

**CITY OF CARUTHERSVILLE  
December 18, 2017**

Be it remembered the Council of the City of Caruthersville met in regular session Monday December 18, 2017 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
Duckworth (Absent)	Councilperson
Bullington	Councilperson
Cartee	Councilperson
Rittenberry	Councilperson
Hood	Councilperson
Merideth	Councilperson
Grantham	Councilperson
Rodgers	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 4, 2017 regular session minutes. Councilperson Cartee motion to approve, second by Councilperson Grantham, which resulted in the vote:

Bullington	Yes	Cartee	Yes
Rittenberry	Yes	Hood	Yes
Merideth	Abstain	Grantham	Yes
Rodgers	Yes		

Councilperson Cartee motion to approve reports and bills, second by Councilperson Rittenberry which resulted in the following vote:

Bullington	Yes	Cartee	Yes
Rittenberry	Yes	Hood	Yes
Merideth	Yes	Grantham	Yes
Rodgers	Yes		

Under presentation of petitions, letters, and other communications; Mayor McGraw read a card from the Waldrop family expressing thanks in their time of grief. Vonda Davis from Smith & Davis presented the audit for the end of the fiscal year June 30, 2017. The areas of concern are as follows:

1. Deposits of collateralization were a little short of what is required; need to check to make sure enough securities are pledged to cover bank deposits.
2. Monthly turnovers need to be turned in from all department heads.
3. Credit card statements need to have invoices and receipts attached for all charges.

The cash balance was right at 4.5 million, only 1 million was unrestrictive the other was restrictive for special revenues such as meter deposits. There was a cash drop of \$600,000 in which there were some major project upgrades last year, primarily from special revenue funds. The qualifying opinions are as follows:

1. There are bank accounts that are not on the books, which is more of a liability than anything. They need to be put on the books or dissolved.
2. The Water department billing journals were missing for a couple of months because of computer system issues, and there were some estimates on water bills and accounts receivables. The records were inadequate to give an opinion.

Vonda Davis made mention that with the Library being a separate entity they wouldn't be audited, and with the sales tax coming up it wouldn't be City money, therefore it would go into their own account.

Mayor's report; The City has received an authorization letter from DRA for spending funds for the Exchange building. The purpose is to provide cultural and economic benefits to the community. Counselor Dorroh will be drawing up a contract. The Mayor asked the Council how much they were willing to spend on a courtesy car for the airport. Miscellaneous Surplus has cars ranging from \$4,500 to \$20,000. Councilperson Merideth stated that he was working on something, to give him 2 weeks to work out the details. On the Carnell property trees have been cut down, Ameren removed a pole, and Liberty has taken down lines. January 8, 2018 is the demolition date, and the structure will be hauled off. The tax lien will be assessed against the property, and when the tax sell comes up it can be sold on the courthouse steps in August. The Marlar project will begin Wednesday with the completion date being in April. There's about \$70,000 left, which can be used to loop lines. Chief Charlie Jones is proposing to tie in a 10 inch main to put a fire hydrant in front of the Nursing Home by looping it into the existing line that is already there to increase water volume. Republic Services will be off Christmas and New Year's, and services will be a day behind of the normal pickup. Ameren has installed 5 lights on Industrial Drive without charge. Waters & Associates will be doing an engineering study on Mooreland Drive, and the Marlar sidewalk grant will be revisited in 2018. The property owned by the city and other entities has been appraised, and they are as follows: City lots 1-2 \$8,300, Downtown Caruthersville Association lots 3-4 \$8,000, St. Francis levee lots 5-6 \$8,700, and City lots 7-12 \$24,000. The drainage on Carroll has been completed, and the drainage on the Belle area is being worked on. The Request for Qualifications were received on cemetery mapping, one bid was received for opening and closing of graves, and RFQs were received for the East 20<sup>th</sup> project for 2018. City offices will be closed Christmas and New Year's. Mayor McGraw recommended that the employees be off Tuesday, December 26, 2017. Councilperson Rodgers motion for approval, second by Councilperson Hood, which resulted in the following vote:

Bullington	Yes	Cartee	No
Rittenberry	Yes	Hood	Yes
Merideth	Yes	Grantham	Yes
Rodgers	Yes		

The meetings of January 1, 2018 and January 15, 2018 will have to be moved to the following Tuesdays of January 2, 2018 and January 16, 2018. Councilperson Cartee motion for approval, second by Councilperson Grantham, which resulted in the following vote:

Bullington	Yes	Cartee	Yes
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Rittenberry	Yes	Hood	Yes
Merideth	Yes	Grantham	Yes
Rodgers	Yes		

Police report; Chief Tony Jones is requesting to add a second grade to the law enforcement salary chart. Grade A would stay the same for non-patrolman, and the Grade B would be for the patrolman at a rate of \$13.25. The number of officers would be decreased by 2, going from 17 to 15, plus 1 Resource officer. The base increase would be at 10.41 percent, and the calculated over time would be at 15.61 percent. By reducing the officers by 2 the reduction in salaries would be \$53,352, and the health benefits would be reduced by \$19, 591.68. The increased over time budget would go from \$40,000 to \$46,250, and anything over \$34,680 will be transferred from Asset Forfeiture. In order to remain competitive the proposal is being made to be able to keep good officers from going to neighboring cities and counties. Councilperson Hood motion to accept the proposal, second by Councilperson Grantham, which resulted in the following vote:

Bullington	Yes	Cartee	Yes
Rittenberry	Yes	Hood	Yes
Merideth	Yes	Grantham	Yes
Rodgers	Yes		

Chief Jones recommended that one of the spots be filled by Wesley Jackson who has graduated from SEMO Law Enforcement Academy. Mayor McGraw made the appointment, Councilperson Cartee motion for approval, second by Councilperson Hood, which resulted in the following vote:

Bullington	Yes	Cartee	Yes
Rittenberry	Yes	Hood	Yes
Merideth	Yes	Grantham	Yes
Rodgers	Yes		

Fire report; The fire calls from December 4, 2017 through December 18, 2017 are as follows: 12/4/17; Gas odor on State Highway U, 12/11/17; Fire alarm sounding due to cooking at First State Bank, 12/11/17; Cotton hulls on fire at the Cotton Gin, 12/11/17; Fire alarm sounding on Walker, 12/13/17; Vehicle accident on County Road 351 with an extrication requested, 12/13/17; Small grass fire on I-55/412, 12/13/17; Fire in ditch bank on County Road 363, 12/17/17; Medic One and the Police department were requested for a lift assist on Washington.

Street & Sanitation/Building Inspector/Airport; Terry Rushing reported on the normal pick up of limbs, debris, and leaves; they're trying to stay ahead with keeping the City clean during the holidays. Repairs were made to stop signs, street signs were put back up, and the street sweeper has been running daily. Storm water drains were cleaned out on 3<sup>rd</sup> and Eastwood and 7<sup>th</sup> and Maple. Assistance was given to the Water department and the Recreation Center with some projects. Repairs were done on the runway lights, a windsock was installed, and work is being continued on the fuel system. Contact was made with Universal Builders to look at the large door at the main hanger. There were 2 electrical inspections conducted, and several residential inspections. Work was done with Code Enforcement and

the Police department with illegal dumping in an alley off of 406 Ferguson. The sewer line repair on E. 20<sup>th</sup> St. has been done, E. 19<sup>th</sup> St. and Brown intersect has been repaired, and 7<sup>th</sup> and Maple is moving along.

Code Enforcement; Sonya Fuller reported that 10 letters had been sent out, and is currently working on 2 follow ups. She has been working with a property owner on Adams with clean up, and there's a potential to rent out space in the warehouse. Ms. Fuller is urging property owners to clean up the wild trees on their property lines.

Cemetery report; There was not a quorum for the Cemetery Board meeting; proposals were passed out for the cemetery mapping to the members that were there. RFQs were submitted from Horner Shifrin and Smith & CO.

Parks & Recreation/Armory; Wesley Deere reported that kickball season has ended, and basketball has started with the price being dropped from \$30 to \$20 for signups. The pool is up and running and the lights that have been out have been replaced.

Library report; Teresa reported that the birthday calendars have been done and the task ran smoothly. This Tuesday is the final night of the Christmas book reading; Holly Lyle will be reading the Polar Express at 6:00 p.m. Santa will make a visit, and goody bags and books will be given away.

Water & Sewer report; Paul Shaw reported that one of the water wells was down, which should be under warranty with it being put in last year. There's a line that's leaking, and the parts have been ordered for it. Some of the bigger meters have been changed out at East Haven and Walker Terrace. They're looking at changing out Central Garden Apartments and the Post Office old meters next week.

The mapping of the cemetery was discussed at length, basically without the mapping capability the City would be hard pressed to figure out the location of the graves in the cemetery. What the City has at its disposal is the owner and interred listings of the graves and the available graves which are indicated by plat, lot, block, and grave numbers. The GPS would link the information that the City has with the location of the grave site. Mayor McGraw recommended that the City go with Horner Shifrin, Councilperson Hood made the motion, Councilperson Rittenberry second the motion, which resulted in the following vote:

Bullington	No	Cartee	No
Rittenberry	Yes	Hood	Yes
Merideth	No	Grantham	No
Rodgers	No		

Riggs Lawn Service made a proposal of \$700 for the opening and closing of graves with an additional \$200 per month for the general maintenance of the grounds excluding mowing, weed eating, and blowing off grass clippings. There was discussion of marking of the graves, which can't be done unless there's a physical location of the grave, in which the mapping would provide. Councilperson Bullington motion was made contingent upon Riggs opening and closing and marking of the graves for the proposed figure given, and if not, let it be known to go to plan B. The motion was second by Councilperson Merideth, which resulted in the following vote:

Bullington	Yes	Cartee	No
Rittenberry	Yes	Hood	Yes
Merideth	Yes	Grantham	Yes
Rodgers	Yes		

There were no bid responses for the original bid for the Recreation roof, and the second bid was revised allowing bidders to inspect the building, removing the reference to the engineering report, and allowing each bidder to implement a scope of work that would be either a repair or replacement of the roof. Two bids were submitted, Frazier’s bid is \$97,050 for the replacement of the membrane and insulation over the swimming pool area of the roof, they would haul off and clean up, and work would be guaranteed for 15 years. Pyramid bid is \$31,600 they will remove loose membrane down to the existing roof insulation, their focus would be only to where the leak is located, and if there’s damage after removing insulation, if there’s replacement of wood, or any roof drain plumbing work to be performed it would be at an additional cost, their work would be guaranteed for 2 years. Councilperson Bullington motion to accept Pyramid’s bid out of Sales Tax Capital Improvement fund second by Councilperson Merideth, which resulted in the following vote:

Bullington	Yes	Cartee	Yes
Rittenberry	Yes	Hood	Yes
Merideth	Yes	Grantham	Yes
Rodgers	Yes		

Business from the floor; Tony Jones was concerned about the additional trash during the holidays. Mayor McGraw stated that the City would be picking up the additional trash during the holidays. Councilperson Hood thanked the participants for the Salvation Army bell ringing.

With no further business to come before the Council Councilperson Cartee motion to adjourn, second by Councilperson Hood, with all in favor, the meeting adjourning at 6:15 p.m.

ATTEST:

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City Clerk

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Mayor