CITY OF CAMERON
MINUTES
March 16, 2020

REGULAR SESSION

Darlene Breckenridge	P
Dennis M. Clark	P
L. Corey Sloan	P
Becky Curtis	P
Julie Ausmus	P

The City Council of the City of Cameron, Missouri met in Regular Session on Monday, the 16th day of March 2020, at six o'clock p.m. at City Hall. Mayor Darlene Breckenridge led the Pledge of Allegiance to the flag of the United States of America.

Mayor Darlene Breckenridge presided with the following Councilmembers present: Dennis M. Clark, L. Corey Sloan, Becky Curtis and Julie Ausmus. Absent: None.

Present were City Manager Stephen Rasmussen, Attorney for the City Padraic Corcoran and City Clerk Shellie J. Blades.

PUBLIC PARTICIPATION WITH COUNCIL

Stephanie Williams – Quarterly Report North Central Missouri Business Facilitation (NCMBF) – Ms. Williams relayed that the NCMBF has 231 clients in the six-county area. They experienced 22 business celebrations in the first three years they were operating and this year alone they have had 20 celebrations. People are more prepared now when launching their enterprises. Ms. Williams announced that she is retiring in June to spend more time with her husband and the organization is looking for a new facilitator. Ms. Williams stated she has been doing this for the last four years after she retired from teaching and explained that communication is 75% of the job.

Mike Moore – 512 W. Second: Mr. Moore advised Council that he received information regarding the Cameron Co-op expansion prior to the last Planning and Zoning Meeting and is concerned about the process. Signs were placed in the area of Second St and Harris St regarding pending action, not where the building site will actually be. He believes the information that the City provided was inaccurate and doesn't like the way it was done.

Carrie Young, Cameron Main Street Inc. President: Ms. Young relayed to Council that she gave a letter to City Manager Rasmussen last week that included two requests. First, involved increased code enforcement efforts in the downtown area. The second request was to research possible parking solutions for Third Street to be able to accommodate more vehicles. City Manager Rasmussen commented that he would address this letter in his Manager's Report.

CONSENT AGENDA

Motion was made by Councilmember Ausmus and seconded by Councilmember Clark to approve the Consent Agenda. Motion passed by voice vote. Councilmember Sloan abstained due to his absence at the last Council Meeting.

a. Motion to approve the Minutes of the March 2, 2020 Regular Session

CITY MANAGER'S REPORT

City Manager Rasmussen reminded Council of the goal setting session held last June in Excelsior Springs and that the consensus was to repeat the event annually. Staff has determined a tentative date of June 6th and would like Council to check their schedules to see if this would work. Of the eight goals identified lasts year, four are almost complete: the public information plan, an updated emergency operations plan, a salary study and a new inspector position have either been completed or are nearing completion.

Manager Rasmussen informed Council that the NW Regional MML Meeting that was scheduled for Thursday, March 19th here in Cameron has been postponed due to the Coronavirus threat and the request for social distancing.

The Main Street board is working to improve the downtown area and have prepared information for the Council about how the local government can help their efforts. To that end, Manager Rasmussen would like to schedule a work session in the near future to discuss code enforcement efforts.

City Manager Rasmussen directed Council's attention to the financial reports included in the packets. Of note in the reports is the large expenditures at the airport. Manager Rasmussen explained this is due to the payments for the recent updates to the hangars which will be reimbursed by the Federal Aviation Administration (FAA) in the future.

City staff have developed some internal and public protocols regarding the Coronavirus threat. Some of these protocols include practicing social distancing, regular disinfection of work areas, stockpiling critical materials and increased hygiene measures such as hand washing and the use of sanitizers. CLINCO Industries has suspended their recycling operation due to the threat and, as a result, the City has also halted our curbside recycling program until it resumes.

EDOC / TERRY RUMERY UPDATE

Mark Garges informed Council that he and Terry Rumery went to Jefferson City last Tuesday and got their initiatives attached to a couple of bills. Mr. Garges also relayed that the City has two or three new prospects interested in Cameron and with one of those prospects we are in the top 20 (nationwide) so far.

UNFINISHED BUSINESS

Michael Williams, Hochschild, Bloom & Company, LLP – Audit Presentation: Finance Director Weigand introduced Mr. Williams whose company has prepared our audit for the last five years. Hochschild Bloom is currently in year two of their second three-year agreement with the City. Mr. Williams directed Council's attention to the Audited Financial Statements and the Management Letter which was included in their packets. Mr. Williams declared that the City has received a 'clean opinion' and the financial statements fairly represent the City's financial position. There were no instances of non-compliance and no significant deficiencies in the report. Mr. Williams then walked the Council through the various sections of the report and pointed out the

highlights. This year's audit report only had four management comments as compared to five last year. Councilmember Sloan requested an explanation of a 'material weakness' for the purpose of the audit to which Mr. Williams stated that it is a deficiency or combination of deficiencies in internal controls over financial reporting. Finance Director Weigand advised that the audit would be available to the public on the City's website in a few days.

Bill 2020-10, **AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI, AUTHORIZING A CHANGE IN ZONING CLASSIFICATION FROM AN 'R-2' TWO-FAMILY RESIDENTIAL DISTRICT TO AN 'R-1' SINGLE-FAMILY RESIDENTIAL DISTRICT FOR THE PROPERTY FORMERLY KNOW AS MCDONALD PARK** was read by title on second reading by City Clerk Blades. Copies of said Bill 2020-10 were available for the public. Motion was made by Councilmember Clark and seconded by Councilmember Curtis to pass said bill on second reading. Discussion. None. Bill 2020-10 passed on second reading with a unanimous voice vote.

Motion was made by Councilmember Clark and seconded by Councilmember Ausmus to pass said bill on second reading by roll call. Discussion. None. Bill 2020-10 passed by the following roll call vote: "Aye": Councilmembers: Breckenridge, Clark, Sloan, Curtis and Ausmus. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6130**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2020-11, **AN ORDINANCE OF THE CITY OF CAMERON, MISSOURI AMENDING SECTIONS 5-144 AND 5-145 OF SUBDIVISION III, RABIES CONTROL, OF DIVISION 2, DOGS, OF ARTICLE IV, ANIMALS, OF CHAPTER 5, HEALTH AND SANITATION, OF THE CITY OF CAMERON CODE CHANGING THE RABIES OBSERVATION TIME TO TEN DAYS FOLLOWING A DOG BITE** was read by title on second reading by City Clerk Blades. Copies of said Bill 2020-11 were available for the public. Motion was made by Councilmember Curtis and seconded by Councilmember Clark to pass said bill on second reading. Discussion. Councilmember Ausmus inquired about the discussion at the last meeting about allowing animals to be quarantined in their home. City Manager Rasmussen stated that the State Veterinarian has a different opinion on that so the discussion is being put to the Policy and Procedure Committee. Community Developer Wymes is working on scheduling a Committee meeting. Councilmember Clark added that he would like the City to pay for the impoundment. Councilmember Ausmus made a motion to postpone the vote on this Bill until a determination is made and possibly included regarding the in-home quarantine option. Councilmember Clark seconded the motion to postpone the vote. Motion passed by unanimous voice vote.

Bill 2020-12, **AN ORDINANCE OF THE CITY OF CAMERON, MISSOURI AMENDING SECTION 5-160A, OF DIVISION 3, CATS, OF ARTICLE IV, ANIMALS, OF CHAPTER 5, HEALTH AND SANITATION, OF THE CITY OF CAMERON CODE CHANGING THE RABIES OBSERVATION TIME TO TEN DAYS FOLLOWING A CAT BITE** was read by title on second reading by City Clerk Blades. Copies of said Bill 2020-12 were available for the public. Motion was made by Councilmember Ausmus and seconded by Councilmember Curtis to pass said bill on second reading. Discussion. Councilmember Ausmus made a motion to postpone the vote on this Bill until a determination is made and possibly included regarding the in-home quarantine option. Councilmember Sloan seconded the motion to postpone the vote. Motion passed by unanimous voice vote.

NEW BUSINESS

Bill 2020-13, **AN ORDINANCE AUTHORIZING THE CITY OF CAMERON ACCOUNTING STAFF TO WRITE-OFF UNCOLLECTIBLE UTILITY ACCOUNTS FOR THE CITY OF CAMERON, MISSOURI** was read by title by City Clerk Blades. Copies of said Bill 2020-13 were available for the public. Motion was made by Councilmember Clark and seconded by Councilmember Ausmus to pass said bill on first reading. Discussion. Utility Director Johnson explained this is an annual housekeeping Ordinance to write-off uncollectible utility accounts that have been inactive for over two years. This year's write-off is down from last year by approximately $1,800. City Clerk Blades explained if someone comes in for utilities who has had an old account written off, they are required to posts an additional deposit for the bad debt amount. Bill 2020-13 passed on first reading only by unanimous voice vote.

Bill 2020-14, **AN ORDINANCE AUTHORIZING A MANAGEMENT AGREEMENT FOR THE CAMERON AQUATIC FACILITY BY AND BETWEEN THE CITY OF CAMERON, MISSOURI, THE CAMERON PARK BOARD AND MIDWEST POOL MANAGEMENT** was read by title by City Clerk Blades. Copies of said Bill 2020-14 were available for the public. Motion was made by Councilmember Sloan and seconded by Councilmember Curtis to pass said bill on first reading. Discussion. Public Works Director Bontrager advised this agreement is for the management of the pool for the 2020 season. The YMCA has managed the pool for the last 16 years and decided they were no longer interested in doing so. The Park Board received two proposals for managing the pool and they unanimously voted to select Midwest Pool Management. There will be a few differences with this agreement than in years past such as Midwest Pool Management will be taking care of the pool chemicals that City Staff has previously had to do. Also, the City will be collecting and keeping the revenues from the pool operation and will be paying Midwest Pool Management a flat fee plus employee salaries. This year's pool season will start on May 23 and close on August 23 which is a longer season than in previous years. Mayor Breckenridge inquired if the lifeguards will be able to keep their swim lesson fees or if they will have to share them with the management company. Director Bontrager advised he would have to check as he did not know the answer to that question. Councilmember Ausmus stated she was concerned about the number of employees indicated in the agreement and didn't think it was enough to fully staff the pool. Director Bontrager stated the number in the agreement refers to the number of lifeguards 'on deck' at a time, not the total number of employees. Director Bontrager also stated that the pool will be open from 1:00 pm until 8:00 pm with no break from 5:00-6:00 as has occurred in the past. Director Bontrager explained he is asking for a full reading so Midwest Pool Management can get started on hiring and training and begin scheduling pool parties. Councilmember Clark inquired what the City's liability is if the pool is unable to be opened. Director Bontrager responded the City would only be liable for their expenses incurred to that point. Motion carried unanimously.

Motion was made by Councilmember Ausmus and seconded by Councilmember Clark to suspend the rules and place said bill on second reading. Discussion. None. Motion carried unanimously.

On motion made by Councilmember Ausmus and seconded by Councilmember Sloan said bill was placed on second reading, was read by title and passed by the following roll call vote: "Aye": Councilmembers: Breckenridge, Clark, Sloan, Curtis and Ausmus. "Nay" none. The

Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6131**, was thereupon signed by the Mayor and attested by the City Clerk.

Resolution 2020-10, **A RESOLUTION FOR THE CITY OF CAMERON, MISSOURI TO ACCEPT A PROPOSAL FROM INGERSOLL RAND FOR REPLACING THE DESTRATIFICATION AIR COMPRESSOR AT EAGLE LAKE** was read by title by City Clerk Blades. Copies of said Resolution 2020-10 were available for the public. Motion was made by Councilmember Sloan and seconded by Councilmember Curtis to pass Resolution 2020-10. Discussion. Utility Director Johnson advised this equipment was identified several years ago in the capital improvement plan as needing to be replaced. The compressor pumps air into Eagle Lake to prevent it from 'turning-over' and causing an unpleasant taste to the water. Maintenance of the existing pump, which has been in place for over twenty years, is almost as much as a new pump. The actual cost of a new pump is approximately $22,000 and this purchase was budgeted at $25,000. Resolution 2020-10 passed with a unanimous voice vote.

Resolution 2020-11, **A RESOLUTION FOR THE CITY OF CAMERON, MISSOURI TO MAKE CHANGES TO THE POLICE DEPARTMENT'S OVERTIME AND COMP TIME POLICIES AND TO CREATE A SEPARATE PAY MATRIX FOR THE DEPARTMENT UPON COMPLETION OF THE SALARY STUDY** was read by title by City Clerk Blades. Copies of said Resolution 2020-11 were available for the public. Motion was made by Councilmember Ausmus and seconded by Councilmember Sloan to pass Resolution 2020-11. Discussion. Police Chief Bashor informed Council that the Public Safety Committee identified several issues to start rectifying as the new sales tax revenues become available. This Resolution addresses the topics of overtime, comp time and a standalone pay matrix for the Police Department. City Manager Rasmussen advised that these new policies will be implemented as funds become available. Councilmember Sloan expressed his appreciation in working toward these solutions for the Police Department. Resolution 2020-11 passed with a unanimous voice vote.

PUBLIC PARTICIPATION WITH COUNCIL

None.

MISCELLANEOUS-STAFF

City Clerk Blades reiterated some of the recent cancelations due to the Coronavirus threat such as the St. Patrick's Day Parade and the NW Regional MML Meeting. The EDOC Committee has requested the quarterly work session be moved back to the end of April to include new Councilmembers after the election. DeKalb County gave advance notice that the State may be postponing the April elections until June 2nd also due to the Coronavirus. Advised the Mayor there may be a couple of Proclamations to be read at the next meeting.

Public Works Director Bontrager advised Council that the Open House scheduled at the YMCA regarding the proposed Pool and Park improvements has been postponed due to social distancing recommended for the Coronavirus.

MISCELLANEOUS-COUNCIL

Councilmember Clark expressed his appreciation for the information being shared by Staff regarding COVID-19 (Coronavirus). He would like us to coordinate our communication with the community so that everyone is on the same page. Mayor Breckenridge commented that the recent emergency tabletop exercise addressed a lot of these concerns and everyone feels comfortable with their roles. City Manager Rasmussen added that he does a monthly meeting with community administrators so they can keep up on issues and he may be calling another meeting sooner than originally expected.

Councilmember Curtis encouraged everyone to stay home as much as possible as recommended by the Centers for Disease Control (CDC) and other government agencies.

Councilmember Sloan relayed that consistency is important for communities. The CDC, the State Health Department and the County Health Departments are all distributing information. Coordinating this information and sending out a clear message will help instill public confidence and reduce panic. Encouraged everyone to practice the recommendations of the CDC for social distancing and personal practices. Regarding the upcoming election, park amenities are important and we need to work on our quality of life issues for the community.

Mayor Breckenridge read a prepared letter to the Council and citizens regarding COVID-19. The situation is inconvenient but necessary to flatten the curve and get back to normal. We need prayers. Councilmember Sloan added that the national news is currently focused on the availability of test kits. Please understand that as the kits become available there will be a spike in confirmed cases and urged the public not to panic, just understand that it is going to happen.

There being no further business on motion made by Councilmember Ausmus and seconded by Councilmember Sloan, the meeting was adjourned at 7:18 p.m. on unanimous voice vote.

APPROVED:

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Mayor Darlene Breckenridge

ATTEST:

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City Clerk