

**WAYNESVILLE CITY COUNCIL
MEETING AGENDA
MARCH 17, 2022
5:30P.M.**

**Call to Order
Roll Call**

**Invocation
Pledge of Allegiance**

1. CONSENT AGENDA

(All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item will be removed from the Consent Agenda and will be considered separately.)

- a. Approval of the Agenda
- b. Approval of the Minutes
 - i. **January 20, 2022**
- c. Approval of Bills

2. CITIZENS COMMENTS

3. SPECIAL GUESTS – PRESENTATIONS

- a. **Business Spotlight** – Anytime Fitness - February
- b. **Business Spotlight** – Ozarks Technical Community College - March
- c. **Special Guest** – Commissioner Charles Bassett – Pulaski County
- d. **Special Guest** – Paul Sileo – Fortune Wireless, Inc.

4. BOARD – COMMISSION – LIAISON REPORTS

- a. **Park Board – Chairman Militti**
 - i. Report on March 10th, meeting.
 - ii. **APPOINTMENT** – Randy Brown to the Waynesville Park Board
- b. **Planning and Zoning**
 - i. No meeting held

5. STANDING COMMITTEE REPORTS

- a. **Utilities – Councilman Conley**
 - i. Report on March 1st meeting.
 - ii. **PROPOSED ORDINANCE** – Authorizing Yearly Extension on January Utility Bill – Pulaski County

- b. **Economic Development & Governmental Affairs Committee – Councilman Rice**
 - i. Report on March 1st meeting.
- c. **Roads and Grounds – Councilman Farnham**
 - i. Report on March 3rd, meeting.
- d. **Police Committee – Councilman Liberty**
 - i. Report on March 10th meeting.
- e. **Finance and Human Resources Committee – Councilman Davis**
 - i. Report on March 10th meeting.
 - ii. **Amber Box** – Certification as LAGERS Administrator
 - iii. **PROPOSED RESOLUTION** – 04-22 – Authorizing Request for Bids for Lease Purchase – Animal Control Vehicle
 - iv. **PROPOSED ORDINANCE** – HB2022-06 - Amending Section 210.320 of Municipal Code – Smoking on City Property and in City Vehicles.
 - v. **PROPOSED ORDINANCE** – HB2022-07 - Establishing the Employee Emergency Benefit Program
- f. **Waynesville/St. Robert Joint Airport Board – City Administrator John Doyle**
 - i. Report on February 22nd, meeting

7. OTHER BUSINESS

- a. **PROPOSED RESOLUTION** – Appointment of Members to COUSA Board

8. CITY ADMINISTRATOR REPORT

9. COUNCIL COMMENTS

10. MAYOR’S COMMENTS

11. ADJOURNMENT

WAYNESVILLE CITY COUNCIL

JANUARY 20, 2022

5:00PM

Call to Order: Mayor Brown called the January 2022 meeting of the Waynesville City Council to order at 5:00pm.

Roll Call: On roll call, Mayor Brown and seven (7) council members were present:

PRESENT: Farnham, Davis, Wilson, Curtis, Rice, Conley, Koren

ABSENT: Liberty

There was a need for closed session for legal and personnel purposes. Councilman Conley made a motion to move to closed session, seconded by Councilman Davis.

YEAS: Farnham, Davis, Wilson, Curtis, Rice, Conley, Koren

NAYS: None

Motion passed

Council moved to closed session at 5:00pm.

Council returned to open session at 5:33pm.

Invocation & Pledge of Allegiance: Invocation was given by Councilman Curtis with the Pledge of Allegiance being led by Councilman Conley.

Approval of Consent Agenda: Mayor Brown requested two amendments to the Council minutes for November, 2021. Both were scrivener's errors. Mayor Brown called for a motion to approve the amended Consent Agenda. A motion was made by Councilman Curtis and seconded by Councilman Rice to approve the amended Consent Agenda.

YEAS: Farnham, Davis, Wilson, Curtis, Rice, Conley, Koren

NAYS: None

Motion passed

Citizens Comments – None

Presentation - Business Spotlight – Mayor Brown recognized Haute Dawg's as the Business Spotlight for the month.

Board – Commission – Liaison Reports

Park Board

- a. Report on January 13th meeting. Chairman Milliti stated that Executive Assistant Miriam Jones gave a presentation on an Outdoor Fitness Park Grant the City had received. Board recommended to send to City Council. Randy Brown volunteered to be a member of the Park Board and Kevin Curtis resigned.

Planning and Zoning

- a. Report on January 11th meeting. City Administrator John Doyle stated a Public Hearing was held to discuss the installation of a Cell Tower on Viren Lane. Even though the

project had been approved the month before, after further discussion the Planning & Zoning Commission denied the application. Both a preliminary and final plat for Phase 1 of Summit Pass Subdivision was discussed and approved.

- b. **PROPOSED RESOLUTION** - #01-22 – A Resolution Approving the Preliminary Plat of Phase 1 of Summit Pass Subdivision. The proposed Resolution was read by title and its adoption and passage was moved by Councilman Davis and seconded by Councilman Rice.

YEAS: Farnham, Davis, Wilson, Curtis, Rice, Conley, Koren

NAYS: None

Motion passed

- c. **PROPOSED ORDINANCE** – HB2022-01 – Approving Final Plat – Phase I of the Summit Pass Subdivision. The proposed Ordinance was twice by title and its adoption and passage was moved by Councilman Curtis and seconded by Councilman Koren.

YEAS: Farnham, Davis, Wilson, Curtis, Rice, Conley, Koren

NAYS: None

Motion passed

Standing Committee Reports

Utility Committee

- a. Report on January 4th, meeting. Councilman Conley stated that Toth Engineering presented a detailed report of the sewer rate study, which was discussed by staff and Committee. Councilman Conley that the Committee received department updates from Electric, Natural Gas and Water/Wastewater Departments.

Economic Development & Government Affairs

- a. Report on the January 4th, meeting. Councilman Rice stated the Committee was introduced to new Economic Development Coordinator Doug Potts. Councilman Rice stated they discussed the Outdoor Fitness Court and application for an LWCF grant to update the Splash Pad.

Roads and Grounds

- a. Report on January 6th, meeting. Councilman Farnham stated the Committee received updates on several projects including the speed limit on the Waynesville Hill, the paving of the Industrial Park Road and the progress being made on Alpine Street in the Summit Subdivision. Councilman Farnham also stated they discussed both the Outdoor Fitness Court and LWCF grant for the Splash Pad and approved both to go to Council.
- b. **PROPOSED RESOLUTION** - #02-22 – Authorizing Grant Funding for an Outdoor Fitness Court. The proposed Resolution was read by title and its adoption and passage was moved by Councilman Wilson and seconded by Councilman Conley.

YEAS: Farnham, Davis, Wilson, Curtis, Rice, Conley, Koren
NAYS: None
Motion passed

- c. **PROPOSED RESOLUTION** - #03-22 – Authorizing Grant Funding application through Missouri Department of Natural Resources for the Purpose of Renovating the Splash Pad. The proposed Resolution was read by title and its adoption and passage was moved by Councilman Conley and seconded by Councilman Davis.

YEAS: Farnham, Davis, Wilson, Curtis, Rice, Conley, Koren
NAYS: None
Motion passed

Police & Emergency Services Committee

- a. Report on January 13th, meeting. Councilman Curtis stated the Committee received updates on grants and personnel.

Finance & Human Resources Committee

- a. Report on January 13th, meeting. Councilman Davis stated the Committee discussed Budget Adjustments for both FY 2021 and 2022. Both were approved to go to Council. The Committee also reviewed an agreement with Benton & Associates for GIS mapping services and were briefed on the Outdoor Fitness Court and LWCF grants.
- b. **PROPOSED ORDINANCE** – HB2022-02 – Amending the Fiscal Year 2021 Budget. City Administrator John Doyle stated the Ordinance was to approve the final numbers of the 2021 budget. The proposed Ordinance was twice by title and its adoption and passage was moved by Councilman Curtis and seconded by Councilman Rice.

YEAS: Farnham, Davis, Wilson, Curtis, Rice, Conley, Koren
NAYS: None
Motion passed

- c. **PROPOSED ORDINANCE** – HB2022-03 – Amending the FY 2022 Budget. City Administrator John Doyle stated the amendment was needed in order to begin construction on the fence required by MoDOT on GW Lane. The proposed Ordinance was twice by title and its adoption and passage was moved by Councilman Koren and seconded by Councilman Conley.

YEAS: Farnham, Davis, Wilson, Curtis, Rice, Conley, Koren
NAYS: None
Motion passed

Waynesville/St. Robert Joint Airport Board

- a. Report on November 23rd, meeting. City Administrator John Doyle stated the Board received an update regarding the budget, operations and fuel sales.

PROPOSED ORDINANCE – HB2022-04 – Authorizing Agreement for Grant Funding for NEPA Reevaluation. The proposed Ordinance was read twice by title and its adoption and passage was moved by Councilman Wilson and seconded by Councilman Conley.

YEAS: Farnham, Davis, Wilson, Curtis, Rice, Conley, Koren

NAYS: None

Motion passed

Other Business

- a. None

City Administrator's Report

City Administrator John Doyle gave a year in review report for 2021.

Council Comments

Farnham -	Urged citizens who are weather proofing their homes to reach out to City Hall for potential ARPA funds.
Davis -	It's cold in Missouri. Everyone stay warm.
Wilson -	Thanks for all the hard work by staff and the Council. The City is looking great!
Curtis -	Extremely proud of our Park system.
Rice -	Thanked the Utility Department and staff and welcomed Doug Potts.
Conley -	Staff do a great job.

Mayor Comments – Urged citizens to look out for neighbors and pets while it is so cold.

Adjournment

There being no further business to come before this session of the Waynesville City Council, the meeting was adjourned at 6:23pm by Mayor Brown. The next regularly scheduled session of the Waynesville City Council is February 17th, 2021 at 5:30pm.

Respectfully submitted,

Michele Brown
City Clerk

BANK#	BANK NAME								
CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID	
5 SECURITY BANK (CONS) 7034806									
32225	2/02/2022	100002	AIRGAS USA, LLC	750.00					
32226	2/02/2022	100005305	B & B THEATRES	550.00					
32227	2/02/2022	10000100	CABLEAMERICA-MISSOURI	113.95					
32228	2/02/2022	1000061	CHAMBER OF COMMERCE	350.00					
32229	2/02/2022	1000080	CLEAN THE UNIFORM CO. JOPLIN	1,257.77					
32230	2/02/2022	10145	COE EQUIPMENT, INC.	3,530.47					
32231	2/02/2022	1000085	PROCESSING CENTER	891.45					
32232	2/02/2022	11310	DOGWOOD ANIMAL SHELTER	894.00					
32233	2/02/2022	60550	JOHN FABICK TRACTOR COMPANY	858.56					
32234	2/02/2022	100003334	FASTENAL COMPANY	266.99					
32235	2/02/2022	11548	FOBAIR, JON	260.00					
32236	2/02/2022	10000172	GROEBNER & ASSOCIATES, INC	943.42					
32237	2/02/2022	100005119	GULF STATES DISTRIBUTORS	724.70				VOID: DOUBLE PAID	
32238	2/02/2022	10000181	HACH COMPANY	498.91					
32239	2/02/2022	11424	HEALTHY PET WELLNESS CENTER	255.12					
32240	2/02/2022	10000418	HELTON ENTERPRISES INC	1,250.05					
32241	2/02/2022	10000228	KENCO FIRE EQUIPMENT, INC.	485.00					
32242	2/02/2022	11435	LAUBER MUNICIPAL LAW, LLC	572.50					
32243	2/02/2022	120150	LOWE'S	1,906.64					
32244	2/02/2022	11116	MID-STATES ORGANIZED CRIME IN	150.00					
32245	2/02/2022	100003318	MIDWEST RADAR & EQUIPMENT	495.00					
32246	2/02/2022	10000306	MISSOURI ONE CALL SYSTEM	117.50					
32247	2/02/2022	11277	MY NETWORKS	2,142.59					
32248	2/02/2022	11605	NDB TECHNOLOGIES INC	1,020.00					
32249	2/02/2022	10000350	PRATT'S LAWN & GARDEN	28.36					
32250	2/02/2022	19520	SWENSON'S AUTO SERVICE	49.93					
32251	2/02/2022	220600	VANDEVANTER ENGINEERING	2,629.40					
32252	2/02/2022	23020	CAPITAL ONE	1,468.85					
32253	2/10/2022	11607	AKOFIO-SOWAH, JULIA	40.00					
32254	2/10/2022	11608	BAUTISTA, JENNIFER	40.00					
32255	2/10/2022	10000495	BIG O TIRES	483.53					
32256	2/10/2022	1000051	BLUE GRASS READY MIX	247.50					
32257	2/10/2022	100003636	BUS ANDREWS TRUCK EQUIP INC	194.12					
32258	2/10/2022	1000046	BUSINESS GRAPHICS	1,290.51					
32259	2/10/2022	1000057	BUTLER SUPPLY	17,894.00					
32260	2/10/2022	1000061	CHAMBER OF COMMERCE	68.00					
32261	2/10/2022	11410	CITY OF ST. ROBERT	22,750.25					
32262	2/10/2022	100005048	COGENT	1,187.79					
32263	2/10/2022	11026	COVETRUS NORTH AMERICA	1,562.40					
32264	2/10/2022	10659	DENNIS OIL COMPANY	176.00		MANUAL			
32265	2/10/2022	10000299	DEPT OF NATURAL RESOURCES	45.00					
32266	2/10/2022	11452	DEPUTY & MIZELL, LLC	97.30					
32267	2/10/2022	100005073	DIRECTOR OF REVENUE	200.00					
32268	2/10/2022	10223	JACK ELDREDGE	150.00					
32269	2/10/2022	10000151	FAMILY SUPPORT PAYMENT CENTER	92.31					
32270	2/10/2022	10996	FAMILY SUPPORT PAYMENT CENTER	175.00					
32271	2/10/2022	10000149	FLETCHER-REINHARDT CO.	382.35					
32272	2/10/2022	10000162	GALLS, LLC.	148.44					
32273	2/10/2022	10335	GIER OIL COMPANY, INC.	7,810.49					
32274	2/10/2022	11424	HEALTHY PET WELLNESS CENTER	126.54					
32275	2/10/2022	100004042	ISCO INDUSTRIES	872.83					

February Business Spotlight



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LETTER OF APPOINTMENT

February 17th, 2022

To: City Council Members

From: Mayor Dr. Jerry Brown

RE: Appointment of Randy Brown to Park Board

By the authority vested in me, I, **DR. JERRY BROWN**, Mayor of the City of Waynesville, Missouri, hereby appoint **RANDY BROWN** to the Waynesville Park Board. This seat will be up for re-appointment February of 2027.

Very truly yours,

Dr. Jerry Brown
Mayor





City of Waynesville

RECEIVED

Volunteer Application

JAN 29 2022

100 Tremont Center
Waynesville, MO. 65583
Phone: (573) 774-6171
Fax: (573) 774-5467

Please inform us if you require assistance in filling out an application. Individuals with disabilities should request reasonable accommodations in accordance with the Americans with Disabilities Act prior to an appointment.

APPLICATION FOR VOLUNTEER STATUS

The City of Waynesville has a long tradition of working closely with the community to improve and expand upon the City's quality of life. To that end, it is the volunteer that offers their time, knowledge and commitment that ensures the City is able to prepare for the future of not only its citizens, but the region as a whole.

Please fill out the application, in its entirety.

PERSONAL INFORMATION

Name: (Last, First, Middle Initial)

Brown Randall J.

Driver's License No/State:

Address:

134 Bluffs Circle

City/State/Zip Code

Waynesville Mo 65583

Cell Phone:

573-528-7919

Email:

wolfbane1855@yahoo.com

Are you over the age of 18?

☒ Yes

☐ No

If no, you must be accompanied by a parent or guardian at all times.

Mark each department you are applying for:

☐ Animal Shelter

☒ Parks Department

☐ Youth Sports

☐ Other

EMERGENCY CONTACT INFORMATION

Name:

[Redacted]

Relationship

[Redacted]

Phone:

[Redacted]

APPLICANT BACKGROUND

Occupation:

Retired

Highest Level of Education:

aircraft
Associate degree Airframe/Powerplant

Please list any Boards, Committees or Governmental Office you are currently or have served on.

	Board-Committee-Governmental Office	Title	Length of Service
1			
2			
3			

Briefly explain your role and/or duties on each Board or Committee you have served on:

APPLICANT BACKGROUND cont.

Have you ever quit or been removed from previous boards and/or committees or in any governmental positions in the past? ☐ Yes ☒ No

If yes, please explain:

WAYNESVILLE/SAINT ROBERT ANIMAL SHELTER

If you are applying to volunteer at the Waynesville/Saint Robert Animal Shelter, please fill out this portion of the application.

Describe your experience with caring for animals:

Please check all areas of interest:

- ☐ Special Events ☐ Humane Education ☐ Office Assistant ☐ Kennel Staff
☐ Dog Walking ☐ Customer Service ☐ Volunteer Coordinating

Have you ever adopted from the Waynesville/Saint Robert Animal Shelter? ☐ Yes ☐ No

If so, when? _____ Name of pet: _____

YOUTH SPORTS

If you are applying to volunteer with the Waynesville/Saint Robert Youth Sports Program, please fill out this portion of the application.

What are you applying for? ☐ Head Coach ☐ Assistant Coach ☐ Team Parent

Do you have any children playing? ☐ Yes ☐ No

Child's Name

Sport

Check program preference & Level

Soccer _____ ☐ Wrestling ☐ Volleyball ☐ Cheerleading ☐ Basketball ☐ Baseball ☐ Softball ☐ Track

Coaching Certification (Babe Ruth Coach Certification or NAYS; please attach a copy of your card to application)

Level _____ Date Obtained: _____

Coaching Experience

Organization _____ Team _____ Position _____ Dates _____

Organization _____ Team _____ Position _____ Dates _____

PERSONAL STATEMENT(S)

In your own words, please describe why you are interested in becoming a City of Waynesville volunteer:

after my career with the Waynesville Parks, I want to help continue the future growth of our parks system

Explain how your past experience will benefit the department(s) you are applying for:

21 years working in Parks dept. for the City of Waynesville, last 11 years as Parks Superintendent I know how the dept. operates, set and manage a budget, work with organizations and individuals to help them set up civic functions at the Parks-Experienced in Public speaking

List any other special skills or training you may have that you believe would benefit the Department(s) you would like to volunteer for:

Know vendors for park equipment-have worked with and know the engineers of The Splash Park-Know Federal and State regulations for playgrounds

REFERENCES

Please list the names of three persons, who are not related to you that we may contact for a personal reference.

Name & Address	Cell Phone	Years Known
Luge Hardman	[REDACTED]	22
Robert Fitzgerald	[REDACTED]	15
Rich Salter	[REDACTED]	22

CERTIFICATION OF APPLICANT - Initial each statement (if applicable)

Please print before initialing & signing.

General Certification _____

- ☒ RB 1. I certify that all information I have provided is true, complete and correct. I expressly authorize, without reservation, the City of Waynesville, its representatives, employees or agents to contact and obtain information from all references (personal and professional), to otherwise verify the accuracy of all information provided by me in this application and/or interview.
- ☒ RB 2. I hereby waive any and all rights and claims I may have regarding the City, its agents, employees or representatives, for seeking, gathering and using truthful non-defamatory information, in a lawful manner, in the application process and all other persons, corporations or organizations for furnishing such information about me.
- ☒ RB 3. I understand that the City does not unlawfully discriminate and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for service on any basis prohibited by applicable, local, state or federal law.
- ☒ RB 4. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that I will serve the City on a volunteer basis only and may only be compensated for expenses incurred by me, in accordance with City policy and procedure.
- ☒ RB 5. I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) eliminate me from further consideration for service, or (ii) may result in my immediate removal from the Board or Committee I serve on, whenever it is discovered.
- ☒ RB 6. By signing, you agree that you are volunteering or providing community service on your own behalf and release the City of Waynesville, its officers, employees, and agents from any and all claims, injuries, or actions (including those of active or passive negligence) arising from any activities in which you participate for the City of Waynesville.

Animal Shelter Volunteer _____

- _____ 1. Volunteering or performing community service at the Waynesville Animal Shelter is a rewarding job, but it is not without risks. While we strive to make shelter a safe environment for all our guests, we ask that you observe our rules of safety at all times.
- _____ 2. By signing, you agree that you are volunteering or providing community service on your own behalf and release Waynesville Animal Shelter, its director, officers, employees, agents, board members and City of Waynesville from any and all claims, injuries, or actions (including those of active or passive negligence) arising from any activities in which you participate for Waynesville Animal Shelter.

Animal Shelter Volunteer cont. _____

- _____ 3. By signing, you understand the risks and hazards inherent upon handling animals, and assume all risks of loss, damage, or injury, including death, that may be sustained while at Shelter or while performing activities for Waynesville Animal Shelter at one of its events or functions.
- _____ 4. I give my permission to Waynesville animal shelter to verify any of this information. I understand I must attend a Volunteer Orientation meeting and sign a Volunteer Agreement before I will be allowed to volunteer for Waynesville Animal Shelter.
- _____ 5. By signing, you represent that you are 18 years of age and of sound mind. If you are under 18, a parent or legal guardian must sign this form as well. Volunteers and civic community service workers under 16 must be accompanied by an adult at all times.

Youth Sports Coaching _____

MANDATORY REQUIREMENT FOR COACHES – All coaching applications must be completed with required documentation, as listed below, initialed and submitted to the WSR Director for inspection and approval no later than one (1) week prior to the start of their desired season.

- _____ 1. All coaches, regardless of sport and age level, will be required to consent to a background screening.
- _____ 2. All coaches who wish to participate in any sport at the age level of 5-14 years of age, must complete the concussion training at www.headsup.cdc.gov.
- _____ 3. All coaches, regardless of sport and age level, will be required to complete the Missouri Child Abuse and Neglect Mandated Reporter Training at <http://www.protectmokids.com>. Upon completion, all coaches will be required to submit a completion certificate.
- _____ 4. All coaches will be required to sign the **Coaches Code of Ethics** and will understand that by signing, any violation will result in the termination of their volunteer position.
- _____ 5. All coaches will be required to wear proper uniform shirts that are provided by WSR. Coaches will not be authorized to wear any attire at WSR functions that could be construed as vulgar, sexist, indecent, offensive, obscene or sexual in nature.
- _____ 6. All coaches will be required to attend coaches' meetings prior to the start of their season. This includes new coaches and seasoned coaches.

All coaches with children participating in a sport during the corresponding season will have ONE registration fee waived.

- _____ 7. Volunteer Release of Liability. I understand for myself, my heirs and my personal representatives hereby assume all risk of personal injury or death from whatever causes arising, while I am participating in the WSR Youth Sports activities, which may be dangerous and risky and release the City of Waynesville, its officers, agents, lessees, invitees and employees from any liability therefore, directly or indirectly and will defend, indemnify and save harmless the City, its officers, agents, invitees and employees from any such liability, whether or not arising out of negligent or willful actions or the failure to act, including the City's own negligence. The consideration for my agreements herein is my being allowed to engage in the activity identified above.

Applicant's Signature: *Randall J. Brown*

Date: *1-21-22*

Applicant's Printed Name: *Randall J. Brown*

The City thanks you for your interest and dedication to making Waynesville a better place.

**UTILITY COMMITTEE MEETING
SUMMARY REPORT
March 1, 2022 3:30 PM**

Attendance:

Board: Councilman Ed Conley, Councilman Sean Wilson, Councilman Rob Rice

Staff: John Doyle, Michele Brown, Daniel Shelden, Jack Eldredge, Tracey York, Miriam Jones, Nathan Carmon

Visitors: Randy Brown

Zoom: Verizon Reps: Melody Allen, Daniel Fagan, Jason Riggs

- **Call to Order** – Councilman Conley called the meeting to order at 3:30 pm.
- **Feb 1, 2022** – Councilman Rice made the motion to approve the meeting minutes and Councilman Wilson seconded. Motion passed.
- **Paul Sileo – MO12 – Telecom Location on Viren Lane -**
Mr. Doyle updated the committee pertaining to the Telecom Location on Viren Lane concerning a conditional use permit submitted by Paul Sileo. This permit has been to Planning & Zoning Committee twice, with the second time being denied. The final decision lies with the City Council. Mr. Doyle has invited Verizon to attend Utility and Roads & Grounds Meetings to give the committees more information on the tower. Melody Allen presented a slide show to the committee and explained how this tower will benefit the community. Verizon wants to have a partnership and explore solutions that will work with the City of Waynesville.
- **Sanitation Agreement - Update**
Mr. Doyle presented the committee with an *Invitation for Bids for Waste Management Services* to include residential/commercial pick up and disposal of solid waste. Bids must be delivered in a sealed envelope to the City of Waynesville Municipal Center, 100 Tremont Center, no later than, April 4, 2022 by 5:00 pm. Bids will be opened Tuesday, April 5 2022 at the Utility Committee Meeting at 3:30 pm at the City of Waynesville Municipal Center to review and make recommendation at the next City Council meeting on April 21, 2022.
- **Sewer Rate -Update**
Mr. Doyle stated an ordinance for the proposed sewer rate 5% increase - 3 year schedule will come to committee at the April meeting for approval and would take effect in January 2023.
- **Natural Gas Rate - Update**
Mr. Doyle stated an ordinance for the proposed natural gas rate availability fee increase with a recommendation of \$8 - \$20 over the next three years and would take effect in June 2022.
- **Department Updates**
Electric Dept – Mr. Shelden stated that his department had 2 power outages, 1 street lights, 1 miscellaneous, 1 new service, 1 net metering, and 1 meter test for the month of February. A few major highlights included: Changed out one red tagged pole, able to assist the Parks Dept in cutting in some new trail ways to the Roubidoux Creek, prep work to get ready for the extensions of the power lines in the Summit Subdivision, B & N started clearing right of ways this year, assisted the Street Dept with reopening the RV Park after flooding and our single phase reclosures did not save any power outages but it did save time on one. Mr. Shelden presented the committee with the monthly e-Reliability report and an *Electric Department Strategic Plan 2022 and Scorecard to review*.

Water/Sewer Dept – Mr. Eldredge stated that his department had 9 water work orders, installed 8 new services, 1 service line repair, replaced 3 meters, flushed out hydrant and 4" main break repaired on Sanders. The department also had 3 sewer work orders, jetted 2 lines, replaced pump at Summit Lift Station, replaced motor at Well 3, installed 200' of 4" main line on Alpine and replaced a soft start on Well 2.

Natural Gas Dept - Mr. Doyle stated that the gas department walks the line every spring to check cathodic protection and everything is coming back good, installed several service connections and responded to a natural gas line that was hit about a week ago. The department has also received high ratings from a couple of annual routine inspections.
- **Other Business**
Mr. Doyle complimented our City workers to the committee and how hard they all have been working and productivity is higher than it probably has ever been.

There was a need for a closed session. Councilman Wilson made a motion to enter into closed session and Councilman Rice seconded. The motion passed and committee entered into closed session at 4:14 pm.

Having no further business, the meeting adjourned by Chairman Conley at 4:59 pm.

Next meeting is scheduled for April 5th, 2022 at 3:30 pm

**AN ORDINANCE AUTHORIZING AN EXTENSION ON UTILITY BILL DUE DATES
FOR PULASKI COUNTY;
FIXING AN EFFECTIVE DATE**

WHEREAS, per RSMo 50.540, any county of the third and fourth class must provide a draft budget by January 15th of each year, with a final budget made available to the public by February 1st; and

WHEREAS, all third and fourth class counties are not authorized to expend any revenue until their budget has been approved by their Commission; and

WHEREAS, all utility bills in the City of Waynesville, Missouri are due the 15th of each month; and

WHEREAS, Pulaski County may not approve their fiscal year budget until the 1st of February at the latest, therefore the County' utility bill in January is consistently delinquent and accrues a penalty charge; and

WHEREAS, City staff have reviewed RSMo 50.540 and respectfully request the City Council approve to waive the penalty for Pulaski County in the month of January.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WAYNESVILLE AS FOLLOWS:

Section 1. That Utility bill penalties shall be waived in the month of January, only, in order for Pulaski County to prepare and approve their yearly budget.

Section 2. This ordinance shall be in full force and effect from the date of its passage.

PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL ON THIS 17th DAY OF MARCH, 2022.

Dr. Jerry Brown, Mayor

ATTEST:

Michele Brown, City Clerk

ECONOMIC DEVELOPMENT & GOVERNMENTAL AFFAIRS
SUMMARY
March 1, 2022 5:00pm

In Attendance:

Members: Chairman Rob Rice, Councilman Bill Farnham, Councilman Mike Curtis

City Staff: John Doyle, Miriam Jones, Michele Brown, Tracey York

Guests: None

Media: Darrell Maurina

Absent: None

1. Meeting to order at 5:00pm. No citizen comments.
2. Meeting minutes from February 1, 2022 approved.
3. Business Spotlight – City Administrator John Doyle updated the Committee on businesses being highlighted in the coming months. OTC will be the spotlight in March. to the Medical Plaza.
4. Special Events – Mr. Doyle briefed the Committee on upcoming events. Those events include Big Bam in June and a new festival in September, Route 66 Hogs & Frogs Fest.
5. Other Business – Mr. Doyle advised the Committee that Economic Development Coordinator Doug Potts had secured an outdoor advertising permit from MoDOT. The City will use this permit to construction signage next to the Medical Plaza that will advertise events and other happenings in the City. The sign will be v-shaped with both sides measuring approximately 10x20 feet.

Having no further business, the meeting was adjourned at 5:32pm.

The next scheduled meeting will be held on April 5th, 2022 at 5:00pm.

ROADS & GROUNDS COMMITTEE MEETING
SUMMARY
March 3, 2022 5:00pm

In Attendance:

Members: Chairman Bill Farnham, Councilman Cecil Davis

City Staff: John Doyle, Miriam Jones, Michele Brown, Jason Chapman

Guests: Randy Brown, Keith Pritchard, Jason Riggs

Media: Darrell Maurina

Absent: Councilman Amanda Koren

1. Meeting to order at 5:00pm. No citizen comments.
2. Meeting minutes from February 15, 2022 approved.
3. Paul Sileo- MO12 Hull- Telecom Location on Viren Lane- Mr. Doyle stated this is concerning the conditional use permit to place a telecom tower on Viren Lane that Paul Sileo submitted. This went to Planning and Zoning Commission twice. The first time the commission approved but not all property owners within 185 feet of the property were notified. The second time all were notified however the commission did not recommend this time around. The final decision lies with City Council. There was a delay to take this to Council. Verizon wanted to speak with those that opposed before moving forward and Mr. Doyle wanted Verizon to attend the Utility and the Roads and Grounds Committee meetings to give the committees more information on the tower. Mr. Doyle would like to take this to City Council this month. Jason Riggs VP Site Development with Fortune Wireless (Verizon) joined meeting virtually and discussed the reasons behind placement of the tower. Verizon is trying to fill a coverage gap in this area and provide reliable service to the community. Mr. Riggs has put together additional information for City Council that he will email to include letter of intent, timeline summary, zoning and map of area where tower will be placed. Mr. Riggs stated that the tower will not be lit. It is under 200 feet and not required to be lit per FAA. Chairman Farnham asked if the tower site will be fenced and secure? Mr. Riggs stated yes it will be fenced and secure and due to the terrain, there will be a need for a small retaining wall on the east side of the tower. Mr. Doyle asked what is the base elevation? Mr. Riggs stated around 915.
4. Project Updates
 - i. Traffic Counter- Mr. Doyle stated that at the last meeting there was a request to set up the traffic counter at certain locations within the city to include Swedeborg Road at the Summit and Waynesville City Park. A portion of the traffic counter is the speed trailer. Mr. Doyle is working with Chief Cordova to get traffic count reset and then deploy during spring time.
 - ii. North Street- Mr. Doyle discussed repairing cracks in the roadway around the Courthouse square. Mr. Doyle met with Jason Chapman about doing street maintenance and what the timeline would look like. This time of year, traffic can be an issue for allowing enough time for the road to dry which takes approximately two hours. Mr. Chapman is looking into a dryer that can be pulled through the area that needs repaired to help the sealant cure faster.
5. Street Department Updates- Jason Chapman stated that the Street Department has snowplowed, worked on Alpine, finished up on Alice Road until Springtime when Willard is available, caught up on all but one utility patch, fixed a water issue on Michael Court, filled in potholes and street sweeping.
6. Other Business- Mr. Doyle stated that Jason Chapman will be working on the list of gravel roads within the city limits to bring back to the Committee.

Committee entered into closed session at 5:22pm.

Committee entered into open session at 5:48pm.

Having no further business, the meeting was adjourned at 5:48pm.

The next scheduled meeting will be held on April 7, 2022 at 5:00pm.

EMERGENCY SERVICE AND POLICE
COMMITTEE MEETING SUMMARY
March 10, 2022

In Attendance:

Members: Chairman Sean Wilson, Councilman Clarence Liberty, Councilman Michael Curtis

City Staff: John Doyle, Miriam Jones, Chief Cordova

Media: Darrell Maurina

1. Meeting called to order at 3:30pm. No Citizen comments.
2. February 10, 2022 meeting minutes approved.
3. Grant Updates- The police department will receive two grants that will be utilized next year. The Hazardous Moving Violation grant in the amount of \$14,178 and the Impaired Driving Enforcement Grant in the amount of \$18,170.
4. Police Department Updates- The Police Department received a very generous donation of used computers. Donor wishes to remain anonymous. These are desktop computers and there was enough for every officer.
5. Animal Shelter Vehicle/Lease Purchase- Last year's budget for the Animal accommodated funds for a lease purchase of a vehicle. The current vehicle is close to its last year of service. A picture of the vehicle that the animal shelter is looking at was supplied to the committee. Cost is roughly around \$60,000-\$70,000. This would be used as an Animal Control van. The plan is to line the back area with cages to transport the animals. Chairman Wilson asked if Mr. Doyle would prefer to do a lease or a purchase? Mr. Doyle stated lease because of warranty and the ability to upgrade vehicle if needed.
6. Other Business-
 - i. American Legion Auxiliary poppy set up around square- May 14, 2022 or May 21, 2022- Mr. Doyle stated that he was contacted by Alice Wood with the American Legion Auxiliary group. This group hands out poppys during Memorial Day weekend. They set up outside the Waynesville Post Office. This year she cannot do Memorial Day weekend and has chosen May 14, 2022 as the weekend for set up.

Mr. Doyle stated that as it stands the delivery date for badges for officers that were promoted won't be delivered until March 18. Mr. Doyle has pinning ceremony planned for March 17 however, may have to postpone if badges do not end up getting here in time.

There was no need for a closed session.

Having no further business, meeting adjourned at 3:48pm.

Next meeting is scheduled for April 14, 2022 at 3:30pm.

Finance & Human Resources Committee
Summary of Open Session Minutes
March 10th, 2022

Members Present: Chairman Cecil Davis, Councilman Ed Conley,

Absent: Councilman Amanda Koren

Staff Present: John Doyle, Amber Box, Tracey York, Michele Brown

Media: Darrell Marina, Pulaski County Daily News

Meeting was called to order 5:00 p.m. Quorum was established.

No citizen comments

Committee approved the minutes

Committee reviewed and approved the bills

Committee reviewed the city's cash flow reports, bank account status, and year to date budget. The city has completed 16.6% of the 2022 Fiscal Year with expenses ending at 13% and revenues at 23%. City bank accounts have a total of \$7,084,727.90 in restricted funds, reserve funds, and usable monies. The city has several large debt service payments in March, totally approximately \$1.3M.

Committee forwarded a Proposed Resolution Establishing Perimeters to enter into a Lease Purchase Agreement for an Outfitted Animal Control Van to City Council for final approval.

Mr. Doyle discussed the high inflation and gasoline prices and how this will negatively impact city employees, particularly those who are in entry level positions and pay rates. The proposed plan would offer options to the employees including the ability to work from home for eligible employees, take home vehicles, and a personal mileage reimbursement plan. Each opportunity would allow the lowest paid employees to take advantage of this program when gas prices reach a cost of \$4.25 per regular unleaded. The scale would then allow those who live farther away to take advantage as gas prices increases. Committee forwarded the Employee Emergency Benefit Program to City Council for final approval.

The committee are in agreement to remove the coffee break policy from the Personnel Policy.

Committee asked the City Clerk to update ordinance # 738 to prohibit smoking within 50 feet of city property and in city equipment and vehicles and send it to City Council for final approval.

KPM CPA's & Advisors will be onsite March 14-18th, 2022 to begin the annual audit.

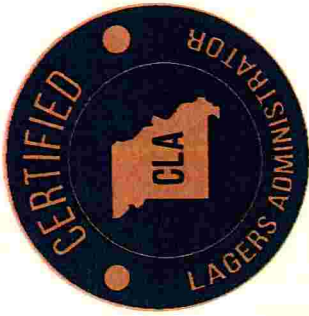
Committee went in to closed session

Committee returned to open session

Committee asked the City Clerk to prepare an Ordinance to accept a Real Estate Purchase Contract for property known as "River Property" located in Section 24, Township 36 N, Range 12 W if received by March 17th, 2022 and send it to City Council for final approval.

Committee adjourned a 6:00 p.m.

Next meeting will be held on April 14th, 2022 at 5:00pm



Certificate of Achievement

This Certificate is Proudly Presented to

Amber Box

Certified LAGERS Administrator

January 2022



MISSOURI LAGERS
A Secure Retirement for All

Robert L. Wilson

Robert L. Wilson, CEBS
Executive Director

**A RESOLUTION AUTHORIZING THE CITY OF WAYNESVILLE TO
ACCEPT OR REJECT BID PROPOSALS FOR THE LEASE PURCHASE OF
AN ANIMAL CONTROL VEHICLE;
FIXING AN EFFECTIVE DATE**

WHEREAS, the City of Waynesville, Missouri is a municipal corporation of the third class, duly organized and existing under the laws of the State of Missouri; and

WHEREAS, the Waynesville Animal Shelter is in need of a new Animal Control Vehicle; and

WHEREAS, on March 10th, 2022, the Finance Committee authorized staff to request bids for the lease purchase of a new Animal Control Vehicle; and

WHEREAS, the Finance Committee approved a budget for the vehicle between \$50,000 and \$70,000 dollars.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Waynesville, Missouri agrees with the Finance Committee and authorizes staff to request and receive bids regarding the lease purchase of an Animal Control vehicle.

The City Council also agrees that the Mayor and/or City Administrator is authorized to execute any and all documents on behalf of the City of Waynesville relating to the approval and or rejection of any bid regarding the lease purchase agreement.

PASSED AND RESOLVED BY THE CITY COUNCIL ON THIS 17TH, DAY OF MARCH, 2022.

Dr. Jerry Brown, Mayor

ATTEST:

Michele Brown, City Clerk

**AN ORDINANCE AMENDING CHAPTER 210 OF THE MUNICIPAL CODE
OF THE CITY OF WAYNESVILLE REGARDING SMOKING ON CITY PROPERTY AND WITHIN
CITY VEHICLES;
FIXING AN EFFECTIVE DATE**

WHEREAS, upon review, the City staff have found it necessary to update the smoking regulations listed in Section 210.320 of the City Municipal Code regarding City property, in City buildings and City vehicles; and

WHEREAS, the City Council has determined that amending Chapter 210 to include these changes is in the best interest of the citizens of the City of Waynesville.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WAYNESVILLE, MO AS FOLLOWS:

Section 1. Section 210.320 – Regulating Smoking in City Hall – Penalties for Violation is hereby repealed and a new Section 210.320 - Regulating the Use of Tobacco in City buildings and City Vehicles shall be established as follows:

- A. For purposes of this Section, the following terms shall the meaning indicated:

CITY BUILDING – A building owned by the City of Waynesville, Missouri.

SMOKE OR SMOKING – Any lighted or heated smoking materials that include but are not limited to e-cigarettes, vapor apparatus, cigarettes, cigars, pipes, etc.

OTHER TOBACCO PRODUCTS – Chew, snuff or any smokeless tobacco.

- B. No person shall smoke or use other tobacco products within 50 feet of any City building.
- C. No person shall smoke or use other tobacco products while driving or riding in any City vehicle.
- D. The City Administrator is authorized and directed to post appropriate signs indicating that tobacco use is not allowed in City buildings and to designate any areas for tobacco use that are located 50 ft from the building and on City property.
- E. Any person convicted of a violation of this Section shall be punished according to the provisions in Section 100.060 of the City's Municipal Code.

Section 2. This ordinance shall be in full force and effect from the date of its passage.

PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL ON THIS 17th DAY OF MARCH, 2022.

Dr. Jerry Brown, Mayor

ATTEST:

Michele Brown, City Clerk

**AN ORDINANCE AMENDING THE CITY OF WAYNESVILLE’S EMPLOYEE PERSONNEL MANUAL
REGARDING THE ESTABLISHMENT OF THE EMPLOYEE EMERGENCY BENEFIT PROGRAM;
FIXING AN EFFECTIVE DATE**

WHEREAS, the City Council understands, that at times, rising costs due to inflation, natural disasters, pandemics and other events occur outside of employee control; and

WHEREAS, certain incidents and circumstances, on a national and global basis, can disrupt or cause undue strain on City work crews when reporting to work at City locations; and

WHEREAS, City staff have developed an Employee Emergency Benefit Program in an effort to help counter some of the negative impacts these occurrences can have on our work force; and

WHEREAS, the City Council, after careful review, hereby amend the City’s Employee Personnel Manual to implement said program.

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

SECTION 1. That Section 10, Employee Provisions and Benefits, of the City’s Employee Personnel Manual shall be amended according to “Exhibit A”, attached hereto and made a part thereof this ordinance. All other portions of Section 10 shall remain in effect.

Section 2. This ordinance shall be in full force and effect on April 1st, 2022.

**PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL ON THIS 17th DAY OF MARCH,
2022.**

Dr. Jerry Brown, Mayor

ATTEST:

Michele Brown, City Clerk

EXHIBIT A

SECTION 10

Employee Provisions and Benefits

(ORIGINAL POLICY PRIOR REMAINS UNCHANGED)

EMERGENCY EMPLOYEE BENEFIT PROGRAM

PURPOSE

The City of Waynesville understands, that at times, rising costs due to inflation and other causes, are outside of employee control. Also, certain incidents and circumstances, on a national and global basis, have the tendency to disrupt or cause undue strain on City work crews when reporting to work at City locations. Because of these and other special events and happenings, City staff have developed an Emergency Employee Benefit Program to help counter some of the negative impacts these occurrences can have on our work force.

The City Administrator shall develop policy and procedure to mitigate these incidents and may add or omit from this policy as he sees fit, for the City.

POLICY REGARDING SEVERE INFLATION

In the event of severe inflation of the costs of goods and services, the City shall implement one, a combination of, or all of the options listed below:

A. Work From Home

1. Eligible employees who are able to work from home may elect to remain on an eight (8) hour, five (5) day shift as long as they remote into work no less than one (1) day during the week. Work from home employees are required to attend assigned meetings by virtual means.
2. *Assigned Take-Home Vehicle.* Certain full-time employees may be eligible to request a take-home vehicle that can be used to travel to and from work. In order to be eligible for a take-home vehicle, employees must meet certain requirements. Those requirements are listed below:
 - a. Must have, at a minimum, a valid Class F Missouri license or other state equivalent, with a clean driving record over the last twelve (12) months.
 - b. The employee must be able to pass a drug screening test.
 - c. The employee must live over 15 miles from the location they report to work at.

- d. Take-home vehicles are to be used for City business only. Any employee found to be using a City vehicle for purposes other than City business, such as driving to and from work, will be banned from the Take-Home Vehicle option of this program.
 - e. All Waynesville Police Officers shall be assigned a take-home vehicle.
 - i. Vehicles shall be assigned to the lowest ranking officers first.
 - ii. In the event there are not enough vehicles for each officer, after the lowest ranking officers have been assigned a vehicle, the remaining vehicles shall be shared between groups of two officers for one (1) week periods, each.
 - f. All Waynesville Animal Control Officers will be assigned a vehicle.
 - i. In the event there are not enough vehicles for each officer, then vehicles will be assigned according to on-call status for that week. Additional vehicles, if available, shall be shared between remaining Animal Control Officers.
- B. *Personal Mileage Reimbursement.* Employees may seek reimbursement for inflated fuel costs according to the requirements below:
 - 1. *Rate of Pay.* An employee's rate of pay will determine the amount of funding available for reimbursement on fuel costs related to driving to and returning home from work. Please see Schedule A.
 - 2. *Distance from Work.* The Finance Department will calculate the distance from the employee's home to their location of work based on the employee's residential address provided to Human Resources.
 - 3. If an employee is eligible for a take-home vehicle, but must share that vehicle on a weekly basis, then the employee can request fuel reimbursement for the week they must drive their personal vehicle.
- C. Reimbursement Procedures
 - 1. *Eligibility.* The following restrictions will apply to any reimbursement application.
 - a. Personal Mileage Reimbursement will only be provided Monday through Friday. Employees may be reimbursed up to ten round-trips to and from work in any given reimbursement period.
 - b. Gas reimbursement amounts will be set for regular unleaded gasoline only on the first Monday morning of the current pay period.
 - 2. *Reimbursement Forms.* Reimbursement forms can be obtained from the City Clerk's office.
 - a. Forms should be filled out in their entirety. Incomplete forms could delay processing.

- b. Requests for reimbursements should be submitted to the City Clerk's office in a timely manner. Requests received more than ten (10) days after and employee's use of their personal vehicle, will not be processed.
 - 3. *Receipts.* Receipts for fuel purchases are not required as reimbursement is calculated by the schedule in Section B(1).
 - 4. Reimbursement checks will be processed the last accounts payable for the month. Employees will receive a 10-99 form for tax purposes at the end of the fiscal year.
- C. Schedule Changes
- In certain circumstances, employees may be allowed to alter their work schedule in a effort to minimize fuel usage to and from work. Requests must be approved by the City Administrator.
- D. Term
- The options listed in this policy shall remain in effect from the time of implementation until the City Administrator deems it appropriate to return to normal operating procedures.
- E. Penalty
- 1. Any employee found filing a false reimbursement request may be subject to discipline up to and including termination.
 - 2. Any funds issued according to a false reimbursement request will be garnished from the employee's paycheck for the full amount of the reimbursement.
 - 3. Any employee found guilty of submitting a false reimbursement request will be banned indefinitely from the Emergency Employee Benefit Program.

WAYNESVILLE-ST ROBERT JOINT AIRPORT
BOARD MEETING
SUMMARY
February 22, 2022
3:00pm

Attendance:

Board: Chairman Lauritson, Randy Becht, John Doyle, Anita Ivey, John Moore, Clarence Liberty

Staff: Miriam Jones, Douglas Potts, Mike Guy

Guests: Erin Younkin, Ryan Lorton, Carola Prewitt, Allen Moll, Dave Robinson, Renea Lazzarini, Mayor Jerry Brown, Kristia Parker, Carola Prewett, Walter Mattil, Dorsey Newcomb, Ted Christensen, Martha Miller

Media: Darrell Maurina

1. Meeting called to order at 3:00pm
2. January 25, 2022 meeting minutes approved.
3. Reports by Staff
 - a. Administration:
 - i. Budget- The budget was provided to the Board which reflects 16% of the year. Revenue from fuel sales is exceeding budget expectations. Revenue is tracking at 14% and expenses tracking at 13%.
 - ii. Airport Operations Manager- Mike Guy stated that fuel sales are up. The trailer that was ordered to hold the fuel tanks for fueling ground equipment has been received.
4. New Business:
 - i. SkyWest Airline Update- Ted Christensen provided an update for SkyWest. As SkyWest works through staffing challenges, they are combining services in a dozen or so communities to ensure they can provide as much reliable service as possible in the Essential Air Service program. For TBN this means that flights will be stopping in Decatur, IL (DEC) to and from Chicago (ORD). Chairman Lauritson asked if people flying out of Waynesville Saint Robert Airport (TBN) can purchase tickets to Decatur (DEC). Ted Christensen stated yes, they can. The way the flights will work is the flight will come from ORD to DEC, DEC to TBN, TBN to DEC, DEC to ORD. Those that are flying to ORD will stay on the plane during the layover, they will not be allowed off the plane at that time. John Doyle questioned how long the layover would be. Ted Christensen estimated 30 to 35 minutes however he will double check on that. John Doyle asked how long this change in flight schedules would last. Ted Christensen stated that right now this is in place up to summer time frame. Whether or not it will extend past that he is unsure.
 - ii. Part 139 ACM Inspection Follow Up- John Doyle provided the punch list from FAA on items that still needed to be addressed after the recent Part 139 Inspection. Mr. Doyle discussed these items. Dave Robinson and Mike Guy provided feedback in order to correct any outstanding items. There are a few maps that need to be updated and our Engineers have been tasked with that.
 - iii. TBN TAMP Revisions
 - a. Site Approval for Airport Terminal- Meeting is set for February 23, 2022
 - b. TBN TAMP Follow Up Meeting- Meeting set for March 3, 2022
 - iv. Burns & McDonnell Engineering Update
 - a. Terminal Area Master Plan- Ryan Lorton discussed the last Terminal Area Master Plan meeting that was held with the Garrison Command. At this meeting it was determined that the Garrison Command was not in favor of the original location for the Terminal (Alternative B location) and that the preferred location was Alternative C. Ryan Lorton stated that he had a follow up meeting with MoDOT Aviation and FAA afterwards and

was given direction to provide an updated Terminal Area Master Plan with Alternative C being the selected site and resubmit. Once resubmitted and approved then can still move forward with the NEPA. Ryan Lorton stated that before he resubmits the plan, he will bring forward for all to review at the upcoming TBN TAMP follow up meeting. Chairman Lauritson asked what the timeline would be for moving forward with the Environmental Assessment. Ryan Lorton stated that before it was 3 months but now due to resubmitting paperwork and waiting for approval looking at 6 months. There was a concern that with the new site selection there would need to be a full Environmental Assessment however that will not be the case. A NEPA re-evaluation is still acceptable.

- v. Air Service Grant Program Update- Mr. Doyle discussed an email that was received from Amy Ludwig with MoDOT Aviation regarding the Air Service Grant. MoDOT is unable to issue the air service grant in FY 2023. We still have funding available from the FY 2021 grant and SkyWest also has funding that they have dedicated to marketing. These funds should help get us through until MoDOT is able to issue another air service promotional grant.
- vi. SOP Marketing Report- Erin Younkin stated that 1,000 more people were reached through Facebook and there have been good reviews over the last couple of months. The optimization score stayed about the same as last months at 69.8%. Keywords which included 'fort leonard wood airport', 'airport flight information', 'travel to fort leonard wood' are honed in and seem to be very effective. SkyWest has given approval to resume advertising. Google MyBusiness is being utilized to support paid Google Advertising.
- vii. 2021 Market Review- Mr. Doyle discussed the 2021 TBN Market Review provided by Gary Foss with ArkStar. Mr. Doyle directed the board to page 12 of the report that compared TBN with other airports based on direction of travel.

With no further business, meeting adjourned at 3:29pm.

Next meeting: Tuesday, March 22, 2022 at 3pm at Waynesville City Hall.

**A RESOLUTION APPOINTING CERTAIN MEMBERS TO THE BOARD OF DIRECTORS
OF THE CENTRAL OZARK UTILITY SERVICE ALLIANCE, LLC. (CO-USA);
FIXING AN EFFECTIVE DATE**

WHEREAS, the City Council of the City of Waynesville approved that the City become a member of the Central Ozarks Utility Service Alliance; and

WHEREAS, pursuant to the Bylaws of that organization, certain members of the Directors Board must be appointed to their position.

NOW, THEREFORE BE IT RESOLVED by the Mayor and the City Council of the City of Waynesville, Missouri that following members are appointed to the Board of Directors of CO-USA:

John Doyle - Director

Michele Brown – Director

Jack Eldredge – Alternate Director

PASSED AND RESOLVED BY THE CITY COUNCIL OF THE CITY OF WAYNESVILLE THIS 17th DAY OF MARCH, 2022.

By: _____
Dr. Jerry Brown, Mayor

ATTEST:

Michele Brown, City Clerk



March 15, 2022

To: Waynesville City Council
From: City Administrator John Doyle

Re: City Administrator's Report – March 2022

Employee Promotions/Employee Awards & Achievements

- The City of Waynesville Police Department recently completed the promotion process and has promoted the following individuals to a new position. The City is very pleased with the performance of these individuals and is confident of their success in their new leadership role within the department.
 - Sergeant, Mark Piles promoted to Lieutenant
 - Corporal, Josh Hazel promoted to Sergeant
 - Patrolman, Kyle Prock promoted to Corporal
 - Patrolman, Michael Ruess promoted to Corporal
 - Patrolman I, Brian Moore promoted to Patrolman II
 - Patrolman I, Corey Hoard promoted to Patrolman II
 - Patrolman I, Greg Snyder promoted to Patrolman II
 - Patrolman I, Brad Halterman promoted to Patrolman II
- The City Finance Officer – Amber Box recently became a Certified Lagers Administrator.

Citizen of the Year – Sean Wilson

- Councilman Sean Wilson was nominated and awarded the 2021 Citizen of the Year by the Pulaski County Chamber of Commerce at their annual banquet held last Friday night, February 11th. Congratulations to Sean on this incredible achievement and recognition. All of us at the City of Waynesville are extremely fortunate to have him as part of our team. Thank you again Sean & congratulations on your award.

Utility Rate Increase Plan

- Sewer Rate Increase
 - The City of Waynesville is planning to increase the sewer rates over the next 3-years. These increases will be 5% per year and will be effective December of that calendar-year. For example, the sewer rate increase for the 2022 calendar year will be 5% and will be assessed during the December billing cycle.



- Natural Gas Availability Fee Increase
 - The City of Waynesville is planning to increase the natural gas availability fee from \$8.00 to \$20. This increase will be implemented over a 3-year period and will be effective June of that calendar-year. For example, the natural gas availability fee increase for the 2022 calendar-year will be assessed during the June billing cycle and will increase from \$8 to \$12.

City Sanitation Bids

- The City of Waynesville is seeking bids for trash, sanitation and recycling services. The request for bids on these services was sent out for advertisement this week. Currently, the City plans to review all bids for these services during the April Utility Committee meeting scheduled for April 5th, 2022.

Snow Removal – City of Waynesville Street Department

- The City of Waynesville's Street Department worked extremely hard around the clock to ensure our City streets were clear of snow and ice during the previous winter weather event that impacted our area. This effort was made complete by utilizing other city employees and shifting their immediate responsibilities to focus on snow removal and travel conditions within the City. I would like to compliment and recognize all involved to make this possible during this time.

NFC Fitness Court Grant

- The City of Waynesville is continuing to plan the NFC Fitness Court in the Roubidoux Park. The fitness court was made possible by the City receiving a grant for the new feature.

2021 Audit

- The annual Waynesville city audit started this week with auditors from KPM joining our staff at city hall completing this task. Finance Officer, Amber Box has been extremely instrumental completing the requested documentation prior to the arrival of the auditors.

Upcoming Events

- 50th Anniversary of the Roubidoux Park – June 4th
- Big Bam – June 15, 2022
- Cave State Cruisers – July 23rd – 24th
- Old Settler's Days – July 29th – 31st
- Hogs & Frogs Festival – September 23 – 25

**CASH FLOW REPORT****\$7,084,727.90****2/28/2022**

Name - Account Type

Account #

Bank

General Ledger #

BALANCE

Consolidated Checking (restricted)	-	-	100-10-1045	\$166,444.94
			200-20-1045	
			300-30-1045	
			500-50-1045	
			600-60-1045	
			700-70-1045	
			800-80-1045	
General	-	-	100-10-1030	\$1,337,767.61
			200-20-1030	
			200-20-1034	
			200-20-1036	
			300-30-1030	
			300-30-1032	
Utility	-	-	500-50-1030	\$2,062,661.07
			600-60-1030	
			700-70-1030	
			800-80-1030	
<u>RESTRICTED ACCOUNTS</u>				
Meter	-	-	500-50-1035	\$842,597.15
Municipal Bond	-	-	100-10-1005	\$0.00
Park Acquisition	-	-	200-20-1028	\$40,135.68
<u>SAVINGS ACCOUNTS</u>				
General Savings	-	-	100-10-1010	\$1,285,491.45
Utility Savings	-	-	500-50-1001	\$921,423.90
Amercian Rescue Act Funds (Restricted)			100-10-1052	\$428,206.10
General Certificate of Deposit		-	100--10-1100	\$0.00
TOTAL RESTRICTED				\$1,477,383.87
TOTAL SAVINGS				\$2,206,915.35
TOTAL CD'S				\$0.00
TOTAL AVAILABLE FUNDS				\$3,400,428.68

Finance Officer - Amber Box



FEBRUARY BUDGET SUMMARY

Department	2021 Budget	Month to Date	Year to Date	Unrealized	Percent YTD
REVENUES					
General	\$ 3,491,227.30	\$ 664,138.38	\$ 1,050,419.59	\$ 2,440,807.71	30%
Police	\$ 180,000.00	\$ 7,721.61	\$ 15,075.11	\$ 164,924.89	8%
Streets and Transportation	\$ 675,000.00	\$ 129,494.31	\$ 196,141.41	\$ 478,858.59	29%
Airport	\$ 1,140,000.00	\$ 105,721.15	\$ 181,361.52	\$ 958,638.48	16%
Building Department	\$ 360,000.00	\$ 103,456.01	\$ 132,239.34	\$ 227,760.66	37%
Animal Shelter	\$ 182,000.00	\$ 21,847.49	\$ 24,376.49	\$ 157,623.51	13%
CID	\$ 60,000.00	-		\$ 60,000.00	0%
Park	\$ 484,300.00	\$ 39,236.90	\$ 72,724.71	\$ 411,575.29	15%
Youth Sports Program	\$ 110,500.00	\$ 2,580.00	\$ 7,555.00	\$ 102,945.00	7%
Electric	\$ 7,143,000.00	\$ 851,210.44	\$ 1,527,519.55	\$ 5,615,480.45	21%
Water	\$ 1,666,500.00	\$ 168,138.99	\$ 276,766.74	\$ 1,389,733.26	17%
Sewer	\$ 1,655,000.00	\$ 154,814.07	\$ 265,492.37	\$ 1,389,507.63	16%
Plant	\$ 2,000.00	-		\$ 2,000.00	0%
Solid Waste Management	\$ 300,000.00	\$ 28,806.16	\$ 57,491.04	\$ 242,508.96	19%
Natural Gas	\$ 1,670,000.00	\$ 316,665.49	\$ 505,674.43	\$ 1,164,325.57	30%
TOTAL REVENUE	\$ 19,119,527.30	\$ 2,593,831.00	\$ 4,312,837.30	\$ 14,806,690.00	23%
EXPENSES					
General	\$ 2,354,200.00	\$ 85,414.07	\$ 164,312.42	\$ 2,189,887.58	7%
Police	\$ 1,010,840.00	\$ 70,589.76	\$ 146,411.55	\$ 864,428.45	14%
Court	\$ 115,095.00	\$ 6,159.11	\$ 15,127.81	\$ 99,967.19	13%
Street	\$ 770,000.00	\$ 25,254.10	\$ 58,006.15	\$ 711,993.85	8%
Airport	\$ 1,241,900.00	\$ 100,594.80	\$ 195,969.61	\$ 1,067,930.39	16%
Fire Protection	\$ 330,409.05	-	\$ 81,395.99	\$ 249,013.06	25%
Building Department	\$ 363,750.00	\$ 19,771.03	\$ 37,895.36	\$ 325,854.64	10%
Animal Shelter	\$ 345,350.00	\$ 26,633.67	\$ 48,671.29	\$ 296,678.71	14%
Park	\$ 318,400.00	\$ 18,522.18	\$ 34,240.49	\$ 284,159.51	11%
Youth Sports	\$ 133,000.00	\$ 5,439.16	\$ 9,404.02	\$ 123,595.98	7%
Electric	\$ 6,902,750.00	\$ 582,608.01	\$ 1,077,927.62	\$ 5,824,822.38	16%
Water	\$ 1,547,141.00	\$ 43,742.53	\$ 120,936.25	\$ 1,426,204.75	8%
Sewer	\$ 1,056,250.00	\$ 44,582.80	\$ 91,375.77	\$ 964,874.23	9%
Plant	\$ 628,400.00	\$ 22,552.61	\$ 45,742.61	\$ 582,657.39	7%
Solid Waste Management	\$ 300,000.00	\$ 22,750.25	\$ 45,558.99	\$ 254,441.01	15%
Natural Gas	\$ 1,656,825.00	\$ 46,859.12	\$ 218,345.80	\$ 1,438,479.20	13%
TOTAL EXPENSES	\$ 19,074,310.05	\$ 1,121,473.20	\$ 2,391,321.73	\$ 16,704,988.32	13%

Total Revenue Year to Date	\$ 4,312,837.30
Total Expense Year to Date	\$ 2,391,321.73
Net Revenue	\$ 1,921,515.57

CALENDAR 2/2022, FISCAL 2/2022

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT DIFFERENCE	DIFFERENCE

GENERAL FUND						
CITY HALL DEPARTMENT						
100-11-4011	TAXES PD FROM CO	420,000.00	7,092.46	227,308.54	54.12	192,691.46
100-11-4024	RAILROAD UTIL & SURCHARGE	200.00				200.00
100-11-4026	GROSS RECEIPTS BUS. TAX	45,000.00	1,810.79	11,422.95	25.38	33,577.05
100-11-4034	SALES TAX	590,000.00	47,376.93	85,302.43	14.46	504,697.57
100-11-4035	ADMIN RECAPTURE FEE - SEWER	49,785.00	4,148.75	8,297.50	16.67	41,487.50
100-11-4036	DEPT TRANSFER FROM SEWER	116,165.00	13,847.08	27,694.16	23.84	88,470.84
100-11-4037	ADMIN RECAPTURE FEE ELEC	214,290.00	17,857.50	35,715.00	16.67	178,575.00
100-11-4038	DEPT TRANSFERS FROM ELECTRIC	500,010.00	41,667.50	83,335.00	16.67	416,675.00
100-11-4039	ADMIN RECAPTURE FEE - GAS	50,100.00	4,175.00	8,350.00	16.67	41,750.00
100-11-4040	DEPT TRANSFERS FROM WATER	116,655.00	9,721.25	19,442.50	16.67	97,212.50
100-11-4041	ADMIN RECAPTURE - WATER	49,995.00	4,166.25	8,332.50	16.67	41,662.50
100-11-4042	CEMETERY LOT SALES	1,800.00	3,600.00	3,700.00	205.56	1,900.00-
100-11-4045	DEPT TRANSFER FROM GAS	116,900.00	9,741.67	19,483.34	16.67	97,416.66
100-11-4048	LAND SALES	100,000.00				100,000.00
100-11-4049	ADDITIONAL FEES	4,000.00	4,400.00	7,775.00	194.38	3,775.00-
100-11-4050	MERCHANT LICENSE	15,000.00	1,575.00	5,080.00	33.87	9,920.00
100-11-4051	ABATEMENTS	3,000.00				3,000.00
100-11-4510	INTEREST INCOME	15,000.00	1,850.14	3,601.52	24.01	11,398.48
100-11-4845	STREET RECAPTURE	1,000.00				1,000.00
100-11-4919	OTC RENTAL LEASE	407,600.00	335,759.38	335,759.38	82.37	71,840.62
100-11-4920	MISCELLANEOUS INCOME	25,000.00	7,180.64	10,335.12	41.34	14,664.88
100-11-4921	MISC-RENTALS	12,500.00	1,280.00	2,560.00	20.48	9,940.00
100-11-4931	AMERICAN RESCUE PLAN	534,227.30	36.36	72.97	.01	534,154.33
100-11-4950	SUBDIVISION IMP. PROGRAM	103,000.00	146,851.68	146,851.68	142.57	43,851.68-
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	CITY HALL TOTAL	3,491,227.30	664,138.38	1,050,419.59	30.09	2,440,807.71
POLICE DEPARTMENT						
100-12-4410	POLICE FINES	150,000.00	7,695.61	15,049.11	10.03	134,950.89
100-12-4920	MISCELLANEOUS INCOME	5,000.00	26.00	26.00	.52	4,974.00
100-12-4930	PROCEEDS FROM GRANT	25,000.00				25,000.00
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	POLICE TOTAL	180,000.00	7,721.61	15,075.11	8.38	164,924.89
STREET DEPARTMENT						
100-14-4022	DEPARTMENT TRANSFERS IN	185,000.00	15,416.67	30,833.34	16.67	154,166.66
100-14-4028	GAS TAX	110,000.00		11,728.49	10.66	98,271.51
100-14-4030	MOTOR VEHICLE TAX	65,000.00		5,725.68	8.81	59,274.32
100-14-4043	CITY USE TAX	200,000.00	17,116.37	33,772.62	16.89	166,227.38
100-14-4510	TRANSPORTATION TAX INCOME	260,000.00	23,535.39	40,655.40	15.64	219,344.60
100-14-4950	SUBDIVISION IMP. PROGRAM	50,000.00	73,425.88	73,425.88	146.85	23,425.88-
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	STREET TOTAL	870,000.00	129,494.31	196,141.41	22.54	673,858.59
AIRPORT DEPARTMENT						
100-16-4058	INCOME FROM ST. ROBERT	140,000.00				140,000.00