

**NOTICE OF OPEN MEETING & VOTE TO
CLOSE PART OF THE MEETING
A G E N D A
COUNCIL MEETING
City of Moberly
City Council Room – Moberly City Hall
101 West Reed Street
April 03, 2023
6:00 PM**

Posted:

Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Minutes

- 1.** Approval Of The City Council Meeting Minutes For March 20, 2023.

Recognition of Visitors

Communications, Requests, Informational Items

- 2.** Communication Of Randolph County Health Department Annual Report.

Public Hearing and Receipt of Bids

- 3.** Receipt Of Bids For The Mowing And Hay On The Old Landfill Property.

Consent Agenda

- 4.** A Resolution Of The City Of Moberly, Missouri, Authorizing Execution Of An Application And Certification For Use Of Rescue Funds From Randolph County, Missouri.
- 5.** A Resolution Approving A Mowing And Hold Harmless Agreement Between The City Of Moberly, Missouri, And Curtis Kruse For Mowing The City Landfill.
- 6.** A Resolution Accepting The Bid Of Vandevanter Engineering/Cogent, Inc And Authorizing Repair Of A 25 Hp Influent Pump At The City Wastewater Treatment Plant.

Ordinances & Resolutions

- 7.** A Resolution Recording The Destruction Of Certain Local Government Records.
- 8.** A Resolution Approving A Crop-Share Lease Agreement With Charles Schumann, Jr. For One Hundred And Forty-Four Acres And Authorizing The City Manager To Execute The Lease.
- 9.** A Resolution Ratifying The Purchase Of A Kubota RTV For The Parks And Recreation Department.
- 10.** A Resolution Appropriating Money Out Of The Treasury Of The City Of Moberly, Missouri.

Anything Else to Come Before the Council

- 11.** Appointment To The Board Of Adjustment.
- 12.** Appointment To The Electrical Board.
- 13.** Appointment To The Plumbing Board.
- 14.** Appointment to the Tourism Advisory Commission

Adjournment

- 15.** Consideration Of A Motion To Adjourn To A Work Session Followed By A Closed Session To Discuss The Status Of A Negotiated Contract. (Closed Statute 610.021) (12)

We invite you to attend virtually by viewing it live on the City of Moberly Facebook page. A link to the City's Channel can be found on our website's main page at www.cityofmoberly.com. The public is invited to attend the Council meeting. Representatives of the news media may obtain copies of this notice by contacting the City Clerk. If a special accommodation is needed as addressed by the Americans with Disabilities Act, please contact the City Clerk twenty-four (24) hours in advance of the meeting.



**MINUTES OF THE
CITY OF MOBERLY, MISSOURI
CITY COUNCIL MEETING
March 20, 2023**

Council met in regular session at 6:00 p.m. in the City Hall Council Chambers with Mayor Jeffrey presiding.

All stood and recited the pledge of allegiance led by Mayor Jeffrey.

Council Members answering the roll call were: Jerry Jeffrey, Tim Brubaker, Austin Kyser, and Brandon Lucas. Absent: John Kimmons.

A motion was made by Brubaker and seconded by Lucas to approve the agenda. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons.

A motion was made by Kyser and seconded by Brubaker to approve the minutes of the March 6, 2023, Council meeting as presented. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons.

City Manager, Brian Crane, introduced Christina Buie, the newly hired Assistant Finance Director.

The Downtown Community Improvement District and the Moberly Crossing Community Improvement District presented proposed budgets for fiscal years 2022-2023. City Manager Crane stated that they are required by statute to present these 90 days in advance of the fiscal year.

Kyser introduced a bill for an ordinance entitled: **“AN ORDINANCE AMENDING SECTION 46-82 OF THE MOBERLY CITY CODE RELATING TO MANUFACTURED HOME PARKS RESIDENTIAL DISTRICTS”** and moved that the bill be read two times by title for passage. Brubaker seconded the motion, and upon said motion the vote was as follows: Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons. The bill having previously been made available for public inspection was read by title two times. Lucas moved that the bill be enacted into an ordinance. Brubaker seconded the motion. The presiding officer having called for a vote on the motion, the vote was as follows: Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons.

Brubaker introduced **“A RESOLUTION APPROVING A LEASE AGREEMENT WITH FRANK AND SHERRY CROSS FOR PROPERTY LOCATED AT THE OMAR N. BRADLEY AIRPORT AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE LEASE”** and made a motion for it to be read. Lucas seconded the motion. Ayes: Jeffrey, Brubaker, Kimmons,

Kyser and Lucas. Nays: none. The Resolution bill having previously been made available for public inspection was read by title one time. A motion was made by Brubaker and seconded by Kyser to adopt the Resolution. Ayes: Jeffrey, Brubaker, Kimmons, Kyser and Lucas. Nays: none.

Lucas introduced **"A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN PREVENTATIVE MAINTENANCE PUMP/CONTROL PANEL SCHEDULED MAINTENANCE CONTRACT WITH VANDEVANTER ENGINEERING/COGENT COMPANY"** and made a motion for it to be read. Kyser seconded the motion. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons. The Resolution bill having previously been made available for public inspection was read by title one time. A motion was made by Brubaker and seconded by Kyser to adopt the Resolution. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons.

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Brubaker introduced **"A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE AN INTERNATIONAL DUMP TRUCK FOR PUBLIC UTILITIES"** and made a motion for it to be read. Brubaker seconded the motion. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons. The Resolution bill having previously been made available for public inspection was read by title one time. A motion was made by Brubaker and seconded by Kyser to adopt the Resolution. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons.

Lucas introduced **"A RESOLUTION ACCEPTING A PERMANENT SEWER LINE EASEMENT FROM SUPERIOR WATERCRAFT INC"** and made a motion for it to be read. Kyser seconded the motion. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons. The Resolution bill having previously been made available for public inspection was read by title one time. A motion was made by Brubaker and seconded by Kyser to adopt the Resolution. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons.

Kyser introduced **"A RESOLUTION ACCEPTING A FLUORIDATION GRANT FROM THE MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES"** and made a motion for it to be read. Lucas seconded the motion. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons. The Resolution bill having previously been made available for public inspection was read by title one time. A motion was made by Brubaker and seconded by Lucas to adopt the Resolution. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons.

Brubaker introduced **"A RESOLUTION ACCEPTING THE BID OF LUTE CUSTOM FENCING, LLC., AND AUTHORIZING CONTRACTING FOR CSO BASIN REPLACEMENT FENCE SYSTEMS"** and made a motion for it to be read. Kyser seconded the motion. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons. The Resolution bill having previously been made available for public inspection was read by title one time. A motion was made by Lucas and seconded by Kyser to adopt the Resolution. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons.

Lucas introduced **"A RESOLUTION APPROPRIATING MONEY OUT OF THE TREASURY OF THE CITY OF MOBERLY, MISSOURI TO PAY EXPENSES DUE BETWEEN MARCH 2, 2023, AND MARCH 17, 2023, IN THE AMOUNT OF \$682,862.15"** and made a motion for it to be read. Brubaker seconded the motion. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons. The Resolution bill having previously been made available for public

inspection was read by title one time. A motion was made by Kyser and seconded by Brubaker to adopt the Resolution. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons.

Monthly reports were received from various departments.

A new liquor application was submitted for approval: Lucky's (new ownership), 1401 S Morley Street, Moberly, MO 65270, submitted by Rucker Fugate, LLC, owner Brendan Fugate for retail sale of all kinds of intoxicating liquor by drink, including package sales and retail sale of all kinds of intoxicating liquor by drink on premises Sunday only (restaurant bar). A motion was made by Kyser and seconded by Lucas to grant the licenses subject to investigation. Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons.

Members of the Media present were: Wynona Whitaker, Moberly Monitor Index; and Colin Schowe, KWIX KRES Radio Station.

A motion was made by Kyser and seconded by Lucas to adjourn to a work session followed by a closed session to discuss the status of litigation and a negotiated contract. (Closed Statute 610.021)(1,12). Ayes: Jeffrey, Brubaker, Kyser and Lucas. Nays: none. Absent: Kimmons.

Work Session

The following was discussed at the work session:

A Discussion Regarding Repairs To A WWTP influent Lift Station Pump For The Wastewater Utility.

Receipt Of Bids For The Mowing And Hay On The Old Landfill Property.

A Resolution Of The City Of Moberly, Missouri, Authorizing Execution Of An Application For The Use Of RESCUE Funds From Randolph County Missouri.

Appointment To The Board Of Adjustment.

Appointment To The Electrical Board.

Appointment To The Plumbing Board.

Appointment To The Tourism Advisory Commission.



health

DEPARTMENT OF RANDOLPH COUNTY



2022

ANNUAL REPORT

-  (660) 263-6643
-  RCHD@RANDOLPHCOUNTYHEALTH.ORG
-  1319 E HWAY 24, STE A, MOBERLY MO 65270
-  WWW.RANDOLPHCOUNTYHEALTH.ORG

ABOUT US

The Randolph County Health Department was established in 1932 following the smallpox epidemic during the 1920's. This began with two public health employees who focused on giving mass immunizations throughout the community. Public Health continued to focus on immunizations and educating the public on various diseases.

In 1964 community members were lined up around the block to get protection for their families in the form of the oral polio sugar cube. More than 34,000 were distributed during this special clinic.

The current structure of the Health Department was established in the 1980's. A mill tax to finance public health was passed in June of 1980 and control passed from the Missouri Division of Health to the Randolph County Health Department Board of Trustees.

While the Health Department has continued to change and evolve in order to meet the needs of the community since the 1980's, the core mission has remained; to educate and immunize the public.

Vision:

Healthy People in a
Healthy Community
United for a better
and brighter
tomorrow.

Mission:

To provide quality
services to protect,
maintain and
enhance community
well-being by
promoting conditions
in which people can
achieve their
maximum level of
health.

Board of Trustees

Karen Berding
Mary Crutchfield
Carla Price
Sam Tadrus
Cassie Bugalski

ENVIRONMENTAL HEALTH

**Food
Establishment
Inspections
211**

**Sewage Permits
57**

**Lodging
Inspections
3**

**Daycare
Inspections
10**

**Temporary Food
Inspections
137**

Our environment can affect our health. Our Environmental Health Department has numerous programs to help promote a healthy and safe community.

INSPECTIONS:

Our Health inspectors inspect facilities in our county that serve food, including restaurants, grocery and convenience stores, hospitals, schools. We also inspect lodging and child care facilities.

SEWAGE:

Randolph County has an on-site wastewater treatment system ordinance.

WATER:

Need your water tested? Work with our staff to get the kits to get your water tested.

OTHER:

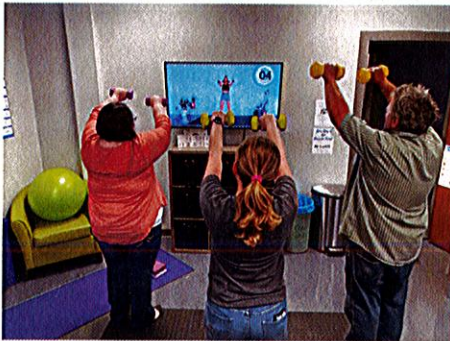
Need an animal tested for rabies. Our staff works with citizens and local veterinarians to submit samples to the State lab for rabies testing.

Environmental Health also provides education regarding various other environmental topics.



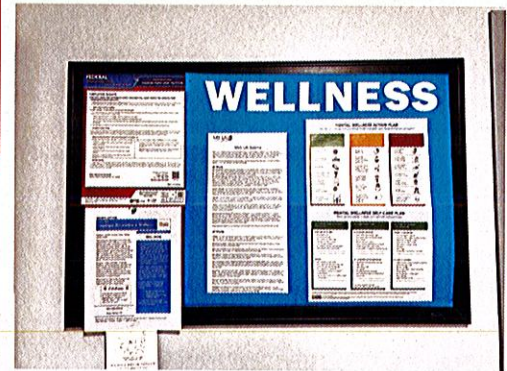
COMMUNITY HEALTH

Health Education

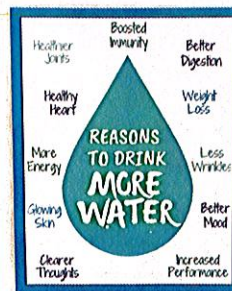


Building community partnerships

126 individuals taught CPR



Policy, system, and environmental changes that promote health



Our Community Health Program provide education on various health topics via group classes, public presentations and community events

Improving the health of our community



WOMEN, INFANTS, & CHILDREN

WIC is designed to improve the nutritional health of women, infants, and children. WIC serves pregnant women, breastfeeding women, postpartum women, infants and children up to their 5th birthday.

NUTRITION EDUCATION



WIC provides nutrition education through online classes, group education, and custom nutrition counseling



HEALTHY FOODS

WIC-approved foods provide optimal nutrition to support maternal health and child development.

COMMUNITY REFERRALS

WIC provides healthcare and community referrals to connect families to the services they need.



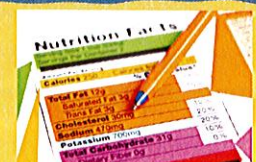
BREASTFEEDING SUPPORT

WIC has Breastfeeding Peer Counselors, a Lactation Consultant, and a warm line to support breastfeeding moms.



Average monthly Participants

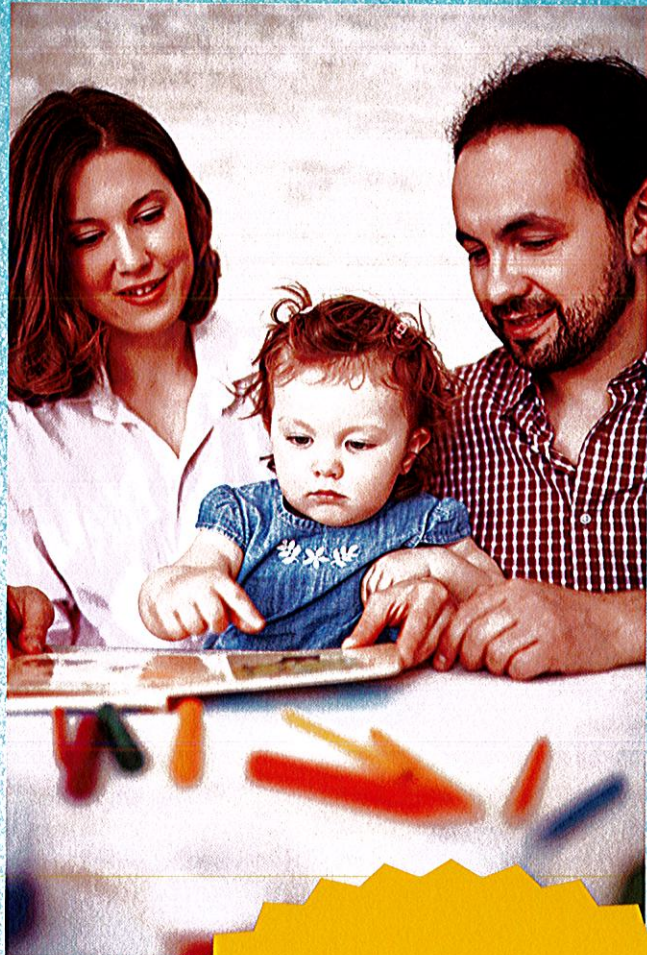
116 Women
123 Infants
236 Children



HEALTHY FAMILIES

#2.

Healthy Families is a free nationally recognized, evidence-based home visiting program of Prevent Child Abuse America. HFA builds a strong foundation for safe and secure relationships between caregiver and child, maximizing opportunities for all children to reach their full potential. Families enroll voluntarily in HFA as early as prenatally or at birth and work one-on-one with a Family Support Specialist in the home, receiving services tailored to their needs, until the child is three years old.



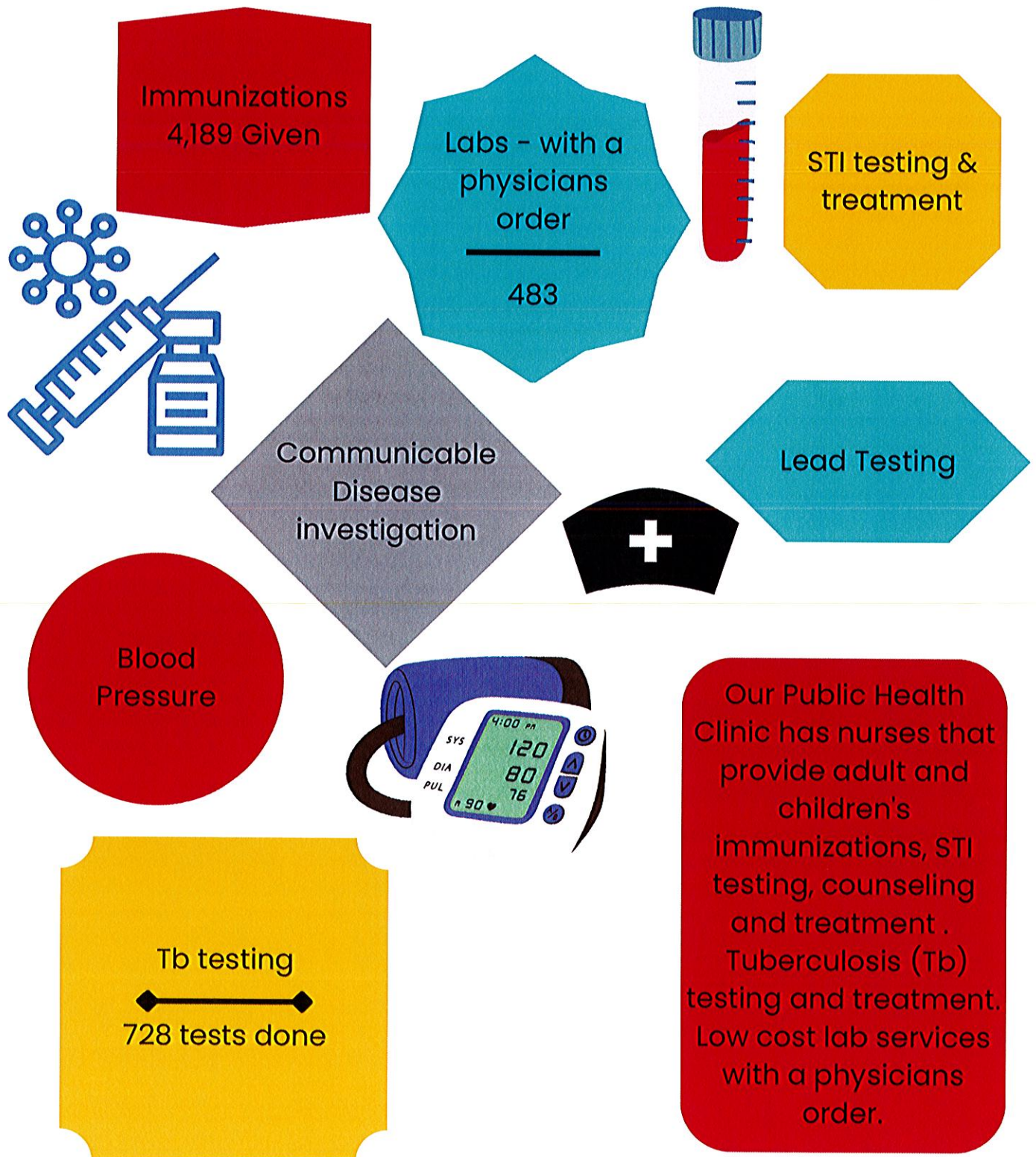
Helps reduce child protective services involvement.

Increases positive parenting practices.

Policy, system & environmental changes

320 Visits in 2022

CLINIC



BIRTH & DEATH CERTIFICATES

1,185 Birth Certificates issued
1,986 Death Certificates issued

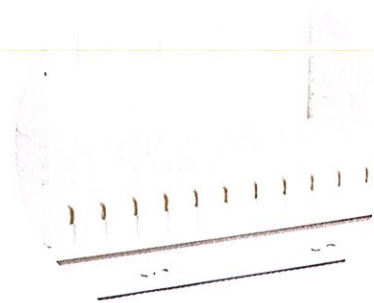
Certificate of Birth

CAR SEATS

Car Seats Installed
15
Car Seat Checks
7



SAFE CRIBS



TEMPORARY MEDICAID

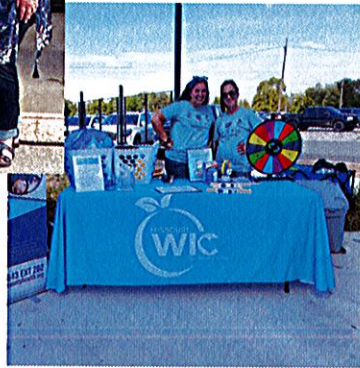


Know someone with a new baby who doesn't have a car seat or a crib? We can help, call our office for details on this program.

RGHD can also print certified copies of birth certificates for individuals who were born in the State of Missouri after 1920. Certified death certificates can be printed for individuals who were deceased after 1980.

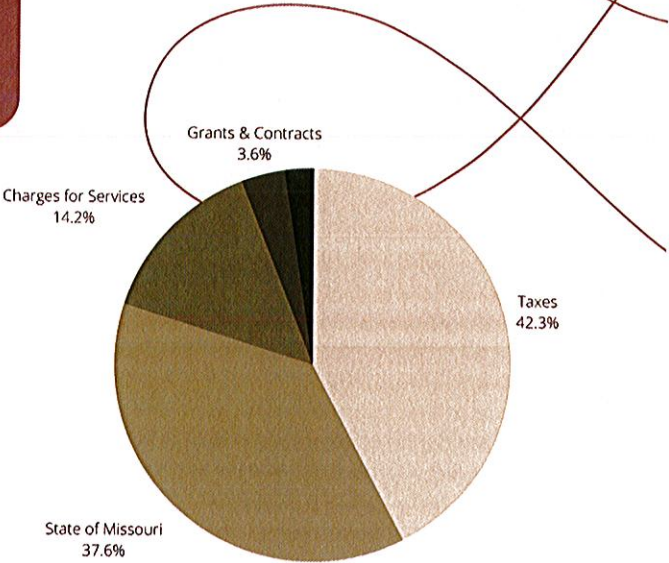
RGHD also can assist with Temporary Medicaid applications.

OUR TEAM

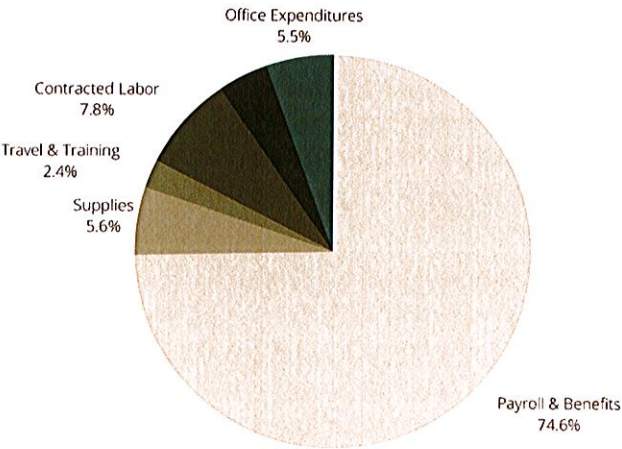


Financials

1,885,391
Total Revenues



1,530,479
Total Expenditures



City of Moberly

City Council Agenda Summary

Agenda Number: _____

#3.

Department: Public Works

Date: April 3, 2023

Agenda Item: Receipt of bids for the mowing and hay on the old landfill property.

Summary: We advertised for the mowing and hay on the old landfill. We received two bids. Staff recommends accepting the highest bid from Curtis Kruse for \$1,500. Attached are the bids bids.

Recommended

Action: Accept this bid.

Fund Name: N/A

Account Number: N/A

Available Budget \$: N/A

ATTACHMENTS:

<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance
<input type="checkbox"/> Correspondence	<input type="checkbox"/> Proposed Resolution
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract
<input type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice
<input type="checkbox"/> Consultant Report	<input checked="" type="checkbox"/> Other <u>Bid</u>

Roll Call

Aye **Nay**

Mayor

M___ S___ **Jeffrey**

___ ___

Council Member

M___ S___ **Brubaker**

___ ___

M___ S___ **Kimmons**

___ ___

M___ S___ **Kyser**

___ ___

M___ S___ **Lucas**

___ ___

Passed Failed

Advertisement for Bids

The City of Moberly is accepting bids for the mowing and haying of the former City of Moberly Landfill located at County Road 1257, Moberly, MO. Bidder will be responsible for cutting and baling hay at this site. Bidder will retain 100% of the resulting hay and has the right to mow and hay the full extent of the property. A 3-year lease contract will be signed by the successful bidder. The terms and general provisions will be outlined in the contract.

We welcome your bids to complete these tasks at the Moberly landfill for fiscal year 2023 through 2026.

Please observe the following requirements:

1. Envelope containing bids shall be sealed and marked **“2023 Landfill Mowing Bids!”**.
2. Bids must be submitted by 10:00 a.m. **March 15, 2023** to the **City Clerk’s Office** at City Hall.
3. The Community Development Director reserves the right to accept or reject any or all bids received and to waive any formalities and/or technicalities in the bids.
4. Bids must be signed and dated by an authorized contractor.

CITY OF MOBERLY
2023 landfill mowing Bids
"BID OPENING"

Date: 08.15.2023

Donald Shelton

\$ 300.00 / year

Curtis Kruse

\$ 1,500.00

\$

§

\$

\$

§

5

3

10

1

Moberly Landfill Mowing Bid Sheet
Bids Due By 10:00 AM on March 15, 2023

Bid:

\$ 300⁰⁰ a year

Name: Ronald Shelton

Address: 510 S. Allen Macon MO 63552

Phone #: 314 853 2432

Signature:

Ronald Shelton

Moberly Landfill Mowing Bid Sheet

Bids Due By 10:00 AM on March 15, 2023

Bid:

\$ 1500⁰⁰/₁₀₀

will operate & renovate mowed
over seed & Interseed Legumes
Fertilize For Crop

Name: Curtis G. KruseAddress: 1560 County Road 1310 MoberlyPhone #: 660-676-3110

Signature:

Curtis G. Kruse

Le Monted 660-833-5586

City of Moberly

City Council Agenda Summary

Agenda Number: _____
Department: Police
Date: April 3, 2023

Agenda Item: A Resolution Of The City Of Moberly, Missouri, Authorizing Execution Of An Application And Certification For Use Of Rescue Funds From Randolph County, Missouri.

Summary: Moberly Police Department has requested funding from the Randolph County for the purchase of a MCC 7500E Operator Position Add-On for the purpose of expanding Moberly Joint Communications from a two-position dispatch to a three-position dispatch and for three new dispatch center workstation furniture and three chairs. Randolph County requires submission of a RESCUE FUNDING CERTIFICATION. The City of Moberly Police Department is requesting a sum of \$69,440.67 from Randolph County, Missouri, ARPA funds for the MCC 7500E and \$80,637.49 for new dispatch center workstation furniture. The application for the MCC 7500E was submitted to the Randolph County Commissioners on 3-16-2023. The application for the dispatch workstation furniture was delivered on 3-17-2023.

Recommended Action Approve the request.

Fund Name:

Account Number:

Available Budget \$:

ATTACHMENTS:

<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes
<input checked="" type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance
<input type="checkbox"/> Correspondence	<input type="checkbox"/> Proposed Resolution
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract
<input type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice
<input type="checkbox"/> Consultant Report	<input type="checkbox"/> Other _____

Roll Call

Aye

Nay

Mayor

M___ S___ **Jeffrey** _____

Council Member

M___ S___ **Brubaker** _____

M___ S___ **Kimmons** _____

M___ S___ **Lucas** _____

M___ S___ **Kyser** _____

Passed Failed

BILL NO. _____

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF MOBERLY, MISSOURI, AUTHORIZING
EXECUTION OF AN APPLICATION AND CERTIFICATION FOR USE OF RESCUE
FUNDS FROM RANDOLPH COUNTY, MISSOURI.**

WHEREAS, the Moberly Police Department is seeking funding from Randolph County’s ARPA monies used for RESCUE Act reimbursement for the following:

- 1. purchase of a MCC 7500E Operator Position Station to expand to a 3-position dispatch at Moberly Joint Communications Center at a cost of \$69,440.67; and
- 2. purchase 3 dispatch center workstations with furniture at a cost of \$80,637.49; and

WHEREAS, attached hereto is an Application form and Certification form for use of the RESCUE Act reimbursement which must be completed and filed with Randolph County to qualify for funding.

NOW, THEREFORE, BE IT RESOLVED this 3rd day of April, 2023, by the City Council for the City of Moberly, Missouri, that the City Manager or his designee is hereby authorized to complete and sign the application form and certification form for RESCUE Act reimbursement and to take such other and further action necessary to accomplish the purpose of this resolution.

Presiding Officer at Meeting

ATTEST:

Shannon Hance, MRCC, City Clerk

Randolph County Application for RESCUE Act Reimbursement

Are you a (please check one): ☐ County Department ☒ Public Entity

Entity Name: City of Moberly Police Department

Type of Public Entity: City Police Department
(City, School, Fire Dept. EMS, non-profit, etc.)

Remit Address: 300 N. Clark, Moberly, Missouri 65270

Contact and Title: Troy Link, Police Chief

Contact Phone: 1-660-263-0346

Contact Email: tlink@moberlypd.com

Government Entity ONLY Federal Tax ID: 4360023248

Receipt/Invoices Attached: ☒

Spreadsheet of Expenditures Attached: ☒

Certification Notarized and Attached: ☐

TOTAL Amount Requested:
(Attach spreadsheet of each cost if more than one item requested)

Description of Request:
✓ New dispatch center workstation furniture and chairs (Qty 3)

How does project address COVID (Reference specific FAQ):

Responding to the public health and negative impacts of the pandemic by

Utilizing funding for programs or services in response to those impacted by the negative health and economic impacts of the pandemic including the public.

Responding with funds for COVID-19 mitigation and prevention, medical expenses, behavioral healthcare and preventing and responding to violence.

Providing our emergency call takers with new modern ADA compliant workstations to allow them to more efficiently perform their duties of alerting and supporting fire and law enforcement officers to improve public safety.

Printed Name:

Signed: _____ **Date:** _____

RANDOLPH COUNTY, MISSOURI
Public Entity
RESCUE FUNDING CERTIFICATION
(Only 1 required per entity)

I, Troy Link (NAME), am the Police Chief of the City of Moberly Police Department (ORGANIZATION), and I certify that:

1. I have the authority on behalf of Moberly/Randolph Joint Communications Center (MRJCC) (ORGANIZATION) to request reimbursement payment from Randolph County from its allocation of funds from the American RESCUE Plan Act, Fiscal Recovery Funds.

2. I understand that Randolph County will rely on this certification as a material representation in making a direct payment to Watson Furniture (ORGANIZATION).

3. The Moberly/Randolph Joint Communication Center (MRJCC's) (ORGANIZATION) proposed uses of the funds may be used to cover those costs that:

- **Support public health expenditures**, by, for example, funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic
- **Provide premium pay for essential workers**, offering additional support to those who have and will be the greatest health risks because of their service in critical infrastructure sectors
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet
- **OTHER USES: Providing other services not prohibited by ARPA as set out in the examples below.**

4. I further understand that:

The following is a list of examples of costs that would not be eligible expenditures of payments from the Fund.

- Direct or indirect offset of a reduction in net tax revenue due to a change in law from March 3, 2021 through the last day of the fiscal year in which the funds provided have been spent.
- Deposit to a pension fund
- Debt service
- Legal settlements or judgments
- Deposits to rainy day funds or financial reserves

5. Funds provided as a payment pursuant to this certification must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. Any funds expended by a political subdivision or its grantee(s) in any manner that does not adhere to official federal guidance shall be returned to Randolph County. In the event that an audit finds expenditures were not allowable under the American RESCUE Plan Act, entity agrees to return grant funds to Randolph County.

6. Any entity receiving funds pursuant to this certification shall provide documentation of all uses of the funds, including but not limited to invoices and/or sales receipts. Such documentation shall be produced to Randolph County as required to receive funds.

7. Any funds provided pursuant to this certification cannot be used as a revenue replacement for lower than expected tax or other revenue collections.

8. Funds received pursuant to this certification cannot be used for expenditures for which an entity has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) **for that same expense.**

9. The City of Moberly Police Department's (ORGANIZATION) Proposed use of the requested funds are as follows: (Attach additional pages if necessary)

This project will replace two antiquated and obsolete dispatch operator workstations and seating at the Moberly Police Department with three new modern ADA compliant workstations and seating designed for 24x7 use.

10. City of Moberly Police Department (ORGANIZATION) requests the sum of:

\$80,637.49 from Randolph County, Missouri, ARPA funds.

11. Please attach bids, estimates or other documentation regarding the proposed required costs to complete the projects or purchases for the requested grant.

The following documents are attached:

- a. Order from Watson Furniture
- b. Summary of the proposals received and evaluated with award recommendation

12. I agree that if our proposal is accepted and approved by the Randolph County, Missouri, Commission, that a written agreement setting forth the above must be executed by all parties before the funds are distributed to the requesting party.

13. It is agreed between all parties that upon final expenditure of funds by the requesting entity, a final report and verification of the use of said funds must be provided to the Randolph County Commission.

I certify that I have read the above certification and my statements contained herein are true and correct to the best of my knowledge.

By: _____

Title: _____

Signature: _____

Date: _____

Subscribed and sworn to before me this ____ day of _____,2023.

Notary Public

My commission expires _____

Randolph County Application for RESCUE Act Reimbursement

Are you a (please check one): ☐ County Department ☒ Public Entity

Entity Name: Moberly/Randolph Joint Communications Center

Type of Public Entity: 9-1-1 Dispatch Center
(City, School, Fire Dept. EMS, non-profit, etc.)

Remit Address: 300 N. Clark, Moberly, Missouri 65270

Contact and Title: Troy Link, Police Chief

Contact Phone: 1-660-263-0346

Contact Email: tlink@moberlypd.com

Government Entity ONLY Federal Tax ID: 4360023248

Receipt/Invoices Attached: ☒

Spreadsheet of Expenditures Attached: ☒

Certification Notarized and Attached: ☐

TOTAL Amount Requested: **\$69,440.67**
(Attach spreadsheet of each cost if more than one item requested)

Description of Request:
✓ New 3rd 9-1-1 Radio Dispatch MCC7500 Control Console Workstation

How does project address COVID (Reference specific FAQ):

Responding to the public health and negative impacts of the pandemic by.

Utilizing funding for programs or services in response to those impacted by the negative health and economic impacts of the pandemic including the public.

Responding with funds for COVID-19 mitigation and prevention, medical expenses, behavioral healthcare and preventing and responding to violence.

Printed Name:

Signed: _____ **Date:** _____

RANDOLPH COUNTY, MISSOURI
Public Entity
RESCUE FUNDING CERTIFICATION
(Only 1 required per entity)

I, Troy Link (NAME), am the Police Chief of the City of Moberly Police Department (ORGANIZATION), and I certify that:

1. I have the authority on behalf of the Moberly/Randolph Joint Communications Center (MRJCC) (ORGANIZATION) to request reimbursement payment from Randolph County from its allocation of funds from the American RESCUE Plan Act, Fiscal Recovery Funds.

2. I understand that Randolph County will rely on this certification as a material representation in making a direct payment to Motorola/Wireless USA (ORGANIZATION).

3. The Moberly/Randolph Joint Communication Center (MRJCC's) (ORGANIZATION) proposed uses of the funds may be used to cover those costs that:

- **Support public health expenditures**, by, for example, funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic
- **Provide premium pay for essential workers**, offering additional support to those who have and will be the greatest health risks because of their service in critical infrastructure sectors
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet
- **OTHER USES: Providing other services not prohibited by ARPA as set out in the examples below.**

4. I further understand that:

The following is a list of examples of costs that would not be eligible expenditures of payments from the Fund.

- Direct or indirect offset of a reduction in net tax revenue due to a change in law from March 3, 2021 through the last day of the fiscal year in which the funds provided have been spent.
- Deposit to a pension fund
- Debt service
- Legal settlements or judgments
- Deposits to rainy day funds or financial reserves

5. Funds provided as a payment pursuant to this certification must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. Any funds expended by a political subdivision or its grantee(s) in any manner that does not adhere to official federal guidance shall be returned to Randolph County. In the event that an audit finds expenditures were not allowable under the American RESCUE Plan Act, entity agrees to return grant funds to Randolph County.

6. Any entity receiving funds pursuant to this certification shall provide documentation of all uses of the funds, including but not limited to invoices and/or sales receipts. Such documentation shall be produced to Randolph County as required to receive funds.

7. Any funds provided pursuant to this certification cannot be used as a revenue replacement for lower than expected tax or other revenue collections.

8. Funds received pursuant to this certification cannot be used for expenditures for which an entity has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) **for that same expense.**

9. The Moberly/Randolph Joint Communications Center's (ORGANIZATION) Proposed use of the requested funds are as follows: (Attach additional pages if necessary)

This project will provide a new 3rd 9-1-1 Dispatcher Radio Console workstation for the Joint Communications Center. A 3rd workstation will provide additional staff capacity in the 9-1-1 center and expand/improve dispatch training capabilities.

10. City of Moberly Police Department (ORGANIZATION) requests the sum of:

\$ 69,440.67 from Randolph County, Missouri, ARPA funds.

11. Please attach bids, estimates or other documentation regarding the proposed required costs to complete the projects or purchases for the requested grant.

The following document(s) are attached:

- a. Motorola/Wireless USA Proposal for new Motorola MCC7500 radio dispatch console operator position and installation services.

12. I agree that if our proposal is accepted and approved by the Randolph County, Missouri, Commission, that a written agreement setting forth the above must be executed by all parties before the funds are distributed to the requesting party.

13. It is agreed between all parties that upon final expenditure of funds by the requesting entity, a final report and verification of the use of said funds must be provided to the Randolph County Commission.

I certify that I have read the above certification and my statements contained herein are true and correct to the best of my knowledge.

By: _____

Title: _____

Signature: _____

Date: _____

Subscribed and sworn to before me this ____ day of _____, 2020.

Notary Public

My commission expires _____



Date: March 15, 2023
To: Randolph County Commissioners
Re: Moberly PD/Moberly Randolph Joint Communications Center (MRJCC)
Dispatch Furniture Purchase

One of the project tasks was to conduct an RFP process to identify a vendor to provide new ADA compliant modular dispatch furniture for the Moberly PD dispatch center with also serves as the Moberly Randolph Joint Communications Center. We have now completed that process and have identified the selected vendor which is Watson Furniture.

Attached to this memo is a copy of the final RFP bids tabulation and scoring noting Watson Furniture as the awarded vendor. Also, attached is the final order from Watson Furniture for all of the awarded elements from their proposal.

▪ **Watson Pro Series Furniture** **\$80,637.49**

The total cost is **\$24,362.51 less** than the budgeted amount of \$105,000 for this purchase. Please note there will be some added costs for this project from the vendors of the technology systems installed at the dispatch center. Those vendors will have costs to remove their computers and associated equipment from the existing furniture and then re-install into the new furniture. These quotes will be submitted for approval as soon as we have them.

Summary: The Moberly Police Department seeks the approval of Randolph County for the purchase of this furniture.

Sincerely,

Stacen C. Gross
sgross@scgconsultingservices.net
402.321.0817

Moberly PD/MRJCC

Dispatch Console Furniture RFP Analysis

3/5/2023

3/5/2023 FINAL

#4.

RFP Summary

Bidder Name	Hardware/Software Manufacturer	Base Bid Amounts	Selected Options Cost	Adjusted Cost	Evaluation Criteria Score
Xybix	Xybix	\$63,399.22	\$9,240.84	\$72,640.06	947
Adaptaspace	Adaptaspace	\$63,426.00	\$16,974.00	\$80,400.00	968
Watson	Pro Series	\$71,409.78	\$9,227.71	\$80,637.49	987
Watson	Standard Series	\$60,901.58	\$9,227.71	\$70,129.29	970
DTS	Prodigy Horizontal	\$78,103.40	\$10,321.21	\$88,424.61	941
DTS	Prodigy Cockpit	\$78,807.64	\$9,021.00	\$87,828.64	971

Selected Options = Task Lighting, Heating/Cooling and Seating

Moberly Police Dept**Contact:** Bobbie Smith**Phone:** 6602630346**Email:** bsmith@moberlypd.com**Watson Factory Rep Firm:** DICK BUSS & ASSOCIATES**Sales Person:** Dick Buss**Phone:** 6089872100

CONSOLE PLAN 01 - (3) MERCURY PRO CONSOLES - 78" WIDE

Each Position Includes:

42" High Screens w/ 12" High Tinted Acrylic (54" Total Height)

Electronically Height Adjustable Worksurface with Manual Focal Depth Adjustment

Electronically Height Adjustable Monitor Array with Focal Depth Adjustable Monitor Arms - Configuration Per Drawings

Environment Control Package - Includes Forced Air Heat, Cooling Fans, LED Ambient Lighting & Dimmable LED Task Lighting

In-Dash 110V AC Power Outlets

Technology Cabinet with Pull Out Shelf & Active Ventilation to Accommodate (2) PCs

Technology Bridge With Active Ventilation Accommodate (3) Small Format PC's - NO taller than 15"

Grounding Bar Kit

(2) Speaker Brackets - Array Mounted

(1) Headset Adapter Bracket

Seating

(12) Technology Ports: (6) USB-A, (2) CAT6/RJ45, (2) 3.5mm, (1) RJ11/RJ12 & (1) USB Charger

Installation

Type of Site – empty room

Pre-Installation Site Prep – none

Location – 1st floor

Prevailing Wage or Union – no

MATERIAL SURCHARGE: Watson has implemented a materials surcharge on orders received after May 1, 2022 . This charge is 5% of net and will be noted on your acknowledgement. Thank you for your understanding during this turbulent supply and transportation era.

1. State and Local Taxes will apply unless proof of exemption is provided with the Purchase Order.
2. Deposit may be required with order; Net 30 days of Shipment of Product.
3. Chairs, platforms, rails etc are for representational purposes only.
4. Customer is responsible for verification of room dimensions.
5. Completed Order consists of a signed Contract or Purchase Order and completed Final Signoff package
6. Change Order Fee (minimum \$500) may be applicable for changes after 5 business days of submission.
7. Pricing will be valid for four (4) months after receipt of Purchase Order.
8. Lead time based on product type and order size. Check with your sales associate upon ordering.

Quote Date 3/15/2023 **Expiration Date** 6/15/2023

Watson Account Manager: Lisa Dotterweich

www.watsonconsoles.com

This Document is Confidential & Proprietary (C) 2022 Watson Furniture Group, Inc. All Rights Reserved

Prepared By:

360.394.1300

Qty. 3 - Mercury Pro 78" Consoles - 42" Tack Screens with 12" Tinted Acrylic

Project Moberly Police Dept

Moberly

MO

Moberly Police Department- MO.06.cmdrw



Sales Rep:

Dick Buss

Account Manager:

Lisa Dotterweich

Project Designer:

T123

REV 00: MES 6/6/2019
Preliminary Drawings
REV 01: MES
07/01/2021 Update
Blocks
REV 02: JLR 02/07/2023
Quote
REV 03: JLR 3/10/23
Quote Revision
REV 04: JLR 3/14/23
Quote Revision
REV 05: JLR 3/15/23
Quote Revision
REV 06: JLR 3/15/23
Quote Revision

CP 01
Full Room 3D
Color



NOTE: Verify all building dimensions on-site prior to purchase or installation of product. Watson agrees to provide product Symbols that are correct. In turn, the agent or customer is responsible for providing accurate building plans, including dimensions, features, and information required for space planning and installation.

Approved By:

33

Name

Date

Title

26246 Twelve Trees Lane NW
Poulsbo, WA 98370
www.watsondispatch.com
800.426.1202 360.394.1300
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Qty. 3 - Mercury Pro 78" Consoles - 42" Tack Screens with 12" Tinted

Proje Moberly Police Dept

Moberly

MO

Moberly Police Department- MO.06.cmdrw



Sales Rep:

Dick Buss

Project Manager:

Lisa Dotterweich

Project Designer:

T123

REV 00: MES 6/6/2019

Preliminary Drawings

REV 01: MES

07/01/2021 Update

Blocks

REV 02: JLR 02/07/2023

Quote

REV 03: JLR 3/10/23

Quote Revision

REV 04: JLR 3/14/23

Quote Revision

REV 05: JLR 3/15/23

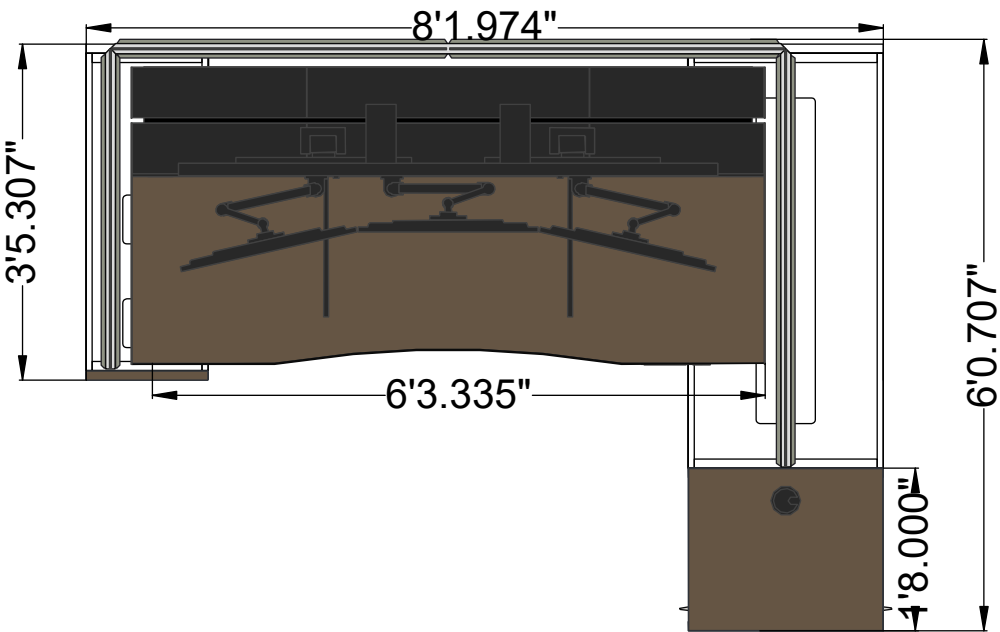
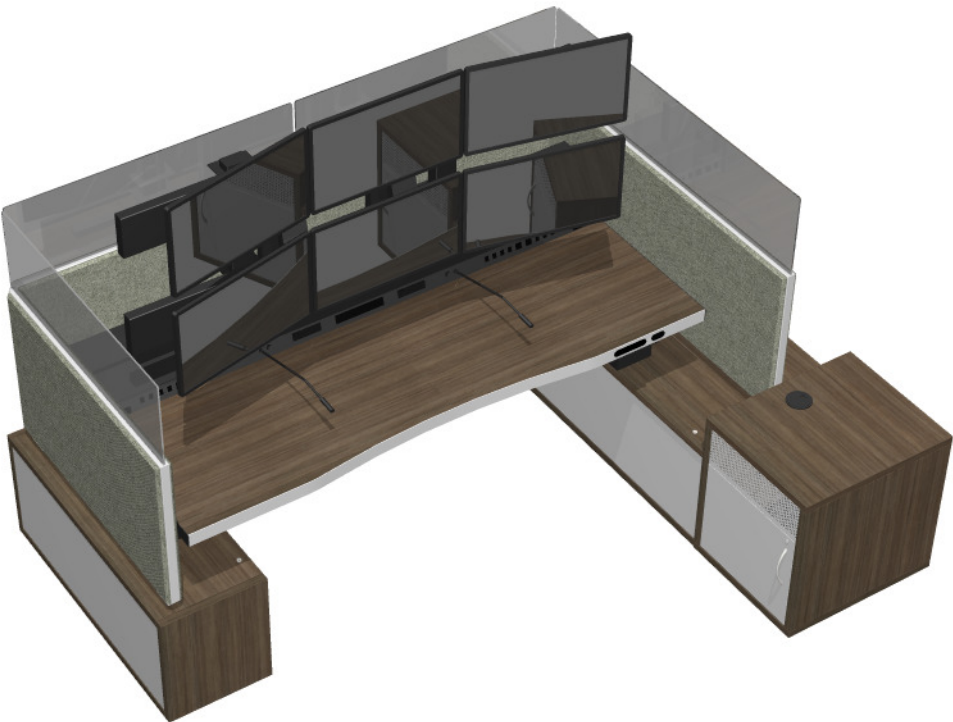
Quote Revision

REV 06: JLR 3/15/23

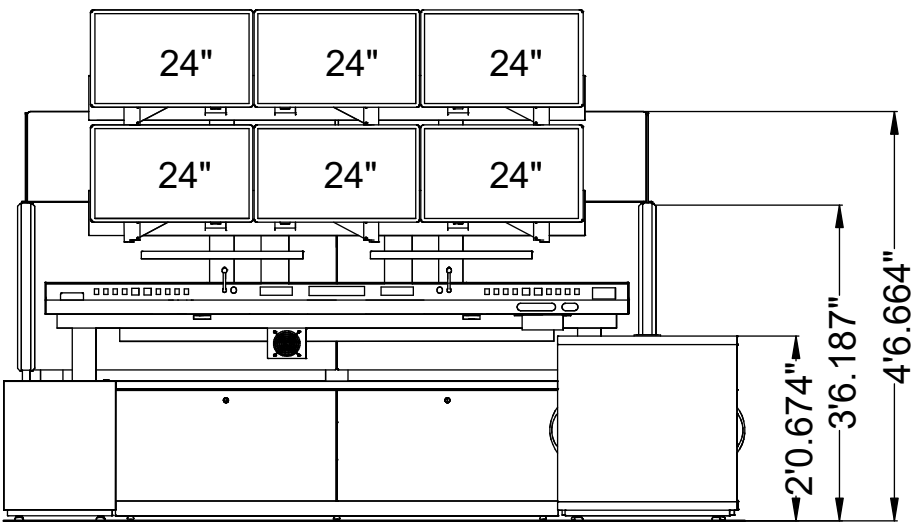
Quote Revision

CP 01
Typical
Detail

Scale~1:26



Scale~1/2" = 1'



Enter text here

NOTE: Verify all building dimensions on-site prior to purchase or installation of product. Watson agrees to provide product Symbols that are correct. In turn, the agent or customer is responsible for providing accurate building plans, including dimensions, features, and information required for space planning and installation.

Approved By:

Name

34

Date

Title

26246 Twelve Trees Lane NW
Poulsbo, WA 98370
www.watsondispatch.com
800.426.1202 360.394.1300
2016 Watson Furniture Group, Inc. All Rights Reserved

Bill of Material

Project: Moberly Police Dept



Sold to

Company name: Moberly Police Dept.
Contact Person: Bobbie Smith
Contact Phone: 6602630346
Contact Fax:

Distributor

Company name: DICK BUSS & ASSOCIATES
Salesperson: Dick Buss
Salesperson Phone: 6089872100
Salesperson Fax: 6083452104

#	Qty	Part Number	Description	Sell	Ext. Sell
Main 01					
1	15	0000388	CABLE,HDMI,W/ETHERNET,25' (EA)	\$36.00	\$540.00
2	1	DAGR	GROMMETS - SET OF FIVE	\$24.75	\$24.75
3	3	HD6H153918L-N	MERCURY PRO HUB, 15"D x 39"W x 18"H, LEFT HAND, NO GROMMET	\$1,809.00	\$5,427.00
4	1	HD6H153918R-N	MERCURY PRO HUB, 15"D x 39"W x 18"H, RIGHT HAND, NO GROMMET	\$1,809.00	\$1,809.00
5	2	HD6H245118R-G	MERCURY PRO HUB, 24"D x 51"W x 18"H, RIGHT HAND, WITH GROMMET	\$2,094.75	\$4,189.50
6	3	HD6W3678D	MERCURY PRO WORKSURFACE WITH DEPTH ADJUSTMENT, 36"D x 78"W x 24-50"H, WITH CONTOUR EDGE, DUAL TIER ARRAY	\$5,589.00	\$16,767.00
7	2	HG6TS78G	MERCURY TECH BRIDGE, SINGLE SIDED 12" D X 18"H, FOR A 78"W CONSOLE, WITH GROMMET	\$632.25	\$1,264.50
8	1	HG6TS78N	MERCURY TECH BRIDGE, SINGLE SIDED 12" D X 18"H, FOR A 78"W CONSOLE, NO GROMMET	\$607.50	\$607.50
9	6	HGA	MERCURY ARRAY	\$1,147.50	\$6,885.00
10	2	HGBS1518D-L	MERCURY BRIDGE SPACER, 15"D x 18"H DUAL, LEFT HAND	\$49.50	\$99.00
11	1	HGBS1518D-R	MERCURY BRIDGE SPACER, 15"D x 18"H DUAL, RIGHT HAND	\$49.50	\$49.50
12	1	HGBS1518S-L	MERCURY BRIDGE SPACER, 15"D x 18"H SINGLE, LEFT HAND	\$49.50	\$49.50
13	1	HGBS2418D-R	MERCURY BRIDGE SPACER, 24"D x 18"H DUAL, RIGHT HAND	\$72.00	\$72.00
14	1	HGBS2418S-R	MERCURY BRIDGE SPACER, 24"D x 18"H SINGLE, RIGHT HAND	\$72.00	\$72.00
15	3	HGSOCBKT42L	MERCURY OUTSIDE CORNER BRACKET, 42"H	\$27.00	\$81.00
16	3	HGSOCBKT42R	MERCURY OUTSIDE CORNER BRACKET, 42"H	\$27.00	\$81.00
17	4	HGSR3954FAS	MERCURY RETURN SCREEN, FABRIC AND TINTED ACRYLIC, 39"W X 54"H,	\$720.00	\$2,880.00
18	2	HGSR5154FAS	MERCURY RETURN SCREEN, FABRIC AND TINTED ACRYLIC, 51"W X 54"H,	\$751.50	\$1,503.00
19	3	HGSS7854FAS	MERCURY SPINE SCREEN, FABRIC AND TINTED ACRYLIC, 78"W X 54"H,	\$1,179.00	\$3,537.00
20	3	HGTB242024R	MERCURY TECHNOLOGY BASE, 24"D x 20"W x 24"H, RIGHT HAND	\$1,107.00	\$3,321.00
21	4	HHC1518	MERCURY HUB COVER, 15"D x 18"H	\$36.00	\$144.00
22	3	TXX4X6GROUND	MERCURY, GROUND BAR KIT 4" X 6"	\$94.50	\$283.50
23	6	TXXSPKBKT	SPEAKER BRACKET, ARRAY MOUNT	\$22.50	\$135.00
24	3	TXXTECHAUDBKT	HEADSET JACK MOUNT BKT, BLACK	\$49.50	\$148.50
25	2	TXXTECHAUDIO25	TECH LINK, STEREO AUDIO JACK, (3.5mm CONNECTOR SIZE) - Black, 25Ft	\$25.00	\$50.00
	4	TXXTECHAUDIO25	TECH LINK, STEREO AUDIO JACK, (3.5mm CONNECTOR SIZE) - Black, 25Ft	\$25.00	\$100.00
26	2	TXXTECHDATA25	TECHLINK, DATA JACK (CAT6), RJ45, PASS THROUGH PANEL MOUNT - Black, 25 Ft	\$45.00	\$90.00
	4	TXXTECHDATA25	TECHLINK, DATA JACK (CAT6), RJ45, PASS THROUGH PANEL MOUNT - Black, 25 Ft	\$45.00	\$180.00
27	1	TXXTECHPH25	TECH LINK, PHONE JACK, (RJ11 / RJ12) - Black, 25Ft	\$20.00	\$20.00
	2	TXXTECHPH25	TECH LINK, PHONE JACK, (RJ11 / RJ12) - Black, 25Ft	\$20.00	\$40.00
28	1	TXXTECHUSB-CHG	TECH LINK, USB CHARGER INSERT	\$100.00	\$100.00
	2	TXXTECHUSB-CHG	TECH LINK, USB CHARGER INSERT	\$100.00	\$200.00
29	6	TXXTECHUSB15	TECH LINK, USB INSERT (TYPE A), FEMALE / FEMALE WALL PLATE COUPLER - Black, 15Ft	\$30.00	\$180.00
	12	TXXTECHUSB15	TECH LINK, USB INSERT (TYPE A), FEMALE / FEMALE WALL PLATE COUPLER - Black, 15Ft	\$30.00	\$360.00
30	1	WAKEY-STD	MASTER KEY, STANDARD LOCK (082000)	\$18.00	\$18.00

Total Main 01 \$51,308.25

Bill of Material



Project: Moberly Police Dept

Sold to

Company name: Moberly Police Dept.
Contact Person: Bobbie Smith
Contact Phone: 6602630346
Contact Fax:

Distributor

Company name: DICK BUSS & ASSOCIATES
Salesperson: Dick Buss
Salesperson Phone: 6089872100
Salesperson Fax: 6083452104

#	Qty	Part Number	Description	Sell	Ext. Sell
---	-----	-------------	-------------	------	-----------

Subtotal Product \$51,308.25

Material Surcharge (5 %) \$2,565.41

Install \$14,400.00

Breakdown and Removal \$2,400.00

Freight \$5,137.12

Qty (1) part 3142r1 High Back Black Staccato C-Loop Arms, Standard Base, 60MM casters \$1,446.71

Qty (2) - part 3152 – Fabric with C-Loop Arms \$3,380.00

Total \$80,637.49

City of Moberly

City Council Agenda Summary

Agenda Number: _____

#5.

Department: Public Works

Date: April 3, 2023

Agenda Item: A Resolution Approving A Mowing And Hold Harmless Agreement Between The City Of Moberly, Missouri, And Curtis Kruse For Mowing The City Landfill.

Summary: We advertised for the mowing and hay on the old landfill. We received two bids. Staff recommends accepting the highest bid from Curtis Kruse for \$1,500/3-year (\$500 per year). Attached is the agreement.

Recommended

Action: Approve this resolution.

Fund Name: N/A

Account Number: N/A

Available Budget \$: N/A

ATTACHMENTS:

<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance
<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Proposed Resolution
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract
<input type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice
<input type="checkbox"/> Consultant Report	<input type="checkbox"/> Other _____

Roll Call

Aye

Nay

Mayor

M___ S___ Jeffrey

Council Member

M___ S___ Brubaker

M___ S___ Kimmons

M___ S___ Kyser

M___ S___ Lucas

Passed Failed

BILL NO._____

RESOLUTION NO._____

**A RESOLUTION APPROVING A MOWING AND HOLD HARMLESS AGREEMENT
BETWEEN THE CITY OF MOBERLY, MISSOURI, AND CURTIS KRUSE FOR
MOWING THE CITY LANDFILL.**

WHEREAS, City staff advertised for proposals from interested parties to mow the former City landfill for a period of three (3) years in exchange for the right to bale and keep the hay; and

WHEREAS, two proposals were received with the proposal from Curtis Kruse including payment to the City of \$500.00 annually being the most favorable to the City; and

WHEREAS, City staff recommends the acceptance of the proposal and approval of the Mowing and Hold Harmless Agreement of the former City landfill for mowing purposes; and

WHEREAS, the proposed Mowing and Hold Harmless Agreement is attached hereto.

NOW, THEREFORE, the Moberly, Missouri, City Council hereby approves the Lease as recommended by City staff and authorizes the City Manager to execute the lease on behalf of the City.

RESOLVED this 3rd day of April, 2023, by the Council of the City of Moberly, Missouri.

Presiding Officer at Meeting

ATTEST:

Shannon Hance, MRCC, City Clerk

MOWING AND HOLD HARMLESS AGREEMENT

THIS MOWING AND HOLD HARMLESS AGREEMENT is made and entered into as of this _____ day of _____, 2023 (the “Agreement”), by and among the **CITY OF MOBERLY, MISSOURI**, a third-class city of the State of Missouri (the “City”), and **CURTIS KRUSE** (“Kruse”) an individual residing in Moberly, Missouri.

RECITALS

WHEREAS, the City owns property which consists of several acres of hay ground in need of mowing.

WHEREAS, Kruse has mowing and haying equipment and is able and willing to mow and pick up hay on the property owned by the City.

WHEREAS, the City and Kruse are willing to enter into this Agreement on the following terms and conditions.

NOW, THEREFORE, the City and Kruse agree as follows:

1. The City hereby gives permission to Kruse to enter the following described property for the purpose of mowing and square bailing hay: former City of Moberly landfill acreage located at County Road 1257.
2. Kruse shall retain all the hay mowed and baled on the property in exchange for payment to the City annually of the sum of \$500.00. The first payment will be due and payable on the first day of January, 2024 and subsequent payments will be due on January 1, 2025 and January 1, 2026. Payments shall be due and owing without invoicing from the City. Payments will be in default if not paid within thirty (30) days of the due date. If default occurs the city may terminate this contract with written notice to Kruse.
3. Kruse will operate as an independent contractor and not as an employee or agent or in any capacity for the City.
4. The term of this Agreement is from April 4, 2023, to April 3, 2026. No notice of termination is required.
5. Kruse shall notify City of the time(s) he enters the property and City shall provide any necessary assistance to access the property.
6. Kruse hereby waives any cause of action or claims he may have at any time arising out of the performance of this Agreement against the City, its agents, servants, employees or elected officials.
7. Kruse hereby assumes all risk associated with performance of this Agreement.
8. Kruse hereby holds the City harmless from all damages, injuries and claims arising from the performance of this Agreement and agrees to defend any action brought against the City, its agents,

servants, employees or elected officials resulting from any action arising from the performance of this Agreement.

9. Kruse will maintain during the duration of this Agreement insurance for his mowing operation and operation of his equipment used in the performance of this Agreement.

10. Failure to mow and bale the hay annually shall be cause to terminate this Agreement as will the failure to abide by any term of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first above written.

CITY OF MOBERLY

CURTIS KRUSE

By: Brian Crane, City Manager

Curtis Kruse

ATTEST:

Shannon Hance, City Clerk

City of Moberly

City Council Agenda Summary

Agenda Number: #6.
 Department: Public Utilities
 Date: April 3, 2023

Agenda Item: A Resolution Approving an Agreement For Repairs To A WWTP Influent Lift Station Pump For The Wastewater Utility.

Summary: The City of Moberly Wastewater System water flows to Moberly's wastewater treatment plant. This flow is then lifted in order to gravity flow through the treatment processes. One of the three 25 HP Flygt pumps at the plant influent pump station has failed and requires repair in order to return to service. This is a normal operating experience for this type of pumping system. Wastewater staff obtained a quote from the authorized service vendor for repair of the failed pump after the vendor performed a detailed inspection of the pump. This pump entered service in 2014 and has provided reliable service since. This is a sole source purchase as competing vendors are required to purchase OEM parts from this vendor, resulting in higher rebuild costs. This repair amount is \$17,942.05 and a one year warranty covers parts used for this repair.

Recommended

Action: Approve the resolution.

Fund Name: Treatment Plant Maintenance

Account Number: 301.110.5303

Available Budget \$: Overspent and to be transferred from Operating Reserve

ATTACHMENTS:		Roll Call	Aye	Nay
<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes	Mayor		
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance	M___ S___ Jeffrey	___	___
<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Proposed Resolution	Council Member		
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report	M___ S___ Brubaker	___	___
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition	M___ S___ Kimmons	___	___
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract	M___ S___ Lucas	___	___
<input type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment	M___ S___ Kyser	___	___
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice		Passed	Failed
<input type="checkbox"/> Consultant Report	<input checked="" type="checkbox"/> Other <u>Vendor Inspection</u>			

BILL NO. _____

RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE BID OF VANDEVANTER ENGINEERING/ COGENT, INC AND AUTHORIZING REPAIR OF A 25 HP INFLUENT PUMP AT THE CITY WASTEWATER TREATMENT PLANT.

WHEREAS, a 25 HP Flygt influent pump has failed at the city wastewater treatment plant and must be repaired; and

WHEREAS, attached hereto is the proposal from Vandevanter Engineering, a registered fictitious name of Cogent, Inc (“Vandevanter”) to repair the Pump for the sum of \$17,942.05; and

WHEREAS, Vandevanter is a sole source provider for the repair of the Pump.

NOW, THEREFORE, the Moberly, Missouri, City Council hereby accepts the proposal of Vandevanter and authorizes the City Manager to enter into the attached proposal with Vandevanter for a sum not to exceed \$17,942.05.

RESOLVED this 3rd day of April, 2023, by the Council of the City of Moberly, Missouri.


Presiding Officer at Meeting

ATTEST:

Shannon Hance, MRCC, City Clerk

SERVICE ESTIMATE

#6.

Customer: City of Moberly, MO Contact : Emily Lute Date: 02/24/2023 Phone: 660-269-8705 Fax: 660-263-4992 Project: Flygt 3171 Repair Quote Quote #: 7050976 Opp #: OP-567967	Vandevanter - Municipal 1550 Larkin Williams Road Fenton, MO 63026 Phone: 636-343-8880 Fax: 636-343-1720  VANDEVANTER ENGINEERING <small>A COGENT COMPANY</small>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Dear Emily,

We are pleased to offer the following estimate for your review.

Line No	Quantity	Description of Unit	Net Each	Net Ext.
---------	----------	---------------------	----------	----------

1

0031711850270

Serial Number - 1470038

- Pump repair estimate for the Flygt 3171.185, serial #1470038, from the WWTP Influent Lift Station.

1.00 ■ REPAIR PARTS

Materials	\$15,647.05
Labor	\$2,295.00
Total	\$17,942.05

Disassembly, Cleaning, Inspection and Estimating Charge

\$945.00

Amount due if this unit is not repaired. An invoice for this charge will automatically generate within 90 days of this estimate. This charge is for DCI (Disassembly, Clean and Inspect). All units left at our facility for more than 6 months will be scrapped unless written notification is received.

Delivery: 6 - 8 week(s) after receipt of P.O.
FOB Point: Shipping Point
Terms of Payment: Upon Receipt
Freight: Best Way - PPD/ADD
Quote Validity: 15 Days

Thank you for the opportunity to provide you with this estimate. Please let us know how you would like to proceed.

Quoted By:
Eric Steffen
esteffen@cogentcompanies.com

Salesrep:
Ben Azerolo
bazerolo@vandevanter.com
314-347-7433

Price is FOB shipping point and does not include any freight charges. Price does not include any applicable duties or sales tax, use tax, excise tax, value-added or other similar taxes that may apply to this equipment and/or project. Unless specifically stated, price does not include manual or automatic controls, starters, protective or signal devices, wiring, anchor bolts, gauges, vibration isolation devices, installation, startup or testing.

If the price is included in a proposal, the price is firm for receipt of an order within 15 days of the date shown on the proposal. Any additional terms and conditions included in the proposal are specifically included in these terms and conditions.

Unless otherwise expressly agreed to in writing by Seller, all shipments are FOB Seller shipping point at which point title also transfers.

Payment is due upon receipt of the invoice. An interest charge of 1-1/2% per month will be added to past due balances. Retainage of any invoiced amount is unacceptable unless specifically agreed to by Company at the time of order, and shall in no case exceed a period of 120 days. If payments are not timely received by Company, and this account is turned over to an attorney for collections, Customer agrees to pay all reasonable costs and attorney fees incurred in collection of the past due amounts.

Payment of 'commercial transaction' invoices by credit card will be charged a fee based upon Cogent's average discount rate for credit card transactions for the prior calendar year. This fee will change annually and is currently 2.55%.

All equipment either rented from or through Company is subject to all of the terms and conditions listed on the back of the rental contract. Pricing does not include any overtime running of power equipment.

In no event shall Company's obligations and liabilities under this Agreement include any direct, indirect, punitive, special, incidental or consequential damages or losses that Customer may suffer or incur in connection with this sale, service or rental, including, but not limited to, loss of revenue or profits, damages or losses as a result of Customer's inability to operate, perform its obligations to third persons or injuries to goodwill; nor shall Company's liability extend to damages or losses Customer may suffer or incur as a result of such claims, suits or other proceedings made or instituted against Customer by third parties. Customer remises, releases and discharges Company from any and all liability or damages which might be caused by failure to deliver any equipment within the agreed time by Company.

Customer shall be responsible for determining the good operating condition of all materials and equipment prior to accepting the materials and equipment. NO WARRANTY OR GUARANTEE, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY AS TO MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE IS MADE UNLESS THE SAME IS SPECIFICALLY SET FORTH IN WRITING AND ACCEPTED IN WRITING BY COMPANY, BUT IN SUCH CASE THE WARRANTY OR GUARANTEE IS LIMITED AS ABOVE PROVIDED. Notwithstanding the foregoing, Company will pass through to the Customer any warranty provided by the manufacturer of any equipment supplied by Company.

Customer covenants and agrees to defend, indemnify and hold Company harmless from any claims, damages or liability arising out of the use, maintenance or delivery of the equipment or materials purchased or rented hereunder. Customer shall further defend, indemnify and hold Company harmless from any and all damages to third persons or to property caused by Customer's use or possession of the equipment or materials, to the fullest extent allowable by law.

In connection with a proposal, if Customer has any further questions or comments regarding the proposal, please feel free to contact Company. If the proposal meets with Customer's approval, please sign, date and mail or fax a copy of the proposal back to Company's office, and the identified equipment will be ordered and/or scheduled for delivery.

This agreement shall be governed by the laws of the state where the Company's branch office is located from which the equipment is rented or purchased. Customer further agrees that venue and jurisdiction shall be appropriate in the county in which Company's branch office is located from which the equipment was rented or purchased. Any provisions hereof which may prove unenforceable under any law shall not affect the validity of any other provision hereof.

Revised March 2022



Vandevanter Engineering Service Center

DCI Technician	Andrew Waddell	DCI Date	3/3/2023
----------------	----------------	----------	----------

Pump As Found/Received	
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
13	13
14	14
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98	98
99	99
100	100

Notes:



Initial Inspection

HP	25	FLA	32	Voltage	460
Phase	3	RPM	1160	IMP Code	614
Power Cable Length	46'	Power Cable Condition	Water in Cable	Cable Disposition	Replace
Sensor Cable Length		Sensor Cable Condition		Paint Color & Type	
FLS Sensor Model	FLS-10	FLS OHM Standard Open	1200	FLS OHM Actual Open	1.211
		FLS OHM Standard Closed	430	FLS OHM Actual Closed	
Thermal Sensor		Thermal OHM Standard	Insert Value	Thermal OHM Reading	
Bearing Sensor Model		Bearing OHM Standard		Bearing OHM Actual	
Control Box		Control Box Condition			
Condition Of Oil	Clean	Mechanical Seal Pressure Test	Pass (7PSI for 20 MIN)		

Electrical Inspection

OEM Ohm Standard	R/B	0.872	R/W	0.872	B/W	0.872	Junction Chamber Cond	Wet
Cable OHM Reading	R/B	0.886	R/W	0.885	B/W	0.885	Junction Therm Reading	
Junction OHM Reading	R/B		R/W		B/W		Junction FLS Reading	
Cable Meg Reading	R	20m	B	20m	W	20m	Electrical Notes: Junction chamber had some rusted moisture	
Junction Meg Reading	R	80m	B	80m	W	80m		
Does the Pump Pass Electrical Checks?			Fail					

Wet End

Volute Condition	Worn - Replace
------------------	----------------

Discharge Flange	Good - Reuse
------------------	--------------

Discharge Size	10"
----------------	-----

Wear Plate	Worn - Replace
------------	----------------

Notes:

Wet end is in good condition to reuse. Rubber was stuck in the volute. Wear plate will be replaced since impeller is being replaced. New wear plate comes in kit

**Wet End Disposition**

Reuse

Impeller

Condition	Severely Worn
-----------	---------------

614 Impeller Clearance	.008"
------------------------	-------

Balance Required?	No
-------------------	----

Notes:

Impeller is severely worn and will need replaced.
The outer vanes have rough wear.



Impeller Disposition

Replace

Mechanical Seals

Upper Seal Condition	Severely Worn
----------------------	---------------

Lower Seal Condition	Severely Worn
----------------------	---------------

Seal Material	Upper	Tungsten Carbide
	Lower	Tungsten Carbide

Seal Fit on Shaft	Upper	
	Lower	

Notes:

Pump passed pressure test but needed to be removed to complete the DCI.



Upper Seal Disposition

Replace

Lower Seal Disposition

Replace

Bearing Housing

Housing Condition	Minimal Wear
-------------------	--------------

Bearing Grease Cond.	Contaminated
----------------------	--------------

Bearing Condition	Upper	Severely Worn
	Lower	Severely Worn

Bearing Housing Fit	Upper	
	Lower	

Notes:

Lower bearing grease was starting to work its way out. Most likely due to getting hot and melting out of the bearing.



Housing Disposition

Reuse

Rotor

Rotor Condition	Minimal Wear
-----------------	--------------

Bearing Condition	Upper	Severely Worn
	Lower	Severely Worn

Rotor Shaft Fit	Upper	
	Lower	

Notes:

Rotor is within spec and is in good shape to reuse.



Rotor Disposition

Reuse

Bearing Disposition

Replace

Stator

Wash and Bake? Yes

Winding Analyzer Pass

Notes:

Initial electrical readings show that the stator did not pass megger test. After cleaning and baking, the stator it is in good condition to be reused.



POST BAKE ELECTRICAL RESULTS:

OHM Reading	R/B	0.878	R/W	0.877	B/W	0.878
Meg Reading	R	30g	B	30g	W	30g
Thermal	0.1					

Stator Disposition

Reuse

Additional Notes & Findings**Item 1:**

Clean oil.

**Item 2:**

Rubber material found in volute, keeping the impeller from spinning.



Conclusions**O-Rings Condition**

Squared

Bin Location

VK2B

Primary Cause of Failure

Pump failed initial electrical checks. When the volute was removed, the impeller was found excessively worn. After removing the pump top, there was water found in the cable. The water may have wicked through the panel side of the cable and allowed water to enter into the pump top. We then tested the stator isolating it from the cable and still did not pass. The coolant was clean and pump passed pressure test but the pump still needed to be taken apart to get down to the stator. After removing the seals and bearings, the shaft was found in tolerance and can be reused. Due to electrical readings and moisture being in the stator housing the stator was cleaned and baked. After cleaning and baking the stator is in good condition to be reused.

Additional Notes & Suggestions

Rubber was found in the wetend. We suggest having the station cleaned out to prevent and possible future issues.

Parts Required

SLEEVE	DOW CAL 200 30 PERCENT	WASHER
SANDBLASTING	POWER CABLE --- 52'	HARD IRON IMPELLER KIT
BASIC REPAIR KIT	SEAL SLEEVE	
	IMPELLER BOLT	

Inspection Reviewed By

Blake Wild

Date

3/8/2023

City of Moberly

City Council Agenda Summary

Agenda Number: #7.
Department: City Clerk
Date: April 3, 2023

Agenda Item: A Resolution Recording the Destruction of Certain Local Government Records.

Summary: The City of Moberly's Utilities Department has determined certain records no longer have administrative, legal, fiscal, research or historical value and these records are listed in the Missouri Records Manual and the minimum retention period has been exceeded. It is recommended that the City Council adopt the resolution to allow staff to commence with the destruction per established guidelines.

Recommended

Action: Approve the resolution and direct staff to proceed with destruction of records.

Fund Name: N/A

Account Number: N/A

Available Budget \$: N/A

ATTACHMENTS:

<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance
<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Proposed Resolution
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract
<input type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice
<input type="checkbox"/> Consultant Report	<input checked="" type="checkbox"/> Other <u>Exhibit A</u>

Roll Call

Aye **Nay**

Mayor

M___ S___ **Jeffrey** _____

Council Member

M___ S___ **Brubaker** _____

M___ S___ **Kimmons** _____

M___ S___ **Kyser** _____

M___ S___ **Lucas** _____

Passed Failed

BILL NO. _____

RESOLUTION NO. _____

A RESOLUTION RECORDING THE DESTRUCTION OF CERTAIN LOCAL GOVERNMENT RECORDS.

WHEREAS, Section 109.255 RSMo. authorizes the Local Records Board to establish minimum retention periods for local government records; and

WHEREAS, the following records have reached their minimum retention period and may be legally destroyed: See the attached records list for the Utilities department; and

WHEREAS, the listed records shall be destroyed by shredding.

NOW, THEREFORE, the destruction of said records is hereby authorized and approved in all respects.

RESOLVED this 3rd day of April, 2023, by the Council of the City of Moberly, Missouri.

Presiding Officer at Meeting

ATTEST:

Shannon Hance, MRCC, City Clerk

Accounts Receivable Records: GS 008

City of Moberly, MO

(This form documents the destruction of Accounts Receivable Records GS 008 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Cash Receipts	2015-2018	14
Budget Adjustments	2014-2015	1

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Date of Destruction

Nicole Gini

3-22-23

GS 006*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Subsidiary Ledgers**

Journals, Registers, Monthly Ledgers, Accounting Summary Report File, Revenue Sharing, Trial Balance Fund

May include: date, payee, purpose, fund credited or debited, check number and similar or related data.

Completion of audit

Destroy

August 15, 2001

GS 007*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Accounts Payable Records**

Invoices, Vouchers, Warrants, Billing Records, Refund File

Records documenting payment of bills for goods and services received. Payment from general accounts.

May include: correspondence, reports, invoices, statements, vouchers, purchase orders, payment authorizations, receipt records, canceled checks or warrants, and similar documents.

Completion of audit*#

Destroy

*Per RSMo 50.172 (2), County Clerks must keep these records for five (5) years. #Per RSMo 198.052 and 19 CSR 30-85 Nursing Homes must keep these records for seven (7) years

August 15, 2001; Revised August 19, 2014

GS 008*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Accounts Receivable Records**

Cash Receipt File; Sales Tax/Use Tax Distribution

Records documenting revenues owed to the local government unit by citizens, organizations, other governmental units, vendors and others to be credited to general accounts. Also documents billing and collection of moneys.

May include: reports, receipts, invoices, awards, logs, lists, summaries, statements and similar records. Information may include: receipt amount, date, invoice number, name, account number, account balance, adjustment, and similar data.

Completion of audit*

Destroy

*Per RSMo 198.052 and 19 CSR 30-85 Nursing Homes must keep these records for seven (7) years.

August 15, 2001; Revised August 19, 2014; Updated July 11, 2018

GS 009*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Purchasing Records**

Purchase Orders Ledger, Purchasing Requests, Requisitions, Authorizations, Material and Cost specifications, Acquisition Orders.

Records documenting orders, authorization, and evidence of receipt of the purchase of goods and services by local government office.

May include: vendor number, project number, date of purchase order, department, vendor name and address, shipping instructions, quantity ordered, unit of issue, description of goods/services ordered, unit price, extended price, purchasing agent signature, notations of shortages or damaged goods, signature of individual signing for receipt of goods/services. 3 years plus completion of audit*

Destroy

*Per RSMo 198.052 and 19 CSR 30-85 Nursing Homes must keep these records for seven (7) years.

August 15, 2001; Revised August 19, 2014

Administrative Reports GS 076

City of Moberly, MO

(This form documents the destruction of Administrative Reports GS 076 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Posting Utility Journals	2007-2016	1
Journal Entries	2015-2016	1
Bank Statements	2009-2010	3
Daily Registers	2015-2016	1
Cash Summaries	1998-1999	1
Misc Journals	2015-2016	1
Balance Adjustments	2013-2015	1

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Nicole Gini

Date of Destruction

3-23-23

GS 076**Administrative Reports**

Also Called: Activity reports; daily, weekly, monthly, or quarterly reports; management reports; subsidiary

Function: Security Sign in/Sign out sheet, etc.
Internal documents that are produced daily, weekly, monthly, or quarterly by local government units to detail program activities, operations, and/or accomplishments. Useful for compiling annual reports, planning and budgeting, and monitoring work progress.

Content: May include, but is not limited to: type of activity; employees and/or volunteers involved; time spent on activity; work completed; related information in narrative or statistical form.

Minimum Retention: Completion of audit

Disposition: Destroy

Note:

Approval Date: August 24, 2005; Revised August 28, 2012

GS 077**Deeds and Conveyances**

Also Called: Dedication deeds; Record of Right of Way; Deed of Conveyance

Function: Transfer of property or property rights to/from a local government entity.

Content: May include, but is not limited to: names and addresses of grantors and grantees; description of property; date property was transferred or granted; cross-referenced volume; page number of recorder's plat books; and signature confirming transaction. Similar records in this series include title opinions, abstracts and certificates of title, title insurance, and documentation concerning alterations or transfer of title.

Minimum Retention: Permanent

Disposition: Archive

Note:

Approval Date: August 24, 2005

GS 078**Ordinances and Resolutions**

Also Called:

Function: Legislative and non-legislative actions that document policy development. An ordinance defines a law set forth by the governmental authority; a resolution is a formal expression of opinion, will, or intent voted by the official body.

Content: May include, but is not limited to: ordinance or resolution number; title; text; date; appropriate signatures; seal; supporting documentation.

Minimum Retention: Permanent

Disposition: Archive. Microfilm for preservation.

Note: Codified ordinances and resolutions are considered reference copies and may be destroyed when superseded.

Approval Date: August 24, 2005; Revised August 25, 2015

GS 079**Websites**

Also Called:

Function: A group of World Wide Web pages usually containing hyperlinks to each other and made available online by the local government entity for responding to public inquiries and providing information about the entity.

Content: May include, but is not limited to: location of office; hours of operation; organization and officials; services provided; publications; announcements; other information related to the entity and the conduct of its business.

Minimum Retention: DCA

Disposition: Destroy

Note:

Approval Date: August 24, 2005; Revised August 24, 2010

Correspondence-General GS 012

City of Moberly, MO

(This form documents the destruction of Correspondence-General GS 012 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Misc Letters to Customers	1997	1
Misc correspondence	1980-1990	1

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Nicole Gini

Date of Destruction

3.23.23

General Records Retention Schedule

Administrative Records

GS 001

Annual and Special Reports

Also Called:

Function:

Summary reports documenting the program or primary activities and accomplishments of the local government unit for the previous year. Often compiled from monthly, quarterly or other subsidiary activity reports, including surveys.

Content:

May include: statistics, narratives, graphs, diagrams, and similar information.

Minimum Retention:

Permanent

Disposition:

Archive. Microfilm for preservation

Note:

Provides administrative history of the office. Any report read into the official minutes may be destroyed

Approval Date:

August 15, 2001

GS 012

Correspondence - General

Also Called:

Letters, Memoranda, E-mail

Function:

Correspondence that pertains to routine matters handled in accordance with existing policies and procedures. Does not contain significant information about office policies or programs.

Content:

May include: incoming and outgoing letters, memoranda, notes, acknowledgements, notices, non-Sunshine requests for information or publications, enclosures, and attachments.

Minimum Retention:

1 year

Disposition:

Destroy

Note:

See also GS 013 Correspondence-Policy; GS 066 Public Information Requests and Documentation

Approval Date:

August 15, 2001; Revised August 23, 2011

GS 012.1

Correspondence - Transitory

Also Called:

Letters, Memoranda, E-mail

Function:

Documents of short-term interest that have no documentary or evidentiary value, which are not included in another record series

Content:

May include: correspondence which requires no administrative action, policy decision, special compilation or research; quasi-official notices that do not serve as the basis of official action, such as holiday notices, reminders of charitable campaigns, upcoming events, unsolicited vendor solicitations, etc.

Minimum Retention:

None

Disposition:

Destroy

Note:

See also: GS 012 Correspondence-General; GS 013; GS 066

Approval Date:

August 25, 2009; Revised August 23, 2011

GS 013

Correspondence - Policy

Also Called:

Letters, Memoranda, E-mail

Function:

Correspondence which state or form the basis of policy, set important precedents or record important events in the operational and organizational history of the governmental body.

Content:

May include: incoming and outgoing letters, memoranda, notes, reports, studies, and other records.

Minimum Retention:

Permanent

Disposition:

Archive. Microfilm for preservation

Note:

This form of correspondence will come exclusively from elected officials, administrators, managers, or supervisors. See also GS 012; GS 012.1

Approval Date:

August 15, 2001; Revised August 23 2011

Sewage Treatment Monitoring Reports GS 1304

City of Moberly, MO

(This form documents the destruction of Sewage Treatments Monitoring Reports GS 1304 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Sewer Reports	1967-1991	1

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Nicole Gini

Date of Destruction

3-23-23

Public Works Records (Streets, Sewer, Refuse, Etc.)

1301

Also Called:

Function:

Content:

Retention:

Disposition:

Note:

Approval Date:

Engineering Drawings and Blueprint File

As-built engineering drawings and blueprints of all facilities owned or managed by the city NOTE: ESSENTIAL RECORDS: See Introduction for further guidance

May include maps of streets, highways, water lines, sewage treatment plants, utilities, and other municipal facilities

Permanent

Archive; microfilm for preservation

1302

Also Called:

Function:

Content:

Retention:

Disposition:

Note:

Approval Date:

Laboratory Reports: Sewage, Water, Etc.

Bacteriological Reports, Bact-Ts

Results of tests done on waste water and filtered water regulated by the city

5 years

Destroy

1303

Also Called:

Function:

Content:

Retention:

Disposition:

Note:

Approval Date:

State and Federal Compliance Reports: Waste Water Treatment Plant

Reports filed with state and federal agencies monitoring the city's compliance with government regulations

May include applications, recycling permits and reports, water treatment permits and reports, and other permits for solid waste and sewage treatment lagoon processes

5 years

Destroy

1304

Also Called:

Function:

Content:

Retention:

Disposition:

Note:

Approval Date:

Sewage Treatment Monitoring Reports

Records used to monitor and report on the operations of the city sewage treatment plant and sewage treatment lagoons

May include lab reports and amounts of waste processed by the system

5 years

Destroy

1306

Also Called:

Function:

Content:

Retention:

Disposition:

Note:

Approval Date:

Street Paving Log Book

Provides a record of street maintenance

May include a summary of streets paved listing street name, material used, cost, date, and other related information

10 years after last entry in book

Destroy

Banking and Investment Records GS 010

City of Moberly, MO

(This form documents the destruction of Banking and Investment Records GS 010 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Bank Reconciliation	2010	1

Please see the following attachment for description of detail.

<u>Nicole Gini, Lead Billing Clerk</u>	<u>Date of Destruction</u>
Nicole Gini	3.23.23

GS 010**Banking and Investment Records**

Also Called: Account Statements, Deposit books, Deposit and Withdrawal Slips, Cancelled checks, Check Registers, Passbooks, Statements and Receipts for Interest Income; Monthly Statements; Investment Returns; Certificates of Deposit; Treasury Bills

Function: Records documenting the transactions of government offices with financial institutions, the status of accounts, investments and the current status of public funds.

Content: May include: bank and/or account numbers, transaction dates, beginning balance, check or deposit amount, document numbers, adjustments, description of transaction, ending balance, and other related information.

Minimum Retention: Completion of audit plus 1 year

Disposition: Destroy

Note: This entry deals with the investment of public monies in banks, certificates of deposit, stocks and bonds. For the management of publically issued bonds, please see the appropriate office/entity retention schedule

Approval Date: August 15, 2001; Revised August 28, 2012

GS 011**Receipts**

Also Called:

Function: Copies of receipts issued by the office to persons paying fees, turning over funds, or for the accounting of petty cash expenses.

Content: May include: date, number, from whom received, amount, purpose, and authorizing signatures.

Minimum Retention: Completion of audit

Disposition: Destroy

Note:

Approval Date: August 15, 2001

GS 015**Postal Records**

Also Called:

Function: Records documenting transactions with the US Postal Service and private carriers.

Content: May include: postal meter records, receipts for registered and certified mail, insured mail, special delivery receipts and forms, loss reports, and related items.

Minimum Retention: 1 year

Disposition: Destroy

Note:

Approval Date: August 15, 2001

GS 040**Grant Records**

Also Called:

Function: Documents the application, evaluation, awarding, administration, monitoring, and status of grants in which a local government entity is the recipient, grantor, allocator, or administrator. Grants may come from federal or state governments or foundation and other private funding sources.

Content: Records may include but are not limited to: applications including project proposals, summaries, objectives, activities, budgets, exhibits, and award notification, grant evaluation records and recommendations concerning grant applications, grant administration records including progress reports, budgets, project objectives, proposals, and summaries, records documenting allocation of funds, contracts, records monitoring project plans and measuring achievement, equipment inventories, financial reports, accounting records, audit reports, expenditure reports, and related correspondence and documentation.

Minimum Retention: Retain final reports from significant grants permanently. Retain other grant records 3 years after submission of final report or as specified by the granting agency, whichever is longer. Retain unsuccessful grant applications 1 year after rejection or withdrawal.

Disposition: Permanent records: Archive. Other records: Destroy securely.

Note:

Approval Date: August 19, 2003

Parks and Recreation Records

City of Moberly, MO

(This form documents the destruction of Parks and Recreation Records
GS 1001 in accordance with the State of Missouri Records Retention
Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Parks Reports	2013-2014	1

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Nicole Gini

Date of Destruction

3.23.23

0773

Also Called:
Function:

Content:
Retention:
Disposition:
Note:
Approval Date:

Data Entry Coding

Record of transactions to be entered in computer database files (used for updating files such as financial accounting maintenance)

5 years after all defects have been corrected

Destroy

0774

Also Called:
Function:
Content:
Retention:
Disposition:
Note:
Approval Date:

Remittance Advices

5 years

Destroy

0801

Also Called:
Function:
Content:
Retention:
Disposition:
Note:
Approval Date:

Food Handler Inspection Records

5 years after approved inspection

Destroy

Parks and Recreation Records

1001

Also Called:
Function:
Content:
Retention:
Disposition:
Note:
Approval Date:

Maintenance: Parks, Parkways, and Recreation Areas

5 years

Destroy

Forestry and Landscaping Records

1010

Also Called:
Function:

Content:
Retention:
Disposition:
Note:
Approval Date:

Tree and Shrub Planting and Maintenance File

Records describing the planting and maintenance of trees and shrubs on city-owned property

May include tree and shrub location, type, date of planting, and maintenance

Permanent as updated or revised

Destroy outdated material

Sewage Treatment Monitoring Reports GS 1304

City of Moberly, MO

(This form documents the destruction of Sewage Treatment Monitoring Reports GS 1304 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Sewer Line Reports	2001-2010	1
Monthly Monitor Reports	2003-2012	1

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Date of Destruction

Nicole Gini

3.23.23

Public Works Records (Streets, Sewer, Refuse, Etc.)

1301

Engineering Drawings and Blueprint File

Also Called:

Function:

As-built engineering drawings and blueprints of all facilities owned or managed by the city NOTE: ESSENTIAL RECORDS: See Introduction for further guidance

Content:

May include maps of streets, highways, water lines, sewage treatment plants, utilities, and other municipal facilities

Retention:

Permanent

Disposition:

Archive; microfilm for preservation

Note:

Approval Date:

1302

Laboratory Reports: Sewage, Water, Etc.

Also Called:

Bacteriological Reports, Bact-Ts

Function:

Results of tests done on waste water and filtered water regulated by the city

Content:

Retention:

5 years

Disposition:

Destroy

Note:

Approval Date:

1303

State and Federal Compliance Reports: Waste Water Treatment Plant

Also Called:

Function:

Reports filed with state and federal agencies monitoring the city's compliance with government regulations

Content:

May include applications, recycling permits and reports, water treatment permits and reports, and other permits for solid waste and sewage treatment lagoon processes

Retention:

5 years

Disposition:

Destroy

Note:

Approval Date:

1304

Sewage Treatment Monitoring Reports

Also Called:

Function:

Records used to monitor and report on the operations of the city sewage treatment plant and sewage treatment lagoons

Content:

May include lab reports and amounts of waste processed by the system

Retention:

5 years

Disposition:

Destroy

Note:

Approval Date:

1306

Street Paving Log Book

Also Called:

Function:

Provides a record of street maintenance

Content:

May include a summary of streets paved listing street name, material used, cost, date, and other related information

Retention:

10 years after last entry in book

Disposition:

Destroy

Note:

Approval Date:

Payroll Records GS 068

City of Moberly, MO

(This form documents the destruction of Pay roll Records GS 068 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Payroll Journal Entries	July 2012-2013	1

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Nicole Gini

Date of Destruction

3-23-23

GS 053*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Fee Records**

Fee Books, Inquest Fee Statements, Statement of Fees Collected; Motor Vehicle Listing (Fee Office)

Records documenting billing and collection of fees.

May include: date, fee service, by whom paid, settlements, penalties, and total paid.

Completion of audit

Destroy

Fees should not be confused with other monies payable to local government e.g. taxes.

August 24, 2004

GS 054*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Fixed Assets Inventory**

Property Inventory; Property Control List; Equipment Inventory

Listing of all fixed assets owned by local government.

Information includes assets by department, method of acquisition, purchase authority, fund, origination, physical location.

Retain current inventory in office until superseded. Retain superseded inventories through Completion of Audit.

Destroy

August 24, 2004

GS 055*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Bid Records**

Bids and Quotes File, Bids and Specs

Documents the publicizing, evaluation, and awarding of quoted bids to vendors and other individuals or organizations. Provides recorded evidence of accepted and rejected bids.

May include requests for proposals (RFP), bid exemption documents, bid and quote lists, notices of bid opening and award, comparison summaries, spreadsheets, tabulation worksheets, bid advertising records, tally sheets, bid specifications, bid award letter and other related correspondence or records.

Accepted, destroy 5 years after contract expiration if filed separately from Contracts and Agreements. Rejected, destroy when 3 years old or on completion of audit whichever is later.

Destroy

August 24, 2004

GS 068*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Payroll Records**

Payroll Register; Payroll Earnings and Deduction Registers; Employee Earnings Record; Payroll Journal; Payroll Check Register; Employee Payroll Adjustment Files; CERF Form DE, County Deposit Exception; Garnishment File

Documents the earnings, deductions, and withholdings of employees.

May include, but is not limited to: employee name; address; social security number; date of payment; hours worked; gross pay; withholdings for taxes and retirement; net pay; voluntary deductions for life or health insurance, credit union accounts, pension fund, etc. May also include year-to-date earnings and deductions which culminate in a final year-to-date summary report. Employee Payroll Adjustment Files include employee name or number and display current adjustments to payroll master file such as rate, marital status, insurance premiums, other deductions, garnishments, federal and state withholdings, errors, etc. Payroll Journal or Check Register may also include the payroll check number and the amount of the check.

Retain Year-to-Date Annual Summary 70 years for administrative purposes. Retain all other records 5 years.

Destroy securely.

August 24, 2005

GS 007 Accounts Payable

City of Moberly, MO

(This form documents the destruction of Accounts Payable GS 007 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Misc Invoices	1998-2010	2 Boxes

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk



Date of Destruction

3-23-23

GS 006*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Subsidiary Ledgers**

Journals, Registers, Monthly Ledgers, Accounting Summary Report File, Revenue Sharing, Trial Balance Fund

May include: date, payee, purpose, fund credited or debited, check number and similar or related data.

Completion of audit

Destroy

August 15, 2001

GS 007*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Accounts Payable Records**

Invoices, Vouchers, Warrants, Billing Records, Refund File

Records documenting payment of bills for goods and services received. Payment from general accounts.

May include: correspondence, reports, invoices, statements, vouchers, purchase orders, payment authorizations, receipt records, canceled checks or warrants, and similar documents.

Completion of audit*#

Destroy

*Per RSMo 50.172 (2), County Clerks must keep these records for five (5) years. #Per RSMo 198.052 and 19 CSR 30-85 Nursing Homes must keep these records for seven (7) years

August 15, 2001; Revised August 19, 2014

GS 008*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Accounts Receivable Records**

Cash Receipt File; Sales Tax/Use Tax Distribution

Records documenting revenues owed to the local government unit by citizens, organizations, other governmental units, vendors and others to be credited to general accounts. Also documents billing and collection of moneys.

May include: reports, receipts, invoices, awards, logs, lists, summaries, statements and similar records. Information may include: receipt amount, date, invoice number, name, account number, account balance, adjustment, and similar data.

Completion of audit*

Destroy

*Per RSMo 198.052 and 19 CSR 30-85 Nursing Homes must keep these records for seven (7) years.

August 15, 2001; Revised August 19, 2014; Updated July 11, 2018

GS 009*Also Called:**Function:**Content:**Minimum Retention:**Disposition:**Note:**Approval Date:***Purchasing Records**

Purchase Orders Ledger, Purchasing Requests, Requisitions, Authorizations, Material and Cost specifications, Acquisition Orders.

Records documenting orders, authorization, and evidence of receipt of the purchase of goods and services by local government office.

May include: vendor number, project number, date of purchase order, department, vendor name and address, shipping instructions, quantity ordered, unit of issue, description of goods/services ordered, unit price, extended price, purchasing agent signature, notations of shortages or damaged goods, signature of individual signing for receipt of goods/services.

3 years plus completion of audit*

Destroy

*Per RSMo 198.052 and 19 CSR 30-85 Nursing Homes must keep these records for seven (7) years.

August 15, 2001; Revised August 19, 2014

GS 0717 Journal Entires, Journal Vouchers

City of Moberly, MO

(This form documents the destruction of Journal Entries, Journal Vouchers GS 0717 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Journal Entries	July 09-June 10	1

Please see the following attachment for description of detail.

<u>Nicole Gini, Lead Billing Clerk</u>	<u>Date of Destruction</u>
Nicole Gini	3-23-23

0713*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Depreciation Schedules File**

Records that document the useful life of city-owned equipment and property for capital equipment budgeting and other financial planning and control purposes

Life of equipment plus 3 years

Destroy

0714a*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Financial Disclosure (non campaign)**

Pertains to records created prior to January 1, 1991 when the State Financial Disclosure Law became effective; declaration of financial records of employees who make binding decisions, issue licenses and permits, and have the power to contract or are empowered to adopt rules and regulations

5 years after the person filing the information leaves office

Destroy securely

0717*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Journal Entries, Journal Vouchers**

Records of adjustments to financial accounts and created in order to balance the city's books; NOTE: ESSENTIAL RECORDS: see Introduction for further guidance

May include debits, credits, reason for adjustment, date, and amount

5 years

Destroy securely

0718*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Motor Fuel Usage Reports File**

Documentation of gasoline, oil, and diesel fuel used by city vehicles

May include logs or other records documenting miles on city motor vehicles, gallons of fuel used, person taking fuel, department of vehicle, and bills or invoices

5 years

Destroy

0720*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Street Paving File: Special Assessment Files**

Records used to account for street paving funds, verifying revenue contributions from citizens

May include street, property owner's name, amount due, and date of paving

5 years after last collection

Destroy

0730a*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Victory Tax Withholding Record**

This was a World War II-era record and is no longer generated

5 years

Destroy

Obsolete record series

GS 0707 Bond Issued

City of Moberly, MO

(This form documents the destruction of Bonds Issued GS 0707 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Investment Summaries	2010-2012	1 Box

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Nicole Gini

Date of Destruction

3.23-23

Cemetery Records

0303

Note:

Approval Date:

Cemetery Register

Removed to General Records Retention Schedule GS 109
August 21, 2018

0304

Note:

Approval Date:

Deed Books

Removed to General Records Retention Schedule GS 110
August 21, 2018

0305

Note:

Approval Date:

Interment Record Cards

Removed to General Records Retention Schedule GS 111
August 21, 2018

Financial and Accounting Records

0704

Also Called:

Function:

Content:

Retention:

Disposition:

Note:

Approval Date:

Bank Loans Files

Records documenting outstanding financial obligations incurred by the city in the form of bank loans

Until cancellation of loan plus 5 years

Destroy

0706

Also Called:

Function:

Content:

Retention:

Disposition:

Note:

Approval Date:

Bonds and Coupons

Records documenting retired individual bonds and their coupons

5 years after cancellation date, plus completion of an outside audit

Destroy

0706.1

Also Called:

Function:

Content:

Retention:

Disposition:

Note:

Approval Date:

Bonds and Coupons: City Reconciliation Files

For registered and non-registered bonds, records of individual issue statements from the bank, combined with municipal working papers used to reconcile the payment of bonds to the general ledger

10 years after final maturity of bond issue

Destroy

0707

Also Called:

Function:

Content:

Retention:

Disposition:

Note:

Approval Date:

Bonds Issued

Records relating to the financing of municipal projects through bonded indebtedness;

NOTE: ESSENTIAL RECORDS: see Introduction for further guidance

May include proposals, audits, correspondence, signed contracts pertaining to the

project, and the original financial instruments or copies of them including bond

transcripts, affidavits of publications, and ordinances authorizing the sale of the bonds

10 years after final maturity; Rejected Proposals, 5 years

Destroy

Customer Service Deposit File: GS 1603

City of Moberly, MO

(This form documents the destruction of Customer Service Deposit File GS 1603 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Deposit Refund Report	2014-2016	1
Customer Deposit Receipts.		2

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Nicole Gini -

Date of Destruction

3-23-23

1513*Note:**Approval Date:***Airport Pavement Maintenance Survey Records**

Removed to Multimodal and Transit Schedule—MMT 106

August 24, 2010; Moved August 21, 2019

Utilities (Gas, Electric, Water, Steam)**1601***Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Cathode Protection File**

Records created and used in maintaining metal pipes

May include installation documents of anodes, test stations, rectifiers, and ground beds

Until superseded or obsolete

Destroy

Cathodic protection is a technique used to control surface corrosion for water and gas pipelines

Revised, August 20, 2013

1602*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Customer Account File**

Account Card File

Records showing a billing and payment history of all customers using city utilities

May include customer name and address, date account was opened, consumption, billing and payment history, date of account closure

5 years after last entry

Destroy securely

Revised August 24, 2022

1603*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Customer Service Deposit File**

A record of whether a resident paid a utility deposit, and amount

May include customer name, address, account number, amount of deposit for connection, bills owed, cash stubs, book listings, and refunds of deposits for service terminations

2 years after deposit is refunded

Destroy

1604*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Electricity Purchase Reports**

Transportation Charge; Wheeling Charge

Records showing daily and monthly electricity purchased to meet demand

May include invoice for transportation charge, capacity charge and total energy charge in megawatts, kilowatts and dollars

5 years

Destroy

Revised, August 20, 2013

1605*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Filter Plant Files**

Monitoring data relating to the operation of the city filtration plant

May include daily logs, reports, lab and test reports, test results, quality control procedures, etc.

3 years

Destroy

Work Orders: GS 020

City of Moberly, MO

(This form documents the destruction of Work Orders GS 020 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Service Orders	2017	1

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Nicole Gini

Date of Destruction

3-23-23

GS 020**Work Orders**

Also Called: Maintenance requests; Service requests; Service report; Application for Services
Function: Active/Inactive; Rejected Application for Services.
Content: Internal records documenting requests and authorizations for needed services, including repair of government owned property.
Minimum Retention: May include: copy center work order, telephone service and installation requests, printing orders, repair authorizations, and similar records.
Disposition: 3 years
Note: Destroy
Approval Date: August 15, 2001

GS 021**Meeting Records (for Boards, Commissions, Committees, or Other Public Bodies)**

Also Called:
Function: Documents the proceedings of public bodies described in RSMo 610.010 (4).
Content: May include: minutes, agendas, exhibits, resolutions, indexes, staff reports, correspondence, related documentation, audio or visual recordings.
Minimum Retention: Permanent - Minutes, agendas, exhibits, resolutions, and indexes (not retained permanently elsewhere); Other records - 1 year
Disposition: Permanent records - Archive. Microfilm for preservation. Other records - Destroy.
Note: See also: GS 085 Meeting Records (internal agency staff/committee)
Approval Date: August 19, 2003

GS 022**Public Notice Records**

Also Called: Affidavits of Publication, Notice of Meetings, Public Notices, Proof of Publication, Zoning Notices, Written Notice of Public Hearing
Function: Records documenting compliance with laws requiring public notice of governmental activities
Content: May include: public or legal notices, certificates, affidavits of publication, and similar documents
Minimum Retention: 3 years
Disposition: Destroy
Note: See also: GS 055 Bid Records
Approval Date: August 19, 2003; Updated August 25, 2020

GS 023**Capital Improvement Projects Files**

Also Called:
Function: Records related to construction/renovation/repair of publicly owned buildings, structures, streets, sidewalks or other infrastructure.
Content: May include: correspondence, bids, specifications, plans, designs, drawings, reports, notes, change orders, etc.
Minimum Retention: Retain for the life of the structure, sidewalk, or road, plus 10 years; May be subject to federal requirements.
Disposition: Destroy
Note:
Approval Date: August 19, 2003; Revised August 23, 2011

GS 024**Computer Software Licensing Files**

Also Called:
Function: Documents proving the licensure and implementation of computer software programs by the agency.
Content: May include: permitted uses, rights and restrictions, warranty information, liability statement, and laws governing the product.
Minimum Retention: Retain for the duration of license plus 5 years
Disposition: Destroy
Note:
Approval Date: August 19, 2003

Service Interruption Records: GS 1612

City of Moberly, MO

(This form documents the destruction of Service Interruption Records GS 1614 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Shut off list Report	2016-2019	1

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Nicole Gini

Date of Destruction

3.23.23

1612 Odorant Usage Reports

Also Called:
Function: A compliance report filed with the Department of Transportation tracking odorants added to natural gas
Content: May include odor level sampling reports, rectifier readings, and inspections which record levels of odorant
Retention: 5 years
Disposition: Destroy
Note:
Approval Date:

1614 Service Interruption Records

Also Called: Service Interruption Log Book
Function: Records documenting the interruption of utility services
Content: May include date of incident, name of person reporting, location, actions taken, and result
Retention: 3 Years
Disposition: Destroy
Note:
Approval Date: Revised, August 20, 2013

Customer Account File: GS 1602

City of Moberly, MO

(This form documents the destruction of Customer Card File GS 1602 in accordance with the State of Missouri Records Retention Schedule)

Minimum Retention: Completion of Audit

<u>Description</u>	<u>Date Range</u>	<u># of Boxes</u>
Customer Contracts	2012-2017	4

Please see the following attachment for description of detail.

Nicole Gini, Lead Billing Clerk

Nicole Gini

Date of Destruction

3-23-23

1513*Note:**Approval Date:***Airport Pavement Maintenance Survey Records**

Removed to Multimodal and Transit Schedule—MMT 106

August 24, 2010; Moved August 21, 2019

Utilities (Gas, Electric, Water, Steam)**1601***Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Cathode Protection File**

Records created and used in maintaining metal pipes

May include installation documents of anodes, test stations, rectifiers, and ground beds

Until superseded or obsolete

Destroy

Cathodic protection is a technique used to control surface corrosion for water and gas pipelines

Revised, August 20, 2013

1602*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Customer Account File**

Account Card File

Records showing a billing and payment history of all customers using city utilities

May include customer name and address, date account was opened, consumption, billing and payment history, date of account closure

5 years after last entry

Destroy securely

Revised August 24, 2022

1603*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Customer Service Deposit File**

A record of whether a resident paid a utility deposit, and amount

May include customer name, address, account number, amount of deposit for connection, bills owed, cash stubs, book listings, and refunds of deposits for service terminations

2 years after deposit is refunded

Destroy

1604*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Electricity Purchase Reports**

Transportation Charge; Wheeling Charge

Records showing daily and monthly electricity purchased to meet demand

May include invoice for transportation charge, capacity charge and total energy charge in megawatts, kilowatts and dollars

5 years

Destroy

Revised, August 20, 2013

1605*Also Called:**Function:**Content:**Retention:**Disposition:**Note:**Approval Date:***Filter Plant Files**

Monitoring data relating to the operation of the city filtration plant

May include daily logs, reports, lab and test reports, test results, quality control procedures, etc.

3 years

Destroy

City of Moberly

City Council Agenda Summary

Agenda Number: _____

#8.

Department: Public Works

Date: April 3, 2023

Agenda Item: A Resolution Approving A Crop-Share Lease Agreement With Charles Schumann, Jr. For One Hundred And Forty-Four Acres And Authorizing The City Manager To Execute The Lease..

Summary: The City of Moberly has had 1/3-2/3 crop share agreements with local farmers that they acquired airport ground from since at least the mid-1960's for as long as they continued to farm. As the Charles & Rhonda Schuman have passed and the land has been being farmed by their son and son-in-law, and the Harold Muehe agreement was not upheld, the proposed agreement recommends combining all the farmable acreage (144+/-) into one agreement. As we are well into 2023 calendar year, and Schuman's have maintained their original agreement, the proposed agreement would have them farm all of the acreage at the airport under their existing 1/3-2/3 crop share. While the crop share arrangement is not guaranteed, last year the Schuman crop produced \$215/acre vs \$177/acre flat per acres bid at the industrial park.

Mr. Schuman is aware that in January of 2024, all of the land will be up for bid for a 3-year farm lease based on a flat per acre price, same as is done with the Industrial Park farm ground.

If approved, the 2023 calendar year agreement would be with Charles Schumann Jr. who is in partnership with his brother-in-law Kyle Mefford. They will be eligible to bid on the farm lease in 2024.

Recommended

Action: Approve this resolution.

Fund Name: N/A

Account Number: N/A

Available Budget \$: N/A

ATTACHMENTS:

<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance
<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Proposed Resolution
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract
<input type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice
<input type="checkbox"/> Consultant Report	<input type="checkbox"/> Other _____

Roll Call

Aye **Nay**

Mayor

M___ S___ **Jeffrey**

Council Member

M___ S___ **Brubaker**

M___ S___ **Kimmons**

M___ S___ **Kyser**

M___ S___ **Lucas**

Passed Failed

BILL NO. _____

RESOLUTION NO. _____

A RESOLUTION APPROVING A CROP-SHARE LEASE AGREEMENT WITH CHARLES SCHUMANN, JR. FOR ONE HUNDRED AND FORTY-FOUR ACRES AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE LEASE.

WHEREAS, the City of Moberly owns approximately one hundred and forty-four acres of farm ground surrounding the Omar N. Bradley Regional Airport; and

WHEREAS, heretofore said farm ground has been farmed by Charles Schumann Jr. by agreement with the City but the parties are desirous of reducing that agreement to writing; and

WHEREAS, the lease agreement attached hereto provides for a lease term beginning immediately and ending December 31, 2023, or as soon as the crops are harvested and sets forth the rights and liabilities of the parties.

NOW, THEREFORE, the lease agreement with Charles Schumann Jr. is hereby approved and the City Manager is hereby authorized to execute the Agreement on behalf of the City of Moberly, Missouri.

RESOLVED this 3rd day of April, 2023, by the Council of the City of Moberly, Missouri.

Presiding Officer at Meeting

ATTEST:

Shannon Hance, MRCC, City Clerk

CROP-SHARE FARM LEASE

This lease is entered into this ____ day of _____, 2023 between The City of Moberly, Missouri, with a principal address of 101 West Reed Street, Moberly, MO 65270 (hereinafter referred to as “Owner”) and Charles Schumann Jr., with a principal place of business at 4404 County Road 2320, Moberly, MO 65270 (hereinafter referred to as “Operator”).

PROPERTY DESCRIPTION

The Owner hereby leases to the Operator, to occupy and use for agricultural related purposes, the following described property:

Attached hereto is a diagram of farm property owned by the City of Moberly lying around the Omar N. Bradley Airport in Moberly, MO

Consisting of approximately 144 acres situated in Randolph County, Missouri.

GENERAL TERMS OF LEASE

- A. Term of Lease. The provisions of this Lease shall be in effect commencing on the date of this Lease and ending on December 31, 2023 or whenever 2023 crops have been harvested, whichever date is later.
- B. Amendments. Amendments or alterations to this lease shall be in writing and shall be signed by both the Owner and Operator.
- C. No Partnership Intended. It is particularly understood and agreed that this lease shall not be deemed to be, nor intended to give rise to, a partnership relation.
- D. The Owner, as well as agents and employees of the Owner, reserve the right to enter the farm at any reasonable time to: a) consult with the Operator; b) make repairs, improvements, and inspections; and c) to do any customary seasonal work, none of which is to interfere with the Operator in carrying out regular farm operations.
- E. The Owner does not convey to the Operator the right to sublet any part of the farm or to assign the lease to any other person.
- F. The provisions of this lease shall be binding upon the heirs, executors, administrators, and successors of Operator in like manner as upon the original parties.
- G. The Owner’s lien provided by law on crops grown or growing shall be the security for the rent herein specified and for faithful performance of the terms of the lease. If the Operator fails to pay the rent due or fails to keep the agreements of this lease, all costs and attorney fees of the Owner in enforcing collection or performance shall be added to and become a part of the obligations payable by the Operator hereunder.

LANE USE

The land described herein will be farmed according to best management practices in the region. Crops to be planted and harvested will be determined by the Operator. The extent of participation in government programs will be discussed and decided by both parties.

CROP-SHARE CASH RENT AND RELATED PROVISIONS

- A. Income shall be shared between the parties with Owner receiving a 1/3 share and the Operator receiving a 2/3 share. This will include all government payments (for example, direct, counter-cyclical, ACRE, SURE, Disaster, CSP).
- B. Operator shall provide all materials, labor, and production expenses.

MISCELLANEOUS

- A. Operator agrees to make an accounting to Owner following the harvesting and delivery of crops of all expenses and monies received from the sale of crops and to make payment to Owner of its share within thirty (30) days of said accounting.
- B. Neither party hereto shall pledge the credit of the other party hereto for any purpose whatsoever without the consent of the other party. Neither party shall be responsible for debts or liabilities incurred, or for damages caused by the other party.
- C. Owners consent to this lease is contingent upon the lease being approved by Resolution of the Moberly City Council.
- D. Operator agrees to hold the Owner harmless from all damages, injuries and claims arising from the performance of this Lease and agrees to defend any action brought against the City, its agents, servants, employees or elected officials resulting from any action arising from the performance of this Lease.

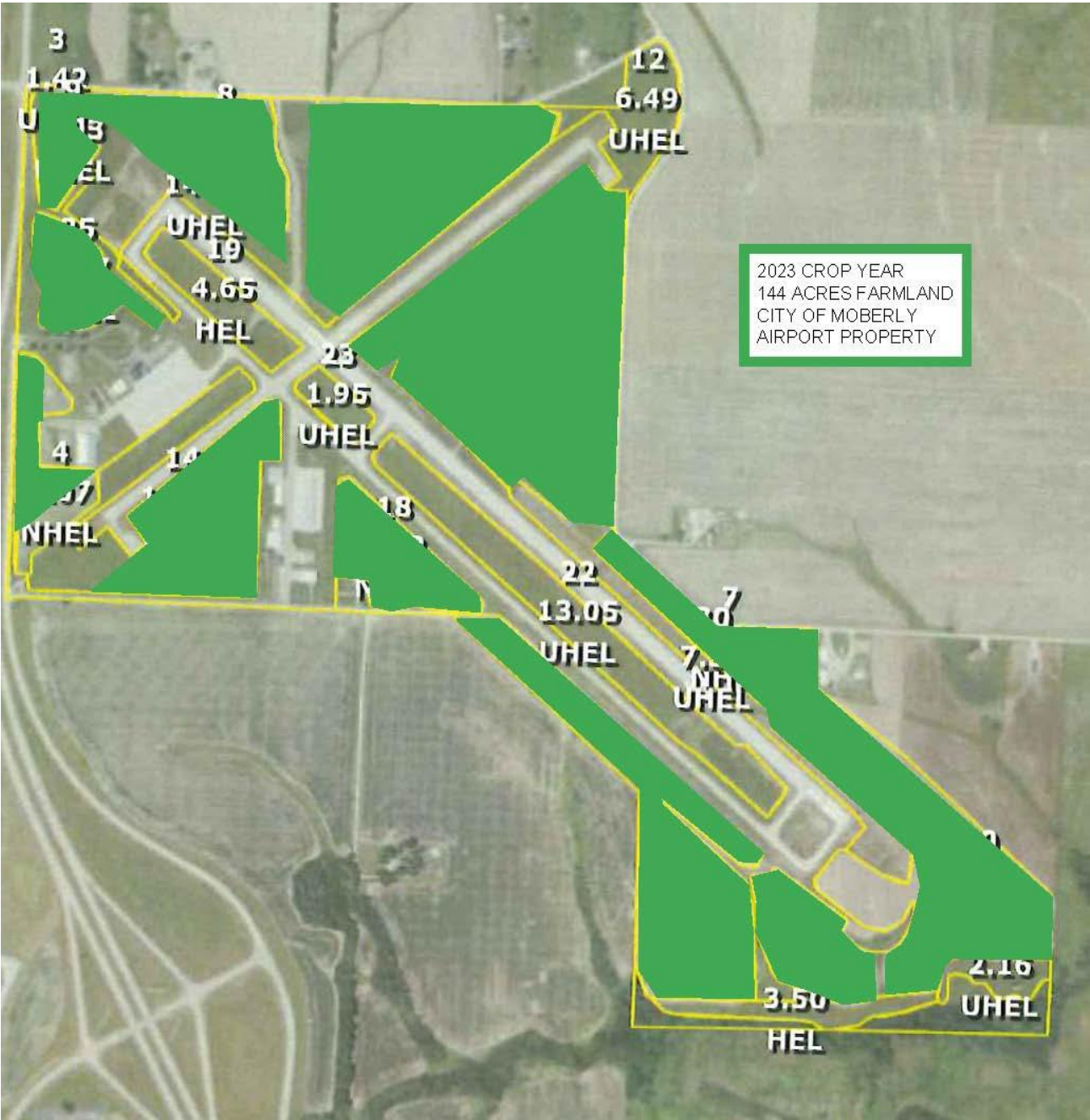
Executed in multiple original copies on the date first above written

OWNER, CITY OF MOBERLY, MISSOURI

OPERATOR, CHARLES SCHUMANN, JR.

Brian Crane, City Manager

Charles Schumann, Jr.



City of Moberly

City Council Agenda Summary

Agenda Number: #9.

Department: Parks & Recreation

Date: April 3, 2023

Agenda Item: A Resolution Ratifying The Purchase Of A Kubota RTV For The Parks And Recreation Department.

Summary: We were budgeting for two Kubota units in the 2023-2024 budget year. We typically look for cooperative pricing through Sourcewell. Currently, Kubota is not honoring Sourcewell pricing from the time of ordering to the time of delivery due to price fluctuations. This makes it difficult to take a number through process to place an order. With 6-8 month lead times according to dealers in the area, we were hoping to place the order this spring so the units would be delivered next fall.

After talking to at least 4 dealers in north central Missouri, Lawn & Leisure called back weeks later as they had a unit that matched the specifications we were looking for. Because it was a unit on their floor, we could act on concrete pricing (Sourcewell), saving money in the process. With Brian Crane's blessing, we moved forward with the purchase and need ratification by Park Board and City Council of that purchase.

The old unit will likely be sold on Purple Wave. We have had a lot of maintenance issues with it resulting in it being in the shop more than it has been in use over the last 10 months and it was time to rotate it out anyway.

Recommended

Action: Approve the Resolution.

Fund Name: Parks > Capital Improvement Plan

Account Number: 115.041.5502

Available Budget \$: \$124,514.62

ATTACHMENTS:		Roll Call	Aye	Nay
<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes	Mayor		
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance	M___ S___ Jeffrey	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Proposed Resolution			
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report	Council Member		
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition	M___ S___ Brubaker	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> P/C Minutes	<input checked="" type="checkbox"/> Contract	M___ S___ Kimmons	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment	M___ S___ Kyser	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice	M___ S___ Lucas	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Consultant Report	<input type="checkbox"/> Other: Quote		Passed	Failed

BILL NO. _____

RESOLUTION NO. _____

**A RESOLUTION RATIFYING THE PURCHASE OF A KUBOTA RTV FOR THE
PARKS AND RECREATION DEPARTMENT.**

WHEREAS, the Parks and Recreation Department was able to secure Sourcewell pricing for a Kubota RTV-X1100CWL-H (“Kubota”) which was a floor model at Farm & Home-Lawn & Leisure, Inc (“Farm”); and

WHEREAS, if an order was placed for a Kubota there would have been no guarantee on the pricing of a new model; and

WHEREAS, the City Manager approved the purchase in the amount of \$22,961.43 and City staff seeks ratification of the purchase as provided on the attached invoice.

NOW, THEREFORE, the Moberly, Missouri, City Council hereby ratifies the purchase of the Kubota made by the City Manager from Farm in the amount of for \$22,961.43.

RESOLVED this 3rd day of April, 2023, by the Council of the City of Moberly, Missouri.

Presiding Officer at Meeting

ATTEST:

Shannon Hance, MRCC, City Clerk

Quote Provided By
FARM & POWER - LAWN & LEISURE,
INC.
JASON LEWIS
1702 BUSINESS LOOP 70 E.
COLUMBIA, MO 65201
email: JL10248241@GMAIL.COM
phone: 5734421139

— Standard Features —

— Custom Options —



Kubota

V Series

RTV-X1100CWL-H

*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Model Kubota D1105
3 Cyl. 68.5 cu in
+24.8 Gross Eng HP
75 Amp Alternator

TRANSMISSION

VHT-X
Variable Hydro Transmission
Forward Speeds:
Low 0 - 15 mph
High 0 - 25 mph
Reverse 0 - 17 mph
Limited-slip Front Differential
Rear differential lock

HYDRAULICS

Hydrostatic Power Steering
with manual tilt-feature
Hydraulic Cargo Dump
Hydraulic Oil Cooler

FLUID CAPACITY

Fuel Tank 7.9 gal
Cooling 8.3 qts
Engine Oil 4.3 qts
Transmission Oil 1.8 gal
Brake Fluid 0.4 qts

CARGO BOX

Width 57.7in
Length 40.5 in
Depth 11.2 in
Load Capacity 1102 lbs
Vol. Capacity 15.2 cu ft

+ Manufacturer Estimate

KEY FEATURES

Factory Cab w/ A/C, Heater,
Defroster
Fully opening roll-down door
windows
Digital Multi-meter
Speedometer
Pre-wired w/ speakers/antenna for
stereo
Front Independent Adjustable
Suspension
Rear Independent Adjustable
Suspension
Brakes - Front/Rear Wet Disc
Rear Brake Lights / Front
Headlights
2" Hitch Receiver, Front and Rear
Deluxe 60/40 split bench seats
with driver's side seat adjustment
Underseat Storage Compartments
Deluxe Front Guard
(radiator guard, bumper, and lens
guard)

SAFETY EQUIPMENT

SAE J2194 & OSHA 1928 ROPS
Horn
Dash-mounted Parking Brake
Spark Arrestor Muffler
Retractable 2-point Seat Belts

DIMENSIONS

Width 63.2 in
Height 79.5 in
Length 120.3 in
Wheelbase 80.5 in
Tow Capacity 1300 lbs
Ground Clearance 10.4 in
Suspension Travel 8 in
Turning Radius 13.1 ft

Factory Spray-on Bedliner
"L" Models Only

Bright Alloy Wheels (Silver-
painted)
Silver-painted with machined
surface
"S" Models only

TIRES AND WHEELS

Heavy Duty Worksite 25 x 10 - 12, 6 ply

RTV-X1100CWL-H Base Price: \$25,899.00

(1) LED FRONT WORK LIGHTS KIT (2) \$179.00
77700-11811-LED FRONT WORK LIGHTS KIT (2)

(1) BACKUP ALARM \$184.37
K7591-99640-BACKUP ALARM

(1) TURN SIGNAL/HAZARD LIGHT KIT \$369.77
K7731-99610-TURN SIGNAL/HAZARD LIGHT KIT

(2) SIDE MIRROR KIT - CAB (1) \$183.34
77700-V5059-SIDE MIRROR KIT - CAB (1)

(1) STROBE LIGHT KIT \$199.00
77700-VC5058-STROBE LIGHT KIT

(1) LED REAR WORKLIGHT (1) \$99.00
77700-11812-LED REAR WORKLIGHT (1)

Configured Price: \$27,113.48

Sourcewell Discount: (\$5,964.97)

SUBTOTAL: \$21,148.51

Dealer Assembly: \$531.67

Freight Cost: \$881.25

PDI: \$400.00

Total Unit Price: \$22,961.43

Quantity Ordered: 1

Final Sales Price: \$22,961.43

**Final pricing will be based upon pricing at the time of
final delivery to Sourcewell members.
Purchase Order Must Reflect Final Sales Price.**

**To order, place your Purchase Order directly with the quoting
dealer**

[Signature]

*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.

City of Moberly

City Council Agenda Summary

Agenda Number: _____

#10.

Department: City Clerk

Date: April 3, 2023

Agenda Item: A Resolution Appropriating Money Out Of The Treasury Of The City Of Moberly, Missouri.

Summary: Through the course of regular City operations, debts to various vendors and agencies are incurred. The majority are charged to the City through invoices, other debts are incurred through contractual arrangements for services, financing of purchases, and long-term debt. This resolution approves payment of two types of items; (1) those with due dates within the next two weeks, and (2) for payments that have been made for items with due dates that occurred since the previous appropriation.

Recommended

Action: Approve this resolution.

Fund Name: N/A

Account Number: N/A

Available Budget : N/A

ATTACHMENTS:

<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance
<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Proposed Resolution
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract
<input type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice
<input type="checkbox"/> Consultant Report	<input type="checkbox"/> Other _____

Roll Call

Aye **Nay**

Mayor

M___ S___ **Jeffrey** _____

Council Member

M___ S___ **Brubaker** _____

M___ S___ **Kimmons** _____

M___ S___ **Kyser** _____

M___ S___ **Lucas** _____

Passed Failed

BILL NO. _____

RESOLUTION NO. _____

A RESOLUTION APPROPRIATING MONEY OUT OF THE TREASURY OF THE CITY OF MOBERLY, MISSOURI TO PAY EXPENSES DUE BETWEEN MARCH 18, 2023 AND MARCH 29, 2023 IN THE AMOUNT OF \$949,654.45.

WHEREAS, the funds are to be disbursed as follows:

General Fund	\$	115,696.75
Non-Resident Lodging Tax Fund	\$	7,100.00
Payroll Fund	\$	1,184.19
Solid Waste Fund	\$	33.43
Heritage Hills Golf Course Fund	\$	4,065.86
Parks and Recreation Fund	\$	39,479.70
Airport Fund	\$	2,309.17
Perpetual Care Cemetery Sales Fund	\$	27.00
Utilities Operating & Maintenance Fund	\$	86,290.17
Capital Improvement Trust Fund	\$	22,736.65
Route JJ Sewer Extension Fund	\$	4,915.00
2021 EDA Grant Projects Fund	\$	544,311.07
2004B SRF Bonds Debt Service Fund	\$	38,124.15
2006A SRF Bonds Debt Service Fund	\$	27,861.38
2004C Bonds Debt Service Fund	\$	26,465.87
Emergency Telephone Fund	\$	8,071.41
Transportation Trust Fund	\$	4,796.20
Street Improvement Fund	\$	5,961.97
Downtown CID Property Tax Fund	\$	10,224.48
Total:	\$	949,654.45

NOW, THEREFORE, the Moberly City Council authorizes these expenditures.

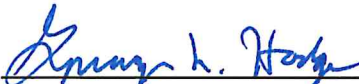
RESOLVED the 3rd day of April 2023 by the Council of the City Of Moberly, Missouri.

Presiding Officer at Meeting

ATTEST:

Shannon Hance, MRCC, City Clerk

I hereby certify that there is sufficient money standing to the credit of the City of Moberly, Missouri unappropriated in the funds identified in this resolution to meet the requirements of this resolution.



City Treasurer, City of Moberly, Missouri

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Check Number	Check Issue Date	Vendor Number	Payee	Amount
90204	03/27/2023	10150	DELL MARKETING LP	3,336.76- V
90740	03/27/2023	10252	J OROS ENVIRONMENTAL INC	5,018.40- V
91397	03/27/2023	10274	LEES LAWN CARE & EQUIPMENT LLC	509.29- V
92860	03/24/2023	10013	ABAN PEST CONTROL INC	215.00
92861	03/24/2023	10019	AGEE, CARL W	1,447.32
92862	03/24/2023	10027	AMAZON CAPITAL SERVICES	40.75
92863	03/24/2023	94048	AMERICAN CLEANING SYSTEMS INC	1,090.52
92864	03/24/2023	10044	AT&T 5001	1,260.00
92865	03/24/2023	10044	AT&T 5001	4,073.96
92866	03/24/2023	94166	AUDRAIN METALS	4,239.80
92867	03/24/2023	10064	BARR ENGINEERING COMPANY	386.00
92868	03/24/2023	10066	BARTLETT & WEST	9,551.75
92869	03/24/2023	94448	BOONE, ANTHONY G.	3,300.00
92870	03/24/2023	10087	BRENDLINGER ENTERPRISES INC	460.00
92871	03/24/2023	10095	BUTLER SUPPLY INC	267.58
92872	03/24/2023	10106	CDW GOVERNMENT INC	115.79
92873	03/24/2023	10124	CONLEY FOREST DO	230.00
92874	03/24/2023	10127	CORE & MAIN LP	1,555.79
92875	03/24/2023	10137	CUMMINS SALES & SERVICES	419.88
92876	03/24/2023	10141	DA-COM COLUMBIA LLC	495.93
92877	03/24/2023	95324	DIAMOND BUILDING SUPPLY	465.39
92878	03/24/2023	10679	EGW UTILITIES INC	3,510.00
92879	03/24/2023	10176	FASTENAL COMPANY	152.69
92880	03/24/2023	10197	GALLS LLC	631.10
92881	03/24/2023	96032	GREY HOSPITALITY LLC	2,500.00
92882	03/24/2023	10217	HARLAN ELECTRIC & CONTROLS LLC	1,862.42
92883	03/24/2023	10229	HEIMAN FIRE EQUIPMENT INC	424.07
92884	03/24/2023	10246	IDEXX DISTRIBUTION CORP	2,514.25
92885	03/24/2023	10249	INOVATIA LABORATORIES LLC	147.25
92886	03/24/2023	10601	JACKSON BROTHERS OF THE NORTH	189.04
92887	03/24/2023	10254	JACOBS ENGINEERING GROUP INC	29,555.96
92888	03/24/2023	10259	JOHN DEERE FINANCIAL	1,309.80
92889	03/24/2023	10330	MISSOURI DEPARTMENT OF CORRECTIONS	712.50
92890	03/24/2023	10681	MO FIRE FIGHTERS CRITICAL ILLNESS POOL	1,670.00
92891	03/24/2023	10357	MOBERLY AREA CHAMBER OF COMMERCE	7,100.00
92892	03/24/2023	10370	MOTOROLA	5,000.00
92893	03/24/2023	10375	NEMO ELECTRIC CO INC	740.00
92894	03/24/2023	10377	NEWMAN SIGNS INC	496.76
92895	03/24/2023	10389	PALMATORY'S	361.88
92896	03/24/2023	10410	PRO PUMPING & HYDROJETTING LLC	1,476.00
92897	03/24/2023	10665	RUSH TRUCK CENTER	350.49
92898	03/24/2023	10459	SCHULTE SUPPLY INC	386.58
92899	03/24/2023	10473	SJ ELECTRO SYSTEMS INC	498.00
92900	03/24/2023	10492	SURVEYING & MAPPING LLC	75.00
92901	03/24/2023	99483	TRUSTY, MARK	177.08
92902	03/24/2023	10519	UNIFIRST CORPORATION	115.48
92903	03/24/2023	10525	UNITED WAY	1,184.19
92904	03/24/2023	10529	USA BLUE BOOK	269.06
92905	03/24/2023	10680	VEOLIA WATER TECHNOLOGIES	5,693.24
92906	03/24/2023	10569	WIRELESS USA	557.35
92919	03/29/2023	10015	ADVANCED TURF SOLUTIONS	1,491.00
92920	03/29/2023	10026	ALTORFER INC	46.68
92921	03/29/2023	10027	AMAZON CAPITAL SERVICES	285.91

Check Number	Check Issue Date	Vendor Number	Payee	Amount
92922	03/29/2023	10028	AMEREN MISSOURI	16.53
92923	03/29/2023	10028	AMEREN MISSOURI	48.82
92924	03/29/2023	10661	ARCTURIS	2,500.00
92925	03/29/2023	10044	AT&T 5001	1,694.62
92926	03/29/2023	10064	BARR ENGINEERING COMPANY	10,176.50
92927	03/29/2023	10095	BUTLER SUPPLY INC	47.45
92928	03/29/2023	10098	CAPITAL ONE	404.50
92929	03/29/2023	10105	CASON BUILDING MAINTENANCE INC	2,463.70
92930	03/29/2023	10111	CHAPPYS LLC	913.35
92931	03/29/2023	10124	CONLEY FOREST DO	20.00
92932	03/29/2023	10125	CONTROLLED AIRE LLC	140.00
92933	03/29/2023	10127	CORE & MAIN LP	3,755.79
92934	03/29/2023	10137	CUMMINS SALES & SERVICES	401.94
92935	03/29/2023	95262	DECKER, AARON	196.08
92936	03/29/2023	10155	DMC CONCRETE CONSTRUCTION	4,796.20
92937	03/29/2023	10160	ED M FELD EQUIPMENT	2,647.85
92938	03/29/2023	10176	FASTENAL COMPANY	61.22
92939	03/29/2023	10194	FUSION TECHNOLOGY LLC	16.08
92940	03/29/2023	10195	FUSSELMAN SALVAGE CO	140.00
92941	03/29/2023	10197	GALLS LLC	49.50
92942	03/29/2023	10223	HAWKINS INC	8,599.80
92943	03/29/2023	10229	HEIMAN FIRE EQUIPMENT INC	1,326.54
92944	03/29/2023	10253	J&M DISPLAYS INC	25,000.00
92945	03/29/2023	10601	JACKSON BROTHERS OF THE NORTH	174.96
92946	03/29/2023	10274	LEES LAWN CARE & EQUIPMENT LLC	509.29
92947	03/29/2023	10294	MARTECK	247.65
92948	03/29/2023	10350	MISSOURI WATER & WASTEWATER CONFERENCE	350.00
92949	03/29/2023	10351	MISSOURI WATER & WASTEWATER CONFERENCE	210.00
92950	03/29/2023	10353	MO DEPARTMENT OF NATURAL RESOURCES	250.00
92951	03/29/2023	10378	NFM BUYER LLC	4,011.71
92952	03/29/2023	10399	PETTY CASH	24.75
92953	03/29/2023	10401	PLUMB SUPPLY COMPANY-MOBERLY	58.31
92954	03/29/2023	98155	POEPPING STONE BACH & ASSOCIATES INC	14,212.60
92955	03/29/2023	10410	PRO PUMPING & HYDROJETTING LLC	1,459.00
92956	03/29/2023	10424	RANDOLPH COUNTY RECORDER	27.00
92957	03/29/2023	10425	RANDOLPH COUNTY SHELTERED INDUSTRIES	400.00
92958	03/29/2023	10485	STAPLES	265.49
92959	03/29/2023	10501	THOMAS HILL PUBLIC WATER SUPPLY	79.26
92960	03/29/2023	10519	UNIFIRST CORPORATION	115.48
92961	03/29/2023	10520	UNITED FIRST AID & SAFETY LLC	257.19
92962	03/29/2023	10527	US CELLULAR	39.36
92963	03/29/2023	10529	USA BLUE BOOK	4,822.95
92964	03/29/2023	10530	USI INSURANCE SERVICE LLC	5,000.00
92965	03/29/2023	99659	WALKER, TODD	17.72
92966	03/29/2023	99809	WIEDEMAN, DAVID	4,454.00
92967	03/29/2023	10565	WILLIS BROS INC	534,726.71
92968	03/29/2023	10573	WOOGEDY LLC	191.00
92969	03/29/2023	10578	ZAMKUS AND ASSOCIATES LLC	1,000.00
92970	03/29/2023	10580	ZURCHER TIRE INC	380.00
20230329	03/29/2023	10028	AMEREN MISSOURI	48,522.66 M
202302277	03/24/2023	10060	BANKCARD SERVICES	18,745.68
202302278	03/24/2023	10359	MOBERLY AREA ECONOMIC DEVELOPMENT COR	49,750.00
202302279	03/24/2023	10546	WASTE MANAGEMENT SOLUTIONS	9,249.02
202303241	03/24/2023	10517	UMB BANK	92,451.40 M
Grand Totals:				949,654.45

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
100.000.1601	63.02	.00	63.02
100.000.2000	3,757.38	119,454.13-	115,696.75-
100.000.2305	10.00	.00	10.00
100.001.5403	14.99	.00	14.99
100.001.5807	61.47	.00	61.47
100.002.5201	129.18	.00	129.18
100.002.5406	400.00	.00	400.00
100.002.5807	11.41	.00	11.41
100.003.5403	29.98	.00	29.98
100.003.5406	1,000.00	.00	1,000.00
100.003.5807	405.90	.00	405.90
100.005.5206	564.16	.00	564.16
100.005.5211	.99	.00	.99
100.005.5402	75.00	.00	75.00
100.005.5403	19.99	3,336.76-	3,316.77-
100.005.5404	145.00	.00	145.00
100.005.5406	9,626.75	.00	9,626.75
100.005.5418	4,954.00	.00	4,954.00
100.005.5807	159.71	.00	159.71
100.006.5218	325.00	.00	325.00
100.007.5107	720.47	.00	720.47
100.007.5200	222.49	.00	222.49
100.007.5201	136.31	.00	136.31
100.007.5208	25.00	.00	25.00
100.007.5209	1,101.81	.00	1,101.81
100.007.5212	1,584.00	.00	1,584.00
100.007.5217	86.01	.00	86.01
100.007.5307	467.85	.00	467.85
100.007.5308	5,365.98	.00	5,365.98
100.007.5403	39.36	.00	39.36
100.007.5404	35.00	.00	35.00
100.007.5406	35.00	.00	35.00
100.007.5503	495.93	.00	495.93
100.007.5806	85.00	.00	85.00
100.007.5807	388.64	.00	388.64
100.008.5107	255.74	.00	255.74
100.008.5200	1,830.85	.00	1,830.85
100.008.5203	99.67	.00	99.67
100.008.5206	367.65	.00	367.65
100.008.5209	1,474.29	.00	1,474.29
100.008.5300	140.00	.00	140.00
100.008.5307	89.50	.00	89.50
100.008.5309	361.88	.00	361.88
100.008.5311	2,647.85	.00	2,647.85
100.008.5403	14.99	.00	14.99
100.008.5406	50.00	.00	50.00
100.008.5802	1,670.00	.00	1,670.00
100.008.5806	252.98	.00	252.98
100.009.5200	307.15	.00	307.15
100.009.5206	100.00	.00	100.00
100.009.5209	625.69	.00	625.69
100.009.5217	94.59	.00	94.59
100.009.5309	355.69	.00	355.69
100.009.5311	1,515.88	224.43-	1,291.45
100.009.5403	115.79	.00	115.79
100.009.5406	391.25	.00	391.25

GL Account	Debit	Credit	Proof
100.009.5813	9,249.02	.00	9,249.02
100.010.5200	94.67	.00	94.67
100.010.5209	66.99	.00	66.99
100.010.5305	713.48	57.00-	656.48
100.010.5311	139.19	139.19-	.00
100.010.5406	356.25	.00	356.25
100.011.5200	113.56	.00	113.56
100.011.5204	133.20	.00	133.20
100.011.5209	461.89	.00	461.89
100.011.5311	40.75	.00	40.75
100.011.5406	2,323.70	.00	2,323.70
100.012.5209	53.20	.00	53.20
100.013.5209	501.09	.00	501.09
100.013.5210	13,152.69	.00	13,152.69
100.013.5308	380.00	.00	380.00
100.013.5403	6.09	.00	6.09
100.013.5406	48,750.00	.00	48,750.00
100.013.5806	160.99	.00	160.99
100.013.5808	599.99	.00	599.99
100.019.5209	14.97	.00	14.97
100.020.5204	47.50	.00	47.50
100.020.5209	373.07	.00	373.07
100.020.5406	175.00	.00	175.00
102.000.2000	.00	7,100.00-	7,100.00-
102.000.5406	7,100.00	.00	7,100.00
105.000.2000	.00	1,184.19-	1,184.19-
105.000.2603	1,184.19	.00	1,184.19
110.000.2000	.00	33.43-	33.43-
110.033.5209	33.43	.00	33.43
114.000.2000	.00	4,065.86-	4,065.86-
114.000.5300	4,065.86	.00	4,065.86
115.000.2000	189.95	39,669.65-	39,479.70-
115.040.5200	22.01	.00	22.01
115.040.5204	14.75	.00	14.75
115.040.5209	2,579.73	.00	2,579.73
115.040.5300	595.72	.00	595.72
115.040.5311	235.00	.00	235.00
115.041.5200	468.53	.00	468.53
115.041.5209	2,389.16	.00	2,389.16
115.041.5300	1,472.84	.00	1,472.84
115.041.5311	1,085.37	.00	1,085.37
115.042.5311	685.20	.00	685.20
115.043.5406	25,000.00	.00	25,000.00
115.044.5200	9.25	.00	9.25
115.044.5209	373.08	.00	373.08
115.044.5212	112.49	.00	112.49
115.044.5403	60.51	.00	60.51
115.044.5406	690.00	.00	690.00
115.044.5807	611.08	.00	611.08
115.045.5215	21.98	.00	21.98
115.045.5311	146.58	.00	146.58
115.048.5200	155.24	.00	155.24
115.048.5207	1,491.00	.00	1,491.00
115.048.5209	368.79	.00	368.79
115.048.5311	1,081.34	189.95-	891.39
120.000.2000	78.70	2,387.87-	2,309.17-
120.000.5204	50.26	.00	50.26

GL Account	Debit	Credit	Proof
120.000.5209	620.60	.00	620.60
120.000.5300	1,563.31	.00	1,563.31
120.000.5311	78.70	78.70-	.00
120.000.5404	75.00	.00	75.00
125.000.2000	.00	27.00-	27.00-
125.000.4814	27.00	.00	27.00
301.000.2000	5,096.89	91,387.06-	86,290.17-
301.110.5200	39.99	.00	39.99
301.110.5201	41.11	.00	41.11
301.110.5202	247.65	.00	247.65
301.110.5402	435.00	.00	435.00
301.110.5404	357.00	.00	357.00
301.110.5406	3,356.35	.00	3,356.35
301.110.5805	250.00	.00	250.00
301.110.5807	41.22	.00	41.22
301.112.5200	487.99	.00	487.99
301.112.5206	367.63	32.53-	335.10
301.112.5209	766.96	.00	766.96
301.112.5213	2,812.89	.00	2,812.89
301.112.5217	2,589.00	.00	2,589.00
301.112.5310	226.57	.00	226.57
301.112.5311	112.90	.00	112.90
301.112.5313	4,653.53	.00	4,653.53
301.112.5314	1,279.92	.00	1,279.92
301.112.5402	120.00	.00	120.00
301.112.5404	175.00	.00	175.00
301.112.5406	85.00	.00	85.00
301.112.5412	350.00	.00	350.00
301.113.5206	.00	35.99-	35.99-
301.113.5207	8,599.80	.00	8,599.80
301.113.5209	7,201.67	.00	7,201.67
301.113.5216	1,868.10	.00	1,868.10
301.113.5217	76.59	.00	76.59
301.113.5311	2,232.71	9.97-	2,222.74
301.113.5402	90.00	.00	90.00
301.113.5404	70.00	.00	70.00
301.113.5406	498.00	.00	498.00
301.113.5502	6,245.05	.00	6,245.05
301.114.5203	27.00	.00	27.00
301.114.5204	64.06	.00	64.06
301.114.5206	28.18	.00	28.18
301.114.5209	16,334.86	.00	16,334.86
301.114.5212	268.39	.00	268.39
301.114.5216	7,466.46	.00	7,466.46
301.114.5303	5,820.69	.00	5,820.69
301.114.5304	3,995.00	.00	3,995.00
301.114.5310	419.88	.00	419.88
301.114.5404	105.00	.00	105.00
301.114.5406	120.00	.00	120.00
301.114.5417	147.25	.00	147.25
301.114.5455	.00	5,018.40-	5,018.40-
301.115.5200	136.91	.00	136.91
301.115.5209	173.30	.00	173.30
301.115.5217	39.95	.00	39.95
301.115.5406	386.00	.00	386.00
301.115.5502	10,176.50	.00	10,176.50
304.000.2000	.00	22,736.65-	22,736.65-

GL Account	Debit	Credit	Proof
304.000.5408	21,398.20	.00	21,398.20
304.000.5502	1,338.45	.00	1,338.45
314.000.2000	.00	4,915.00-	4,915.00-
314.186.5408	2,211.75	.00	2,211.75
314.187.5408	1,474.50	.00	1,474.50
314.188.5408	1,228.75	.00	1,228.75
350.000.2000	.00	544,311.07-	544,311.07-
350.180.5408	3,892.50	.00	3,892.50
350.180.5409	533,826.71	.00	533,826.71
350.181.5408	910.00	.00	910.00
350.182.5408	2,484.78	.00	2,484.78
350.183.5408	2,860.00	.00	2,860.00
350.184.5408	337.08	.00	337.08
377.000.2000	.00	38,124.15-	38,124.15-
377.000.5500	38,124.15	.00	38,124.15
378.000.2000	.00	27,861.38-	27,861.38-
378.000.5500	27,861.38	.00	27,861.38
379.000.2000	.00	26,465.87-	26,465.87-
379.000.5500	26,465.87	.00	26,465.87
400.000.2000	.00	8,071.41-	8,071.41-
400.000.5107	129.48	.00	129.48
400.000.5211	7,028.58	.00	7,028.58
400.000.5300	913.35	.00	913.35
600.000.2000	.00	4,796.20-	4,796.20-
600.143.5502	4,796.20	.00	4,796.20
601.000.2000	.00	5,961.97-	5,961.97-
601.000.5302	4,739.47	.00	4,739.47
601.000.5502	1,222.50	.00	1,222.50
912.000.2000	.00	10,224.48-	10,224.48-
912.000.5406	3,167.50	.00	3,167.50
912.000.5421	6,000.00	.00	6,000.00
912.000.5502	1,056.98	.00	1,056.98
Grand Totals:	967,900.29	967,900.29-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

GL Account	Debit	Credit	Proof
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Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

City of Moberly

City Council Agenda Summary

Agenda Number: #11.
Department: Comm. Dev.
Date: April 3, 2023

Agenda Item: Appointment to the Board of Adjustment.

Summary: Mike Mattox's term expired in December of 2022. Advertised has been made and one application was received, and that application is attached.

Recommended

Action: Appoint one person to the Board of Adjustment.

Fund Name: N/A

Account Number: N/A

Available Budget \$: N/A

ATTACHMENTS:

<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance
<input type="checkbox"/> Correspondence	<input type="checkbox"/> Proposed Resolution
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract
<input checked="" type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice
<input type="checkbox"/> Consultant Report	<input type="checkbox"/> Other _____

Roll Call

Aye

Nay

Mayor

M___ S___ **Jeffrey**

Council Member

M___ S___ **Brubaker**

M___ S___ **Kimmons**

M___ S___ **Kyser**

M___ S___ **Lucas**

Passed Failed



Board/Commission Application Form

Individuals serving on boards or commissions play an important role in advising the City Council on matters of interest to our community and its future. For the most part, Board and Commission members must be residents of City of Moberly. When a vacancy occurs, an announcement of that vacancy will be posted. The City Council will review all applications. The appointment will be made at a formal City Council meeting. Appointees serve as unpaid volunteers.

This application is a public document and as such it or the information it contains may be reproduced and distributed. This application will remain active for two years and you will automatically be considered for any vacancy occurring during that time.

Name of Board or Commission: Board of Adjustment Date: 03/08/2023

Your Name: Mike Mattox Street Address: 529 Fisk Ave.

Phone number(s): (evening) 660.651.8855 (day) 660.651.8855

Email: mcm@mcmsys.net

Do you live within the corporate limits of City of Moberly? ☒ Yes / No

How long have you been a resident of City of Moberly? 64 years

Occupation: owner MCM Systems Employer: self

Optional Questions (use back of application if necessary)

What experience and/or skills do you have that might especially qualify you to serve on this board or commission?

Own MCM Systems 27+ years

rental properties 25+ years

AirBnB owner 3+ years

worked in sign business for ~ 30 years

What particular contributions do you feel you can make to this board or commission?


Strong roots in the community

Want the City to grow

Feel like we have made fair decisions and compromises in the past meetings.

I will attend meetings in accordance with the adopted policies of City of Moberly, Missouri. If at any time my business or professional interests conflict with the interests of the Commission, I will not participate in such deliberations. References may be secured from the following individuals:

1. _____ Phone: _____
2. _____ Phone: _____
3. _____ Phone: _____


Signature of Applicant

*Additional Information may be attached to this form.

Return to: City of Moberly, 101 West Reed Street, MO 65270

City of Moberly

City Council Agenda Summary

Agenda Number: _____

#12.

Department: Comm. Dev.

Date: April 3, 2023

Agenda Item: Appointment to the Electrical Board.

Summary: Brian Blackburn's term expired March 5, 2023. Advertised has been made and one application was received, and that application is attached.

Recommended

Action: Appoint one person to the Electrical Board.

Fund Name: N/A

Account Number: N/A

Available Budget \$: N/A

ATTACHMENTS:

<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance
<input type="checkbox"/> Correspondence	<input type="checkbox"/> Proposed Resolution
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract
<input checked="" type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice
<input type="checkbox"/> Consultant Report	<input type="checkbox"/> Other _____

Roll Call

Aye

Nay

Mayor

M___ S___ **Jeffrey**

Council Member

M___ S___ **Brubaker**

M___ S___ **Kimmons**

M___ S___ **Kyser**

M___ S___ **Lucas**

Passed Failed



Board/Commission Application Form

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This application is a public document and as such it or the information it contains may be reproduced and distributed. This application will remain active for two years and you will automatically be considered for any vacancy occurring during that time.

Name of Board or Commission: Electrical Examiner Date: 3/13/2023

Your Name: Brian Blackburn Street Address: 24814 Audrain Rd 442, Mexico

Phone number(s): (evening) 573-473-2763 (day) 573-473-2763

Email: bblackburn@ameren.com

Do you live within the corporate limits of City of Moberly? Yes ☐ No ☒

How long have you been a resident of City of Moberly? n/a

Occupation: Distribution Designer Employer: Ameren - Moberly

Optional Questions (use back of application if necessary)

What experience and/or skills do you have that might especially qualify you to serve on this board or commission?

20 years experience with Medium Voltage Switchgear Design & Construction

2 years experience with Ameren Missouri - currently serve the Moberly area.

What particular contributions do you feel you can make to this board or commission?

Inspect services for Ameren, knowledge of Ameren Service requirements and policies, policy changes, etc.

I will attend meetings in accordance with the adopted policies of City of Moberly, Missouri. If at any time my business or professional interests conflict with the interests of the Commission, I will not participate in such deliberations. References may be secured from the following individuals:

1. Chris Long - Electrician Phone: 660-651-4888
2. Rob Robuck - Ameren LSW Phone: 660-651-1345
3. Travis Phipps - Ameren Engineer Phone: 573-721-0618

Brian Blackburn
Signature of Applicant

*Additional Information may be attached to this form.

Return to: City of Moberly, 101 West Reed Street, Moberly, MO 65270

City of Moberly

City Council Agenda Summary

Agenda Number: _____

#13.

Department: Comm. Dev.

Date: April 3, 2023

Agenda Item: Appointment to the Plumbing Board.

Summary: Carl Agee's (Pete) term expires in April 2023. Advertisement has been made and one application was received and that application is attached.

Recommended

Action: Appoint one person to the Plumbing Board.

Fund Name: N/A

Account Number: N/A

Available Budget \$: N/A

ATTACHMENTS:

<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance
<input type="checkbox"/> Correspondence	<input type="checkbox"/> Proposed Resolution
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract
<input checked="" type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice
<input type="checkbox"/> Consultant Report	<input type="checkbox"/> Other _____

Roll Call

Aye

Nay

Mayor

M___ S___ **Jeffrey**

Council Member

M___ S___ **Brubaker**

M___ S___ **Kimmons**

M___ S___ **Kyser**

M___ S___ **Lucas**

Passed Failed

City of

Moberly!

Board/Commission Application Form

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This application is a public document and as such it or the information it contains may be reproduced and distributed. This application will remain active for two years and you will automatically be considered for any vacancy occurring during that time.

Name of Board or Commission: PLUMBING BOARD Date: 02/18/2022

Your Name: CARL AGEE (PETE) Street Address: 9466 HWY BB

Phone number(s): (evening) 660-651-0344 (day) 660-651-0344

Email: cagee@mcmsys.com

Do you live within the corporate limits of City of Moberly? Yes / No

How long have you been a resident of City of Moberly? 59 years

Occupation: PLUMBER / OWNER AGEE PLUMBING LLC. Employer: AGEE PLUMBING LLC.

Optional Questions (use back of application if necessary)

What experience and/or skills do you have that might especially qualify you to serve on this board or commission?

30+ YEARS PLUMBING EXPERIENCE

What particular contributions do you feel you can make to this board or commission?

KEEP UPDATED ON CURRENT REGULATIONS AND RULES FOR CITY AND COUNTY

I will attend meetings in accordance with the adopted policies of City of Moberly, Missouri. If at any time my business or professional interests conflict with the interests of the Commission, I will not participate in such deliberations. References may be secured from the following individuals:

1. ROD BOGIE Phone: 660-676-8701
2. JOE KANABLE Phone: 573-268-1252
3. CHUCK MCKEOWN Phone: 660-263-1789

Carl Agee
Signature of Applicant

*Additional Information may be attached to this form.

Return to: City of Moberly, 101 West Reed Street, Moberly, MO 65270

City of Moberly

City Council Agenda Summary

Agenda Number: #14.
 Department: City Manager
 Date: April 3, 2023

Agenda Item: Appointment to the Tourism Advisory Commission

Summary: Stacie Hammontree has retired from the Comfort Inn Moberly. John Minnis had replaced Stacie and has since left. The new manager for this hotel is Jonique Barnett and she has submitted an application to be appointed to the Advisory Commission. Tourism committee is asking the City Council to accept this request. Advertisement has been done and no applications have been received.

Recommended

Action: Appoint new board member.

Fund Name: N/A

Account Number: N/A

Available Budget \$: \$0

ATTACHMENTS:

<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance
<input checked="" type="checkbox"/> Correspondence	<input type="checkbox"/> Proposed Resolution
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract
<input type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice
<input type="checkbox"/> Consultant Report	<input type="checkbox"/> Other _____

Roll Call Aye Nay

Mayor			
M___	S___ Jeffrey	___	___
Council Member			
M___	S___ Brubaker	___	___
M___	S___ Kimmons	___	___
M___	S___ Kyser	___	___
M___	S___ Lucas	___	___
		Passed	Failed

City of

Moberly!

Board/Commission Application Form

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Name of Board or Commission: Tourism Board Date: 3/14/23

Your Name: Jonique Barnett Street Address: 1801 W Outer Rd

Phone number(s): (evening) 660-269-9700 (day) _____

Email: jonique.barnett@stayatchoice.com

Do you live within the corporate limits of City of Moberly? Yes No

How long have you been a resident of City of Moberly? 15 years

Occupation: General Manager Employer: Moberly Hotel Group

Optional Questions (use back of application if necessary) Comfort Inn and Suites
What experience and/or skills do you have that might especially qualify you to serve on this board or commission?

What particular contributions do you feel you can make to this board or commission?

I will attend meetings in accordance with the adopted policies of City of Moberly, Missouri. If at any time my business or professional interests conflict with the interests of the Commission, I will not participate in such deliberations. References may be secured from the following individuals:

1. Stacie Hammon tree Phone: 660 651 7160
2. Jay Patel Phone: 1 734 306 9254
3. Megan Locke Phone: 660 414 7687

Jonique Barnett
Signature of Applicant

*Additional Information may be attached to this form.

Return to: City of Moberly, 101 West Reed Street, Moberly, MO 65270