

**CITY OF CARUTHERSVILLE
JANUARY 4, 2016**

Be it remembered the Council of the City of Caruthersville met in regular session on Monday, January 4, 2016 at 5:00 p.m. in the Council room of the Municipal Building at which time and place the following were present:

Mike McGraw	Mayor
Takella Motton	City Clerk
Lawrence Dorroh	City Counselor
Tony Jones	Sergeant at Arms
Bullington	Councilperson
Cartee	Councilperson
Cheek	Councilperson
Hood	Councilperson
Merideth	Councilperson
Harmon	Councilperson
Rodgers	Councilperson
Duckworth	Councilperson

The number of members necessary to consider a quorum being present, the Mayor called the meeting to order and announced the meeting was in session for the transaction of business.

The first order of business was the approval of the December 21, 2015 minutes. Councilperson Harmon motion to amend the minutes to include discussion of the appointment of an attorney. Councilperson Duckworth second the motion, and the motion carried unanimously.

The next order of business was the approval of reports and bills, motioned by Councilperson Duckworth and seconded by Councilperson Harmon which resulted in the following vote:

Bullington	Yes	Cartee	Yes
Cheek	Yes	Hood	Yes
Merideth	Yes	Harmon	Yes
Rodgers	Yes	Duckworth	Yes

The Mayor made recommendation to appoint Lawrence Dorroh as City Counselor. Councilperson Harmon motion to accept Lawrence Dorroh as the City Counselor, second by Councilperson Bullington which resulted in the following vote:

Bullington	Yes	Cartee	Yes
Cheek	Yes	Hood	Yes
Merideth	Yes	Harmon	Yes
Rodgers	Yes	Duckworth	Yes

Vonda Davis representing Metheny and Smith, Smith and Davis as of January 1, 2016 gave a report of the audit of July 1, 2014 through June 1, 2015. The City's audit is conducted on a cash basis analysis, which means that debts and assets are not recorded. Only receipts and disbursements are on the financial reports. Total cash was up \$18,000, the general fund was up \$94,000, special revenue funds were up \$56,000, but utility funds were down by \$132,000. Overall budget expenses were under budgeted, revenues were lower budgeted, but the utility fund budget was significantly down. The City's Audit was a single audit which is longer due to fact there's over \$500,000 in federal grant expenditures. The audit was submitted to the Federal Clearing House in which the audit itself can be viewed. The City's audit is qualified in three areas, 1) there are bank accounts that are not part of the City but are using the City's federal tax id number, 2) the ongoing investigation with the court, and 3) the utilities revenue, there are controls in place, but they're not being followed. The auditors' recommendation is to have separation of duties. There needs to be an oversite to look at reports, financial statements, with comparisons as to what the computer shows. There should be documentation of some sort to back up the adjustments being made.

The major project that was looked at was the T-Hanger, and there were no compliance issues. The Summer Food, DWI Grant, and Sidewalk Enhancement Grant were also looked at, but not as in depth. The auditor recommends that each project have its' own separate folder with the award letter, bid, spread sheets, bank statements, etc. There was a journal entry on property taxes that had to be corrected and coding on a grant, but nothing major.

Councilperson Harmon motion to accept the findings of the audit, second by Councilperson Bullington, which resulted in the following vote:

Bullington	Yes	Cartee	Yes
Cheek	Yes	Hood	Yes
Merideth	Yes	Harmon	Yes
Rodgers	Yes	Duckworth	Yes

The Republic contract is still in the reviewing stage. Counselor Dorroh has talked with Doug McFarland, and hope to be nailing things down when McFarland is the area on Wednesday, January 6, 2016.

Councilperson Cartee reported that The Store will be scheduling pickups of the cardboard boxes every week after they have a delivery to see if that will correct the problem of them getting strewn with the high winds.

The river is looking to crest at 42.5 on Tuesday and a steady decline is anticipated even with the forecast for rain on Thursday.

The Mayor recommended the next Council Meeting to be on Tuesday, January 19, 2016 in observance of Marin Luther King Day on January 18, 2016. Councilperson Cartee motion for the change, second by Councilperson Hood which resulted in the following vote:

Bullington	Yes	Cartee	Yes
Cheek	Yes	Hood	Yes
Merideth	Yes	Harmon	Yes

Rodgers	Yes	Duckworth	Yes
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The Mayor reported the ROW clearing is continuing, Belton stated that everything left of South Ward had been done, and that they were on schedule. The Water Committee will have a meeting Thursday, January 7, 2016 at 4:00 p.m. The Mayor also reported that he had reviewed personnel manuals of other cities, and will be giving them out to the chairman and department heads to review.

Tony Jones reported that officers had been posted at the Middle and High Schools. He's looking at meeting with Bullington and Dorroh to discuss contractual agreements concerning an officer being stationary at the schools for the rest of the year. They're also are looking at getting one certified for the upcoming year. Councilperson Duckworth motioned to have Counselor Dorroh to draw up a contract between the City and the School for an officer to be employed by the School. Councilperson Cartee seconded the motion which resulted in the following vote:

Bullington	Abstain	Cartee	Yes
Cheek	Yes	Hood	Yes
Merideth	Yes	Harmon	Yes
Rodgers	Yes	Duckworth	Yes

Tony Jones also reported that with the rise of the river we've experienced an increase of wild life in the city. He stated that residents should not be shooting the wild life, call the conservation officer or the police.

Nick Cartee reported 5 fire calls between December 23, 2015 and January 4, 2016. There was a smoke alarm malfunctioning in East Haven on 12-23-15; Smoke scare due to cooking at State Hwy D on 12-23-15; Overheated outlet at Brown St on 12-24-15; Fire alarm sounding at Grand on 12-29-15; Smoke odor at East 4th St on 1-3-16. James Alsop with Insurance Services Office will be here January 12, 2016 at 8:00 a.m. to review the City for its' ISO rating.

Paul Shaw reported he had ordered 200 meters at a cost of \$3,500, which had been budgeted for. Councilperson Cartee motion to accept the budgeted item, second by Councilperson Bullington which resulted in the following vote:

Bullington	Yes	Cartee	Yes
Cheek	Yes	Hood	Yes
Merideth	Yes	Harmon	Yes
Rodgers	Yes	Duckworth	Yes

Terry Rushing reported that the Street department had started taking down the Christmas decorations. They will be taking the two trucks to Mayfield KY for the snow removal equipment to be installed. The Municipal Court Building heating unit is not operable; the evaporating gas coil has gone out, which cost \$3,407.25 to replace excluding anything else that may be wrong. Councilperson Bullington motion for the repair, second by Councilperson Duckworth which resulted in the following vote:

Bullington	Yes	Cartee	Yes
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Cheek	Yes	Hood	Yes
Merideth	Yes	Harmon	Yes
Rodgers	Yes	Duckworth	Yes

Councilperson Merideth expressed concerned with the drainage on West 19th St. Terry Rushing was asked John Chittenden's' prospectus of the drainage situation. He stated that Chittenden aforementioned tying West 19th St into the Truman's new drainage system.

Councilperson Rodgers wanted to know if there was any more headway on the Adams drainage project. Terry stated that Chittenden was still determining the best route for the clean out. Councilperson Bullington asked if Terry could give an update at the next meeting. Councilperson Rodgers also asked if Rushing could look into canvassing Ward 1 for trash, mattresses, rugs, appliances, etc. Terry Rushing also reported leaks at the Municipal Building, Exchange, and Three Rivers. He will be getting estimates for all the buildings.

Keith Davis reported 73 kids had signed up for the Youth Basketball. There were only 35 people that showed up at the Recreation Center Sunday, they are anticipating a better turn out for next Sunday. Councilperson Bullington stated that by dissolving the Tennis Association account and buying bleachers with the proceeds could eliminate the exception for the audit next year.

Teresa Tidwell reported that are some new programs being implemented, Tippy Toes Line Dance, Step Aerobics, Adult Coloring, and Cook the Book. They will also be having a book sale, selling bags for \$5 and the customer can put as many books as the bag can hold. Councilperson Rodgers inquired about a buzzer being put on the door to alert staff for handicap accessibility.

Terry stated that the insurance money had come in for the repair to the gate at the cemetery. He was told that he could move forward with the repairs.

Councilperson Harmon stated that the Council had received a letter from the Hoskins Law Firm, and that they had been retained by Bernard Insurance in regards to the bidding process and agent of record as to how it was conducted. Harmon asked Counselor to look and respond to the correspondence, and advise the Council as to how to address the matter.

Councilperson Merideth made mention to how Jess Cagle, Pemiscot County 911 Director, had gone to other towns and implemented on their mapping systems locations of fire hydrants, water lines, etc. Cagle wants the Council's approval to do the same for the City, plus making sure vacant lots have addresses. Councilperson Merideth motion for Jess Cagle to implement the changes to the City's mapping system, second by Councilperson Rodgers, and it carried unanimously.

With no further business to come before the Council, Councilperson Harmon motion to adjourn, second by Councilperson Hood with the meeting adjourning at 5:44 p.m.

ATTEST:

Mayor