacent to one another. One customer will be charged the full dumpster rate, then each other customer is charged the administrative fee of \$5. Harline said he will come up with a policy resolution at the December meeting. Lee questioned why there is a difference in standard household and construction debris. Harline said it is due to the weight of the refuse.

Alderman Vollrath presented a bill marked and designated as bill no. 2125 to create an ordinance entitled "AN ORDINANCE REPEALING SUBSECTION A OF SECTION 13-13 OF THE CENTRALIA CITY CODE AND REPLACING IT WITH A NEW SUBSECTION 13-13 A. TO SET SERVICE CHARGES FOR THE COLLECTION AND DISPOSAL OF SOLID WASTE." Alderman Vollrath 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 Vollrath 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 Vollrath 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: Lee, Magley, Rodgers, Vollrath, and Ward. 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 2872.

ORDINANCE: Authorizing compensation for certain employees of the City of Centralia, Missouri

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Harline said this ordinance was discussed during the Public Works and Public Utilities meeting. This names Jeff Armontrout as Electric Department Foreman and sets his pay as of the date he became Foreman.

Alderman Lee presented a bill marked and designated as bill no. 2126 to create an ordinance entitled “AN ORDINANCE TO FIX THE COMPENSATION OF CERTAIN EMPLOYEES OF THE CITY OF CENTRALIA, MISSOURI.” Alderman Lee 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 Lee 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 Lee moved the final passage of the bill. Alderman Ward seconded the motion. The Mayor called for a roll call vote and the ordinance passed with the following vote. Aldermen voting FOR: Lee, Magley, Rodgers, Vollrath, and Ward. 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 2873.

Purchasing:

Selecting Angell Insurance Company of Centralia, Missouri as the Health Insurance provider for the City of Centralia municipal government employees

Harline said that a committee of employees reviewed options from MIRMA and Angell & Co. The committee's preference is to have two offers, including renewal of the current plan with the exception that dental and life insurance would be taken over by United Health Care and add vision insurance. The additional option is a health savings account. Each employee will have two options this year: take the Gold plan, or pick the health savings account. The city will contribute 75% of the difference between the two plans into the employee's health savings account.

Alderman Lee made a motion to approve the selection of Angell Insurance Company of Centralia, Missouri as the health insurance provider for the City of Centralia municipal government employees. Alderman Vollrath seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

OLD BUSINESS:

Declaring Police Car #827 surplus property

Grenke said this was discussed during the General Government and Public Safety meeting. Harline said the request is to declare the 2007 Ford Crown Victoria as surplus property.

Alderman Vollrath made a motion to declare police car #827 as surplus property. Alderman Lee seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

Approving payment on the Jefferson Street Sidewalk Project MODOT TAP 990 (599)

Jenkins said the pay application and change order will be the second to last presented. They held back payment for seeding and mulching. He said that all closeout documents will be ready to turn into MODOT after the December meeting. Jenkins said the change order is for \$1385.84.

Alderman Vollrath made a motion approve payment of the change order in the amount of \$1385.54 on the Jefferson Street Sidewalk Project MODOT TAP 990 (599). Alderman Magley seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

The pay application totals \$9418.56 to zero out everything, and includes rock in ditches, rip rap and the last of the traffic control. There is a street sign missing from the corner of Cox and Jefferson, and the sign will be replaced by the contractor.

Alderman Magley made a motion approve payment of the pay application in the amount of \$9,418.56 on the Jefferson Street Sidewalk Project MODOT TAP 990 (599). Alderman Vollrath seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

NEW BUSINESS:

Mayor:

Appointments:

Mayor Grenke appointed David Wilkins and Phil Hoffman to the Planning and Zoning Commission to replace Don Bormann and Mark Mustain. Alderman Vollrath made a motion to approve the Mayor's appointment of David Wilkins and Phil Hoffman to the Planning and Zoning Commission to replace Don Bormann and Mark Mustain. Alderman Lee seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

Mayor Grenke appointed Matt Harline, Jim Lee, Landon Magley, Kinsey Russell and himself to an Ad hoc committee for selecting on call engineers. Alderman Vollrath made a motion to approve the Mayor's appointment of Harline, Lee, Magley, Russell and himself to an Ad hoc committee for selecting on call engineers. Alderman Magley seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

City Administrator:

Participation in the Missouri Public Service Commission hearing for the Clean Line Project

Harline said he had received a request from people with Clean Line Energy and Hubbell to state why the City is interested in supporting Clean Line, which is similar to the resolution the Board passed. The City would be purchasing part of the energy through MJMEUC. The City can't buy any of this directly, it is cheaper than other energy source and will create dozens of jobs at Hubbell for three years. If the Board would like to do this, Lee and Harline offered to go on behalf of the City. Harline directed everyone to page 47 which is the notice about meetings and on page 48 is a schedule of the public hearings. The City would be participating December 7, 2016 at noon. The other option is Moberly on December 8, 2016. Harline said he was asking for the support of the Board. Lee would make the presentation, Harline would be there to answer questions. Grenke said he intended to attend the meeting but work will have him out of the state and unable to attend. Lee said that as a Board we've already determined we're in support of the project, now the question is if we're willing to do it vocally. Grenke said he thought the City should participate in the discussion. Alderman Ward made a motion to approve Harline and Lee to represent the City during the hearing. Alderman Magley seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

City Administrator's Monthly Report – June 2016

The report was provided in the packet.

Harline asked to board to approve by motion to ask staff to prepare a motion to update zoning ordinances as it refers to telecommunications towers. Alderman Lee made the motion. Alderman Magley seconded the motion. On a call by the Mayor for ayes and nays, the motion passed unanimously.

City Attorney:

City Clerk:

Russell mentioned that the candidate filing for the April 4, 2017, will open at 8 a.m. on December 13, 2016 and close at 5 p.m. on January 17, 2017.

AS MAY ARISE

Harline said the deadline is tonight for Boone County Municipal dinner. There is no cost for the dinner, and it will be held at Boone County Sheriff's annex and will include a tour of 911 emergency response center.

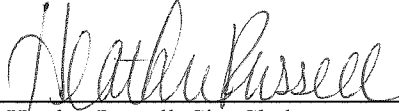
Magley asked if Harline sent the letters out on the dangerous buildings. Harline said he is still working to get a time set up for a hearing so letters have not been sent out.

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Grenke said that one of the building owners dropped a letter off to his house this evening.

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

The meeting was adjourned at 7:57 p.m.

A handwritten signature in cursive script, appearing to read "Heather Russell", is written above a horizontal line.

Heather Russell, City Clerk

Minutes of the Public Works and Public Utilities Committee for Monday, December 5, 2016.

The meeting was called to order by Alderman, Jim Lee, and Chairperson at 7:00 p.m.

Present also were Aldermen Landon Magley, Don Rodgers, David Wilkins, Andrea Vollrath, Dick Ward and. Absent – Mayor, Tim Grenke. Also attending were City Administrator Matt Harline, Electric Foreman Jeff Armontrout, Water & Sewer Foreman Mike Forsee, Don Bormann, Police Chief Larry Dudgeon, and James Smith of the Fireside Guard.

Pledge of Allegiance

Chairman Lee led those present in the Pledge of Allegiance.

Comments from Citizens.

Don Bormann of Bormann Surveying 101 W. Singleton spoke to the Board. Mr. Bormann addressed the Committee about the RFQ (Request for Qualifications) for on-call engineering firms. Bormann said that he found several problems with the wording. Bormann said that the RFQ seemed to only ask for engineers when the requirement for an engineering license was unnecessary for surveying, for materials testing and for project management. Bormann stated that the document showed an obvious bias against small firms versus big firms with more marketing resources. He said the insurance requirements were too high and gave a detailed explanation of why (7:05). Bormann said that he was not an engineer and had drafted the current City of Centralia Subdivision regulations. Bormann said he had made comments before when he was on the Board of Alderman and he felt they had been ignored. Bormann said that he had done more surveys and knew more about surveying than anyone else in Centralia. Bormann felt the process should be stopped and reviewed. Harline stated that the insurance requirements had been lowered and some of the comments were new. Harline mentioned there would be a meeting for interested firms on Thursday (December 8, 2016). Wilkins asked at what time the meeting would start. Harline replied 10:00 am.

Electric Department

A. ACTIVITY REPORT

Lee asked for comments and questions on the monthly report and there were none.

B. GENERATION / PURCHASE.

Harline reported that the final round of approvals has been granted by the USDA Rural Utility Service and by the Kentucky Public Service Commission and therefore our contract for the purchase of electric capacity for the next three years has met all regulatory hurdles. The only item left is to have MISO sell our capacity in MISO Zone 5 and replace it with the capacity from Big Rivers in MISO Zone 6 this coming spring.

C. DISTRIBUTION

Harline noted that we were continuing the boring project. Harline said that last year we installed the conduit and this year we will pull the wire in accordance with our 2008 plan.

D. OTHER – None.

Public Works

A. ACTIVITY REPORT Lee asked for comments and questions on the Public Works activity report and there were none.

B. STREETS

Damage to fence on Columbia Street walking trail – Harline stated that the police report was not signed and ready for viewing but the fence by the walking trail along Columbia Street had been damaged by a car Sunday evening or early Monday morning. . Marilyn with Angell and Company is checking to see if the fence is covered by insurance even though it is not specifically mentioned on our inventory of assets. Chief Dudgeon said in answer to a question from Lee that the man who damaged the fence was not from Centralia. Chief Dudgeon had contacted Curt Kelly, who had originally installed the fence for a bid. Harline noted that Phil Hoffman, Street Foreman, had called James Fencing to get a bid and he understood as well. Chief Dudgeon suggested that when we replace it maybe we should have a section that would break away from the rest as it is possible it would be hit again.

C. SANITATION

Shared solid waste services agreement – Harline noted that a draft policy resolution and agreement is included in the packet. Harline reported that the Board had discussed the idea of shared service among commercial or mixed use customers and he now had a specific proposal that could make trash collection more efficient. Harline gave a detailed explanation of the advantages in his opinion (7:20) Lee asked for comments. Rodgers asked about multiple buildings on the same property. Harline said that was exactly what he had in mind. Harline said that there are already some informal existing agreements where commercial enterprises share service and this would formalize those, provide a framework where others could be set up and define what is not allowed. Harline said it would not be offered for residential customers

D. STORM SEWER – None.

E.-OTHER - None.

Water and Sewer Department

A. ACTIVITY REPORT Jim Lee asked for comments and questions on the monthly report and there were none. Lee thanked Forsee for his efforts to find a much lower bid from Flynn for installing the aerator.

B. WATER

Aerator installation – Forsee reported that the installation went great and that it was operating within an hour of installation. Forsee said that he felt the staff was finally getting a handle on the problem with the lime slaker. Forsee said that Chemco, the company from who we bought the slaker had made several suggestions but none fixed the problem, however, Scott Keith of Ecco Electric made some suggestions that seem to be helping. Forsee said that they were going to move forward on replacing the media in the sand filters and would begin to order supplies. Forsee said he would need help from other departments. Lee asked if there was rock too. Forsee replied yes, rock of various size down to sand. Forsee explained that the lime issues sped up the need to replace the filter media.

C. SEWER. – None.

D. OTHER – None.

OTHER

Engineering RFQ update – Harline reported that there was an optional meeting for firms to attend and ask questions about the RFQ process. Harline said that five or six firms have already

expressed some interest. Harline noted that he intended to enter into agreements with more than one firm. Harline added that having firms on-call selected through a good process would make it easier to start a project quickly and it would satisfy selection process requirements for some grants.

Harline reported that Darren Adams was considering developing the remaining lots in the Thomas-Owen subdivision along Campbell Street. Harline stated that Adams is considering putting in a concrete street with an "inverted" design. Harline added that the lots were platted and the City could not require Adams to build a concrete street. Harline said in answer to a question from Ward that it was currently a gravel road. Lee asked about how his design would fit with the existing utilities and lots. Harline explained the history of how the original three rows of nine 70' wide lots had been adjusted to 18 lots that were 105' wide but only the houses on Gano Chance were built. Harline explained further that no lot splits were recorded on Campbell Street. Lee asked if the sewer had been put in and Harline replied in the affirmative. Harline said that they were working with Adams to minimize the City's stranded cost.

CLOSED MEETING

Wilkins made a motion for the Committee to go into closed session with the possibility of holding a closed vote, and the purpose of such closed session and closed vote shall be for leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor; such closed session and closed vote shall be for as provided for under Section 610.021 (2) of the Revised Statutes of Missouri. **Rodgers seconded the motion. Voting to go into closed session: Magley, Rodgers, Vollrath, Wilkins, Ward and Lee. Against: none. (7:40)**

A brief discussion on the topic of land purchase or lease took place in closed session. **Vollrath made a motion to return to open session. The motion was seconded by Magley. Voting to return to open session: Magley, Rodgers, Vollrath, Wilkins, Ward and Lee. Against: none. (7:55)**

Lee noted that the only motion made was to return to open session.

AS MAY ARISE

Magley asked about progress on the problem buildings. Harline stated that letters were under review by the attorney and he was planning to move forward on a dangerous building abatement on one, but not the one Magley was most concerned about. Harline noted that we had had ten demolition permits issued this year including eight for single family houses and one for the old Saddle Saloon. Harline added that he was proceeding against four houses and one had already been demolished. Harline noted that he had visited the other house with the roof problem and had taken pictures and was preparing a letter.

Wilkins made a motion to adjourn the meeting that was seconded by Vollrath and approved by unanimous voice vote.

The Committee adjourned at 7:57 p.m.

Minutes of the General Government and Public Safety Committee meeting of Monday, December 12, 2016.

The meeting was called to order by Alderman David Wilkins, Chairperson at 7:00 p.m.

Present also were Aldermen Landon Magley, Don Rodgers, Dick Ward, and Jim Lee. Absent – Andrea Vollrath and Mayor, Tim Grenke. Also attending were City Administrator Matt Harline, Police Chief Larry Dudgeon, Fire Chief Denny Rusch, City Attorney Randall Thompson, Library Director Jack Meyer, and James Smith of the Fireside Guard.

PLEDGE OF ALLEGIANCE

Chairman Wilkins led those present in pledge.

COMMENTS FROM CITIZENS.

None

CLOSED SESSION

Lee made a motion for the Committee to go into closed session with the possibility of holding a closed vote, and the purpose of such closed session and closed vote shall be for leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor; such closed session and closed vote shall be for as provided for under Section 610.021 (2) of the Revised Statutes of Missouri; and for legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys as provided for under Section 610.021 (1) of the Revised Statutes of Missouri **Ward seconded the motion. Voting to go into closed session: Lee, Ward, Wilkins, Rodgers, and Magley. Against: none. (7:03)**

A brief discussion on the topic of land purchase or lease and an update on legal actions took place in closed session. **Magley made a motion to return to open session. The motion was seconded by Lee. Voting to return to open session: Magley, Rodgers, Wilkins, Ward and Lee. Against: none. (7:19)**

Wilkins noted that there was no vote taken.

PUBLIC SAFETY

A. Police Department

1. Activity Report: Wilkins asked if there were any questions or comments on the Activity Report. Chief Dudgeon reported that he had done some research on DRD Management, the company that had been discussed at a previous meeting in regard to their rental units. Chief Dudgeon noted that the Sergeant Kribbs had discovered that the incorporation of DRD Management, LLC had lapsed in 2010 and so he wondered if they could own and lease property in Centralia. Thompson said that he did not know who DRD Management was. Chief Dudgeon gave a brief description of their business practices. Chief Dudgeon said one of their employees might be served a warrant soon as part of a criminal investigation. Thompson stated that if the LLC has been revoked in just means that they no longer have the protections afforded it by the LLC.

2. Other: Chief Dudgeon reminded those present of the Tractor Parade on Friday (December 16). In answer to a question from Wilkins, Dudgeon stated that Bellamy was off the City payroll. Chief Dudgeon stated that he would like to promote Officer Davenport to full time.

Harline noted that Ginny Zoellers wanted to close Rollins Street from Singleton to Sneed to allow

for vendors to set up there. Harline said in answer to a question from Dudgeon that it would work best to close the street at noon to get it cleared in time. **Ward made a motion to close Rollins Street from Sneed Street to Singleton Street on Friday, November 16th from noon to 10:00 p.m. that was seconded by Magley and approved by unanimous voice vote.**

B. Fire Department.

1. *Activity Report:* Wilkins asked if there were any questions or comments on the Activity Report. Wilkins noted that there was only one training. Rusch said that they had planned to hold a training on a car fire but it fell through.

2. *Other:* Chief Rusch noted that he had some numbers on concrete for the shed. Rusch added that they had everything lined out and ready to go for Christmas. Harline asked when they were packing the candy/fruit bags for kids. Chief Rusch replied it would be on Thursday the 22nd. Rusch said they would be using a truck from the police to make up for the one sold recently.

C. Emergency Management. None

D. Protective Inspection.

1. *Update on Ordinance for cars in front yards-* Harline noted that a draft ordinance by Attorney Charles Thompson was included in the packet. Harline said that in response to informal discussion before the meeting that a trailer would be included in the definition of "licensed" vehicle, but Harline noted that it would not prevent someone from placing gravel over their entire front yard. Rodgers said we would need to require a permit and inspection to expand a driveway. Harline said another option is to define what the front yard is. Thompson gave a couple options to improve the ordinance to accomplish the goals. (7:33). Rodgers asked if there would be a driveway inspector because someone would be knowledgeable have to enforce it. Harline said it would be the City Administrator or his designee. Wilkins noted that you can't legislate good taste. Wilkins said that the staff should work on it and bring it back.

2. *Update on dangerous buildings:* Harline noted that a report was included in the packet that updates the Committee on progress this year. Harline noted that we were sending out one letter and two more were in process to proceed toward dangerous building abatement. Magley asked when the letter would go out. Harline said it would go out tomorrow. Harline said in answer to a question from Magley that he thought we may be on a path to a peaceful resolution based on feedback he had received from the Mayor, but he did not want to mess anything up by trying to put words in Mr. De La Rosa's mouth.

GENERAL GOVERNMENT AND FINANCE.

A. Economic Development.

Harline noted that the

B. Park Board

Wilkins noted that there was an agenda and meeting minutes from a couple of meetings in the packet from the Park Board. Wilkins asked for questions or comments and there were none.

C. Cemetery Report.

No report.

D. Tree Board.

No report.

E. Library Board

Jack Meyer noted that he had sent a note to the Mayor with a name to replace

1. Health insurance for Library Director: Harline stated that the Board had discussed last year and said that as long as the Library was willing to reimburse the City for expenses, they would be happy to pay for it. Meyer thanked the City for agreeing to place him on the City's health insurance plan.

Wilkins asked if Meyer wanted to report anything else. Meyer said a lot was going on and reported on the fact that the Library was getting a 3-D printer possibly partially funded by a grant; updates to the teen area, and progress on a community garden. (7:46) Wilkins asked who would pay for the consumable supplies for the 3-D printer and Meyer said the Library would probably buy them up front and charge users.

F. Finance

Financial statements for October 2016. Harline noted that sales tax was on track with the budget. Harline noted that the adjustments for the internal service account had been made and will be reflected in the statements next week. This will cause the General Fund to show a negative cash balance. Harline said we would need to make some transfer to pay for their share of the negative balance. Harline added that we had seen the largest payment from MODOT for the sidewalk had come in, but we were still waiting on one other large payment.

G. Bills over \$1,250

Wilkins noted that this was on page 71 of the packet. Harline noted that the last landfill bill from the City of Columbia was on this month's list. Magley asked what the \$1,500 payment to DC's for demolition went toward. Harline replied that it was for 329 North Rollins Street which is a dilapidated house across the street from the Maranatha Baptist Church. Harline said they preferred the payment be made to DC's.

H. Other General Government.

1. Scheduling the Council Budget Retreat: Harline asked the board to check their calendars for the weekends in January probably from 9 a.m. -1 p.m. Harline said they would review items from the Comprehensive Plan and the capital budget.

2. Sale of City Trucks: Harline said a report was in the packet and the total for the sales of the four trucks was around \$150,000 and the City received more than Dayne's had offered for the two trash trucks.

3. Chart of Accounts Conversion: Harline said the project to make the fund numbers work better with the Summit software was coming along, but they were going to do it a little differently than he had reported previously.

VII. OTHER.

Chief Dudgeon said that he did not want the Board discussing his budget at the retreat.

IX. AS MAY RISE.

Harline asked the Board to let Phyllis Brown know if they were going to attend the Employee Luncheon Wednesday, December 21st from 11 – 1 (actually 11:30 a.m.) – 1:00p.m.

IX. ADJOURN.

Magley made a motion to adjourn the Committee meeting. Lee seconded the motion which was then approved by unanimous voice vote at 8:00 p.m.

CITY OF CENTRALIA, MISSOURI
 TREASURER'S REPORT
 CASH - CHECKING ACCOUNTS
 FOR THE MONTH OF NOVEMBER, 2016

	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE	INVESTMENTS	TOTAL
GENERAL FUND	3,316.90	203,752.41	(334,512.00)	(127,442.69)	200,000.00	72,557.31
POOL	(17,170.16)		(1,490.31)	(18,660.47)		(18,660.47)
PARK	23,923.78	1,728.41	(22,786.43)	2,865.76	0.00	2,865.76
RECREATON CENTER	183,519.09	25,175.38	(25,655.81)	183,038.66	0.00	183,038.66
LIBRARY	0.00	9,467.00	(9,467.00)	0.00	0.00	0.00
LIBRARY DEBT SERVICE	0.00	60.98	(60.98)	0.00	23,610.76	23,610.76
CEMETERY	272,889.86	1,284.40	(3,719.42)	270,454.84	200,000.00	470,454.84
AVENUE OF FLAGS	7,743.68	104.52		7,848.20	0.00	7,848.20
TRAN. SALES TAX REVENUE	160,924.82	163,218.46	(74,952.85)	249,190.43	0.00	249,190.43
PARK SALES TAX	194,794.37	10,023.65		204,818.02	0.00	204,818.02
WATER-OPERATING	462,296.02	55,518.36	(58,962.86)	458,851.52	0.00	458,851.52
WATER-SECURITY DEPOSIT	15,753.00	1,000.00	(950.00)	15,803.00	0.00	15,803.00
SANITATION (LANDFILL)	247,520.44	37,651.98	(35,852.91)	249,319.51	0.00	249,319.51
SEWER	258,342.22	20,080.52	(10,228.98)	268,193.76	0.00	268,193.76
ELECTRIC-OPERATING	306,372.04	281,151.21	(279,929.72)	307,593.53	600,000.00	907,593.53
ELECT.-SECURITY DEPOSIT	35,857.25	2,032.75	(2,288.85)	35,601.15	0.00	35,601.15
CAPITAL PROJECTS	13,578.54	157.92		13,736.46	0.00	13,736.46
INTERNAL SERVICE:						
PERSONNEL	(167,203.56)	184,712.31		17,508.75		17,508.75
FINANCIAL	0.00	10,173.66	(10,173.66)	0.00		0.00
EQUIPMENT USE	571,814.10	13,629.07	(10,438.75)	575,004.42		575,004.42
TOTAL	2,574,272.39			2,713,724.85	1,023,610.76	3,737,335.61
A. B. Chance Memorial	2,656.71	0.04	(544.45)	2,112.30	235,178.14	237,290.44
PARK LEASE/PURCHASE	162,123.03			162,123.03	0.00	162,123.03
MAMU 08 Electric Substation						
COP Project Fund	0.00			0.00	0.00	0.00
COP Int. Reserve Acct.	37,663.47			37,663.47	0.00	37,663.47

Kathy Colvin

 Kathy Colvin, Treasurer

Note: General Fund Balance showing negative balance due to FY2016 Audit adjustments in amount of \$182,909.00 added to receipts for personnel fund and \$182,097.00 deducted from General Fund disbursements for payroll accruals 2016FY

CITY COLLECTOR'S REPORT

November, 2016

Real Estate Tax Collections	\$11.55
Personal Property Tax Collections	\$954.24
Dog Tax	\$28.00
Cat Tax	\$12.00
Merchant's License	\$315.00
Penalties	\$279.65
Railroad/Utility Tax	\$0.00
Financial Institution Tax	
Sur Tax	
Total	\$1,600.44

Deposited in the Following Funds

General Fund	\$900.14
Park Fund	\$244.11
Library Revenue Fund	\$395.21
Library Bond (Tsfr to Library Debt Service Acct)	\$60.98
Total	\$1,600.44

Submitted by: Heather Russell
Heather Russell, City Collector

City of Centralia Activity Reports

November 2016

Prepared By: Phyllis Brown

BUILDING ADMINISTRATION

Permit Data	Nov-16	Apr 2016 - Mar 2017 Totals
New Residential & Duplex	5	19
Residential Additions, Alterations, Repairs, Elec Upgrade	3	18
Residential Storage Buildings/Fences/Carport/Swimming Pools/Detached Garage	2	14
New Commercial Buildings		1
Non Residential Additions, Alterations, Repairs, Elec Upgrade, New Sign	1	7
Courtesy Inspections - New Trailers/Gas Lines		1
Renewal		
New Institutional		
Institutional Additions, Alterations, Repairs		
New Community Recreation Center		
Commerical Electrical Inspection		
Pole Barn		
Building Permit Summary		
Number of Permits Issued	11	60
Permit Valuation	\$502,452.00	\$3,695,672.00

ACTIVITY REPORT

		Nov-16							
		Pay Date		11/18/16		NOV TOTAL HOURS		FYTD TOTALS	
		11/04/16		11/18/16		NOV TOTAL HOURS		FYTD TOTALS	
		HOURS		HOURS		HOURS		HOURS	
Cost Center #	DESCRIPTION	REG	OT	REG	OT	REG	OT	REG	OT
Office	1121 Court	8.50	2.00	5.00	1.50	13.50	3.50	97.75	5.50
	1141 Admin Asst Payroll - Intern	0.00	0.00	0.00	0.00	0.00	0.00	164.25	0.00
	1142 Clerical	45.00	2.00	37.00	0.00	82.00	2.00	790.25	58.25
	1162 Payroll	19.50	0.00	12.50	0.00	32.00	0.00	273.75	13.25
	1163 Purchasing	19.50	1.75	17.25	0.00	36.75	1.75	295.25	26.00
	1165 Accounting	38.75	0.00	34.50	0.00	73.25	0.00	645.25	6.00
	1421 Economic Development - Intern	2.50	0.00	4.50	0.00	7.00	0.00	276.50	0.00
	6121 Cashier & Collecting	208.50	11.00	186.75	5.25	395.25	16.25	3,634.50	126.75
Central Office Monthly Total		342.25	16.75	297.50	6.75	639.75	23.50	6,177.50	235.75

Street	1311 Administrative - Street	32.00	1.50	18.50	2.00	50.50	3.50	312.50	31.00
	1312 Street Maintenance	6.50	0.00	24.50	4.00	31.00	4.00	658.00	57.75
	1313 Alley Maintenance	3.00	0.50	0.00	0.00	3.00	0.50	8.50	0.50
	1314 Parking Lots/Sidewalks	1.50	0.00	2.00	0.00	3.50	0.00	24.00	0.00
	1315 Buildings/Grounds	1.00	1.00	0.00	0.00	1.00	1.00	68.00	4.50
	1316 Snow/Ice Removal	0.00	0.00	5.00	1.00	5.00	1.00	5.00	1.00
	1317 Pavement Markings	6.00	0.00	2.00	0.00	8.00	0.00	49.00	2.00
	1318 Culverts	15.00	6.50	22.00	0.00	37.00	6.50	553.00	23.00
	1319 Brush/Tree Control	0.00	0.00	0.00	0.00	0.00	0.00	132.00	99.00
	1331 Streets & Alleys; City Property	14.00	0.00	72.50	0.00	86.50	0.00	448.00	2.00
	2211 Cemetery	1.50	0.00	1.75	7.50	3.25	7.50	123.00	40.00
	Street Department Monthly Total		80.50	9.50	148.25	14.50	228.75	24.00	2,381.00

Water	3111 Administrative - Water	9.00	9.50	26.00	11.50	35.00	21.00	443.00	132.00
	3112 Customer Service - Water	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	3113 Water Wells - Maintenance	2.00	0.00	4.00	0.00	6.00	0.00	65.00	0.00
	3116 Water Service	117.50	82.00	96.00	3.50	213.50	85.50	2,230.75	201.00
	3117 Water Plant	108.00	20.00	122.00	6.00	230.00	26.00	1,109.00	63.25
	3119 Water Wells - Buildings/Grounds	0.00	0.00	0.00	0.00	0.00	0.00	24.00	0.00
	3121 Administrative - Sewer	4.00	0.00	0.00	0.00	4.00	0.00	81.00	4.25
	3123 Sewer	2.00	0.00	1.00	0.00	3.00	0.00	168.50	6.50
	3125 Lift Stations	27.00	5.00	18.00	0.00	45.00	5.00	288.00	9.50
	3127 Lagoons	14.00	0.00	6.00	0.00	20.00	0.00	277.50	1.00
	3128 Land Application	0.00	0.00	0.00	0.00	0.00	0.00	138.00	1.50
	Water Department Monthly Total		283.50	116.50	273.00	21.00	556.50	137.50	4,824.75

Electric	3131 Administrative - Electric	41.00	0.00	2.00	2.00	43.00	2.00	425.50	24.00
	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	7.50	0.00	10.50	67.00	87.00
	3134 Electric Distribution	290.00	6.00	247.00	0.50	537.00	6.50	4,345.00	248.00
	3138 Brush/Trees	22.00	2.00	27.50	0.00	49.50	2.00	554.75	8.75
	3139 Street Lights	3.00	0.00	0.00	0.00	3.00	0.00	181.00	14.00
Electric Department Monthly Total		356.00	11.00	276.50	10.00	632.50	21.00	5,573.25	381.75

ACTIVITY REPORT

			Nov-16						FYTD TOTALS	
			11/04/16		11/18/16		NOV TOTAL HOURS			
			HOURS		HOURS		HOURS			
	Cost Center #	DESCRIPTION	REG	OT	REG	OT	REG	OT	REG	OT
Sanitation	3322	Sanitation	36.00	1.50	29.00	0.00	65.00	1.50	2,938.00	56.00
	3323	Landfill	7.50	3.50	9.00	3.25	16.50	6.75	242.50	154.00
	Sanitation Department Monthly Total			43.50	5.00	38.00	3.25	81.50	8.25	3,180.50

Holiday/Sick/Vacation/Funeral										
	6111	Holiday	32.00	0.00	138.00	0.00	170.00	0.00	728.00	0.00
	6112	Sick Time	439.75	0.00	126.50	0.00	566.25	0.00	1,236.00	0.00
	6113	Vacation	194.00	0.00	129.50	0.00	323.50	0.00	1,519.25	0.00
	6119	Funeral Leave	8.00	0.00	0.00	0.00	8.00	0.00	72.00	0.00
	Holiday/Sick/Vacation/Funeral Leave Monthly Total		673.75	0.00	394.00	0.00	1,067.75	0.00	3,555.25	0.00

Equipment Use:										
	6212	Equipment/Vehicle Maintenance	39.00	1.00	17.00	0.50	56.00	1.50	375.50	22.25
			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Equipment Use Monthly Total		39.00	1.00	17.00	0.50	56.00	1.50	375.50	22.25

Total Hours Worked			1,818.50	159.75	1,444.25	56.00	3,262.75	215.75	26,067.75	1,529.50
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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
		Electric Dept Assisted The Fire Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Electric Dept Assisted The Park Dept	0.00	0.00	0.00	0.00	0.00	0.00	4.00	0.00
		Electric Dept Assisted The Police Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Electric Dept Assisted The Sanitation Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Electric Dept Assisted The Street Dept	0.00	0.00	0.00	0.00	0.00	0.00	12.00	0.00
		Electric Dept Assisted The Water Dept	10.00	0.00	0.00	0.00	10.00	0.00	133.00	10.50
		Police Dept Assisted The Sanitation Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Street Dept Assisted City Hall	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Street Dept Assisted The Electric Dept	9.50	0.00	0.00	0.00	9.50	0.00	119.00	0.00
		Street Dept Assisted The Park Dept	6.00	0.00	0.00	0.00	6.00	0.00	33.55	0.00
		Street Dept Assisted The Police Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Street Dept Assisted The Water Dept	11.00	0.00	0.00	0.00	11.00	0.00	51.50	0.00
		Water Dept Assisted The Electric Dept	2.00	0.00	0.00	0.00	2.00	0.00	117.50	34.75
		Water Dept Assisted The Sanitation Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Water Dept Assisted The Street Dept	0.00	0.00	0.00	0.00	0.00	0.00	22.00	11.00
			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		38.50	0.00	0.00	0.00	38.50	0.00	492.55	56.25

WATER DEPARTMENT EQUIPMENT USE

EQUIPMENT USAGE		Nov-16		TOTAL USAGE	
		MILEAGE	HOURS	MILEAGE	HOURS
# 3 1993 Ford F-700 Dump Truck		135.0		60257.0	
# 4 2002 Freightliner Dump Tuck		12.0		60648.0	
# 6 2006 Chev Silverado Pickup		452.0		101163.0	
# 19 2011 Chev Silverado Pickup		601.0		58775.0	
# 40 Sewer Machine			3.0		381.6
# 42 1984 Homelite Trash Pump			22.3		1251.9
# 74 Sewer Camera Van			3.1		2857.7
# 82 1992 UMC Sewer Van		38.4		89609.6	
# 83 Vac Trailer (Feb 2013 Water Dept reporting now; not Elec Dept)			1.9		210.4
# 87 2013 Chevy 1/2 Ton		1271.0		58234.0	
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			295.6		24.3
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			0.2		
WATER					
Nov-16		Oct-16			
1. Monthly Well Water Processed (Raw Water #3, #4 & #6)			13,662,400.0		14,358,400.0
2. Total Well Water Process Apr 20156- Mar 2017					
3. Monthly Recycled Water Processed			0.0		0.0
4. Total Recycled Water Processed Apr 2016 - Mar 2017			0.0		0.0
5. Total Water Processed for Month			13,662,400.0		14,358,400.0
6. Average Daily Processed			455,413.3		463,174.2
a. High Day Raw Water			623,000.0		922,000.0
b. Low Day Raw Water			463,000.0		402,000.0
7. Total Water Processed Apr 2016 - Mar 2017			111,195,320.0		97,532,920.0
8. Finished Water to Towers for Month			11,380,000.0		12,524,000.0
9. Finished Water to Towers Apr 2016 - Mar 2017			95,896,000.0		84,516,000.0
NORTHEAST LAGOON PERFORMANCE					
Nov-16		Oct-16			
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			0.0		0.0
9. Yearly Gallons Treated Apr 2016 - Mar 2017			61,538,000.0		61,538,000.0
10. Monthly Irrigation Water Pumped			0.0		0.0
11. Yearly Irrigation Water Pumped Apr 2016 - Mar 2017			0.0		0.0
NORTHWEST LAGOON PERFORMANCE					
Nov-16		Oct-16			
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			0.0		0.0
9. Yearly Gallons Treated Apr 2016 - Mar 2017			80,888,000.0		80,888,000.0
10. Monthly Irrigation Water Pumped			0.0		0.0
11. Yearly Irrigation Water Pumped Apr 2016 - Mar 2017			0.0		0.0

STREET EQUIPMENT USE

	Nov-16		Apr 2016 - Mar 2017 Totals	
TRASH COLLECTED ON DAILY ROUTES (Pounds)	0		2,687,465	
	Nov-16		Apr 2016 - Mar 2017 Totals	
EQUIPMENT USE	MILEAGE	HOURS	MILEAGE	HOURS
#1 - 1989 John Deer 670B Motor Grader		3.0		3,057.0
#4 - 2002 Feightline Dump Truck <i>(Transferred to Water Dept Nov 2016)</i>	0.0		60,636.0	
#10 - 2008 1-Ton Chevrolet	227.0		38,996.0	
#13 - 2004 Freightliner Sanitation Truck <i>(No longer in service Nov 2016)</i>			88,440.0	
#15 - 1990 Case Model 1550 Long Track Dozer		2.0		3,531.0
#18 - 2001 Dodge 2500 Pickup	13.0		74,934.0	
#25 - 2010 Chevy Pickup Silverado	513.0		35,824.0	
#50 - 1997 Gilcrest Propaver		0.0		587.0
#76 - 2008 International Dump Truck	39.0		28,909.0	
#77 - 2013 International Dump Truck	313.0		15,474.0	
#81 - 2009 John Deere Tractor w/Mower		58.0		2,506.0
#85 - 1997 Ford Truck Street Sweeper		11.0		6,562.0
#89 - 2013 Freightline Trash Truck <i>(Sold Nov 2016)</i>			42,893.0	
#90 - 2014 New Holland B95C Backhoe <i>Purchd Feb 2014</i>		9.0		649.0
#91 - 2015 Chevy 3/4 Ton Pickup <i>Purchd 05/21/2014</i>	375.0		7,383.0	
#104 - 2016 White International Dump Truck <i>Purchd 11/03/2016</i>		110.0		690.0
#123 - 2015 John deere 524 Wheel Loader <i>Purchd 04/20/2015</i>		30.0		610.0

ELECTRIC EQUIPMENT USE

EQUIPMENT USE	Nov-16		APR 2016 - MAR 2017 TOTALS	
	MILEAGE	HOURS	MILEAGE	HOURS
#26 - 2003 International/Altec Digger Derrick		16.0		4161.0
#27 - 2009 Ford F-550 w/Altec AT40M Aerial Lift Device		70.0		4925.0
#29 - 2001 Ford Altec (+51 hr)		9.0		6387.0
#32 - 2006 Chev Silverado Truck <i>(Transferred to Park Dept Nov 2016)</i>	0.0		69000.0	
#34 - 2000 Chevrolet 1 Ton Truck (+200 mi)	0.0		70800.0	
#38 - 2010 Chevy Pickup 3/4-Ton w/Tool Bed	350.0		43140.0	
#75 - 2008 Kubota Mini Ex		0.0		1906.0
#84 - 2011 Bobcat A770		11.0		1065.0
#88 - 2012 Altec DC1317 Series Chipper		0.0		446.0
#332 - 2017 Chevy Pickup 1/2 Ton w/Tool Box	112.0		342.0	

ACCOUNTS PAYABLE OVER \$1250

December 21, 2015

Ameren (Transmission)	\$22,936.03
Anixter (Elec Dept Supplies)	\$5,134.75
Asplundh (storm tree trimming)	\$3,870.55
Boone County Resource Management (22629-22665 Bldg Permits)	\$2,843.44
Central Missouri Humane Society (69 dogs/cats)	\$1,380.00
Centralia Fireside Guard	\$1,431.40
DC'S (Demolition 329 N Rollins)	\$1,500.00
MFA Oil (Fuel)	\$2,524.99
MJMEUC (Prairie State Charges)	\$74,264.97
S & D Auto Repairs (November charges)	\$1,304.41
TOTAL:	\$117,190.54

ADDED AFTER GGFC MEETING

Dynergy Marketing (Wholesale Electric)	\$110,678.04
Independent Salt (Hwy Salt)	\$1,549.68
TOTAL:	\$115,826.85

ADDED TODAY

B & P Patterson (Final Sidewalk Payment)	\$6,025.00
Chemco Systems, LP (analog Card Water plant)	\$2,922.51
Huber & Assocaites (Oct/Nov/Dec Managed services)	\$1,284.00
MISO (Monthly & Transmission Charges)	\$3,599.13
Navistar (International 7400 SFA 4x2)	\$117,942.00
UMB Bank (MAMU 08 Elect Substation Lease Pmt)	\$12,991.57
TOTAL:	\$144,764.21

GRAND TOTAL: \$377,781.60

CHAMBER OF COMMERCE
BOARD OF DIRECTORS MEETING
NOVEMBER 15, 2016

The following board members were present Carla Wright, Amy Byergo, Teri Evans, Don Bormann, Jeff Grimes, Angie Bowden, ex officio member Ginny Zoellers and Alderman Jim Lee.

The board reviewed the minutes and financial statements and had no changes or corrections.

The Red Wagon Christmas Parade is December 3 at 10:00 a.m. Line up is at 9:30. This year's theme is "A Toyland Christmas". Santa's Breakfast, downtown open house and gingerbread house displays are also the same day.

The Christmas Market is scheduled for December 16 before the Tractor parade on Rollins Street. Two food trucks have made a commitment Lily's Cantina and the Big Cheese. There will also be several local groups selling food and drinks, etc. Central Bank is sponsoring Santa's reindeer and sleigh in the square. The children will not be able to pet the reindeer but pictures can be taken with Santa and the Reindeer.

The Chamber is promoting Small Business Saturday with an ad in the Guard and posts on Facebook. Small Business Saturday is celebrated nationally on November 26 and is sponsored by Federal Express and American Express. The Chamber received a supply kit with supplies that have been provided to 9 local small businesses/Chamber members for them to use to promote Small Business Saturday. They are Kinkead Pharmacy RadioShack, In Full Bloom, KTM Auto and Farm Supply, Shek, Albert's Shoe, Ritchie and Sons, Sho-Me Outdoors, F & L Fleamarket and Angell's Western Wear.

The board discussed how posts are shared to the Purchase with a Purpose Page and the Chamber Page. The director will look into a fee structure for those nonchamber member businesses who would like to be posted on both pages.

The second social media Lunch and Learn went well. One of our new members Linda Luke from Simple Business Soltuions has been asked to do a Lunch and Learn after the first of the year.

The Anchor City Cook Off went very well. We had a record number of teams at almost 40. We are already making plans for next year.

The board discussed the possibility of a downtown beautification project which could include flower baskets, trees, benches etc. Jim Lee has agreed to help us with conceptual drawings so that then dollar figures and feasibility could be explored further.

**CHAMBER OF COMMERCE
BOARD MEETING
TUESDAY, DECEMBER 13, 2016
AGENDA
12:00**

PLEASE RSVP SO I KNOW IF WE ARE GOING TO HAVE A QUORUM. IF NOT WE CAN POSTPONE UNTIL JANUARY.

REGULAR MEETING

- Financial & Directors Reports & Membership Report
- Small Business Saturday
- Review of Minutes for October
- Christmas Parade-Red Wagon
- Christmas Market
- Facebook postings-Chamber vs. NonChamber-Fee structure
- Other Business

MEMBERSHIP SUMMARY

Anniversary Months	No. from Renewals 15-16		New Members	New Business
January	1	1		
February	5	5	1	
March	4	4	2	
April	5	5	1	
May	2	2		
June	3	3		
July	6	4	3	
August	11	11		
September	12	12		
October	13	13		
November	8	8	1	
December	3	3	2	
Total Current Membership---81				

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Total Current Membership---81				



News Release

FOR IMMEDIATE RELEASE

December 14, 2016

Contact: Amy Susan

(573) 522-5058

Boone County earns Certified Work Ready status

COLUMBIA, Mo.— The Missouri Department of Economic Development (DED) today announced Boone County has achieved official designation as a Certified Work Ready Community (CWRC). The initiative helps communities validate the skills and knowledge of their emerging, transitioning and current workforce to the business community.

“In addition to being home to the state’s flagship university and to major employers like Boone Hospital and Shelter Insurance, Columbia was also ranked eighth this year on a list of 15 Best Cities for Entrepreneurs to Live and Launch. It’s more important than ever to make sure that businesses in Boone County, small and large alike, have access to a robust pipeline of talent. This designation builds onto the area’s reputable workforce, which is also rich with manufacturing skills and knowledge, and provides a foundation for future economic growth,” said DED Director Mike Downing.

Missouri's Certified Work Ready Communities is a voluntary initiative guided by key community leaders, including local elected officials, economic development, business leaders, chambers of commerce, educators and workforce development. The initiative links workforce development to education; aligns with the economic needs of communities, regions and the state; & helps close the skills gap by matching individuals to jobs based on skill levels.

“Certified Work Ready status demonstrates Boone County’s commitment to support rigorous workforce development and provide a strong workforce for our employers,” said Boone County Commissioner Karen Miller. “This certification strengthens our local economy by helping job seekers document their skills and find appropriate employment, empowering employers to identify applicants with job-specific skills, and showcasing our community’s strong workforce to potential employers of the future.”

The ceremony was held at the Regional Economic Development Inc. (REDI) main office. Local supporting employers include The City of Columbia, Boone County Government, Columbia Public Schools, Boone Hospital Center, Veterans United Home Loans and more.



News Release

In 2012, Missouri was selected to be one of the first four states to participate in the CWRC initiative, and in 2013, Jasper County became the first CWRC in the nation. Missouri now has 83 counties that are actively participating in the CWRC initiative and 38 fully-certified counties. New certifications are considered on a quarterly basis.

“Being a Certified Work Ready Community is an important distinction for Columbia and Boone County, and we are proud to be a part of this community effort,” said the Superintendent of the Columbia Public Schools Dr. Peter Stiepleman. “Nearly 300 Columbia Area Career Center students participated in the ACT WorkKeys assessment. These assessments helped career center teachers identify gaps in students' skills that would impact employability.”

CWRC status makes communities more attractive to businesses because it offers a feedback loop for what's needed by different players in the dynamic 21st Century workforce. Specifically, benefits from CWRC certification include:

- Workers better understand what skills are required by employers and how to prepare themselves for success.
- Businesses can more effectively communicate their workforce needs to area education and workforce training programs.
- Educators have better tools for closing any skill gaps by establishing career pathways for students with stackable industry-recognized credentials.
- Economic development organizations are better equipped with an on-demand reporting tool to promote the quality of their workforce.

For more information about CWRC and how to apply for certification, visit www.ded.mo.gov/getcertified.

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Boone County's Participation In the Missouri Certified Work Ready Community Program Summary

Missouri Certified Work Ready Communities Program

The Missouri Certified Work Ready Communities (CWRC) is a partnership between ACT and the State of Missouri that provides real-time workforce skill data via the website, <http://workreadycommunities.org>. The program, which was established in Missouri in September 2012, quantifies and qualifies a community's workforce through career readiness certification. The program is a voluntary initiative guided by key community leaders. The designation as a CWRC demonstrates a community's dedication and commitment to preparing the workforce through education, training and skill development.

National Career Readiness Certificate

The National Career Readiness Certificate (NCRC) is a work-related skills credential developed by ACT. The NCRC provides objective documentation of skills that are accepted nationwide. The NCRC is composed of three WorkKeys assessments that measure skills critical to on-the-job success. The assessments are in the areas of applied math, reading for information, and locating information. The certificate is awarded at four levels based on performance on the assessments. Certificate levels are Bronze (level 3), Silver (level 4), Gold (level 5) and Platinum (level 6). As an example, individuals with a Silver NCRC have the essential foundational skills needed for 67% of jobs in ACT's database of occupational profiles.

Boone County Participation in the CWRC Program

Participation in the Missouri CWRC program is on the county level. REDI convened the initial Boone County CWRC Leadership Committee in April, 2013. The local Leadership Committee must include Chambers of Commerce, Economic Development, Elected Officials, Education, Community College, Local Investment Board and local Employer/Business membership. An application for participation was submitted to the Missouri Dept. of Economic Development in May, 2013. Boone County was designated as a Work Ready Community *in progress* in July 2013. **CWRC *in progress* status grants Boone County up to two years to attain full CWRC status, which is July 2015.**

Boone County Goals to Obtain CWRC Status

The targeted goals for each county have been chosen by the Missouri Department of Economic Development and ACT, and are based on the 2010 census. The goals include a certain number of individuals in your workforce obtaining an NCRC, and a set number of employers recognizing, preferring or recommending the NCRC in their hiring. Boone County goals and progress towards the goals can be tracked at: <http://workreadycommunities.org/MO/019>

<u>NCRC Workforce Category</u>	<u>Goals</u>
Emerging*	360
Current**	41
Transitioning***	480
<u>NCRC Totals</u>	<u>881</u>
<u>Employers Supporting</u>	<u>111</u>

*Emerging workforce consists of high school juniors and seniors, college students, (can be technical, vocational, community college or four-year programs), and recent graduates (within the last 12 months).

**Current workforce means currently employed in either the private or public sector.

***Transitioning workforce means currently unemployed or currently participating in an adult education or GED program (or completed within the last 12 months). Information about recent veterans (discharged within the last 12 months) is also captured; veterans will be counted in the transitioning workforce category.

Testing Sites

The current testing site is the Missouri Career Center located at 1500 Vandiver Drive, Suite 115. The assessment is free of charge. A jobs.mo.gov registration is required. Other tests sites are also being considered. Testing is currently offered on Thursdays from 1-4, and Fridays from 9-12.

Employer Sign-Up

Hiring candidates with an NCRC assures that they will have the foundational skills required to quickly learn job-specific skills. An employer can support the CWRC effort by recognizing the NCRC when applicants present one, and/or by recommending or preferring the NCRC in job postings for applicants and/or existing employees. An employer can sign-up online at:

<http://workreadycommunities.org/MO/019>.

Contacts

Bryan Barnes or Michael Rettke at the Missouri Career Center at (573) 441-6361,

Bernie Andrews at (573) 441-5541, or bka@gocolumbiamo.com



Centralia Park Board

Mike Kinkoad, President
Jeff Ryan, Vice President
Bev Reynolds, Treasurer
Harold Beasley, Harold Ward
Laurie Peavler, Dale Davidson
Richard Dickerson, Dick Ward

December 7, 2016

Attention City Administrator Matt Harline,

The Park Department would like the approval to transfer \$28,600.00 from Park Sales Tax to the Park Department in order to cover the following capital projects: Upgrade to JayCee park bathroom to bring to ADA compliance, improvements to the T-ball field, and for construction of the dug out at the North field.

Please present this transfer request to the City Council at the next board meeting.

This transfer needs to be for the fiscal year 2017-2018.

Thank you,

Erle L. Bennett
Centralia Parks and Recreation Department

BILL NO. _____

ORDINANCE NO. _____

A BILL TO CREATE AN ORDINANCE ENTITLED:

"AN ORDINANCE CALLING FOR A GENERAL CITY ELECTION TO BE HELD ON TUESDAY, APRIL 4, 2017, THE MUNICIPAL ELECTION DAY, TO ELECT THE MAYOR FOR A TWO-YEAR TERM, TO ELECT THREE ALDERMEN FOR A TWO-YEAR TERM, AND TO ELECT THE CITY COLLECTOR FOR A TWO-YEAR TERM."

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

SECTION 1. The City of Centralia, Missouri shall hold a general city election on the municipal election day, Tuesday, April 4, 2017, to elect the following city officials: the Mayor for a two-year term, an Alderman from each of the three wards in the city for a two-year term, and the City Collector for a two-year term.

SECTION 2. The City Clerk, per Section 8-6 of the Centralia City Code, is authorized and directed to give written notice to the County Clerk of Boone County, Missouri, of the passage of this Ordinance no later than 5:00 p.m. on January 24, 2017 and to include in said notification a sample ballot and all other particulars designated in Section 8-6 of the Centralia City Code.

SECTION 3. 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 December, 2016.

Mayor

ATTEST:

City Clerk

This ordinance approved by the Mayor this 19th day of December, 2016.

Mayor

ATTEST:

City Clerk

BILL TO CREATE A RESOLUTION ENTITLED:

"A RESOLUTION OF THE CITY OF CENTRALIA MISSOURI, ADOPTING A FORMAL WRITTEN POLICY CONCERNING COOPERATIVE AGREEMENTS FOR COLLECTION OF SOLID WASTE FOR ADJACENT CUSTOMERS WITH CITY UTILITY ACCOUNTS."

WHEREAS, the City of Centralia, Missouri allows the City Administrator to make and enforce rules and regulations governing the departments and agencies of the City of Centralia, subject to the approval of the Board of Aldermen or a committee thereof; and

WHEREAS, the City Administrator has recommended a set of rules and regulations governing administration of an efficient collection of solid waste for utility customers of the City of Centralia, Missouri, which sets forth in writing current and proposed policies for handling utility accounts; and

WHEREAS, at the direction of the Board of Aldermen, the City Administrator has recommended the rules and regulations be amended to include several new provisions to better address customers with potentially delinquent accounts.

NOW, THEREFORE, BE IT RESOLVED the Board of Aldermen of the City of Centralia, Missouri hereby adopts as City Policy the following amended rules and regulations concerning utility accounts:

CENTRALIA POLICY

NO. 26

POLICY OF CITY OF CENTRALIA CONCERNING COOPERATIVE AGREEMENTS FOR COLLECTION OF SOLID WASTE FOR ADJACENT CUSTOMERS WITH CITY UTILITY ACCOUNTS

In addition to other requirements and policies, it shall be the policy of the City of Centralia:

(1) All residential utility customers who are eligible for sanitation service in a refuse container of two (2) cubic yards or greater by the City or the City’s contractor(s) residential property may request to share a common container provided all of the following conditions are met as determined by the City Administrator or his designee:

- The companies or individuals are located within the City limits and are current utility customers of the City of Centralia and any business participating in shared services that is required to have a business license does indeed have a valid City of Centralia Business License; and
- The utility customer are either located on the same piece of real property and physically adjacent or within the same set of connected buildings in a common commercial building, or on contiguous properties where it is possible to deposit trash at the other customers site with travelling along any public right of way, except that properties across a City alley may share service; and
- All residential units in the same building as one of the businesses on the agreement must be noted in the agreement as well, however the residential customers need not be part of the agreement and therefore would not have to sign the contract; and
- One customer agrees to serve as the Primary Contact and pay the full rate for the container; and

- All parties must sign the approved City Agreement documents accepting the applicable charges.

(2) The rate for residential customers shall remain as the rate for residential customers whose trash is collected in containers two (2) cubic yards or larger. The monthly rate for solid waste for commercial clients who have signed an agreement shall be \$5.00 per month as of the next utility billing period as for as long as they remain at that same location.

(3) Any special charges for additional pickups or bulky items will be billed to the account of the Primary Contact unless the City receives written notice from the Primary Contact and the customer to be charged. Electronic communication is acceptable.

(4) The City of Centralia accepts no responsibility and will not assist in the creation, enforcement or adjudication of agreements among parties for sharing costs of the sanitation utility bill other than the monthly utility bill generated and collected by the City. All other arrangements are private, civil arrangements.

(5) The size and frequency of collection must be sufficient to ensure sanitary conditions and prevent trash from exceeding the capacity of the container provided except under unusual circumstances when special pickups are necessary. The City reserves the right to nullify any agreement if the City and commercial partners cannot come to an agreement that provides adequate service to maintain sanitary conditions.

(6) The financial obligation for services shall be governed by the existing ordinances and policies of the City of Centralia, Missouri.

(7) The City Administrator or the City Administrator's designated representative shall have the final decision on the acceptance, nullification or interpretation of the agreement for the City of Centralia, Missouri.

PASSED AND APPROVED the 19th day of December, 2016.

Mayor

ATTEST:

City Clerk, Heather Russell

**APPLICATION AND CERTIFICATE FOR PAYMENT
(PAY ESTIMATE)**

Original _____ of 6
Page ____ of

PROJECT NO: 493-002 TAP 9900(599)
High School Sidewalk Project City of Centralia MO

CONTRACTOR: B & P Patterson LLC
OWNER: CITY OF CENTRALIA MO

APPLICATION NO: 5 Final
APPLICATION DATE: 19-Dec-16
PERIOD FROM: Nov 14TH - Nov 23RD

ORIGINAL CONTRACT SUM: \$201,025.02
NET CHANGE BY CHANGE ORDERS: \$2,359.03
CONTRACT SUM TO DATE: \$203,384.05
TOTAL STORED TO DATE: \$0.00
TOTAL COMPLETED TO DATE: \$203,384.05
TOTAL COMPLETED AND STORED TO DATE: \$203,384.05
LESS PREVIOUS CERTIFICATES OF PAYMENT: \$197,359.05
CURRENT PAYMENT DUE: \$6,025.00
CONTRACT TIME LIMIT DATE: November 3, 2016

ORDER NO.	DATE APPROVED	ADDITIONS	DEDUCTIONS
1	10/3/2016	\$973.49	
2	11/21/16	\$1,385.54	
TOTALS		\$2,359.03	\$0.00

NET CHANGE BY CHANGE ORDERS: \$2,359.03

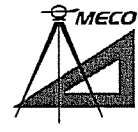
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

In accordance with the Contract Documents, based on site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED OF \$ 6,025.00
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

CONTRACTOR:
BY:
DATE:

OWNER:
BY:

ENGINEER:
BY: 
MECO ENGINEERING COMPANY, INC.
ENGINEERS * SURVEYORS



2701 INDUSTRIAL DRIVE
JEFFERSON CITY, MO 65109 (573)893-5558

Pay Estimate No.1
TAP 9900(599) High School Sidewalk Project

Item	No	Description	Contract		Unit	Price	Total	In Place		\$ Installed		Total		Left to		
			Quantity	Unit				Prev. Pay	App	This Period	This Pay	App	in Place	Finish	Unit	
1		Temporary Traffic Control	1	LS	\$	2,000.00	\$	2,000.00	1	0.00	\$	0.00	\$	2,000.00	0.00	LS
2		Mobilization	1	LS	\$	14,000.00	\$	14,000.00	1	0	\$	0	\$	14,000.00	0.0	LS
3		Temporary Construction Signs	176	SF	\$	8.00	\$	1,408.00	176	0	\$	0	\$	1,408.00	0.0	SF
4		Permanent Signs	76.8	SF	\$	36.70	\$	2,818.56	76.8	0	\$	0	\$	2,818.56	0.0	SF
5		Temporary Ditch and Inlet Checks	1	LS	\$	600.00	\$	600.00	1	0	\$	0	\$	600.00	0.0	LS
6		Removal of Improvements	1	LS	\$	5,500.00	\$	5,500.00	1	0	\$	0	\$	5,500.00	0.0	LS
7		Clearing and Grubbing (Sidewalk)	0.2	Acre	\$	11,000.00	\$	2,200.00	0.2	0	\$	0	\$	2,200.00	0.0	Acre
8		Unsuitable Material Excavation	10	CY	\$	40.00	\$	400.00	10	0	\$	0	\$	400.00	0.0	CY
9		Rock Backfill in Unsuitable Area	10	CY	\$	50.00	\$	500.00	10	0	\$	0	\$	500.00	0.0	CY
10		Linear Grading Class 1	22.4	STA	\$	750.00	\$	16,800.00	22.4	0.00	\$	0.00	\$	16,800.00	0.00	STA
11		Subgrade Compaction (sidewalk)	22.4	STA	\$	300.00	\$	6,720.00	22.4	0.00	\$	0.00	\$	6,720.00	0.00	STA
12		Subgrade Compaction (Driveway)	116	SY	\$	10.00	\$	1,160.00	97	19	\$	190.00	\$	1,160.00	0.0	SY
13		4" Type 5 Aggregate Base	116	SY	\$	10.00	\$	1,160.00	97	19	\$	190.00	\$	1,160.00	0.0	SY
14		4" PCC Concrete sidewalk	1209	SY	\$	40.00	\$	48,360.00	1204	5	\$	200.00	\$	48,360.00	0.0	SY
15		6" PCC Concrete sidewalk	94	SY	\$	55.00	\$	5,170.00	75	19	\$	1,045.00	\$	5,170.00	0.0	SY
16		ADA Sidewalk Ramp	36	SY	\$	85.00	\$	3,060.00	36	0	\$	0.00	\$	3,060.00	0.0	SY
17		ADA Truncated Dome Plate	100	SY	\$	22.00	\$	2,200.00	100	0	\$	0.00	\$	2,200.00	0.0	SY
18		Pedestrian Barrier	62	LF	\$	105.00	\$	6,510.00	62	0	\$	0.00	\$	6,510.00	0.0	LF
19		Type "A" Curb and Gutter Including 4" Type 5 Aggregate Base	83	LF	\$	35.00	\$	2,905.00	83	0	\$	0.00	\$	2,905.00	0.0	LF
20		12" Inlet	1	EA	\$	2,000.00	\$	2,000.00	1	0	\$	0.00	\$	2,000.00	0.0	EA
21		24" Inlet	3	EA	\$	2,000.00	\$	6,000.00	3	0	\$	0.00	\$	6,000.00	0.0	EA
22		30" Inlet	1	EA	\$	2,500.00	\$	2,500.00	1	0	\$	0.00	\$	2,500.00	0.0	EA
23		12" HDPE in place	11	LF	\$	75.00	\$	825.00	11	0	\$	0.00	\$	825.00	0.0	LF
24		18" HDPE in place	249	LF	\$	32.00	\$	7,968.00	249	0	\$	0.00	\$	7,968.00	0.0	LF
25		24" HDPE in place	692	LF	\$	38.00	\$	26,296.00	692	0	\$	0.00	\$	26,296.00	0.0	LF
26		24" HDPE Flared End	1	EA	\$	400.00	\$	400.00	1	0	\$	0.00	\$	400.00	0.0	EA
27		Full Depth Granular	88	LF	\$	10.00	\$	880.00	88	0	\$	0.00	\$	880.00	0.0	LF
28		Asphalt Repair	88	LF	\$	25.00	\$	2,200.00	88	0	\$	0.00	\$	2,200.00	0.0	LF
29		Concrete Driveway Approach	97	SY	\$	80.00	\$	7,760.00	97	0	\$	0.00	\$	7,760.00	0.0	SY
30		3" thk Aggregate Surface	82	SY	\$	5.00	\$	410.00	82	0	\$	0.00	\$	410.00	0.0	SY
31		Concrete Box Culvert	1	EA	\$	13,200.00	\$	13,200.00	1	0	\$	0.00	\$	13,200.00	0.0	EA
32		Street Crosswalk Marking	2	EA	\$	300.00	\$	600.00	2	0	\$	0.00	\$	600.00	0.0	EA
33		Mid-Block Crosswalk Marking	2	EA	\$	1,000.00	\$	2,000.00	2	0	\$	0.00	\$	2,000.00	0.0	EA
34		6" Thk Rip Rap w/ Filter Cloth	30	SY	\$	50.00	\$	1,500.00	30	0	\$	0.00	\$	1,500.00	0.0	SY
35		Fertilize, Seeding, and Mulching	0.6	Acre	\$	3,000.00	\$	1,800.00	0	0.6	\$	1,800.00	\$	1,800.00	0.0	Acre
36		Reestablishing Downspout Connection to Stormsewer System	1	EA	\$	501.17	\$	501.17	1	0.00	\$	0.00	\$	501.17	0.0	EA
37		Adjusting Utility Lid	3	EA	\$	157.44	\$	472.32	3	0	\$	0.00	\$	472.32	0.0	EA
38		Replacing Existing Sod	1	LS	\$	2,100.00	\$	2,100.00	0	1	\$	2,100.00	\$	2,100.00	0.00	LS
39		Removal of Existing Driveway	1	LS	\$	500.00	\$	500.00	0	1	\$	500.00	\$	500.00	0.0	LS

Contract Total \$ 203,384.05

\$6,025.00 \$203,384.05



**Request for Qualifications (RFQ) for
On-Call Project Engineering and Civil Site Services.
Amendments of 16 December 2016**

The City of Centralia, Missouri, is accepting Qualification Statements until **2:00 p.m., Wednesday, January 4, 2017 in the City Clerk's office, City of Centralia, City Hall, 114 S Rollins St., Centralia, MO 65240** for the following:

AMENDMENTS APPEAR **in bold and underlined in the document.** ~~Deletions are will be struck through.~~

The City of Centralia, Missouri, is inviting engineering firms **and firms in related fields** to submit qualifications for professional services for a variety of services in the City of Centralia, Missouri. An annual agreement that is renewable for up to an additional three years will be available to the firms selected. Renewals will be granted for each firm if recommended by city staff after an annual review meeting.

Once firms have been selected and the Agreement for On-Call Services signed, all assigned work shall be based upon the engineer's experience, training, and knowledge of, and in accordance with, practices reputable and in current use in the engineering and construction professions. Each task will be done under a different task order signed by both parties. Entering into an Agreement for On-Call Services will not guarantee that actual work will be assigned, and if no work is assigned, then no payment will be due.

Note: the term engineer is used here where and individual or firm without an engineering license may be able to perform some tasks. For instance surveying and Water and Wastewater Sample Testing may be performed by a technical expert in the field where another license may be required, or certification may be preferred but not required.

The City of Centralia will review the qualifications provided by firms for use in selecting one (1) or more firms in each area of expertise listed below. You may provide qualifications for one, some, or all of the areas of expertise. Below and attached you will find the format required for the submittal. The City will be evaluating each firm based on the information and qualifications provided for each area of expertise. There will be no bias based upon the number of areas of expertise in which a consultant submits qualifications, or on the overall size of the firm.

Areas of Expertise: The scope of work for projects may include but is not limited to the following:

1. Roadway/Alley Rehabilitation and Reconstruction, including Sidewalks and ADA compliance and construction inspection.
2. Wastewater Collection and Treatment (with experience in minimal release/land application systems preferred).
3. Municipal Water Utility Engineering, including Distribution and Water Plant design, construction, and operation.
4. Water and Wastewater Sample Testing.

5. Stormwater Management and Low Impact Development
6. Geotechnical Engineering and Materials Testing
7. Surveying
8. Subdivision and Site Plan Review
9. Project Management (both locally and federally-funded projects, from inception to completion)

Scope of work for which qualifications are being submitted may include but are not limited to the following elements, to be determined on a per project basis: civil engineering, mechanical engineering, **structural engineering, surveying, sample and materials testing**, document preparation, specification preparation, bid management services, and project management services.

If your firm desires to be considered for one of these Indefinite-Delivery/Indefinite-Quantity (IDIQ) open-ended contracts, in one or multiple areas of expertise, please return two (2) sets of your Qualification Statement in hard copy and a CD **or “thumb drive”** with the same information in PDF format by **2:00 p.m., Wednesday, January 4, 2017 in the City Clerk's office, City of Centralia, City Hall, 114 S Rollins St., Centralia, MO 65240**. They should be addressed as follows:

Heather Russell, City Clerk
City of Centralia
114 S. Rollins St.
Centralia, MO 65240
RE: RFQ – On-Call Engineering Services

An optional pre-bid conference will be held Thursday, December 8, 2016 in the Council Chambers of Centralia City Hall at 10:00 a.m.

Please submit the required elements of the Qualification Statement in this order:

1. Cover Letter (paragraph form, maximum two (2) pages):
 - a. Describe your familiarity with the City of Centralia and its unique circumstances, and describe how your firm is uniquely qualified and situated to take on those challenges by providing these areas of expertise to the City of Centralia.
 - b. Describe your capacity to complete work on schedule.
 - c. QA/QC Plan description.
2. Qualification Submission Checklist (See Attached).
3. For each area of expertise (two (2) to five (5) pages for each area of expertise):
 - a. Description of firm's qualifications and specialties.
 - b. Evidence of relevant experience.
 - c. Evidence of at least three (3) relevant projects within the last five years completed by the firm and current staff:
 - i. Describe the project, including location, scope of work, and role of the firm.
 - ii. Specify leads and project managers.
 - iii. Client reference and contact information.

- iv. Project Cost (estimated and actual).
- d. Summary of key personnel that will complete the work and their professional qualifications.
- e. Clearly state the firm's intent to use any subcontracted professional services or existing strategic partnerships.
- f. Clearly state the location of the service office that will supply services and personnel.

Evaluation of consultants will be in accordance with the City of Centralia's Purchasing Policy and the [Missouri Revised Statute § 8.289](#), as shown below:

[8.289](#). Present provisions of law notwithstanding, in the procurement of architectural, engineering or land surveying services, each agency which utilizes architectural, engineering or land surveying services shall encourage firms engaged in the lawful practice of their professions to annually submit a statement of qualifications and performance data to the agency. Whenever a project requiring architectural, engineering or land surveying services is proposed for an agency of the state or political subdivision thereof, the agency shall evaluate current statements of qualifications and performance data of firms on file together with those that may be submitted by other firms regarding the proposed project.

In evaluating the qualifications of each firm the agency shall use the following criteria:

1. The specialized experience and technical competence of the firm with respect to the type of services required;
2. The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project, including partnerships with other firms;
3. The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules;
4. The firm's proximity to and familiarity with the area in which the project is located.
5. **Quoted prices may be considered for testing services only. No mention of hourly rates should be submitted for professional services. However, the ability to bring a project in under total project costs will be evaluated.**

Statements will be evaluated by a committee with approval by the Board of Aldermen to award contract for the proposed work.

The City of Centralia reserves the right to reject any and all qualifications as it sees fit.

The City reserves the right to reject any Qualification Statement if the evidence submitted by, or investigation of, such Qualification Statement fails to satisfy the City that such contractor is qualified to carry out the obligation of the contract and to complete the work as described.

~~An optional pre-bid conference will be held Thursday, December 8, 2016 in the Council Chambers of Centralia City Hall at 10:00 a.m.~~

Questions regarding Qualification Statements should be directed to Matt Harline, City Administrator, at cityadmine@centraliamo.org or 573-682-2139.

RFQ CHECKLIST



NAME OF FIRM

MAIN CONTACT

MAIN PHONE NUMBER

MAIN FAX NUMBER (optional)

MAILING ADDRESS OF FIRM

Street

City,

State Zip Code

EMAIL ADDRESS OF MAIN CONTACT FOR FIRM (optional)

@

1. INSURANCE REQUIREMENTS (BELOW) ARE ACCEPTABLE AND CERTIFICATE OF INSURANCE IS ENCLOSED; YES _____ NO _____
2. WE UNDERSTAND THE REQUIREMENTS FOR E-VERIFY, EQUAL OPPORTUNITY HIRING AND APPLICABLE CITY, STATE AND FEDERAL LAWS AND REGULATIONS AND HAVE SIGNED AND SUBMITTED THE AFFIDAVIT FOUND BELOW; YES _____ NO _____
3. CURRENT CREDENTIALS AS A MISSOURI REGISTERED PROFESSIONAL ENGINEER, PROFESSIONAL LAND SURVEYOR &/OR PROFESSIONAL LANDSCAPE ARCHITECT, ARE ENCLOSED FOR ALL STAFF WITH P.E. CREDENTIALS LISTED IN THE PROPOSAL; YES _____ NO _____
4. WE BELIEVE THAT WE HAVE ADEQUATE STAFF TO COMPLETE THE PROVIDE THE SERVICE OFFERED;
YES _____ NO _____
5. LITIGATION HISTORY IN THE LAST FIVE (5) YEARS, IF ANY, IS DESCRIBED. IF JUDGEMENT(S) AGAINST PROPOSER, APPROPRIATE EXPLANATION PROVIDED. YES (ATTACHED) _____ NOT APPLICABLE _____
6. NUMBER OF YEARS IN BUSINESS;
AT ANY LOCATION _____ AT THE OFFICE CLOSEST TO CENTRALIA, MO _____

AREAS OF EXPERTISE SUBMITTED:

- _____1. **ROADWAY/ALLEY REHABILITATION AND RECONSTRUCTION, INCLUDING SIDEWALKS AND ADA COMPLIANCE AND CONSTRUCTION INSPECTION.**
- _____2. **WASTEWATER COLLECTION AND TREATMENT (WITH EXPERIENCE IN MINIMAL RELEASE/LAND APPLICATION SYSTEMS PREFERRED).**
- _____3. **MUNICIPAL WATER UTILITY ENGINEERING, INCLUDING DISTRIBUTION AND WATER PLANT DESIGN, CONSTRUCTION, AND OPERATION.**
- _____4. **WATER AND WASTEWATER SAMPLE TESTING.**
- _____5. **STORMWATER MANAGEMENT AND LOW IMPACT DEVELOPMENT**
- _____6. **GEOTECHNICAL ENGINEERING AND MATERIALS TESTING**
- _____7. **SURVEYING**
- _____8. **SUBDIVISION AND SITE PLAN REVIEW**
- _____9. **STRUCTURAL ENGINEERING**
- _____10. **PROJECT MANAGEMENT (BOTH LOCALLY AND FEDERALLY-FUNDED PROJECTS, FROM INCEPTION TO COMPLETION)**

Bids/PROPOSALS/QUALIFICATIONS shall be submitted by mail or in person on the bid form (Attachment A) and delivered or mailed to the City of Centralia **NO LATER** than: **DATE & TIME**

BIDS/PROPOSALS/QUALIFICATIONS must be sealed and labeled “RFQ -ON-CALL ENGINEERING SERVICES”. All bids will be publicly opened at approximately **2:01 p.m., Wednesday, January 4, 2017** in the City of Centralia, City Hall, 114 S Rollins St., Centralia, MO 65240

Bids should be addressed to:
HEATHER RUSSELL, CITY CLERK
City of Centralia
114 S. Rollins St.
Centralia, MO 65240
RE: RFQ - ON-CALL ENGINEERING SERVICES

Questions regarding this REQUEST FOR BIDS/PROPOSALS/QUALIFICATIONS may be directed to:
CITY ADMINISTRATOR, MATT HARLINE, 114 S. Rollins St., Centralia, MO 65240.
Phone: (573) 682-2139. Email: cityadmin@centraliamo.org

THE FOLLOWING STATEMENT OF QUALIFICATIONS IS THE OFFICIAL SUBMISSION OF OUR FIRM AND CONTAINS NO KNOWN ERRORS OR OMISSIONS:

SIGNATURE _____ *DATE* _____

NAME PRINTED _____ **TITLE** _____

INSURANCE REQUIREMENTS

Insurance

The Bidder/Contractor shall procure, maintain and provide proof of insurance coverages for injuries to persons and/or property damage as may arise from or in conjunction with the work performed on behalf of the City of Centralia by the Bidder/Contractor its agents, representatives, employees or subcontractors. The City of Centralia shall be named as an additional insured under such contracts (except for Worker's Compensation coverage) with endorsements. Proof of coverage as contained herein shall be submitted along with the **submittal of qualifications** and cover the period of time from the commencement of the agreement and such coverage shall be maintained by the Bidder/Contractor for the duration of the agreement period. Claims made on policies must be enforce or that coverage purchased for three (3) years after the completion of the agreement.

1. General Liability

\$2,000,000 General Aggregate Limit
\$1,000,000 Products and Completed Operations
\$1,000,000 Personal and Advertising Injury
\$1,000,000 Each Occurrence Limit
\$1,000,000 Fire Damage Limit
\$5,000 Medical Expense Limit

2. Automobile Liability

\$2,000,000 Combined Single Limit
\$1,000,000 Each Occurrence Limit
\$5,000 Medical Expense Limit

3. Contractual Liability

\$1,000,000 Bodily Injury Each Accident
\$1,000,000 Property Damage Each Accident

Insurance for items 1 – 3 General, Automobile and Contractual may be satisfied with a combination of primary and umbrella coverage.

4. Worker's Compensation

Limit as required by the Worker's Compensation Statutes of the State of Missouri,
Employers Liability, ~~\$1,000,000~~

AFFIDAVIT OF WORK AUTHORIZATION ANNUAL RENEWAL DOCUMENT

The contractor who meets the section 285.525, RSMo, definition of a business entity must complete and return the following Affidavit of Work Authorization Annual Renewal Document.

Comes now _____ (Name of Business Entity Authorized Representative) as _____ (Position/Title) first being duly sworn on my oath, affirm _____ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that _____ (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

_____	_____
Authorized Representative's Signature	Printed Name
_____	_____
Title	Date
_____	_____
E-Mail Address	E-Verify Company ID Number

Subscribed and sworn to before me this _____ of _____. I am _____ (DAY) _____ (MONTH, YEAR) commissioned as a notary public within the County of _____, State of _____ (NAME OF COUNTY), and my commission expires on _____.

From: Matt Harline, City Administrator

To: Mayor & Board of Aldermen

Date: December 16, 2016

Re: City Administrator's Monthly Report – November 2016



- Participated in the meeting of the Public Utilities and Public Works Meeting Committee on November 7th.
- Participated in the meeting of the General Government and Public Safety Committee November 14th.
- Participated in meetings of the Board of Aldermen on November 21st.
- Participated in the meeting of the Planning and Zoning Commission on October 27th.
- Participated in Comprehensive Plan in subcommittee meetings and the full Comprehensive Plan Committee meeting on November 15th.
- Assisted with the development of packets for the Committees, Commission and the Board of Aldermen meetings.
- Worked on junk, clutter and abatement issues.
- Reviewed and completed RFP for health insurance and sent it out for responses.
- Met with potential economic development project.
- Worked with an employee committee to review proposals for health insurance. With a great deal of effort by City Clerk, Heather Russell helped review the various options so the committee could make a recommendation to the Board of Aldermen.
- Worked with Heather Russell and Data Technologies on the Chart of Accounts conversion in Summit.
- Processed demolition permits and contracts for demolition for reimbursement.
- Set up and attended the ribbon cutting for the new sidewalk and participated in the final walk through with MECO, B&P Patterson, City staff and MODOT staff
- Interviewed candidates for the Assistant City Clerk position with Heather Russell
- Worked with Jennifer Gray of Trane to look at energy efficiency project options.
- Introduced Kelly Wallis, Boone County Community Services Director and Erin Reynolds, Executive Director of Family Action Center for Excellence (FACE) to Lt. Bias and Sergeant Kribbs of CPD.
- Met with Hubbell and contractor to understand environmental status of the City's solid waste facilities.
- Prepared comments
- Worked with Mike Forsee and others to get the aerator installed.
- Worked with MMRPC staff on the Comprehensive Plan.
- Worked on proposals for new phone system. Executed contract with CenturyLink for materials and labor.
- Worked with MECO, B&P Patterson and MODOT on the Jefferson Street Sidewalk Project.
- Worked with office staff and staff of Dayne's Waste Services about customer service issues.
- Attended meetings of REDI, Park Board, MCMA Conference Planning Committee, MISO RTO Committee conference call and department heads
- Responded to various citizen requests, personnel issues, reviewed payroll, excess trash bills and as needed measured construction setbacks and reviewed parts of commercial business building permits, entered building permit information, and 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.

Thank you.