

CITY COUNCIL  
PALMYRA, MISSOURI

December 4, 2014

The Palmyra City Council met on the above date in city hall at 7:00 p.m. with Mayor Loren Graham presiding and opening the meeting with the Pledge of Allegiance. The following council members answered roll call: Josh Smith, Pam Behring, Ken Sheputis, Jeff Merkel, Nathan Miller and Robert Lovegreen. Also present were Chuck Houston, Eddie Bogue, Brent Abell, Mark Cheffey and Chase Hickman.

A motion was made by Council Member Sheputis and seconded by Council Member Miller to approve the consent agenda as presented. The roll call vote was as follows: Ayes: Smith, Behring, Sheputis, Merkel, Miller and Lovegreen. Nays: None. The motion carried. The consent agenda consisted of the following:

- a. Approval of the November 20<sup>th</sup> minutes
- b. Bills for Approval
- c. Resolution #2014-10 {Election}.

The city's list of projects was discussed. Mayor Graham advised the need for two additional people to serve on the advisory board for the Palmyra North Enhanced Enterprise Zone and asked for recommendations from the council.

Council Member Miller passed out a list of the police cars and current mileage of each. After discussing the pros and cons between the purchase of a 2015 Ford Police Interceptor Car and a 2015 Ford Police Interceptor Utility, a motion was made by Council Member Miller and seconded by Council Member Sheputis to accept the state bid by Lovegreen Motor Company for a 2015 Ford Police Interceptor Car in the sum of \$23,876.00. The roll call vote was as follows: Ayes: Smith, Behring, Sheputis and Miller. Nays: Merkel. Council Member Lovegreen abstained from voting. The motion carried.

City Attorney Chase Hickman provided the seconded reading of Bill #1525 entitled "AN ORDINANCE ENACTING NEW CHAPTER 412 OF THE CODE OF ORDINANCES OF THE CITY OF PALMYRA REGULATING CONDOMINIUMS, AND PROVIDING A PENALTY FOR THE VIOLATION THEREOF." A motion was made by Council Member Sheputis and seconded by Council Member Behring to pass and approve Bill #1525 into ordinance. The roll call vote was as follows: Ayes: Smith, Behring, Sheputis, Merkel, Miller and Lovegreen. Nays: None. The motion carried. Bill #1525 became Ordinance #1163-14-09.

Council Member Sheputis reported on the need to seek bids for the low voltage equipment for the new police station. Police Chief Eddie Bogue advised that he is working on the scope of work needed and will advertise for bids through placing an ad in the Palmyra Spectator.

Council Member Smith reported the members of the Personnel Committee were recommending to full council the adoption of an Employee Performance Evaluation form. Evaluations would be prepared on each city employee twice a year. The first year evaluations will not be tied to pay but the ultimate goal would be to use said evaluations as a tool for pay increases. The department heads and appropriate crew supervisors will evaluate employees they supervise with the Personnel Committee evaluating the department heads. The city's current Personnel Manual will be forwarded to City Attorney Hickman for a recommendation as to whether the manual will need to be amended to accommodate the recommended evaluation process. The topic will be discussed at the next council meeting.

Council Member Smith also reported on a new proposal for vacation time. The proposal would allow a third week of vacation at an employee's 5<sup>th</sup> year anniversary date and a fourth week of vacation at an employee's 15<sup>th</sup> year anniversary date. The proposal also allows an employee to roll over 40 hours of vacation to the next calendar or receive pay. The topic will be discussed at the next council meeting.

Council Member Smith advised Police Chief Bogue had asked the Personnel Committee to extend the probation period of new hires for his department to six months. The topic will be discussed at the next council meeting.

Council Member Lovegreen reported on a Street & Alley Committee meeting in which access to an alley by a property owner was addressed. Street Commissioner Chuck Houston was asked to contact all property owners surrounding this alley to discuss some possible changes.

Council Member Lovegreen advised the Street & Alley Committee also reviewed a request to vacate an alley that divides a piece of property that currently has one owner. By consensus, the council decided to review this request at a time when plans for developing said property is submitted to the city.

Council Member Miller reported on various topics discussed at a Finance Committee meeting. Miller advised 2015 renewal figures for the city's health insurance coverage had been received. The cost to renew the same coverage would be in the sum of \$191,422.00. At the recommendation of Group Benefit Services, the committee discussed using \$16,170.00 of the city's reserve fund to pay down the 2015 premium which would keep the cost to the city and employees at the same monthly rate. A motion was made by Council Member Miller and seconded by Council Member Smith to renew the city's health insurance coverage through the city's third party administrator Group Benefit Services, use \$16,170.00 of the city's reserve fund to pay down the 2015 premium and authorize the city clerk to execute all documents necessary to complete the renewal process after said documents are reviewed by Council Member Miller. The roll call vote was as follows: Ayes: Smith, Behring, Sheputis, Merkel, Miller and Lovegreen. Nays: None. The motion carried.

Council Member Miller also reported the Finance Committee reviewed the cost of purchasing the newest fire truck and the need for a contract with Palmyra Rural Fire to reimburse the funds advance by the city. A motion was made by Council Member Miller and seconded by Council Member Merkel to authorize City Attorney Chase Hickman to prepare a contract between the City of Palmyra and Palmyra Rural Fire in which Palmyra Rural Fire will reimburse the city the sum of \$37,400.00 at a rate of \$7,500.00 per year for five years. The roll call vote was as follows: Ayes: Smith, Behring, Sheputis, Merkel, Miller and Lovegreen. Nays: None. The motion carried.

Council Member Miller stated the Finance Committee discussed the current ordinance in which auto stickers are sold to residents of Palmyra and the committee was recommending doing away with this license. A motion was made by Council Member Miller and seconded by Council Member Merkel to repeal the current ordinance on auto stickers effective January 1, 2015, with no refunds for the current fiscal year. The roll call vote was as follows: Ayes: Smith, Behring, Sheputis, Merkel, Miller and Lovegreen. Nays: None. The motion carried.

Council Member Miller mentioned the Finance Committee also reviewed the current competitive bid policy but had no recommendation at this time.

Police Chief Bogue reported the police department had received \$4,050.00 through the 2015 Local Block Grant. The funds will be used to purchase new bullet proof vests for all the officers.

Superintendent Brent Abell provided an update on the water tower repaint. The projected date to fill the tower is December 15<sup>th</sup>.

With no further business before the council a motion to adjourn was made at 8:30 p.m.

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Loren L. Graham, Mayor

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Deena L. Parsons, City Clerk