

**SMITHVILLE BOARD OF ALDERMEN
REGULAR SESSION**

December 21, 2021, 7:00 p.m.
City Hall Council Chambers

Due to the COVID-19 pandemic this meeting was held via teleconference.

Mayor, Aldermen, and staff attended via Zoom meeting. The meeting was streamed live on the city's FaceBook page. Attendance in person by members of the public was not permitted.

1. Call to Order

Mayor Boley, present via Zoom, called the meeting to order at 7:00 p.m.

A quorum of the Board was present via Zoom meeting: John Chevalier, Marv Atkins, Dan Hartman, Kelly Kobylski and Dan Ulledahl. Steve Sarver resigned earlier today due to personal obligations.

Staff present via Zoom: Cynthia Wagner, Anna Mitchell, Chief Jason Lockridge, Chuck Soules, Stephan Larson, Jack Hendrix, Matt Denton and Linda Drummond.

2. Pledge of Allegiance led by Mayor Boley

3. Consent Agenda

- **Minutes**

- December 7, 2021, Joint School Board/Board of Alderman Meeting Minutes
- December 7, 2021, Board of Alderman Regular Session Minutes

- **Financial Report**

- Finance Report for October 2021

Alderman Atkins moved to approve the consent agenda. Alderman Hartman seconded the motion.

Ayes – 5, Noes – 0, motion carries. The Mayor declared the consent agenda approved.

REPORTS FROM OFFICERS AND STANDING COMMITTEES

4. Committee Reports

Alderman Chevalier reported on the December 14 Planning and Zoning Commission meeting. They discussed and approved the Smithville Montessori Academy addition and the Smithville Townhomes site plans that are one the agenda this evening.

There are a total of nine commercial permits for the year.

Mayor Boley asked Jack Hendrix, Development Director what the assessed value of the permits was?

Jack noted that it is \$32 million for commercial property and improvements and \$14 million in residential property improvements. There was a total of 46 residential permits for the year.

Alderman Atkins reported on the December 14 Finance Committee meeting. The bank reconciliation was completed way before the benchmark goal. They discussed the utility billing, the collection agency and litigation policy due to a delinquent bill over a thousand dollars. They discussed pursuing litigation, the collection cost, the court cost and paying the collection fees.

Staff has nearly submitted all the required documents for the audit. There are well over a hundred documents that must be submitted and at this time they are ahead of schedule.

They discussed adding another certificate of deposit for the general fund, at this time there are six certificate of deposits that will be rolled over. Staff will analyze the rates being offered and will report back with recommendations.

Alderman Atkins noted that the fiscal year 2021 ended well and said that Stephen Larson, Finance Director and his staff did an excellent job with their presentations.

Alderman Hartman agreed that Stephen and his staff have done a wonderful job for the Board in preparing not only the current spending reports but also the projection of the next five years spending and the cost of the projects.

Mayor Boley noted that Mayra Ore, Finance Analyst, has been working on a PAFR, Popular Annual Financial Report.

Stephen said that Mayra is developing the PAFR, and it should be completed soon. The plan is to submit it for an award. The report will be approximately 10-14 pages and feature a lot of pertinent information. It does an excellent job of highlighting all the Board directed projects and accomplishment the City has completed in the last fiscal year.

5. City Administrator's Report

Cynthia noted that on December 14 staff submitted the petitions for the county commission to put on the ballot a special road and bridge tax. City attorney, John Reddoch has heard back from the county's attorney that he has reviewed the information and will be placing in on the county work session agenda for the January 5 meeting. Staff anticipates that to be acted on at the commissioner's January 12 regular session meeting. We are hopeful that they will have certification of a ballot question for the April ballot. She noted that staff will keep the Board informed as things progress and she and John Reddoch plan to attend both the January 5 and 12 meetings.

Earlier today Mayor Boley, Chuck Soules, Public Works Director, Stephen Larson, Finance Director and Cynthia met with representatives from Clay County to discuss the application we submitted to them for approximately \$800,000 in funds from the American Rescue Plan Act, ARPA funds. This item will also be on the county commissioner's agenda for January 5 and 12. These remaining funds would be for

water improvement projects that we are working on out at the lake. We have allocated approximately two million dollars of our ARPA funds for the project for 2022 and 2023 and the remaining cost we anticipate receiving from Clay County. Chuck will also be attending the January 5 and 12 meetings to answer any questions they might have. Staff will keep the Board posted.

We now have two additional officers, Brett Hazelrigg and Caitlin Repola graduated their POST training Thursday evening. Mayor Boley, Cynthia and representatives from the police department were able to attend the ceremony. They were sworn in as Smithville police officers Friday and have begun field training.

The Neighborhood Beautification Grants process will begin on January 3, 2022. Information about the grant program, the application, FAQ, and a cover letter will be sent directly to all HOA's. The cover letter will include an overview of the application, who to contact with any questions, as well as overall timeline. The completed applications will be accepted through March 1.

City Hall will be closed on Friday, December 24 and Friday, December 31 in observance of Christmas and New Year's Day.

ORDINANCES & RESOLUTIONS

6. Bill No. 2926-21, Annexation Lot 24, Lakeside Crossing – 2nd Reading

Alderman Ulledahl moved to approve Bill No. 2926-21, approving the annexation of Lot 24, Lakeside Crossing, 15705 North Wabash Street. 2nd reading by title only. Alderman Atkins seconded the motion.

No discussion.

Alderman Kobylski – Aye, Alderman Ulledahl – Aye, Alderman Atkins – Aye, Alderman Hartman – Aye, Alderman Chevalier – Aye.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2926-21 approved.

7. Bill No. 2927-21, Purchasing Agreement with SHI Corporation – 2nd Reading

Alderman Atkins moved to approve Bill No. 2927-21, authorizing the Mayor to sign on behalf of the City the Participation Agreement with Software House International Corporation. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Alderman Chevalier – Aye, Alderman Atkins – Aye, Alderman Kobylski – Aye, Alderman Ulledahl – Aye, Alderman Hartman – Aye.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2927-21 approved.

8. Bill No. 2928-21, Richardson Street Plaza Overlay District – Emergency Ordinance Sponsored by Mayor Boley - 1st and 2nd Reading

Alderman Atkins moved to approve Bill No. 2928-21, approving FY22 budget amendment No. 1, for an amount of \$45,000 to complete the clearing of debris from the RCB under East Woods Street between Woodland Avenue and Winner Avenue. 1st reading by title only. Alderman Ulledahl seconded the motion.

No discussion.

Alderman Hartman – Aye, Alderman Kobylski – Aye, Alderman Chevalier – Aye, Alderman Ulledahl – Aye, Alderman Atkins – Aye.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2928-21 approved first reading.

Alderman Ulledahl moved to approve Bill No. 2928-21, approving FY22 budget amendment No. 1, for an amount of \$45,000 to complete the clearing of debris from the RCB under East Woods Street between Woodland Avenue and Winner Avenue. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Alderman Chevalier – Aye, Alderman Atkins – Aye, Alderman Hartman – Aye, Alderman Ulledahl – Aye, Alderman Kobylski – Aye.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2928-21 approved.

9. Resolution 1006, Adopting the Stormwater Management Plan

Alderman Ulledahl moved to approve Resolution 1006, adopting the Stormwater Management Plan for the 2021-2026 MS4 Permit. Alderman Atkins seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 1006 approved.

10. Resolution 1007, Emergency Expenditure

Alderman Ulledahl moved to approve Resolution 1007, acknowledging an emergency expenditure not to exceed \$45,000 to Ace Pipe Cleaning to clear debris out of the stormwater reinforced concrete box on East Woods Street between Winner Avenue and Woodland Avenue. Alderman Hartman seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 1007 approved.

11. Resolution 1008, Amending the Employee Compensation Plan

Alderman Atkins moved to approve Resolution 1008, amending the Employee Compensation Plan to add the position of part-time Program Coordinator in the Parks and Recreation Department. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 1008 approved.

12. Resolution 1009, Site Plan for Smithville Montessori Academy Addition

Alderman Hartman moved to approve Resolution 1009, approving the site plan for an addition at Smithville Montessori Academy at located at 14450 North Highway 169, Suite B. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 1009 approved.

13. Resolution 1010, Site Plan for Smithville Townhomes

Alderman Chevalier moved to approve Resolution 1010, approving a site plan for eight townhomes at 319 East Main Street. Alderman Ulledahl seconded the motion.

Alderman Hartman recused himself.

Alderman Chevalier noted he was excited for this project and that it is needed in Smithville.

Ayes – 4, Noes – 0, motion carries. Mayor Boley declared Resolution 1010 approved.

OTHER MATTERS BEFORE THE BOARD

14. Public Comment

None.

15. New Business from the Floor

None

Mayor Boley read a letter of resignation from Alderman Steve Sarver that he received earlier today.

It is with regret that I inform you of my decision to resign my position on the Board of Alderman, effective immediately.

My other commitments have become too great for me to be able to fulfill the requirements of my position on the Board, and I feel it is best for me to make room for someone with the time and energy to devote to the job.

It has been a pleasure serving Smithville as a member of the Board of Alderman, Planning and Zoning and other committees. I am so proud of all we have accomplished in the six and a half years I have served, and I have no doubt the board will continue these successes in the future.

Thank you,
Steve Sarver

Mayor Boley noted that he would be working to recommend an appointment to fill this vacancy in a future meeting.

16. Adjourn

Alderman Atkins moved to adjourn. Alderman Ulledahl seconded the motion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared the regular session adjourned at 7:19 p.m.


Linda Drummond, City Clerk
Damien Boley, Mayor