

## PUBLIC COMMENTS – SIGN IN SHEET AT BACK PODIUM



### City Council Meeting Agenda Monday October 17, 2022 – 6:30 p.m. City Hall, 200 South Osage, Sedalia MO

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MAYOR: ANDREW L. DAWSON

MAYOR PRO-TEM: TINA BOGCESS

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- A. **CALL TO ORDER** – Mayor Dawson – Council Chambers
- B. **PRAYER & PLEDGE OF ALLEGIANCE**
- C. **ROLL CALL**
- D. **SERVICE AWARDS** - None
- E. **SPECIAL AWARDS** - None
- F. **RETIREMENT AWARDS** - None
- I. **APPROVAL OF PREVIOUS SESSION MINUTES**
  - A. Council Meeting – October 3, 2022
- II. **REPORT OF SPECIAL BOARDS, COMMISSIONS AND COMMITTEES**
  - A. Acceptance of Citizen’s Traffic Advisory Commission minutes dated July 13, 2022
  - B. Acceptance of Planning & Zoning Commission minutes dated August 31, 2022
- III. **ROLL CALL OF STANDING COMMITTEES**
  - A. **FINANCE / ADMINISTRATION** – Chairman Chris Marshall; Vice Chairman Jack Robinson
    - 1. Presentation – Audit Results (Williams Keepers, Presenter)
    - 2. Presentation – Financial Update (Jessica Pyle, Presenter)
    - 3. Presentation – Health Insurance Renewal & Approval
      - Motion and Second to approve health insurance renewal quotes as presented
    - 4. Adoption of Volunteer Code of Conduct
      - Council Discussion led by Chairman Marshall
      - Call for Ordinance adopting a Volunteer Code of Conduct for the City – Mayor Dawson
    - 5. Budget Amendment – Sign & Stay Pay
      - Council Discussion led by Chairman Marshall
      - Call for Resolution authorizing an increase in budgeted expenditures for the fiscal year 2022-2023 relating to the sign & stay pay incentives – Mayor Dawson
      - Call for Ordinance amending the budget for the fiscal year 2022-2023 regarding sign & stay pay for employees – Mayor Dawson
    - 6. Open Container Waiver – Liberty Center’s Rocky Horror Picture Show event – October 28, 2022 – 6:00 p.m. to 11:00 p.m.
      - Council Discussion led by Chairman Marshall
      - Call for Ordinance waiving open container laws and imposing other conditions relating to the Liberty Center Association for the Arts’ Rocky Horror Picture Show event – Mayor Dawson

Click on any agenda item to view the related documentation

**B. PUBLIC WORKS** – Chairman Thomas Oldham; Vice Chairwoman Tina Boggess

1. Strategic Planning Presentation – Cemetery Department (Roger Waters, Presenter)

2. Budget Amendment & Quote – Repair/replace parts on belt press – Central Plant – Alfa Laval, Inc. - \$11,330.83

Council Discussion led by Chairman Oldham

**R** Call for Resolution authorizing an increase in budgeted expenditures for the fiscal year 2022-2023 relating to the repair of the belt press – Central Plant – Mayor Dawson

**O** Call for Ordinance amending the budget for the fiscal year 2022-2023 regarding repair to belt press – Central Plant – Mayor Dawson

**O** Call for Ordinance approving and accepting a quote for repair/replace parts on belt press at the Central Plant – Mayor Dawson

3. Budget Amendment & Quote – Pump for 32<sup>nd</sup> Street Lift Station – FTC Equipment, LLC - \$21,570.34

Council Discussion led by Chairman Oldham

**R** Call for Resolution authorizing an increase in budgeted expenditures for the fiscal year 2022-2023 relating to the purchase of replacement pump at 32<sup>nd</sup> Street Lift Station – Mayor Dawson

**O** Call for Ordinance amending the budget for the fiscal year 2022-2023 regarding purchase of replacement pump at 32<sup>nd</sup> Street Lift Station – Mayor Dawson

**O** Call for Ordinance approving and accepting a quote for purchase of pump for 32<sup>nd</sup> Street Lift Station – Mayor Dawson

4. Budget Amendment – Excavation in Right-of-Way

Council Discussion led by Chairman Oldham

**R** Call for Resolution authorizing an increase in budgeted expenditures for the fiscal year 2022-2023 relating to utility inspectors for excavation in right-of-way – Mayor Dawson

**O** Call for Ordinance amending the budget for the fiscal year 2022-2023 regarding utility inspectors for excavation in right-of-way – Mayor Dawson

5. Scope of Services – Water System Maintenance – Wilson & Company - \$77,500.00 (South Grand from West 20<sup>th</sup> to City Limits)

Council Discussion led by Chairman Oldham

**O** Call for Ordinance approving and accepting a scope of services for water system maintenance on South Grand Avenue from West 20<sup>th</sup> Street to the City limits – Mayor Dawson

**C. COMMUNITY DEVELOPMENT** – Chairwoman Rhiannon Foster; Vice Chairman Bob Cross – No Report

**D. PUBLIC SAFETY** – Chairman Jack Robinson; Vice Chairman Steve Bloess

1. Return to owner Ordinance – Animal Control

Council Discussion led by Chairman Robinson

**O** Call for Ordinance amending Section 8-143 of the Code of Ordinances of the City of Sedalia, Missouri relating to dogs and cats running at large – Mayor Dawson

**IV. OTHER BUSINESS**

**A. APPOINTMENTS**

New (Sedalia Public Library Board):

\* Appoint – Emily Schmidt – Completing Chris Paszkiewicz's term ending 6/30/2024

## B. LIQUOR LICENSES

New (Special Event – Child Safe Dessert Auction – November 22, 2022 – 8:00 a.m. to 9:00 p.m.):

\* Kristy Long dba Wildlife Ridge Winery, 34751 Miller Road, Smithton, Mo 65350, \$15

Renewal:

\* Crystal Sims dba Woods Express #570, 703 E Broadway, Packaged Liquor & Sunday Sales, \$450

## V. MISCELLANEOUS ITEMS FROM MAYOR, CITY COUNCIL AND CITY ADMINISTRATOR

### VI. GOOD AND WELFARE – *Any items from anyone in the audience*

### VII. Closed Door Meeting – Motion and Second to move into closed door meeting in the upstairs conference room pursuant to Subsections 1 (Legal Advice), 2 (Real Estate) and 12 (Negotiated Contracts) of Section 610.021 RSMo.

A. Roll Call Vote for Closed Door Meeting

B. Discussion of closed items

C. Vote on matters, if necessary (require a Roll Call Vote)

D. Motion and Second with Roll Call Vote to adjourn closed door meeting and return to open meeting

### VIII. ADJOURN MEETING

A. Motion and second to adjourn meeting

**NOTE:** Due to the COVID-19 pandemic emergency, which constitutes good cause, the Mayor and City Council may choose to participate in this meeting by videoconferencing, telephone or other voice or electronic means.

**Please join the meeting by clicking or touching this link from your smartphone, computer, tablet, or iPad:**

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For **smartphones**: tap on one of the phone numbers and it will dial the phone and the meeting numbers.

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Please be mindful of others on the call by eliminating as much background noise as you can. Mute yourself until you are ready to speak. Do not put the call on hold, if you need to leave even for a short time, hang up as you can always dial back in after your other call. If you hear an echo or squeal, you may have your computer speakers on as well as the phone, mute your computer speakers to eliminate this.

If you want to join in **listen only** mode you can dial the following number and enter the access code.

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- One-touch: <tel:+18668994679,,578973061#>

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Access Code: 578-973-061

*The City Council reserves the right to discuss any other topics that are broached during the course of this meeting.*

**IF YOU HAVE SPECIAL NEEDS, WHICH REQUIRE ACCOMMODATION, PLEASE NOTIFY THE CITY CLERK'S OFFICE AT 827-3000. ACCOMMODATIONS WILL BE MADE FOR YOUR NEEDS.**

**POSTED ON OCTOBER 14, 2022 AT 3:30 P.M. AT THE SEDALIA MUNICIPAL BUILDING, BOONSLICK REGIONAL LIBRARY, SEDALIA PUBLIC LIBRARY AND ON THE CITY'S WEBSITE AT WWW.SEDALIA.COM**



# OFFICE OF THE CITY ADMINISTRATOR

To: Honorable Mayor Andrew L. Dawson & City Council Members  
From: Kelvin Shaw, City Administrator   
Re: Agenda items for City Council meeting on Monday, October 17, 2022, 6:30 p.m.

Finance/Administration Committee - There are six items for consideration through the Finance / Administration Committee.

1. Each year we have an independent audit conducted. Best practices indicate that we should change audit firms periodically and through our procurement policies, we bid out the audit services and went with a new firm this year. With a new firm there is extra work for both the audit firm and staff to get them acclimated to the City. Likewise, with the transition in the Finance Director position towards the end of the work added complexity and delay to the process. With all of that, staff and the auditors worked well together through these challenges and now representatives from Williams Keepers audit firm are ready to present the final report.
2. Jessica Pyle, Finance Director, will provide a brief update on revenue trends.
3. Staff has been working diligently with the new brokers that Council approved to bring together recommendations for the employee benefit packages. We are pleased to report that we were able to bring in an overall level price quote on a renewal. While the brokers were able to bring us options for major changes in how we structure and fund the programs, since the renewal came in at a stable price point, staff recommends that the larger complete structure change decisions be delayed until next year when we have more data and more time to explore the myriad of options. However, in working with our consultants, staff pulled together some benefit enhancement options for Council to consider this year.
4. Council members, as well as others, have expressed desires to develop a more formalized and uniform code of conduct for volunteers to set the right expectations. Shannon Ramey-Trull, Human Resources Director, worked with various department heads that routinely manage volunteer programs to develop such a code of conduct for consideration. Staff recommends adoption.
5. As presented to Council during the last meeting, we continue to deal with the ongoing ripple effect of the great resignation. As a result of that discussion, Council directed staff to bring back a budget amendment for consideration of adoption. This "Sign & Stay Pay" will essentially provide an incentive to come to work for and / or continue to work for the City. It is designed to help compete with businesses bidding wars for labor, including signing bonuses. This program would not only provide somewhat of a sign on bonus, but even more importantly, provide our current employees an incentive to stay with us rather than leaving for a sign on bonus elsewhere. The incentive pay is \$500.00 for full-time employees that receive a paycheck December 2<sup>nd</sup>, and then another \$500.00 to those that receive a paycheck March 10<sup>th</sup>. This is purposely designed to get through this budget year. The thought being, we will have more information about what the market is doing at the time of the last payment, so

that we can adjust and determine what is the right compensation package for the next fiscal year. Staff recommends approval.

6. We were approached by the Liberty Center for a special event they are planning to put on a presentation of the Rocky Horror Picture Show. They would like to block off 5<sup>th</sup> street in front of their facility and allow open containers of alcohol in this area during the event. Staff worked with the organizers to coordinate security and the conditions of the open container allowance. The security and conditions are consistent with other like events that have proven to be successful. With these conditions, staff recommends approval of an ordinance that suspends the open container prohibition in this specific area during the specific time, and extends the premises for purposes of their liquor license to include the right of way in front of their location during the event.

**Public Works Committee** – There are five items for consideration through the Public Works Committee.

1. Roger Waters, our Cemetery Director, will kick off this year's presentations of strategic planning for each department. A few years ago, we reduced the number of departments that will be presenting down to the departments that are primarily external customer-facing and will continue that practice this year. While it is still important for the support departments to plan, their plans need to center around providing the necessary structure for the other departments to provide the services to our customers. Having only the customer-facing departments make presentations, makes it easier for us to stay focused on service to the customer. For example, while it is important for Information Technology (IT) to plan and develop the necessary infrastructure and tools to allow the other departments to serve their customers efficiently, it is less important for Council to get that far down into the operational details. This in turn allows Council to focus more of its attention to those services that have a direct impact on the citizens. This also means that while the meetings may be a little longer, we can get all of these presentations into the regular Council meeting dates without adding separate work sessions.

I ask that in each of the individual presentations that they address the following four questions:

- a) Why is the service needed?
- b) Why should the City be doing it?
- c) What level of service are we providing now?
- d) How are we going to accomplish it? In other words, strategies going forward for services including any major budget requests related to new or expanded initiatives.

These presentations will all lead up to and set the stage for the Council strategic planning session on January 7<sup>th</sup> (the first Saturday in January). During this session, we review the highlights of each of these individual department strategic plans to bring them together into an overall plan for the City, to include setting relative priorities. This high-level direction from Council then becomes the basis for the budget development to match that strategy. We will then have budget work sessions February through March, culminating with a budget adoption the last meeting in March.

2. An essential piece of equipment used in the central wastewater treatment plant is failing to keep up with production due to needed repairs. Staff worked with the sole source vendor for this equipment and obtained a quote for the repairs of \$11,330.83. Their quote included a lead-time of a month. Since this is essential equipment, I declared this an emergency in accordance with our procurement policies to get the parts on order to prevent further delay. Staff recommends ratification of the authorization, along with a budget amendment to appropriate the funds for this unanticipated expenditure.
3. The City's sewer collection system includes several lift stations that overcome elevation challenges to transport the wastewater from its origin to the treatment plants. These lift stations include pumps to pull the sewage up and over the higher elevation points along the path to the plants. The pumps at the 32<sup>nd</sup> Street lift station have begun to fail, resulting in multiple call outs and overtime for staff. While they have been successful so far in manually restarting them, review of these pumps indicates significant wear and they are likely to catastrophically fail very soon. There are two pumps and if both fail, it would require temporary pumps with manual operation to limp through until new pumps could be procured and installed. Therefore, staff recommends authorization to replace one of these pumps now. Staff will then include the replacement of the second pump in its budget proposal for next fiscal year.
4. As discussed with Council in previous meetings, there have been several contractors coming to town putting in fiber optics. Council adopted an ordinance for management of excavations in the right of ways. This code included a fee structure to help offset the costs of the necessary inspections to ensure compliance with the new code. Staff recommends a budget amendment to recognize this revenue and to formally appropriate the funds for the inspections.
5. During the budgeting process, staff proposed and Council approved the design part of the next phase of improvements of the water distribution system in the area along Grand from 20<sup>th</sup> Street to 32<sup>nd</sup> Street. Staff recommends approval to add this design work to our contract with Wilson & Company, as our on-call engineer for these types of projects.

**Community Development Committee** – There are no items for consideration through the Community Development Committee.

**Public Safety Committee** – There is one item for consideration through the Public Safety Committee.

1. Randi Battson, Animal Services Manager, has developed a plan to help reduce the number of animals that are repeatedly allowed to be a nuisance to neighbors. She has worked with Legal to bring forth legislation to impose progressive regulations on repeated violations of current codes. These added regulations are designed as tools to more readily identify the repeated offenders, and to reduce the number of animals owned by irresponsible pet owners. Staff recommends approval of the ordinance.



CITY OF SEDALIA, MISSOURI
CITY COUNCIL MEETING
OCTOBER 3, 2022

The City has an on-line broadcast of Council Meetings available both live and recorded by going to https://global.gotomeeting.com/join/578973061.

Before the meeting was called to order, Mayor Dawson recognized Arlene Silvey, MPCC, City Clerk. This will be her last City Council meeting and she is retiring after 49 years of service.

The Council of the City of Sedalia, Missouri duly met on Monday, October 3, 2022 at 6:30 p.m. at the Municipal Building in the Council Chambers with Mayor Andrew L. Dawson presiding. Mayor Dawson called the meeting to order and asked for a moment of prayer led by Chaplain Byron Matson followed by the Pledge of Allegiance.

ROLL CALL:

Table with 4 columns: Name, Status (Present), Name, Status (Present). Rows include Jack Robinson, Thomas Oldham, Chris Marshall, Tina Boggess, Bob Cross, Rhiannon Foster, and Steve Bloess.

Official Transfer of Artifact From US Department of Transportation, Maritime Administration to City of Sedalia

Mayor Dawson stated he was contacted by the US Department of Transportation, Maritime Division, regarding the ship builder's plate from the USS Sedalia Victory Ship. Sedalia historian Rebecca Imhauser stated the USS Sedalia Victory Ship was a merchant vessel used in WWII to support war efforts and was funded by businesses, men, women and children of Sedalia, Missouri through the purchase of war bonds. Only 450 Victory Ships were manufactured and SS Sedalia Victory was the first one to be named after a city in Missouri. Mayor Dawson stated that the plate that will be on display at City Hall.

Proclamation - National Domestic Violence Awareness Month

Mayor Dawson read the following proclamation and presented it to representatives from CASA (Citizens Against Spousal Abuse):

WHEREAS, the crime of domestic violence violates an individual's right to privacy and dignity, security, and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse including abuse to children and the elderly; and,

WHEREAS, the problems of domestic violence are not confined to any group or groups of people, but cut across all economic, racial, and societal barriers, and are supported by societal indifferences; and

WHEREAS, the impact of domestic violence is wide ranging, directly effecting individuals and society as a whole, here in this community, throughout the United States, and the world; and



**WHEREAS**, it is battered women themselves who have been in the forefront of efforts to bring peace and equality to the home; and

**WHEREAS**, a coalition of organizations has emerged to directly confront this crisis. Law enforcement officials, those involved with shelters and hotline services, health care providers, the clergy, and other concerned citizens are helping in the effort to end domestic violence. We must recognize the compassion and the dedication of these volunteers and professionals, applaud their efforts, and increase public understanding of this important problem.

**NOW THEREFORE, I, ANDREW DAWSON, MAYOR OF THE CITY OF SEDALIA, MISSOURI** do hereby proclaim October to be **“National Domestic Violence Awareness Month”**

and urge all citizens to actively participate in the scheduled activities and programs to work toward improving victim safety and holding perpetrators of domestic abuse accountable for their actions against individual victims and our society as a whole.”

**SERVICE AWARDS:**

25 Year Gift Card/Certificate	Jason Myers	Deputy City Clerk	City Clerk’s Office
10 Year Pin/Certificate	Alex Tsurkan	Firefighter	Fire

Fire Chief Matt Irwin stated Alex Tsurkan is the first Slavic Firefighter the Department has had and his bilingual abilities have helped build a bridge to a section of the community they didn’t have before.

**SPECIAL AWARDS:** None

**RETIREMENT AWARDS:**

- Michael Scott – Cemetery – 39 years 3 months of service – Retired August 19, 2022  
Mr. Scott received an Echo Pole Saw as a retirement gift.
- Peggy Bay – Finance – 22 years 3 months of service – Retired September 15, 2022  
Mrs. Bay received a laptop computer as a retirement gift.

**MINUTES:** The Council Meeting minutes of September 19, 2022 were approved on motion by Oldham, seconded by Marshall. All present in favor.

**REPORTS OF SPECIAL BOARDS, COMMISSIONS & COMMITTEES:** None

**ROLL CALL OF STANDING COMMITTEES:**

**FINANCE & ADMINISTRATION** – Chris Marshall, Chairman; Jack Robinson, Vice Chairman

**Presentation: Bothwell Regional Health Center: Annual Audit Report**

Lori Wightman, CEO of Bothwell Regional Health Center, and Steve Davis, CFO of Bothwell Regional Health Center, presented the annual report on operations and financial conditions of the hospital and clinics.

Ms. Wightman stated 2022 is predicted to be the most difficult year financially for hospitals and health systems since 2019. Rural hospitals are vulnerable, size contributes to higher overhead and volume doesn’t support the number of staff/physicians needed for minimum staffing or on-call requirements. Healthcare is on a fixed income. The hospital can raise prices but Medicare/Medicaid/insurance will still pay the same. 65% of reimbursement is government entity and there is no negotiating what they will pay for services. Hospital expenses have risen 17% across the country since 2019. Bothwell’s

expenses increased 30.6% while only receiving an average increase of 3.5% from Medicare and 3% from commercial payers.

The pandemic increased the nursing shortage and many nurses, respiratory therapists and lab technicians retired. A decision was made to staff all 9 of Bothwell's ICU beds and 16 PCU beds which cost \$1.6 million in contracted labor due to the \$240.00/hr. wage per ICU nurse. Bothwell has 30 contract staff which includes respiratory therapists, registered nurses and an operating room technician. The hourly rate per nurse from a contract agency is down to \$110.00/hr. per registered nurse.

#### Options

**Reduce Expenses:** Decrease staffed beds & positions; health insurance model change (narrow network); engage Forvis; convert Emergency Department clinician model. Decreasing the number of beds staffed had consequences and was not sustainable to staff all beds with agency contracted nurses. In February 2022, ICU beds staffed was reduced from 9 to 6 and in May 2022, medical surgical beds were reduced causing 32 people needing to be transferred. This saved the hospital \$1,337,000.

**Revenue Opportunities:** Convert Cole Camp & Lincoln to rural health clinic status; upfront cash collections; imaging volume increase with neurologist; open Durable Medical Equipment in Warsaw (increase clinic appointment slots, ENT starts 1/1/23 and change in Medicaid reimbursement - \$3.6 million).

**Beg for Money:** Washington advocacy; state advocacy; grants (MU Grant - \$1.2 million, ARPA – Workforce Development & Community Revitalization; FEMA >\$7 million to be requested and Philanthropy - \$1.2 million approved by Bothwell Foundation).

Mr. Davis presented the Net Operating Budget for FY22. After federal funds were received from the CARES Act in November 2021, there is a budget gap of \$5,642,831 between the budgeted goal and the actual budget. Without federal funds, the gap is \$10,207,942. A cash analysis shows a 5 year average calculated decrease in cash per day of (-\$20,465) with a cash remaining average of 7.5 years. The summary of Audited Financial Statements show over the past 5 years total operating revenue is up 30.45%, operating expenses up 36.68%, cost of capital down 4.71%, nonoperating revenue up 1,821%, contracted labor up 355.76%, total drug costs up 90.83% and other supplies up 22.7%.

Industry benchmarks are used to monitor the health of Bothwell. At the end of August, the hospital had enough cash to sustain itself for 41 days. Long term debt is at 13% for assets and 8% for net revenues. Debt service coverage at 1.6 times.

Councilwomen Boggess and Foster thanked Ms. Wightman and Mr. Davis for their presentation and asked what impacted financial stability before Covid. Mr. Davis stated in 2017/2018 a lot of physician practices were added during the hospital's growth mode. City Administrator Kelvin Shaw added in 2020 before Covid, the hospital's monthly revenues were above budget and also in 2021 before the Delta variant. Councilwoman Boggess also asked why there is a large physician turnover and Ms. Wightman stated it was due to pressure put on them to see patients, make clinics profitable and reimbursement coming in was less than what was being paid out. Councilman Bloess asked for an update regarding a clinic on the East side of Sedalia and Ms. Wightman stated construction is being done in-house and they are currently working on it.

**RESOLUTION NO. 1987 – A RESOLUTION OF THE CITY COUNCIL OF SEDALIA SUPPORTING THE INDEPENDENT, CITY HEALTH SYSTEM KNOWN AS BOTHWELL REGIONAL HEALTH CENTER. DIRECTING STAFF OF THE CITY OF SEDALIA TO EXPLORE ALL OPTIONS TO SUPPORT THE LOCAL CITY OWNED**

HEALTH SYSTEM was read once by title and approved on motion by Oldham, seconded by Foster. All present in favor.

➤ The budget amendment is to move funds from full time personnel to part-time personnel.

RESOLUTION NO. 1988 – A RESOLUTION AUTHORIZING A CHANGE IN BUDGETED EXPENDITURES FOR THE FISCAL YEAR 2022-2023 RELATING TO THE LIBRARY PERSONNEL AND SUPPLY EXPENSES was read once by title and approved on motion by Oldham, seconded by Foster. All present in favor.

BILL NO. 2022-164, ORDINANCE NO. 11658 – AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR 2022-2023 REGARDING THE LIBRARY PERSONNEL AND SUPPLY EXPENSES was read once by title.

2<sup>nd</sup> Reading – Motion by Oldham, 2<sup>nd</sup> by Foster. All present in favor.

Final Passage – Motion by Oldham, 2<sup>nd</sup> by Foster. All present in favor.

Roll Call Vote: Voting “Yes” were Robinson, Oldham, Marshall, Boggess, Cross, Foster and Bloess. No one voted “No”.

➤ The City received an offer from Katy Crossing, LP to purchase 5 acres of land located at 627 East 5<sup>th</sup> Street. The offer is \$25,000/acre and is the same price the City purchased it for from Union Pacific.

BILL NO. 2022-165, ORDINANCE NO. 11659 – AN ORDINANCE RATIFYING THE CITY’S APPROVAL OF AN OPTION AGREEMENT FOR THE PURCHASE OF PROPERTY LOCATED AT 627 EAST 5<sup>TH</sup> STREET was read once by title.

2<sup>nd</sup> Reading – Motion by Oldham, 2<sup>nd</sup> by Bloess. All present in favor.

Final Passage – Motion by Oldham, 2<sup>nd</sup> by Foster. All present in favor.

Roll Call Vote: Voting “Yes” were Robinson, Oldham, Marshall, Boggess, Cross, Foster and Bloess. No one voted “No”.

➤ Staff was approached by the buyers of Springfork Lake about an extension of time and changing the closing date to March 2023. Other deals have taken them longer than expected and they missed the build season for this year. They have agreed to pay \$400,000 for the extension and the amendment doesn’t increase the due diligence period that has already passed.

BILL NO. 2022-166, ORDINANCE NO. 11660 – AN ORDINANCE RATIFYING THE CITY’S APPROVAL OF AN AMENDMENT TO THE CONTRACT FOR SALE OF REAL ESTATE COMMONLY KNOWN AS SPRING FORK LAKE was read once by title.

2<sup>nd</sup> Reading – Motion by Oldham, 2<sup>nd</sup> by Cross. All present in favor.

Final Passage – Motion by Oldham, 2<sup>nd</sup> by Bloess. All present in favor.

Roll Call Vote: Voting “Yes” were Robinson, Oldham, Marshall, Boggess, Cross and Bloess. Voting “No” was Foster.

### **Presentation – Stay Pay Concept**

City Administrator Kelvin Shaw stated in the past the City was able to compete in the labor market from a standpoint of benefits. Wages were lower than the market, however, benefits were much better for private industry. The “great resignation” created change and upset the balance as employers started bidding wars. There are 2 open jobs for every job seeker and it is highly competitive to get minimum staffing to keep businesses open, therefore, they are offering sign-on bonuses, increased pay and daily pay to recruit employees. It got harder for the City to recruit new employees and some employees left to take advantage of incentives the private sector offers including police and fire. Public Works has been competing to keep the water, sewer and street departments together as they are down 20 employees. During the City’s open interview process on September 29, 2022, a total of 9 employees were hired.

City Administrator Shaw stated that the City is headed for, or is already in a recession. The option of "Stay Pay" proposes a lump sum of \$500.00 if the employee stays for the quarter. Since the new budget year starts March 31, 2023, Council would have to approve a plan to put this in place December 1, 2022 and then again on March 1, 2023. The total cost, including Lagers, FICA and work comp would be \$326,000 for full time employees. (\$185,000 would be through the General Fund). City Administrator Shaw added another option could be stopping some benefits and adding them into wages, but that would keep the City from competing with other cities.

Councilman Cross asked how long the "Stay Pay" would last and City Administrator Shaw stated for now it would just be 2 times. However, around March 1, 2023, the budget for next year will be presented and with more information, increased wages and/or doing something different can be discussed. Councilman Bloess stated short term this is a good approach but long term he would like to see a stronger approach to COLA and benefits. Mayor Dawson stated this is a retention tool benefiting the lower end of the wage scale but doesn't create any wage infractions. City Administrator Shaw stated that an Ordinance will be brought for Council consideration at the next Council Meeting on October 17, 2022.

**PUBLIC WORKS** – Thomas Oldham, Chairman; Tina Boggess, Vice Chairwoman

- The pitless adapter for water well #19 failed and the original contract was extended. Staff recommends authorizing change order #1 with Flynn Drilling Company in the amount of \$39,113.00.

BILL NO. 2022-167, ORDINANCE NO. 11661 – AN ORDINANCE AUTHORIZING CHANGE ORDER NUMBER ONE FOR THE REPAIR/REPLACEMENT OF PITLESS ADAPTER WATER WELL #19 was read once by title.

2<sup>nd</sup> Reading – Motion by Oldham, 2<sup>nd</sup> by Foster. All present in favor.

Final Passage – Motion by Foster, 2<sup>nd</sup> by Oldham. All present in favor.

Roll Call Vote: Voting "Yes" were Robinson, Oldham, Marshall, Boggess, Cross, Foster and Bloess. No one voted "No".

**COMMUNITY DEVELOPMENT** – Rhiannon Foster, Chairwoman; Bob Cross, Vice Chairman

- At the August 15, 2022 Council Meeting, a Resolution was passed to rename North Moniteau extending from West Main Street to West Clay Street to W.T. Morris Avenue. The Resolution was published in the paper and with no protests made, Council can adopt an Ordinance reflecting the street name change.

BILL NO. 2022-168, ORDINANCE NO. 11662 – AN ORDINANCE TO CHANGE THE NAME OF NORTH MONITEAU AVENUE, EXTENDING FROM WEST MAIN STREET TO WEST CLAY STREET, TO W.T. MORRIS AVENUE IN THE CITY OF SEDALIA, MISSOURI was read once by title.

2<sup>nd</sup> Reading – Motion by Oldham, 2<sup>nd</sup> by Marshall. All present in favor.

Final Passage – Motion by Foster, 2<sup>nd</sup> by Oldham. All present in favor.

Roll Call Vote: Voting "Yes" were Robinson, Oldham, Marshall, Boggess, Cross, Foster and Bloess. No one voted "No".

**PUBLIC SAFETY** – Jack Robinson, Chairman; Steve Bloess, Vice Chairman

- The Sedalia School District has decided to expand their school resource officer program to Smith Cotton Jr. High School. A memorandum of understanding was negotiated between all partners.

BILL NO. 2022-169, ORDINANCE NO. 11663 – AN ORDINANCE AUTHORIZING A SCHOOL RESOURCE OFFICER COOPERATIVE AGREEMENT was read once by title.

2<sup>nd</sup> Reading – Motion by Oldham, 2<sup>nd</sup> by Foster. All present in favor.

Final Passage – Motion by Oldham, 2<sup>nd</sup> by Foster. All present in favor.

Roll Call Vote: Voting "Yes" were Robinson, Oldham, Marshall, Boggess, Cross, Foster and Bloess. No one voted "No".

➤ The purchase of crowd control barricades will help keep pedestrians safe during parades and special events. The bid was awarded to Discount Directionals in the amount of \$58,378.88.

BILL NO. 2022-170, ORDINANCE NO. 11664 – AN ORDINANCE APPROVING AND ACCEPTING A QUOTE FOR CROWD CONTROL BARRICADES was read once by title.

2<sup>nd</sup> Reading – Motion by Oldham, 2<sup>nd</sup> by Marshall. All present in favor.

Final Passage – Motion by Foster, 2<sup>nd</sup> by Oldham. All present in favor.

Roll Call Vote: Voting "Yes" were Robinson, Oldham, Marshall, Boggess, Cross, Foster and Bloess. No one voted "No".

#### APPOINTMENTS:

The following new appointments were read and approved on motion by Oldham, seconded by Marshall. All present in favor.

#### Sedalia Public Library Board:

Dana Foster – Completing Susan Mitchell Callis' Term Ending June 30, 2023

#### Sedalia Redevelopment Corporation, Board of Directors:

Chris Marshall – Completing Jeff Leeman's Term Ending November 2022

Rhiannon Foster – Replacing Andrew Dawson – Term Ending October 2023

Lucas Richardson – Completing Chris Marshall's Term Ending November 2022

The following correction was read and approved on motion by Oldham, seconded by Marshall. All present in favor.

#### Sedalia Area Tourism Commission:

Correction to term – Erica Eisenmenger – City of Sedalia Motel Representative – 3 year term – change from January 1, 2022 – December 31, 2025 to January 1, 2023 – December 31, 2026.

BIDS: Crowd Control Barricades – September 27, 2022

LIQUOR LICENSES: The following new/renewal Liquor Licenses were read and approved on motion by Oldham, seconded by Marshall. All present in favor.

#### New:

\*Marcial Limas dba State Fair Floral, 520 S Ohio, Picnic License (Ducks Unlimited Banquet, Missouri State Fairgrounds Agriculture Building, 2503 W 16<sup>th</sup>, October 15, 2022)

#### Renewals:

\*Janice Ulmer dba Sedalia Elks Lodge #125, 320 S Kentucky, Liquor by the Drink & Sunday Sales

\*Theresa R. Moore dba Rudy's Discount Smoke Shop, 3040 W Broadway Suite 220, Packaged Liquor & Sunday Sales

\*Paul Beykirch dba County Distributing Co. Inc., 1800 Eagleview Drive, Wholesale Beer

\*Kevin Long dba Loyal Order of Moose #1494, 119 Winchester, Liquor by the Drink

\*Minerva M Perez dba El Tapatio LLC, 3000 S Limit, Liquor by the Drink & Sunday Sales

\*Chancey Sherman dba Chance's R Bar & Grill, 303 S Lamine, Liquor by the Drink & Sunday Sales

\*Jennifer Edwards dba End Zone Sports Bar & Grill, LLC, 3129 W Broadway, Liquor by the Drink & Sunday Sales

MISCELLANEOUS ITEMS FROM MAYOR/COUNCIL/ADMINISTRATOR:

Mayor Dawson stated he is sending thoughts and prayers to Florida and areas impacted by Hurricane Ian.

GOOD & WELFARE:

Debbie Verland, 1398 Firestone, Jill White, 27223 Green Road, Debra Andresen, 1410 S Grand, Carolyn Crooker, 32679 Highway B and Michelle Quattlebaum, 3305 Buckingham Court, expressed concern for safety and staff regarding the Mercy Rest Stop and how it will affect the Katy Depot.

Jill White, Site Manager at the Katy Depot, stated along the Katy Trail there are a lot of transient people who come by due to the nice building with shade and benches. There is a list of issues that are dealt with daily that will be brought up at the next Planning & Zoning Commission meeting. She added the people at the Depot want to work in a safe location and it is on the verge of not being that. Mercy Rest Stop has great intentions but transients will come in bigger numbers.

Debra Andresen, Executive Director of the Chamber of Commerce, stated there is a daily concern when members come in with families, or individually, and homeless people are outside the Depot. The Depot is a beautiful landmark in Sedalia and there could be repercussions if that is opened up to different individuals that don't have great intentions for the building.

Carolyn Crooker, Convention and Visitors Bureau Director, stated she gives tours to groups and tries to recruit meetings and conventions to Sedalia. The Katy Depot is a beautiful historic landmark and she feels it would be a deterrent to progress that they've made.

Michelle Quattlebaum stated everyone has good intentions, but as a business owner, she doesn't think bringing outsiders into our community is a good idea.

Rene Vance, 19813 Tanglenook Road, stated it has been brought to her attention there may be some racial profiling going on. She asked if there was the possibility of a board with civilian interaction if there are cases. She added she's not trying to cause a problem but we need to be aware.

Estella Frasier stated she would like to see the City draw in a family type of family entertainment center like Main Event with a bowling alley and arcade for kids. Lincoln has a bowling alley and is smaller than Sedalia. Councilman Bloess stated there are several events coming up at the Heckart Community Center. Some events cost a little and some are free and they are Halloween themed.

The meeting adjourned at 8:10 p.m. on motion by Oldham, seconded by Marshall to a closed door meeting in the upstairs conference room pursuant to subsections 1 (Legal Advice), 2 (Real Estate) and 12 (Negotiated Contracts) of Section 610.021 RSMo. Roll Call Vote: Voting "Yes" were Robinson, Oldham, Marshall, Boggess, Cross, Foster and Bloess. No one voted "No".

The regular meeting reopened at 8:25 p.m. on motion by Oldham, seconded by Robinson. All present in favor.

ROLL CALL:

Jack Robinson	Present		
Thomas Oldham	Present	Bob Cross	Present
Chris Marshall	Present	Rhiannon Foster	Present
Tina Boggess	Present	Steve Bloess	Present

BUSINESS RELATED TO CLOSED DOOR MEETING:

BILL NO. 2022-171, ORDINANCE NO. 11665 – AN ORDINANCE APPROVING A SPECIAL WARRANTY DEED FOR THE SALE OF PROPERTY COMMONLY KNOWN AS 1202 SOUTH STEWART AVENUE FROM THE CITY OF SEDALIA, MISSOURI TO MELVILLE ENTERPRISES, LLC was read once by title.

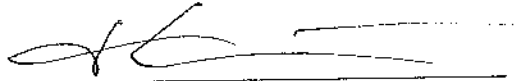
2<sup>nd</sup> Reading – Motion by Oldham, 2<sup>nd</sup> by Foster. All present in favor.

Final Passage – Motion by Oldham, 2<sup>nd</sup> by Marshall. All present in favor.

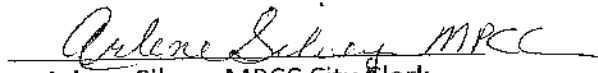
Roll Call Vote: Voting "Yes" were Robinson, Oldham, Marshall, Boggess, Cross and Foster. Voting "No" was Bloess.

The regular meeting adjourned at 8:28 p.m. on motion by Foster, seconded by Robinson. All present in favor.

THE CITY OF SEDALIA, MISSOURI



Andrew L. Dawson, Mayor



Arlene Silvey, MPCC City Clerk

TRAFFIC ADVISORY COMMISSION MEETING

JULY 13, 2022

The Traffic Advisory Commission duly met on Wednesday, July 13, 2022 at 12:00 p.m. at the City of Sedalia Municipal Building. The meeting was called to order by Chairman Esquivel.

ROLL CALL:

Members		Ex-Officio Members	
Deidre Esquivel	Present	AJ Silvey	Not Present
James Callis	Present	Matt Irwin	Present
John Rucker	Present	Brenda Ardrey	Present
Dennis Henderson	Present		
Byron Matson	Present	Secretary	Elizabeth Nations
Sherry Broyles	Present		
Charles Leftwich	Present		

Guests: John Cline, Director of Safety and Security, CSS Sedalia 200 School District

Minutes from the May 18, 2022 meeting were approved.

OLD BUSINESS:

None

NEW BUSINESS:

**Washington Elementary School**

Traffic counts were conducted from June 6<sup>th</sup> to June 14<sup>th</sup>. Ms. Ardrey said due to a malfunction with the traffic counters the data was unavailable. A recount will be conducted the first week of school. The road is narrow and the curbing is tight, along with heavy truck traffic which factor into making modification decisions. School Zone signage was reevaluated and additional signs were added. The Traffic Engineer will continue to evaluate alternatives to improve the school zone and crossing.

**Skyline Elementary School**

Rumble strips were installed at the lead in points. Speed is a problem in this school zone. Staff will keep working on solutions to help slow traffic down.

**Horace Mann Elementary School**

Concrete modifications are planned before the beginning of school. Extending the curbing and the installation of the safety island will be done to help channel traffic in order to get motorists to slow down.

OTHER ITEMS FOR DISCUSSION:

There was general discussion about various intersections and projects.

The next meeting date is August 10, 2022

The meeting adjourned at 12:27 p.m.





*Let's Cross Paths*

**PLANNING & ZONING COMMISSION**

Wednesday, August 31, 2022

Council Chambers

5:30 pm

**Planning & Zoning Commission**

Greg Nehring	Absent	Andrew Dawson	Present
Ann Richardson	Present	Teresa McDermott	Absent
John Kehde	Present	Brenda Ardrey	Present
Valerie Bloess	Present	Connie McLaughlin	Present
Kevin Wade	Present	Jerry Ross	Absent
Chris Marshall	Present	John Kehde	Absent

**STAFF:**

Kelvin Shaw  
John Simmons  
Jilene Streit

Kevin Wade, Chairman called the meeting to order.

- Andrew Dawson made a motion to open the public hearing for addition to Section 64-124 adding “and/or animal remains” to that section. Chris Marshall seconded. All in favor.
- Addition to section 64-124 adding “and/or animal remains” to Special Use Permit Section. John Simmons presented the information, City realized the language defining Special Use permits did not include animal crematory, however, we do have one in existence though special use permit, it’s the secondary line of business at Heckart Crematory. They opened the human remains back in 2014 and then added the animal at a later date. It was pointed out by our municipal attorney that since it doesn’t specifically say animal remains in there it refers to disposal of the human dead. Speaking to our attorney as well as people in the industry, animal remains are basically the same biological remains as human remains so it makes sense to bring this to your attention to add the inclusion of and/or animal remains to the end of that sentence in the zoning code so these will be the things you can apply for a Special Use Permit. So it will read Section 64-124 #4 – Cemeteries, mausoleums or crematories for the disposal of the human dead &/or animal remains. This is what we are proposing that you would make a recommendation to City Council to approve the ordinance that would amend that section of the code to include animal remains. Val Bloess asked if this was just for cats & dogs? John said it’s mainly for cats & dogs but could be for other animals. Dr. McNeal indicated this unit would not accept a horse. It’s up to 200 or so pounds or less. Mayor Dawson said to be fair what we are looking at is an amendment to the zoning code so you could have someone who did want to do a horse crematory come in fill out a Special Use Permit application, if this passes and they could submit that & this committee would look

at that. John said with this it would open it up to anyone that wanted to open an animal crematorium. The state regulates the emissions from crematories, they are monitored and reviewed by the State of Missouri. Mayor Dawson asked if staff has a recommendation? John indicated the staff recommends approval. No other questions from the commission or from the public. Ann Richardson made the motion to close the public hearing. Mayor Dawson seconded. All in favor.

- Chris Marshall made the motion to open the public hearing for the Special Use Permit for 1520 W Spring St. Mayor Dawson seconded the motion. All in favor.
- John Simmons presented the information, this application is being brought forward from Dr. Chad McNeal of McNeal Properties. Property is almost ½ acre off Spring Street. His desired use of the property is an animal crematorium. With this application what would happen is since you've made a recommendation to council on the language, your recommendation on this application would be contingent upon council approving the amended language to the zoning code. Present use M-1 light industrial. Looking at having this developed before December, 2022, the equipment has been on order. The building is an existing structure on the property. Staff recommendation to council is for Planning & Zoning to approve this permit it's generally covered as allowable should council accept the language amendment to the zoning code. Will not injure the appropriate use of neighboring properties, conforms to the general intent and purpose of the special use permit and conforms to the 2021 City of Sedalia Comprehensive Plan which identifies future land use at this location as continuing pattern. Brenda Audrey wanted to confirm that error emissions are regulated by the Department of Natural Resources? John said that is what we experienced when going through the Heckart crematorium that those are regulated by the State. Val Bloess asked, so anyone asks for one of these it has to be an M-1 zoning? John responded, no it does not. John said in the special use permit there is a list of items that can be used in different zoning with a special use permit. The Planning & Zoning needs to look at the context of would a crematory fit in the middle of R-1? Connie McLaughlin asked if there were any exceptions that could be written in? Not to be in residential, only commercial or light industrial? Kevin Wade said it's a very sophisticated system, a very small factory, wouldn't even notice it's operating, is his understanding.
- Pam Hunter, Manager of Liberty Tambo Apartments, & Lisa Braverman, are concerned about the smell. Would there be any time the smell would be offensive to the elderly? Dr. McNeal of Thompson Hills Animal Clinic answered, the goal would be the same, our clinic is clean, smell proof. Would be able to drive vehicle in so no neighbors would see anything happening. Will be coolers & freezers for the storage of the animals. This unit is essentially a human unit with 3 separate chambers for individual cremation. Will actually increase the quality of private cremation that it can be done within over 100 miles of Sedalia. Volume will be quite high, will be able to service surrounding areas. Will probably only see heat vapors once or twice a week, no smell. Current human & animal crematory is right next to residential, it's a high end machine. John Simmons said when did Heckart crematory that question came up quite a bit from the neighborhood and regulations were the same, no odor detected. Dr. McNeal said it burns on 1800 degrees so no smoke just heat vapors. Traffic will have to come off Spring Street. The City is building a connector from Autumn to connect to Main Street. Dr. McNeal said he hopes in the future to be able to assist the Animal Shelter, road kill, other than just pets seen in his clinic.
- No further discussion, Andrew Dawson made the motion to close the public hearing. Chris Marshall seconded the motion. All in favor.
- Roll call was taken.

- Chris Marshall made the motion to approve the April 6, 2022 meeting minutes. Connie McLaughlin seconded the motion. All in favor.

**Old Business:**

- None

**New Business:**

- Addition to Section 64-124 adding “and/or animal remains”. John Simmons said he didn’t have anything more to add, however, Connie & Val had questions about adding specific exceptions & limitations. John would recommend against it because when start putting all the different layers, they can just take up the application to the Planning & Zoning Commission. Kevin Wade agrees that those issues get into the actual Special Use Permit. Ann Richardson made the motion to approve the changes in language. Chris Marshall seconded the motion. All in favor YES – 7 NO – 0.
- Special Use Permit application for 1520 W Spring Street. Making recommendation to Council to approve the Special Use Permit. This is contingent upon Council approving the addition to Section 64-124 language. Mayor Dawson made the motion to approve this Special Use Permit at 1520 W Spring St. Chris Marshall seconded the motion. All in favor YES – 7 NO – 0. These items will go to council September 6, 2022.

**Other Business:**

- The Commission will also receive the results from the Transitional Services Committee. The Mayor’s adhoc committee to determine how to accommodate transitional services in the zoning code as well as address the Special Use Permit portion of this zoning code & how that would apply to transitional services. Will get the materials to you in September prior to the October meeting. Legal counsel recommended Planning & Zoning have a work session then come back with public hearing.

Next meeting – October 5, 2022

Chris Marshall made the motion to adjourn the meeting. Mayor Dawson seconded. All approved.

**BILL NO.** \_\_\_\_\_

**ORDINANCE NO.** \_\_\_\_\_

**AN ORDINANCE ADOPTING A VOLUNTEER CODE OF CONDUCT FOR THE CITY.**

**WHEREAS**, the City of Sedalia has identified the need to adopt a volunteer code of conduct for the city. Said code of conduct is attached to this ordinance as Exhibit A and is incorporated by reference herein.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SEDALIA, MISSOURI AS FOLLOWS:**

**Section 1.** The Council of the City of Sedalia, Missouri, hereby adopts the volunteer code of conduct for the city, attached hereto as Exhibit A and incorporated by reference.

**Section 2.** The Mayor or City Administrator are authorized and directed to execute and the City Clerk is hereby authorized and directed to attest and fix the seal of the City of Sedalia, Missouri, on the document in substantively the same form and content as it has been proposed.

**Section 3.** The City Clerk is hereby directed to file in her office a duplicate or copy of the code of conduct after it has been executed by the parties or their duly authorized representatives.

**Section 4.** This ordinance shall take effect and be in full force and effect from and after its passage and approval.

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 17<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
Presiding Officer of the Council

Approved by the Mayor of said City this 17<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
Andrew L. Dawson, Mayor

ATTEST:

\_\_\_\_\_  
Jason S. Myers  
City Clerk



Let's Cross Paths

*City of Sedalia*

Human Resources Department  
200 S. Osage  
Sedalia, MO 65301  
(660) 827-3000 [www.sedalia.com](http://www.sedalia.com)

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October 5, 2022

City Administrator Shaw,

It was brought to the Human Resources Department's attention in August of 2021 the need for a Volunteer Code of Conduct for the City.

The HR Department has worked with City Department Heads and Staff to bring forward the proposed Code of Conduct for Council's consideration.

Sincerely,

Shannon Ramey-Trull  
Human Resources Director

## Volunteer Code of Conduct

The City of Sedalia ("City") is committed to high standards of ethical behaviour in its care, control and management of the City. The community places its trust in the City Council and Staff to ensure that they serve its citizens faithfully and honestly and properly manage its resources on their behalf.

As a volunteer, you are required to maintain a standard of professional behaviour that maintains and promotes confidence and trust in the work that you are performing for the City, community and citizens.

The City will ensure that all volunteers receive the appropriate support and supervision to fulfil and enjoy their volunteer role.

The purpose of the Code of Conduct for Volunteers is to set out standards of behaviour expected from volunteers of the City. All volunteers should ensure that they have read and comply with this Code of Conduct.

Volunteers should maintain the highest standards of behaviour in the performance of their duties by:

- Performing their volunteer role to the best of their ability in a safe, efficient and competent way.
- Following the City's policies and procedures as well as any instructions or directions reasonably given to them.
- Acting honestly, responsibly and with integrity.
- Treating others with fairness, equality, dignity and respect.
- Raising concerns about possible wrongdoing witnessed by the volunteer in the course of the volunteer's role with the City with the appropriate member of staff.
- Meeting time and task commitments and providing sufficient notice when they will not be available so that alternative arrangements can be made.
- Acting in a way that is in line with the Vision, Mission and Priorities of the City (which are set by the City Council and found in the City's Personnel Policies) and that enhances the work of the City.
- Communicating respectfully and honestly at all times.

- Observing safety procedures, including any obligations concerning the safety, health and welfare of other people, employees, citizens, in line with training provided to volunteers.
- Reporting any health and safety concerns to the appropriate member of staff.
- Directing any questions regarding the City's policies and procedures to the appropriate member of staff.
- Addressing any issues or difficulties about any aspect of their role or how they are managed with the appropriate member of staff including Human Resources and/or the City Administrator.
- Declaring any interests that may conflict with their role or the work of the City (e.g. business interests or employment). If any doubt arises as to what constitutes a conflict of interest, volunteers may seek guidance from an appropriate member of staff or Human Resources.
- Keeping confidential matters confidential.
- Exercising caution and care with any documents, material or devices, containing confidential information and at the end of their involvement with the City, returning any such documents, material, etc. in their possession.
- Seeking authorization before communicating externally on behalf of the City.
- Maintaining an appropriate standard of dress and personal hygiene.

Volunteers are expected NOT to:

- Bring disgrace/discredit to the City (including through the use of email, social media and other internet sites, engaging with media etc.). This does not mean that Volunteers can't speak as private citizens regarding matters of public concern. Any media inquiries must be sent or directed to the City Administrator's Office.
- Seek or accept any gifts, rewards, benefits or hospitality from non-City employee in the course of their role.
- Engage in any activity that may cause physical or mental harm or distress to another person (such as verbal abuse, physical abuse, assault, bullying, or discrimination or harassment on the grounds of gender, sexual orientation, religion, age, disability, race, anything covered under title VII of the Civil Rights Act).

- Be affected and/or under the influence of alcohol, drugs, or medication which will affect their abilities to carry out safely their duties and responsibilities while volunteering.
- Provide false or misleading statements, declaration, document, record or claim in respect of the City, its volunteers, employees or Council Members.
- Engage in any activity that may damage property.
- Take unauthorized possession of property that does not belong to them.
- Engage in illegal activity while carrying out their role.
- Improperly disclose, during or after their involvement with the City ends, confidential information gained in the course of their role with the City.



I acknowledge that I, \_\_\_\_\_, have received a copy of the Volunteer Code of Conduct Policy, which describes important information about The City of Sedalia ("City") and understand that I should consult the Human Resource Department or the appropriate staff member if I have questions.

Where a volunteer is found to be in breach of the standards outlined in this Code of Conduct or any of the City's other policies and procedures, may result in the volunteer's position being terminated. Notwithstanding the foregoing, volunteers should note that the City may terminate a volunteer's position without cause.

Volunteers acknowledge that no employment relationship is created in the context of their role with the City.

I understand and agree that I will read and comply with the policies contained in this Code of Conduct and any revisions, I am bound by the provisions contained therein, and that my continued volunteer position is contingent on me following these policies.

---

Volunteer Name (Printed)

---

Volunteer Signature

---

Date

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING AN INCREASE IN BUDGETED EXPENDITURES FOR THE FISCAL YEAR 2022-2023 RELATING TO THE SIGN & STAY PAY INCENTIVES.**

**WHEREAS**, the City of Sedalia is providing Sign & Stay Pay to employees due to high employee turnover; and

**WHEREAS**, a budget amendment is necessary to appropriate additional funds to expend these funds that were not anticipated in the original budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SEDALIA, MISSOURI** as follows:

**Section 1.** The City Council of the City of Sedalia, Missouri hereby authorizes the increase in expenditures for the Sign & Stay Pay for Three Hundred Twelve Thousand Seventy Dollars and Fifteen Cents (\$312,070.15).

**Section 2.** This resolution shall be in full force and effect from and after its passage and approval.

**PASSED** by the Council of the City of Sedalia, Missouri, this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Presiding Officer of the Council

ATTEST:

\_\_\_\_\_  
Jason S. Myers  
City Clerk

BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR 2022-2023  
REGARDING SIGN & STAY PAY FOR EMPLOYEES.**

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
SEDALIA, MISSOURI** as follows:

**Section 1.** The 2022-2023 fiscal year budget beginning April 1, 2022 and ending March 31, 2023 is hereby amended to modify certain budgeted line items as they appear on the attached schedule and made a part hereof as Exhibit A as if fully set out herein.

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

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Presiding Officer of the Council

Approved by the Mayor of said City this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Andrew L. Dawson, Mayor

ATTEST:

\_\_\_\_\_  
Jason S. Myers  
City Clerk

Exhibit A  
City of Sedalia  
FY23 Budget Amendment 10/17/2022 - Sign & Stay Pay

Account / Description	Current Budget	Change	Amended Budget	Comments
<b>Expenditures / Uses of Funds</b>				
10-05-101-00 Salaries	251,113.09	2,000.00	253,113.09	Sign & Stay Pay \$500 Per FT Employee On In December and March
10-05-106-00 Social Security Medicare Taxes	19,446.34	153.00	19,599.34	
10-05-105-00 Lagers Retirement	31,740.56	306.00	32,046.56	
10-05-108-00 Worker's Compensation Insur	362.57	2.79	365.36	
10-06-101-00 Salaries	431,636.79	8,000.00	439,636.79	
10-06-106-00 Social Security Medicare Taxes	33,257.71	612.00	33,869.71	
10-06-105-00 Lagers Retirement	66,515.46	1,224.00	67,739.46	
10-06-108-00 Worker's Compensation Insur	621.53	11.17	632.70	
10-07-101-00 Salaries	110,367.32	2,000.00	112,367.32	
10-07-106-00 Social Security Medicare Taxes	10,860.31	153.00	11,013.31	
10-07-105-00 Lagers Retirement	16,665.58	306.00	16,971.58	
10-07-108-00 Worker's Compensation Insur	198.31	2.79	201.10	
10-08-101-00 Salaries	134,361.72	2,000.00	136,361.72	
10-08-106-00 Social Security Medicare Taxes	10,049.16	153.00	10,202.16	
10-08-105-00 Lagers Retirement	20,098.33	306.00	20,404.33	
10-08-108-00 Worker's Compensation Insur	183.51	2.79	186.30	
10-09-101-00 Salaries	168,459.46	3,000.00	171,459.46	
10-09-106-00 Social Security Medicare Taxes	12,980.21	229.50	13,209.71	
10-09-105-00 Lagers Retirement	25,960.44	459.00	26,419.44	
10-09-108-00 Worker's Compensation Insur	237.01	4.19	241.20	
10-10-101-00 Salaries	286,104.80	4,000.00	290,104.80	
10-10-106-00 Social Security Medicare Taxes	21,926.38	306.00	22,232.38	
10-10-105-00 Lagers Retirement	43,852.81	612.00	44,464.81	
10-10-108-00 Worker's Compensation Insur	400.37	5.59	405.96	
10-12-101-00 Salaries	2,190,499.37	43,000.00	2,233,499.37	
10-12-106-00 Social Security Medicare Taxes	32,486.98	623.50	33,110.48	
10-12-105-00 Lagers Retirement	-	7,074.24	7,074.24	
10-12-108-00 Worker's Compensation Insur	119,453.96	2,292.58	121,746.54	
10-13-101-00 Salaries	2,784,784.75	53,000.00	2,837,784.75	
10-13-106-00 Social Security Medicare Taxes	218,260.23	4,054.49	222,314.72	
10-13-105-00 Lagers Retirement	493,756.66	9,222.00	502,978.66	
10-13-108-00 Worker's Compensation Insur	91,600.05	1,657.04	93,257.09	
10-16-101-00 Salaries	510,150.33	10,000.00	520,150.33	
10-16-106-00 Social Security Medicare Taxes	38,643.93	765.00	39,408.93	
10-16-105-00 Lagers Retirement	77,287.95	1,530.00	78,817.95	
10-16-108-00 Worker's Compensation Insur	11,492.34	249.74	11,742.08	
10-17-101-00 Salaries	219,503.93	6,000.00	225,503.93	
10-17-106-00 Social Security Medicare Taxes	16,866.52	459.00	17,325.52	
10-17-105-00 Lagers Retirement	33,097.79	918.00	34,015.79	
10-17-108-00 Worker's Compensation Insur	7,783.53	211.79	7,995.32	
10-19-101-00 Salaries	202,411.76	5,000.00	207,411.76	
10-19-106-00 Social Security Medicare Taxes	16,664.42	382.50	17,046.92	
10-19-105-00 Lagers Retirement	31,381.19	765.00	32,146.19	
10-19-108-00 Worker's Compensation Insur	7,618.43	184.36	7,802.79	
10-20-101-00 Salaries	194,999.41	5,000.00	199,999.41	
10-20-106-00 Social Security Medicare Taxes	14,974.81	382.50	15,357.31	
10-20-105-00 Lagers Retirement	29,949.63	765.00	30,714.63	
10-20-108-00 Worker's Compensation Insur	7,519.80	193.04	7,712.84	
10-21-101-00 Salaries	191,903.25	5,000.00	196,903.25	
10-21-106-00 Social Security Medicare Taxes	15,445.51	382.50	15,828.01	
10-21-105-00 Lagers Retirement	27,566.26	765.00	28,331.26	
10-21-108-00 Worker's Compensation Insur	2,984.30	73.90	3,058.20	
20-11-101-00 Salaries	142,658.73	3,000.00	145,658.73	
20-11-106-00 Social Security Medicare Taxes	12,286.51	229.50	12,516.01	
20-11-105-00 Lagers Retirement	21,781.43	459.00	22,240.43	
20-11-108-00 Worker's Compensation Insur	8,846.44	165.24	9,011.68	
20-14-101-00 Salaries	761,486.35	20,500.00	781,986.35	
20-14-106-00 Social Security Medicare Taxes	59,783.49	1,568.25	61,351.74	
20-14-105-00 Lagers Retirement	119,547.76	3,136.50	122,684.26	
20-14-108-00 Worker's Compensation Insur	42,772.69	1,170.20	43,942.89	
20-23-101-00 Salaries	123,395.63	3,000.00	126,395.63	
20-23-106-00 Social Security Medicare Taxes	9,898.74	229.50	10,128.24	
20-23-105-00 Lagers Retirement	19,797.24	459.00	20,256.24	
20-23-108-00 Worker's Compensation Insur	8,855.93	208.48	9,064.41	
23-40-101-00 Salaries	1,210,564.21	22,000.00	1,232,564.21	
23-40-106-00 Social Security Medicare Taxes	103,476.05	1,683.00	105,159.05	
23-40-105-00 Lagers Retirement	154,685.63	3,366.00	158,051.63	
23-40-108-00 Worker's Compensation Insur	40,486.38	645.53	41,131.91	
61-50-101-00 Salaries	684,541.91	19,000.00	703,541.91	
61-50-106-00 Social Security Medicare Taxes	54,662.17	1,453.50	56,115.67	
61-50-105-00 Lagers Retirement	109,324.43	2,907.00	112,231.43	
61-50-108-00 Worker's Compensation Insur	25,737.57	684.72	26,422.29	
62-72-101-00 Salaries	691,818.09	18,000.00	709,818.09	
62-72-106-00 Social Security Medicare Taxes	56,748.69	1,377.00	58,125.69	
62-72-105-00 Lagers Retirement	113,497.49	2,734.00	116,231.49	
62-72-108-00 Worker's Compensation Insur	23,400.48	562.72	23,963.20	
65-15-101-00 Salaries	494,686.59	13,500.00	508,186.59	
65-15-106-00 Social Security Medicare Taxes	39,386.17	1,032.75	40,418.92	
65-15-105-00 Lagers Retirement	78,772.69	2,065.50	80,838.19	
65-15-108-00 Worker's Compensation Insur	40,977.30	1,112.76	42,090.06	
<b>Total Expenditure Change</b>		<b>312,070.15</b>		

BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE WAIVING OPEN CONTAINER LAWS AND IMPOSING OTHER CONDITIONS RELATING TO THE LIBERTY CENTER ASSOCIATION FOR THE ARTS' ROCKY HORROR PICTURE SHOW EVENT.**

**WHEREAS**, Liberty Center Association for the Arts' are requesting the City to waive its open container laws so they can hold their Rocky Horror Picture Show Event to be held in downtown Sedalia on October 28, 2022 from 6:00 p.m. to 11:00 p.m.; and

**WHEREAS**, the City will have erected barricades blocking certain downtown streets from vehicular traffic during the time of the Rocky Horror Picture Show Event; said Rocky Horror Picture Show Event barricades will be generally placed in the street in front of their building at 111 W. 5<sup>th</sup> Street to the corner of 5<sup>th</sup> & Osage; and

**WHEREAS**, for the Rocky Horror Picture Show Event, the City Council will authorize the waiver of its open container laws to all Rocky Horror Picture Show Event participants while consuming an alcoholic beverage sold from Liberty Center Association for the Arts' during the hours of the Rocky Horror Picture Show Event and while located on one of the barricaded streets and sidewalks. All other applicable liquor laws shall be complied with and will be enforced.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SEDALIA, MISSOURI, AS FOLLOWS:**

**Section 1.** For the Liberty Center Association for the Arts' Rocky Horror Picture Show Event to be held on October 28, 2022, the City Council will authorize the waiver of its open container laws to all Rocky Horror Picture Show Event participants while consuming an alcoholic beverage sold from Liberty Center Association for the Arts; during the hours of the Rocky Horror Picture Show Event and while located on one of the barricaded streets and sidewalks. All other applicable liquor laws shall be complied with and will be enforced.

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

Read two times by title, copies of the proposed ordinance having been made available for public inspection in the City Clerk's Office prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 17<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
Presiding Officer of the Council

Approved by the Mayor of said City this 17<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
Andrew L. Dawson, Mayor

ATTEST:

\_\_\_\_\_  
Jason S. Myers City Clerk



# SPECIAL EVENT PERMIT

Permit Number: 1022-18100



Date of Application: 9/26/2022 Proposed Date of Event: 10/28/2022  
 Application Made By: LIBERTY CENTER Phone #: 660-877-5228  
 Address: 111 W. 5TH STREET Email: DOUG@LIBERTYCENTERSEDALIA.COM  
 Responsible Person: DOUG BENITZ Phone#: 660-287-3813  
 Email: DOUG@LIBERTYCENTERSEDALIA.COM  
 Type of Event: SOCIAL GATHERING Time(s) of Event: ~~XXXXXXXXXXXX~~ 6-11 PM  
 Location or Route: 5TH STREET IN FRONT OF THE BUILDING - RUCKY HORROR PICTURE SHOW COSTUME EVENTS - FOOD TRUCKS - SINGING From the corner of 5th & Osage to the end of our building.

Equipment requested and where to be placed:

- Barricades #: 4 Placement (use separate page if needed): CORNERS
- Cones #: \_\_\_\_\_ Placement (use separate page if needed): \_\_\_\_\_
- Trash cans #: 2 Placement (use separate page if needed): STREET
- Signage #: \_\_\_\_\_ Placement (use separate page if needed): \_\_\_\_\_
- Street Sweeper
- Other equipment requested: 3 SECURITY OFFICERS - 1 INSIDE 2 OUTSIDE

[Signature]  
Office of Mayor, Sedalia, MO

10-06-22  
Date

Matthew Zif  
Sedalia Police Department

10/6/22  
Date

All forms should be filled out as completely as possible and are subject to the following rules:

1. Turn your permits in at the SPD Headquarters at 300 West Third Street, Sedalia, MO 65301 or by emailing them to [spd@sedaliapolice.com](mailto:spd@sedaliapolice.com).
2. **All parades and 5-K Runs shall be registered with the Sedalia Police Department for at least two (2) weeks in advanced.** All other events shall be registered at least three days in advance.
3. All requests for a special event shall describe the event as completely as possible and state the proposed route if the event requires usage of City Streets.
4. Any event which will include ALCOHOL must get the Sedalia City Council's approval and you must provide copies of the required city and state permits along with this Special Event Permit. Contact PD for off-duty security.
5. Any group or organization holding an event shall appoint a RESPONSIBLE PERSON to take charge. It will be their duty to ensure that all participants/volunteers are properly instructed as to the provisions of these regulations and that no person violates the ordinances of the City of Sedalia unless permission has been granted. It will be the applicant or take charge person's responsibility to ensure all equipment received is handled with the proper care. The applicant or take charge person will be responsible for the placements of barricades and such as well as to return them to their place of origin.
6. A special event permit will not be issued if the nature of the event might tend to be dangerous or harmful to the public health, safety, and welfare of the residents of the City.

I hereby certify that I have read the rules pertaining to special events as listed above and agree to abide by these rules as a condition of my application for this event.

[Signature]  
Person Making Application

9-26-2022  
Date

**MISSOURI - DIVISION OF ALCOHOL AND TOBACCO CONTROL - LICENSE**

**THIS LICENSE MUST BE POSTED ON THE PREMISES IN FULL PUBLIC VIEW**

RETAIL LIQUOR BY DRINK PICNIC

287408

\$25.00

**EXPIRATION DATE: OCTOBER 31, 2022**

EFFECTIVE DATE: OCTOBER 25, 2022

PETTIS

BUS. STRUCTURE: CORPORATION

MANAGING OFFICER OR PARTNERS:

JOSEPH M FISCHER

SPECIAL PERMITS:

ALL OF A TEMPORARY STAND LOCATED AT 111 WEST 5TH STREET, SEDALIA, MO

*Sandra K. Karsten*

DIRECTOR OF PUBLIC SAFETY

*D. Taylor*

SUPERVISOR OF ALCOHOL AND TOBACCO CONTROL

LIBERTY CENTER ASSOC FOR THE ARTS INC.

(JOSEPH M. FISCHER)

111 W 5TH ST

SEDALIA, MO 65301

**LICENSE NOT TRANSFERABLE**

DIVISION OF ALCOHOL AND TOBACCO CONTROL



IMPORTANT REMINDER TO ORGANIZATIONS SELLING  
INTOXICATING LIQUOR AT PICNICS AND SIMILAR  
GATHERINGS

The Division of Alcohol and Tobacco Control takes this opportunity to inform all organizations selling intoxicating liquor at picnics and similar gatherings that any person who shall sell, vend, give away, or otherwise supply intoxicating liquor to any person under the age of twenty-one years shall be deemed guilty of a misdemeanor, punishable by a fine of not less than fifty dollars, nor more than one thousand dollars, or by both such fine and jail sentence.

It is strongly urged that all persons who will be dispensing intoxicating liquor at such functions be informed of the laws governing sales to minors.

Your cooperation in this matter will be appreciated.

1738 E. Elm, Lower Level, Jefferson City, MO 65101  
P.O. Box 837, Jefferson City, Missouri 65102-0837  
Voice 573-751-2333; FAX 573-526-2118  
<https://atc.dps.mo.gov/>



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING AN INCREASE IN BUDGETED EXPENDITURES FOR THE FISCAL YEAR 2022-2023 RELATING TO THE REPAIR OF THE BELT PRESS-CENTRAL PLANT.**

WHEREAS, WPC has experienced increased expenses due to emergency repairs to the belt press-Central Plant; and

WHEREAS, a budget amendment is necessary to appropriate additional funds to expend these funds that were not anticipated in the original budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SEDALIA, MISSOURI** as follows:

**Section 1.** The City Council of the City of Sedalia, Missouri hereby authorizes the increase in expenditures due to emergency belt press repairs for Eleven Thousand Three Hundred Thirty-One Dollars and No Cents (\$11,331).

**Section 2.** This resolution shall be in full force and effect from and after its passage and approval.

**PASSED** by the Council of the City of Sedalia, Missouri, this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Presiding Officer of the Council

ATTEST:

\_\_\_\_\_  
Jason S. Myers  
City Clerk

**BILL NO.** \_\_\_\_\_

**ORDINANCE NO.** \_\_\_\_\_

**AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR 2022-2023  
REGARDING REPAIR TO BELT PRESS-CENTRAL PLANT.**

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
SEDALIA, MISSOURI** as follows:

**Section 1.** The 2022-2023 fiscal year budget beginning April 1, 2022 and ending March 31, 2023 is hereby amended to modify certain budgeted line items as they appear on the attached schedule and made a part hereof as Exhibit A as if fully set out herein.

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

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Presiding Officer of the Council

Approved by the Mayor of said City this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Andrew L. Dawson, Mayor

ATTEST:

\_\_\_\_\_  
Jason S. Myers  
City Clerk

Exhibit A  
 City of Sedalia  
 FY23 Budget Amendment 10/17/2022 - WPC Repair Belt Press-Central Plant

Account / Description	Current Budget	Change	Amended Budget	Comments
<b>Expenditures / Uses of Funds</b>				
61-50-222-71 Repairs Central Plant	52,030.00	11,331.00	63,361.00	Emergency repair to belt press at Central Plant
<b>Total Expenditure Change</b>		<u>11,331.00</u>		
		<u><b>(11,331.00)</b></u>		<b>Net Increase (Decrease) In Projected Fund Balance</b>

**BILL NO.** \_\_\_\_\_

**ORDINANCE NO.** \_\_\_\_\_

**AN ORDINANCE APPROVING AND ACCEPTING A QUOTE FOR REPAIR/REPLACE PARTS ON BELT PRESS AT THE CENTRAL PLANT.**

**WHEREAS**, The City of Sedalia, Missouri, has received a quote from Alfa Laval Inc. for the repair/replace parts on belt press at the Central Plant; and

**WHEREAS**, under the terms of the quote, the City of Sedalia shall pay the sum and amount of Eleven Thousand Three Hundred Thirty Dollars and Eighty Three Cents (\$11,330.83) to Alfa Laval Inc. for said belt press as more fully described in the quote attached to this ordinance and incorporated by reference herein.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SEDALIA, MISSOURI**, as follows:

**Section 1.** The Council of the City of Sedalia, Missouri, hereby approves and accepts the quote from Alfa Laval Inc. in substantively the same form and content as the quote has been proposed.

**Section 2.** The Mayor or City Administrator are authorized and directed to execute and the City Clerk is hereby authorized and directed to attest and fix the seal of the City of Sedalia, Missouri, on the quote in substantively the same form and content as the quote has been proposed.

**Section 3.** The City Clerk is hereby directed to file in her office a duplicate or copy of the quote after it has been executed by the parties or their duly authorized representatives.

**Section 4.** This ordinance shall take effect and be in full force and effect from and after its passage and approval.

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 17<sup>th</sup> day of October, 2022.


\_\_\_\_\_  
Presiding Officer of the Council

Approved by the Mayor of said City this 17<sup>th</sup> day of October, 2022.

ATTEST:

\_\_\_\_\_  
Andrew L. Dawson, Mayor

\_\_\_\_\_  
Jason S. Myers  
City Clerk

To: Kelvin Shaw  
Through: Brenda Ardrey   
From: Bob Summers  
Date: October 4, 2022  
Subject: Emergency Approval for Repair/Replace Parts on Belt Press – Central Plant  
Budget Amendment 61-50-222-71 (\$11,330.83)  
Council Ratification of Budget Amendment

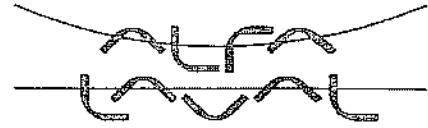
We are requesting Emergency authority to proceed with the following repairs at the Central Wastewater Treatment Plant. The belt press used for processing sludge into sludge cake at Central Wastewater Treatment Plant has been failing to keep up with wastewater processing. WPC called in Alfa Laval, the press vendor, to evaluate the condition of hydraulics on the press as there was a loss of hydraulic pressure in the lines. It was determined that the press needed to have some immediate repairs/replacements including: belts, wash box, bearings, nozzle kits and reconfiguration to move the hydraulic system from the basement to the main floor of the plant to avoid flooding of the hydraulic tanks.

After evaluating the press and its' operation, Alfa Laval, the sole source (e-mail attached), for parts and repair provided a quote for repair/replacement of parts and labor. The total is \$11,330.83 (quote attached). This amount exceeds the available repair/replacement line-item in the current budget and will necessitate a budget amendment to increase the repair line-item to allow for this repair/replacement. Further, Alfa Laval has indicated that if a P.O. is not received by this Friday, Oct. 7, 2022, the schedule for the repairs will be pushed back even further than the currently scheduled Nov. 7, 2022 date.

Removal of sludge from the wastewater process is a primary operation. The only removal equipment at each of the three plants are the belt presses which do not have a redundancy which requires that the presses be operational at all times to ensure permit compliance for removal of solids from wastewater prior to release of effluent.

Thank you for your consideration of this emergency repair/replacement of parts/labor on the Central WWTP sludge press.

# Quotation



**Customer**  
 Sedalia, City of  
 200 S Osage Ave  
  
 Sedalia, MO 65301-4334  
 UNITED STATES

**Delivery address** **Page:**  
1(3)  
 Sedalia, City of  
 Attn:  
 3000 W Main, Ste200  
 Sedalia, MO 65301  
 UNITED STATES

## Your reference

<b>Invoice address</b> Sedalia, City of Attn: Accounts Payable 200 S Osage Ave Sedalia, MO 65302 UNITED STATES	<b>Your reference</b>	<b>Quote no</b> O-220926-00882	<b>Version</b> 2
<b>Our reference</b>	<b>Date of request</b> 09/26/2022	<b>Your VAT reg no</b>	<b>Goodsmark</b>
	<b>Customer request no</b> Quote	<b>Delivery contact</b>	

<b>Contact person</b> Chuck Shaw	<b>Our reference</b> Elie Meador	<b>Date</b> 10/03/2022	<b>Expiry date</b> 12/30/2022
<b>Delivery method</b> Road Express		<b>Payment terms</b> Net 30 Days	
<b>Delivery terms (Incoterms 2020*)</b> DAP - Delivered At Place Sedalia		<b>Cust no</b> E78470	

Delivery dates are best estimates. Where zero days are quoted, items are available ex-stock subject to prior sale.

### Assignm. No 1

Ln	Description	Cust Pos/Item	Lead time	Quantity	Net price	Amount
1	HDLP Daily Rate			2.00 PCE	1,500.00	3,000.00
2	L Travel Days			2.00 AMT	1,500.00	3,000.00
3	L Est. Airfare			1.00 AMT	1,000.00	1,000.00
4	AS028646 BELT U KP85 1m 8065 1DLL 13.25		19	1.00 PCE	1,353.75	1,353.75

Alfa Laval Inc. (AL) will process personal data supplied by you for the purpose of enabling AL to perform any contractual obligations towards you and to fulfil AL's statutory obligations. An application by you for information of your personal data registered by us must be made in writing to AL.  
 The general conditions of sale are according to AL's General Conditions Of Sale if nothing else is stated. An extra copy of these conditions will be sent to you upon request.  
 The goods to be delivered may be subject to export license requirement. AL reserves the right to cancel the order without any liability for damage or loss arising out of or relating to the cancellation in the event such an export license is not granted by competent export control authority.  
 Attention of the buyer is drawn to the following: Indirect, special and/or consequential damages are excluded from Supplier's liability and Supplier's total liability shall never exceed a maximum cumulative amount equal to 15 % of the contract price. Should parts of the contract be held to be invalid or otherwise unenforceable in any jurisdiction, any other contract provisions shall not be affected.

**Alfa Laval Inc.**  
 5400 Int. Trade Drive  
 Richmond, VA 23231  
 United States  
 Fed. I.D. No.: 13-1681631

**Please send remittance to:**  
 P.O. BOX 123227  
 Dallas, TX 75312-3227

**Local sales office**  
 Alfa Laval Inc.  
 5400 Int. Trade Drive  
 Richmond, VA 23231  
 United States

**Contact**  
 Tel.: (804) 222-5300  
 customerservice.richmond@alfalaval.com  
 www.alfalaval.com

# Quotation



Customer  
Sedalia, City of  
Cust no  
E78470

Your reference

Quote no	Version
O-220926-00882	2

Customer request no  
Quote

Date  
10/03/2022

Page:  
2(3)

Assignm. No 1

Ln	Description	Cust Pos#/tem	Lead time	VAT	Quantity	Net price	Amount
5	AS028647 BELT L KP85 1m 8065 1DLL 13.85		19		1.00 PCE	1,409.49	1,409.49
6	AS017038 SPRING, STRG VALVE		0		1.00 PCE	26.79	26.79
7	AS004488 !!! SEAL,HORIZ.WASHBOX		0		100.00 PCE	4.58	458.00
8	AS008653 SLEEVE, KP TENS YOKE NYLATRON		33		4.00 PCE	208.13	832.52
9	AS031609 VALVE KIT, SSHWR #119843		0		2.00 PCE	72.40	144.80

This Estimate is Based on the Following:

Full time support from 1-2 of your staff equipped with common hand tools.

All Special tools sold with the machine are readily available

Daily Rate is defined as: This rate is applicable for any time traveling or spent on site up to a maximum of 8 hours, Monday through Friday. This price includes all expenses except airfare, plus a half hour of travel to and from a hotel per day. This price is portal to portal.

This quote is subject to Alfa Laval's attached Terms and Conditions

Access to your maintenance shop.

Access to hoisting equipment and operator if needed

Your staff will work with our technician for lock out / tag out and isolating systems

A safe clean work environment

To schedule this service please provide a formal purchase order to [US.FieldService@alfalaval.com](mailto:US.FieldService@alfalaval.com). The purchase order should include the following:

Clear statement of scope of service

Accurate bill to and ship to address

Contact information of site contact, including phone number, email or fax

Contact information of your accounts payable department

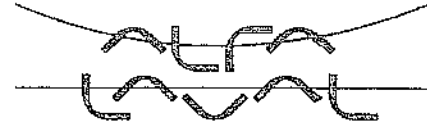
Alfa Laval Inc.  
5400 Int. Trade Drive  
Richmond, VA 23231  
United States  
Fed. I.D. No.: 13-1681631

Please send remittance to:  
P.O. BOX 123227  
Dallas, TX 75312-3227

Local sales office  
Alfa Laval Inc.  
5400 Int. Trade Drive  
Richmond, VA 23231  
United States

Contact  
Tel.: (804) 222-5300  
[customerservice.richmond@alfalaval.com](mailto:customerservice.richmond@alfalaval.com)  
[www.alfalaval.com](http://www.alfalaval.com)

# Quotation



Customer  
Sedalia, City of  
Cust no  
E78470

Your reference

Quote no	Version
O-220926-00882	2

Customer request no  
Quote

Date  
10/03/2022

Page:  
3(3)

Assignm. No 1

Ln	Description	Cust Pos/Item	Lead time	VAT	Quantity	Net price	Amount
----	-------------	---------------	-----------	-----	----------	-----------	--------

Contact information for the buyer associated with this project  
This quote is subject to Alfa Laval's attached Terms and Conditions.

Item value	11,225.35
Freight	105.48

Order total USD	11,330.83
-----------------	-----------

Alfa Laval Inc.  
5400 Int. Trade Drive  
Richmond, VA 23231  
United States  
Fed. I.D. No.: 13-1681631

Please send remittance to:  
P.O. BOX 123227  
Dallas, TX 75312-3227

Local sales office  
Alfa Laval Inc.  
5400 Int. Trade Drive  
Richmond, VA 23231  
United States

Contact  
Tel.: (804) 222-5300  
customerservice.richmond@alfalaval.com  
www.alfalaval.com



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING AN INCREASE IN BUDGETED EXPENDITURES FOR THE FISCAL YEAR 2022-2023 RELATING TO THE PURCHASE OF REPLACEMENT PUMP AT 32<sup>ND</sup> STREET LIFT STATION.**

**WHEREAS**, WPC has experienced increased expenses due to the need to replace a pump at the 32<sup>nd</sup> Street Lift Station; and

**WHEREAS**, a budget amendment is necessary to appropriate additional funds to expend these funds that were not anticipated in the original budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SEDALIA, MISSOURI** as follows:

**Section 1.** The City Council of the City of Sedalia, Missouri hereby authorizes the increase in expenditures due to the pump replacement for Twenty-One Thousand Five Hundred Seventy Dollars and No Cents (\$21,570).

**Section 2.** This resolution shall be in full force and effect from and after its passage and approval.

**PASSED** by the Council of the City of Sedalia, Missouri, this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Presiding Officer of the Council

ATTEST:

\_\_\_\_\_  
Jason S. Myers  
City Clerk

BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR 2022-2023  
REGARDING PURCHASE OF REPLACEMENT PUMP AT 32<sup>ND</sup> STREET LIFT  
STATION.**

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
SEDALIA, MISSOURI** as follows:

**Section 1.** The 2022-2023 fiscal year budget beginning April 1, 2022 and ending March 31, 2023 is hereby amended to modify certain budgeted line items as they appear on the attached schedule and made a part hereof as Exhibit A as if fully set out herein.

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

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Presiding Officer of the Council

Approved by the Mayor of said City this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Andrew L. Dawson, Mayor

ATTEST:

\_\_\_\_\_  
Jason S. Myers  
City Clerk

Exhibit A  
 City of Sedalia  
 FY23 Budget Amendment 10/17/2022 - WPC Replacement Pump at 32nd St Lift Station

Account / Description	Current Budget	Change	Amended Budget	Comments
<b>Expenditures / Uses of Funds</b>				
61-51-351-00 Equipment	224,605.36	21,570.00	246,175.36	Replacement Pump at 32nd St Lift Station
<b>Total Expenditure Change</b>		<u>21,570.00</u>		
		<u><b>(21,570.00)</b></u>		<b>Net Increase (Decrease) in Projected Fund Balance</b>

**BILL NO.** \_\_\_\_\_

**ORDINANCE NO.** \_\_\_\_\_

**AN ORDINANCE APPROVING AND ACCEPTING A QUOTE FOR PURCHASE OF PUMP FOR 32<sup>ND</sup> STREET LIFT STATION.**

**WHEREAS**, The City of Sedalia, Missouri, has received a quote from FTC Equipment, LLC for the purchase of a pump for 32<sup>nd</sup> Street Lift Station; and

**WHEREAS**, under the terms of the quote, the City of Sedalia shall pay the sum and amount of Twenty One Thousand Five Hundred Seventy Dollars and Thirty Four Cents (\$21,570.34) to FTC Equipment, LLC for said pump as more fully described in the quote attached to this ordinance and incorporated by reference herein.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SEDALIA, MISSOURI**, as follows:

**Section 1.** The Council of the City of Sedalia, Missouri, hereby approves and accepts the quote from FTC Equipment, LLC in substantively the same form and content as the quote has been proposed.

**Section 2.** The Mayor or City Administrator are authorized and directed to execute and the City Clerk is hereby authorized and directed to attest and fix the seal of the City of Sedalia, Missouri, on the quote in substantively the same form and content as the quote has been proposed.

**Section 3.** The City Clerk is hereby directed to file in her office a duplicate or copy of the quote after it has been executed by the parties or their duly authorized representatives.

**Section 4.** This ordinance shall take effect and be in full force and effect from and after its passage and approval.

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 17<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
Presiding Officer of the Council

Approved by the Mayor of said City this 17<sup>th</sup> day of October, 2022.

ATTEST:

\_\_\_\_\_  
Andrew L. Dawson, Mayor

\_\_\_\_\_  
Jason S. Myers  
City Clerk

To: Kelvin Shaw  
From: Brenda Ardrey *BA*  
Date: October 3, 2022  
Subject: Council Memo Purchase of Pump for 32<sup>nd</sup> St. Lift Station  
Request for Budget Amendment 61-51-351-00 WPC Capital Improvements Increase \$21,570.34  
Sole Source

The Public Works Department released RFP 2022-12 for pump maintenance services on August 20, 2021 and awarded a contract to FTC Equipment, LLC of 5238 Winner Road, Kansas City, MO 64127. The contract allows the City to purchase supplies and materials with a fixed mark-up percentage. Over the past few months, pumps at the 32<sup>nd</sup> Street Lift Station have begun to fail and as a result numerous call outs of staff have required accrual of overtime to ensure seamless lift station operation. While the pumps have reset through manual intervention, during the most recent semi-annual maintenance review of pumps at the lift station by FTC, it was determined that both pumps have significant wear and are pulling amps higher than rated and the stators have begun to deteriorate indicative of an imminent failure of the pump motor. As a result, WPC is requesting a budget amendment and authority to purchase under the existing FTC contract one (1) replacement pump for the 32<sup>nd</sup> St. Lift Station and plan to request replacement of the second pump during the FY 2024 budget process.

Additionally, FTC has provided a sole source letter for this pump purchase as changing to a different brand of pump, from ABS/Sulzer, would require additional costs to be incurred through replacement of the guide rail adaptors and the base elbows within the lift station's wet well. The attached quote for the replacement pump is for \$21,570.34 (not including freight).

Thank you for your consideration of the replacement of this pump at the 32<sup>nd</sup> St. Lift Station.

# FTC Equipment, LLC

5238 Winner Road  
Kansas City, MO 64127

Phone: 816-833-7200

Fax: 816-833-1074

# Quote

Date	Estimate #
9/2/2022	12845

Name/Address
City of Sedalia Attn: Accounts Payable 200 S. Osage Sedalia, MO 65301

Ship To
Central WWTP 3000 West Main, Ste. 300 Sedalia, MO 65301

Terms	Rep	FOB	W/O Number
Net 30	RJQ	Factory	

Qty	U/M	Item	Description	Rate	TOTAL
1	EA	XFP100J-CH2.281-PE25...	Facility: Location: Quote Replacement Pump for AFP 1001 Sulzer Model XFP 100J-CH2.281-PE250/4, 460 V, 3 PH, 1780 RPM, 33 HP Lead Time: 14-16 Weeks Note: Freight Charges Are Not Included in This Pricing. Freight Will Be Billed on the Invoice.	21,570.34	21,570.34

We appreciate the opportunity to be of service to you!  <b>TERMS AND CONDITIONS:</b> Terms are net 30 days. Accounts not paid within terms are subject to a 1.5% service charge per month. Prices quoted are valid for 30 days from the date of this quote. Prices do not include any applicable taxes or freight charges. Freight is FOB factory. A convenience fee of 4% will be added to all credit card transactions.	<b>Subtotal</b>	\$21,570.34
	<b>Sales Tax (8.85%)</b>	\$0.00
	<b>TOTAL</b>	\$21,570.34

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING AN INCREASE IN BUDGETED EXPENDITURES FOR THE FISCAL YEAR 2022-2023 RELATING TO UTILITY INSPECTORS FOR EXCAVATION IN RIGHT-OF-WAY.**

**WHEREAS**, the City of Sedalia will be inspecting and monitoring excavation work in right-of-way's for code compliance for permits to construct/install fiber networks due to the size of the projects; and

**WHEREAS**, a budget amendment is necessary to appropriate additional funds to expend these funds that were not anticipated in the original budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SEDALIA, MISSOURI** as follows:

**Section 1.** The City Council of the City of Sedalia, Missouri hereby authorizes the increase in expenditures for the Utility Inspections for Excavation in Right-of-Way's for Seventy-Three Thousand Four Hundred Thirty-Eight Dollars and Seventy-Seven Cents (\$73,438.77).

**Section 2.** This resolution shall be in full force and effect from and after its passage and approval.

**PASSED** by the Council of the City of Sedalia, Missouri, this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Presiding Officer of the Council

ATTEST:

\_\_\_\_\_  
Jason S. Myers  
City Clerk

**BILL NO.** \_\_\_\_\_

**ORDINANCE NO.** \_\_\_\_\_

**AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR 2022-2023  
REGARDING UTILITY INSPECTORS FOR EXCAVATION IN RIGHT-OF-WAY.**

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
SEDALIA, MISSOURI** as follows:

**Section 1.** The 2022-2023 fiscal year budget beginning April 1, 2022 and ending March 31, 2023 is hereby amended to modify certain budgeted line items as they appear on the attached schedule and made a part hereof as Exhibit A as if fully set out herein.

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

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Presiding Officer of the Council

Approved by the Mayor of said City this 17<sup>th</sup> day of October 2022.

\_\_\_\_\_  
Andrew L. Dawson, Mayor

ATTEST:

\_\_\_\_\_  
Jason S. Myers  
City Clerk



Exhibit A  
City of Sedalia  
FY23 Budget Amendment 10/17/2022 - WPC Inspectors of Excavation in Right of Way

Account / Description	Current Budget	Change	Amended Budget	Comments
<b>Revenues / Source of Funds</b>				
10-00-466-00 Street Cuts	200.00	110,350.00	110,550.00	Right-of-way Excavation Permits
<b>Total Revenue Change</b>		<u>110,350.00</u>		
<b>Expenditures / Uses of Funds</b>				
<b>Public Works Administration</b>				
10-10-101-40 Salaries Part Time	-	32,200.00	32,200.00	WPC Inspectors of Excavation in Right of Way
10-10-102-00 Salaries Overtime	514.99	15,167.92	15,672.91	
10-10-108-00 Employer's Social Security/Medicare	21,926.38	3,387.04	25,313.42	
10-10-108-00 Employer's Worker's Compensation	400.37	64.20	464.57	
10-10-242-00 Gas and Oil	2,057.00	2,400.00	4,457.00	
10-10-216-00 Telecommunications Service (Cell Phone)	2,662.16	239.94	2,902.10	
10-10-248-02 Uniforms	2,373.00	243.62	2,616.62	
<b>Water Department</b>				
62-72-102-00 Salaries - Overtime	49,996.19	16,176.36	66,172.55	WPC Inspectors of Excavation in Right of Way
62-72-106-00 Employer's Social Security/Medicare	56,748.69	1,237.49	57,986.18	
62-72-108-00 Employer's Worker's Compensation	23,400.48	532.20	23,932.68	
62-72-242-00 Gas and Oil	28,946.00	1,800.00	30,746.00	
<b>Total Expenditure Change</b>		<u>73,438.77</u>		
		<u>(183,788.77)</u>		<b>Net Increase (Decrease) In Projected Fund Balance</b>

To: Kelvin Shaw  
 From: Brenda Ardrey *BA*  
 Date: October 11, 2022  
 Subject: Council Memo (Revised)  
 Request for Budget Amendment to Allow for Inspection of Excavation in Right-of-way by Various Public Utilities – Fiber Optics

Earlier this year, the Public Works Department requested amendment to City Code to ensure adequate inspection and monitoring of excavations occurring in the public rights-of-way. We have several companies that have made contact and two that have obtained permits to construct/install fiber networks within the community. Due to the size of these planned construction projects, Public Works is requesting a budget amendment to allow for part time inspection staff and paid overtime for weekend work for existing staff to assist in ensuring the projects are inspected and monitored to the requirements provided for in City Code. Fees are set forth in City Code to cover the actual costs of these inspection services and have been paid to the City by the companies as detailed below. The costs detailed below do not include those costs associated with equipment replacement costs.

Increases are requested for the following line items for Inspection and Monitoring Services:

Revenues:

Right-of-way Excavation Permits (Street Cuts)	
American Broadband Open Country	\$81,550.00
Socket	<u>\$28,800.00</u>
	\$110,350.00

Public Works Administration

Expenditures:

10-10-101-40 Salaries-Part Time	\$32,200.00
10-10-102-00 Salaries-Overtime	\$15,157.92
10-10-106-00 Employer's Social Security/Medicare Taxes	\$ 3,387.04
10-10-108-00 Employer's Worker's Compensation	\$ 64.20
10-10-242-00 Gas and Oil	\$ 2,400.00
10-10-216-00 Telecommunications Service (Cell Phone)	\$ 239.94
10-10-248-02 Uniforms	<u>\$ 243.62</u>
TOTAL	\$53,692.72

Note: Salary-part time is 1 additional part time Senior Engineering Technician (Inspector) working 40 hours per week through life of project.

Salary-overtime is for current Senior Engineering Technician working over 40 hours per week including Saturdays and Sundays.

Water

Expenditures:

62-72-102-00	Salaries-Overtime	\$16,176.36
62-72-106-00	Employer's Social Security/Medicare Taxes	\$ 1,237.49
62-72-108-00	Employer's Worker's Compensation	\$ 532.20
62-72-242-00	Gas and Oil	<u>\$ 1,800.00</u>
		\$19,746.05

Note: Salary-overtime is for current Chief Plant Operator and Senior Operations Technician to work on Saturday and Sunday or evenings, if needed, up to 20 hours per week monitoring and inspecting fiber excavation in right-of-way. The Senior Operations Technician is in an exempt position, however, this is a special project outside the routine job functions of the position. With high vacancy rates and other staff with the necessary skill set to complete the tasks not willing to work on Saturday and Sunday, these two staff have agreed to do so.

The above does not include the cost of repairing water mains and service lines adversely impacted by the fiber companies. These additional costs will be billed to them directly.

Any funds remaining after actual costs are calculated at the end of the project will be returned to the companies paying in the fees. Also, the projects may extend across fiscal years dependent on weather and material availability.

Thank you for your consideration of the above request to ensure monitoring and inspection of fiber installation continues through the life of the projects.

BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE APPROVING AND ACCEPTING A SCOPE OF SERVICES FOR WATER SYSTEM MAINTENANCE ON SOUTH GRAND AVENUE FROM WEST 20<sup>TH</sup> STREET TO THE CITY LIMITS.**

**WHEREAS**, the City of Sedalia, Missouri has received a scope of services from Wilson & Company, the City's on-call engineer firm, a Missouri foreign corporation, for professional survey and engineering services for water system maintenance on South Grand Avenue from West 20<sup>th</sup> Street to the City limits; and

**WHEREAS**, under the scope of services, the City of Sedalia, Missouri shall pay the sum and amount of Seventy Seven Thousand Five Hundred Dollars (\$77,500.00) to Wilson & Company for said services as more fully described in the scope of services attached to this ordinance and incorporated by reference herein.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SEDALIA, MISSOURI** as follows:

**Section 1.** The Council of the City of Sedalia, Missouri hereby approves and accepts the scope of services by and between the City of Sedalia, Missouri and Wilson & Company in substantively the same form and content as the scope of services has been proposed.

**Section 2.** The Mayor or City Administrator are authorized and directed to execute and the City Clerk is hereby authorized and directed to attest and fix the seal of the City of Sedalia, Missouri on the scope of services in substantively the same form and content as the scope of services has been proposed.

**Section 3.** The City Clerk is hereby directed to file in her office a duplicate or copy of the scope of services after it has been executed by the parties or their duly authorized representatives.

**Section 4.** This ordinance shall take effect and be in full force and effect from and after its passage and approval.

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 17<sup>th</sup> day of October, 2022.


\_\_\_\_\_  
Presiding Officer of the Council

Approved by the Mayor of said City this 17<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
Andrew L. Dawson, Mayor

ATTEST:

\_\_\_\_\_  
Jason S. Myers  
City Clerk

To: Kelvin Shaw  
Through: Brenda Ardrey   
Date: October 11, 2022  
Subject: Council Memo -- Water System Maintenance  
Engineering and Survey Services for Line Replacement – S. Grand Ave. from W. 20<sup>th</sup> St. to the City Limits

In the FY 2023 budget, the Water Division requested engineering services budget authority for two projects:

- S. Grand Ave. from W. 20<sup>th</sup> St. to W. 32<sup>nd</sup> St. (4,000 linear feet of pipe, 6 major tie-ins and a significant number of road crossings) Budget Authority \$60,000; and
- Plaza Ave. from Highway Dr. to Brandon Ave. (1,000 linear feet of pipe, 3 tie-ins and a road bore) Budget Authority \$17,500

With the increase in engineering service costs this year, it will not be possible to complete both projects in FY 2023. However, during the Public Works Council Committee discussions, it was recommended to replace the water main along S. Grand Ave. from W. 20<sup>th</sup> St. to the City Limits. Wilson & Company, the city's consulting engineer was able to provide a scope of work for the following project within the existing budget authority:

- S. Grand Ave. from W. 20<sup>th</sup> St. to the City Limits. (6,000 linear feet of pipe, 8 major tie-ins and a significant number of road crossings) Engineer's Estimate of Cost \$77,500.

The Public Works Department recommends approval of the scope of work for engineering and survey services for the water main replacement on S. Grand Ave.

Thank you for your consideration of this request.

**Exhibit A**  
Scope of Services  
Grand Avenue Water Main Replacement  
October 3, 2022

**General Scope of Services**

The purpose of this contract is to provide professional design services for the replacement of existing 10" water main along Grand Avenue from 20<sup>th</sup> to 32<sup>nd</sup> St totaling 6,000 feet:

**Detailed Scope of Services**

**Task 1 – Field Survey**

- 1.1 Survey Control. WCI surveyors will re-establish the survey control network of the Katy Trail project. Horizontal and vertical control points will be set along the proposed corridor to be used for design surveys. References will be tied to each monument. Benchmarks will be set on permanent structures that have less likelihood of being disturbed. Elevations will also be determined for all horizontal control points. All survey control shall be established using State Plane Coordinates, "Missouri Coordinate System of 1983, West Zone" and NAVD 88 Datum, via the Missouri Department of Transportation VRS Network.
- 1.2 Utility Locates. WCI surveyors will contact utility companies through the One-Call system and as supplemented by the City for those utility companies not associated with the One-Call system. Utilities will be horizontally field located according to field marks by the utility companies or by a One-Call locator.
- 1.3 Topographic Field Survey. Perform field surveys to obtain sufficient detail for the project design. The field information shall include topographic information to clearly identify breaklines, slopes, and terrain issues including; paving, sidewalks, business entrances & utilities.
- 1.4 Locate Storm and Sanitary Sewer Structures. The inflow/outflow elevations for storm and sanitary sewer structures will be located along with the size and type of structure and the size and type of the conduit entering and leaving the structure.
- 1.5 Basemap. Prepare a design basemap with the collected data and deliver an AutoCAD file to be used for the design of a water main relocation project.
- 1.6 Easement Documents. Prepare easement documents as required for project 8 above, Winchester Road from U.S. Highway 50 to Main St. Easement will be required behind businesses.

## Task 2 – Plan Preparation

- 2.1 Kick-Off Meeting. A kick-off meeting will be held in the field at each project site with City representatives to discuss/identify the preferred alignment of the new water mains along with project specific issues that need to be addressed. A water main alignment memo will be prepared and distributed to all parties that attended the meeting for review and comment prior to beginning the Preliminary Plan Preparation work task.
- 2.2 Preliminary Plan Preparation (60%). Based on the preferred alignments agreed to during the kick-off meeting, plans will be prepared for the water main replacements listed above. Plan sheets will be 20 scale stacked plan/profiles views. The following sheets will be prepared for the Preliminary Plan submittal:
- Preliminary Plans
    - Title Sheet(s)
    - General Notes & Summary of Quantities
    - General Layout Sheets
    - Plan & Profile Sheets
    - Detail Sheets

The Preliminary Plans and Engineer's Opinion of Probable Construction Cost will be submitted to the City for review. Following the City's Review, a Preliminary Plan review meeting will be held with City staff.

- 2.3 Final Plans. Based on comments received during the Preliminary Plan review, Final Plans will be revised. Special provisions will be prepared for any construction items not covered by the City's standard specifications.

The Final Plans, Special Provisions, and Engineer's Opinion of Probable Construction Cost will be submitted to the City for review. Following the City's Review, a Final Plan review meeting will be held with City staff. City comments will be addressed prior to advertising the project for Bid.

- 2.4 MDNR Plan Approval. Submit plans and specifications to MDNR for review and approval. Comments will be reviewed with City staff, addressed, and resubmitted to MDNR for approval, if required.
- 2.5 Post Design Services. The following post design services will be provided:
- Submit Final Plans and Special Provision documents in PDF format to the City for bidding the project.
  - Answer questions and issue addendums, if required, during the project advertisement period.
  - Review of shop drawings.



Proj.: 2020 Water Main Replacements

By: JCK/aud

Date: October 3, 2022

Client: City of Sedalia

Notes: 0

**EXHIBIT A  
FEE ESTIMATE WORKSHEET**

Fee Reviewed by  
CDP  
Date: 10/03/22

TASK ID.	WORK TASK DESCRIPTION	ESTIMATED MANHOURS						TOTAL HOURS	LABOR EFFORT	EXPENSE EFFORT	TOTAL FEE
		P6 Project Manager	P4 Project Engineer	P2 Design Engineer	PD3 CADD Designer	FS6 Survey Manager	FS4 Survey Crew Chief				
<b>PHASE 01 - DATA COLLECTION and FIELD SURVEY</b>											
1.1	Survey Control							16.00	\$ 1,104.00	\$ -	\$ 1,104.00
1.2	Utility Locates					1		49.00	\$ 3,446.00	\$ -	\$ 3,446.00
1.3	Topographic Field Survey					4		52.00	\$ 3,848.00	\$ 3,300.00	\$ 7,148.00
1.4	Locate Storm and Sanitary Sewer Structures					1		33.00	\$ 2,342.00	\$ -	\$ 2,342.00
1.5	Update Basemap				32	2		34.00	\$ 3,340.00	\$ -	\$ 3,340.00
1.6	Easement Document Preparation				4	2		6.00	\$ 652.00	\$ -	\$ 652.00
	Subtotal	0	0	0	36	10	72	190.00	\$ 14,732.00	\$ 3,300.00	\$ 18,032.00

<b>PHASE 02 - PLAN PREPARATION</b>											
2.1	Kick-Off Meeting and Alignment Memo	2	8	8				18.00	\$ 2,032.00	\$ 160.00	\$ 2,212.00
2.2	Preliminary Plan Preparation (60%)	8	80	160	160			408.00	\$ 41,130.00	\$ 282.00	\$ 41,402.00
2.3	Final Plans	4	16	64	48			132.00	\$ 13,152.00	\$ -	\$ 13,152.00
2.4	MDNR Permitting		2		4			6.00	\$ 622.00	\$ -	\$ 622.00
2.5	Post Design Services	2	8		8			18.00	\$ 2,080.00	\$ -	\$ 2,080.00
	Subtotal	16	114	232	220	0	0	582.00	\$ 59,026.00	\$ 442.00	\$ 59,468.00

<b>TOTALS</b>		16	114	232	256	10	72	772.00	\$ 73,758.00	\$ 3,742.00	\$ 77,500.00
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### **Assumptions**

1. No permitting is anticipated other than the MDNR review.
2. Full size plan sheets will be 22"x34".

### **Items Not Included in the Scope of Services**

1. Any work requested by the City that is not included in the basic services will be classified as supplemental services. Supplementary services shall include, but are not limited to the following:
  - a. Changes in the scope, extent, or character of the project.
  - b. Revisions to the plans when inconsistent with previous approvals or instructions by the City.
  - c. Updating plans to reflect development that has occurred after the Final Plans are complete.
2. Utility coordination except as specifically stated in Task 1.3.
3. Obtaining Ownership & Encumbrance or Title Reports for the adjacent properties.
4. Public Involvement or meetings with the adjacent property owners.
5. Design of sidewalks or handicap ramps.
6. Full property survey or setting of new property corners if they are missing is not required.
7. Easement preparation. All work will be confined to the existing right-of-way.
8. Environmental permitting.
9. Construction Phase Services:
  - a. Construction inspection or testing.
  - b. Review of RFI's, pay applications, change orders, etc.
  - c. Substantial and Final completion inspections.
  - d. Preparation of record drawings.

BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING SECTION 8-143 OF THE CODE OF ORDINANCES OF THE CITY OF SEDALIA, MISSOURI RELATING TO DOGS AND CATS RUNNING AT LARGE.**

**WHEREAS**, the City of Sedalia, Missouri has the authority to enact regulations regarding animals running at large; and

**WHEREAS**, the City of Sedalia, Missouri has determined that it is appropriate and necessary to amend Section 8-143 of the City's Code of Ordinances in order to adopt new regulations relating to dogs and cats running at large.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SEDALIA, MISSOURI** as follows:

**Section 1.** Section 8-143 of the Code of Ordinances is hereby deleted in its entirety and replaced with the following:

**Sec. 8-143. Dogs and Cats Running at Large.**

(a) Dogs and cats running at large in violation of Section 8-92 of the Code shall be subject to the provisions this Section, which are in addition to any other applicable provisions of the Code. The provisions of this Section shall not apply to police dogs while in the performance of law enforcement activities, or community cats as defined in Chapter 8 of the Code.

(b) Dogs that have been adjudged to be potentially dangerous will require sterilization.

(c) The owner of any dog or cat impounded for running at large may only redeem the animal upon compliance with the provisions of Section 8-93 of the Code and the following conditions. As a condition to the release of a dog or cat impounded for the first time for running at large, the owner shall sign a written redemption agreement acknowledging, among other things, that upon the second impoundment for running at large the dog or cat, if not already so implanted, shall be implanted by the City with a readable identifying microchip before being released. Upon the second impoundment for running at large, any dog or cat that has not been implanted with a readable identifying microchip shall be implanted with an identifying microchip by the City before being released. The owner shall pay a microchip implantation fee in the amount specified in the City Fee Schedule plus the cost of the microchip before the dog or cat is released. If the animal has previously been implanted with a microchip, the owner shall notify the animal control officer and any applicable national registry of any change in address or telephone number. As a condition to the release of a dog or cat impounded for the second time for running at large, the owner shall sign a written redemption agreement acknowledging, among other things, that upon the third impoundment for running at large the dog or cat, if intact, will be spayed or neutered as provided in the Code.

(d) Intact dogs and cats impounded for the third time shall be spayed or neutered before being released, unless the owner demonstrates to the reasonable satisfaction of the animal control officer that one or more of the following exceptions apply:

- (1) Dogs being used by law enforcement agencies for law enforcement activities or such dogs designated as breeding stock by an appropriate agency or organization approved by the Chief of Police;
- (2) Dogs that have been appropriately trained and are being used as service dogs such as a guide dog, hearing dog, assistance dog, seizure alert dog or social/therapy dog or such dogs designated as breeding stock by an appropriate agency or organization approved by the Chief of Police;
- (3) Dogs that have been appropriately trained and are being used by search and rescue agencies for search and rescue activities or such dogs designated as breeding stock by an appropriate agency or organization approved by the Chief of Police;
- (4) Dogs or cats certified by a licensed veterinarian as having a health reason for not being spayed or neutered;
- (5) Dogs that have been appropriately trained and are being used for herding of other animals or as livestock guardian dogs, or such dogs designated as breeding stock by an appropriate agency or organization approved by the Chief of Police;
- (6) Dogs or cats boarded in a licensed kennel or licensed business which boards such animals for professional training or resale.

The owner shall pay a spay or neuter fee of in the amount specified in the City Fee Schedule before the dog or cat is released.

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

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 17<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
Presiding Officer of the Council

Approved by the Mayor of said City this 17<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
Andrew L. Dawson, Mayor

ATTEST:

\_\_\_\_\_  
Jason S. Myers  
City Clerk

**Office of the Mayor**

TO: Members of City Council  
FROM: Mayor Andrew Dawson  
DATE: October 12, 2022  
RE: New Appointment

I would like to make the following recommendation:

**New Appointment:**

BOARD/COMMITTEE	MEMBER	TERM
Sedalia Public Library Board		
	Emily Schmidt	Completing Chris Paszkiewicz's Term Ending 6/30/2024