

CITY COUNCIL MINUTES
JUNE 18, 2024
6:00 P.M.

The Marshall City Council met in Regular Session at 6:00 p.m. on Tuesday, June 18, 2024 in the Council Chambers of the City Office Building, 214 N. Lafayette, Marshall, MO 65340, with the following members present: Mayor Vincent Lutterbie; Council Members Drew Green, Jim Papreck, Craig Thompson, John Allen, Nathan Swisher, Dan Brandt and Steve Cook; City Administrator JD Kehrman, City Counselor Josh Taylor and City Clerk Julie Lewis. Council Member Charles Guthrey excused absent.

Council Member Brandt made a motion, seconded by Allen, to modify Agenda Item 8 – 1 to read “Execute an Agreement between the City of Marshall and Steinmetz, Inc. for the Purchase of Certain Real Property from the City of Marshall”. A voice vote was taken with all in attendance in favor; Guthrey excused absent. Motion carried.

Council Member Green made a motion, seconded by Papreck, to adopt the modified agenda. A voice vote was taken with all in attendance in favor; Guthrey excused absent. Motion carried.

Council Member Brandt made a motion, seconded by Swisher, to approve the Regular Session minutes of June 4, 2024. A voice vote was taken with all in attendance in favor; Guthrey excused absent. Motion carried.

COMMITTEE REPORTS

PUBLIC SAFETY AND PUBLIC RELATIONS:

Council Member Swisher reported Chief of Police Donnell will be presenting awards to two Police Officers.

Chief Donnell presented Dedication of Duty and Life Saving Awards to Officer Brittlin Patchke and Lieutenant Mark Pitts. Both individuals recently exhibited their dedication of duty and life saving actions after a motor vehicle accident.

Mayor Lutterbie presented commemorative plaques to each individual.

MUNICIPAL SERVICES AND PERSONNEL COMMITTEE:

Council Member Green reported the Municipal Services and Personnel Committee met last week regarding a contract to build a hangar.

Council Member Brandt said three bids were received by the Municipal Services Department for cross walk equipment and installation for the intersection of College and Odell. Funding for this project will be through next year’s budget.

Mayor Lutterbie said this is the first of several that will be done.

Council Member Brandt made a motion, seconded by Cook, to accept the bid of Meyer Electric in the amount of \$22,908. A roll call vote was taken with Green, Papreck, Thompson, Allen, Swisher, Brandt and Cook voting aye; Guthrey excused absent. Motion carried.

Council Member Green asked for an update regarding the removal of hay at the airport.

City Administrator Kehrman said Municipal Services has contacted the contractor to make sure it is done in a timely manner. Future contracts will have performance measures and restrictions to deal with timing issues as to not interfere with visibility and airfield operations.

PROPERTY, FINANCE, BUDGET AND AUDIT COMMITTEE:

Council Member Thompson reported the City is about three quarters into the fiscal year. Expenditures are at \$10,184,309 or 69.61% and revenues are at \$9,583,418 or 71.42%. Expenditures are higher due to the use of ARPA funds for previous year's street work.

COMMUNITY DEVELOPMENT AND CODE COMMITTEE:

Council Member Cook gave the Inspection Department report for the month of May:

Building Permits – 23	Electrical Permits – 8
Mechanical Permits – 1	Plumbing Permits – 5
Total Permits Issued – 37	Total Construction Value - \$786,853
Permit Fees Collected - \$1612.25	

Code Enforcement Summary:

Accumulations/Junk/Debris – 4	Fire & Life Safety – 2
Property Maintenance (tall grass & weeds) – 38	Vehicles – 1

The Board of Building Code Enforcement will conduct hearings on July 24, 2024.

Mayor Lutterbie spoke about the steps that are taken regarding nuisance lawns.

Council Member Cook said the committee spends a lot of time discussing how to work with people to remedy nuisance lawns. Please report any that you notice. If you are able to help someone in need with mowing, please do so.

Council Member Papreck said he would like to know how the process works.

CITY ADMINISTRATOR'S REPORT:

City Administrator JD Kehrman reported on the following:

Engineering Surveys and Services has been working on the proposed truck route and will have an update soon. They will be here on July 2nd to discuss the project and final recommendations.

Engineering Surveys and Services has also provided a proposal for stormwater issues on Cotton Road and that will be on the agenda for approval on July 2nd. There are some other areas around

town that need attention so negotiations will take place and that may be on the agenda as well. Most of the work can be done by Municipal Services crews.

Eric Hanson, Airport Engineer with HDR, will be here on July 2nd to talk about the taxiway project. There was only one responsive bidder and the bid came in significantly higher than estimated. The FAA will allow the City and HDR to negotiate with the bidder rather than pulling the funding. Mr. Hanson will brief the Council on recommended changes.

The boiler building and smoke stack asbestos abatement bid will be awarded this evening; Requests for proposals for demolition will be out soon. The City will begin negotiating with the low bidder to firm up contract dates, etc. so that he may seek acceptance and approval from Missouri Department of Natural Resources. Work could begin in mid July and be completed within 30 days with the demolition project happening immediately after abatement.

Council Member Green asked for an update on the building on the square.

Mr. Kehrman said the owner has been communicating regularly with the Building Inspector and a structural engineer has been brought in. The engineer's recommendation is the building must come down. It will be condemned immediately and occupants removed. The building owner is currently awaiting demolition bids; he has been very responsive and professional to work with.

The Building Inspector has been invited to attend training specific to these types of situations so the City will continue working to establish a process to ensure other buildings around the square are sound.

MAYOR'S REPORT:

Mayor Lutterbie said the City is working to obtain a Tree City designation. There will be an Arbor Day proclamation signing and tree dedication on June 20th at 3 p.m. at Indian Foothills Park.

BUSINESS FROM THE AUDIENCE

Mr. Brian Crigger asked the Council when the ditch behind his home will be cleaned out.

Municipal Services Director Randy Cornine said they are waiting on the new arm mower to arrive.

DISCUSSION AND APPROPRIATE FOLLOW UP

EVENT REQUEST – CLAIBORNE FOX HOA MEET AND GREET:

The Claiborne Fox HOA is requesting to close Cotton Road on July 4th between the hours of 5 p.m. and 9 p.m. for a Meet and Greet neighborhood street party.

Council Member Green made a motion, seconded by Allen, to approve the request as presented. A voice vote was taken with all in attendance in favor; Guthrey excused absent. Motion carried.

868 SOUTH BRUNSWICK PROPOSALS:

Mayor Lutterbie explained this is the site of the old Fitzgibbon hospital. The Finance Committee has met and reviewed the proposals. The memorial trees will remain in a greenspace area which is not part of the proposed sale.

It is recommended to accept the proposal of James Steinmetz in the amount of \$25,000 for the purchase of the property located at 868 South Brunswick for the purpose of housing development.

Council Member Papreck made a motion, seconded by Brandt, to accept the proposal as presented. A roll call vote was taken with Green, Papreck, Thompson, Allen, Swisher and Brandt voting aye; Cook voting nay; Guthrey excused absent. Motion carried.

RESOLUTION

A resolution entitled “A RESOLUTION OF THE CITY OF MARSHALL, MISSOURI, ACCEPTING AND APPROVING THE RESPONSE BY GEHM ENVIRONMENTAL TO THE CITY’S REQUEST FOR PROPOSAL FOR THE ABATEMENT OF ASBESTOS” was read by title only.

Mayor Lutterbie said the asbestos abatement will take place at the smokestack and boiler building located on the Habilitation Center site.

Council Member Green said this is part of the City’s agreement with the Marshall Public School District.

Council Member Green made a motion, seconded by Papreck, to approve the resolution. A roll call vote was taken with Swisher, Brandt, Cook, Green, Papreck, Thompson and Allen voting aye; Guthrey excused absent. The Resolution is thereupon declared passed and so endorsed by the President of the Council, approved by the Mayor and numbered Resolution No. 2024-2.

ORDINANCES

An ordinance entitled “AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY OF MARSHALL, MISSOURI, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF MARSHALL AND STEINMETZ, INC., FOR THE PURCHASE OF CERTAIN REAL PROPERTY FROM THE CITY OF MARSHALL” was given its first reading by title only.

Council Member Papreck made a motion, seconded by Allen, to approve the first reading.

Council Member Cook said the City has an opportunity to develop a small park; residents in the area would like to see a park.

Council Members discussed the development of the property.

A roll call vote was taken with Brandt, Green, Thompson and Swisher voting aye; Cook, Papreck and Allen voting nay; Guthrey excused absent.

An ordinance entitled “AN ORDINANCE MAKING THE APPROPRIATION FOR THE PAYMENT OF ACCOUNTS OUT OF THE DIFFERENT CITY FUNDS” was given its first reading by title only.

Council Member Green made a motion, seconded by Allen, to take the ordinance to a second reading. A roll call vote was taken with Cook, Green, Papreck, Thompson, Allen, Swisher and Brandt voting aye; Guthrey excused absent. Motion carried.

Ordinance No. 8836 entitled “AN ORDINANCE MAKING THE APPROPRIATION FOR THE PAYMENT OF ACCOUNTS OUT OF THE DIFFERENT CITY FUNDS” was given its second reading by title only and put to its final passage and approval upon motion of Thompson, seconded by Green. A roll call vote was taken with Green, Papreck, Thompson, Allen, Swisher, Brandt and Cook voting aye; Guthrey excused absent. The ordinance is thereupon declared passed and so endorsed by the President of the Council and approved by the Mayor.

OTHER COUNCIL BUSINESS

Council Member Green asked about worker’s compensation job classifications in relation to the Sanitation Department.

City Administrator JD Kerhman said job classifications are set by the State of Missouri. The Finance Director will speak about this at the next Council Meeting.

Council Member John Allen said he has been getting anonymous letters at home. He will not follow up on any anonymous letters that are received at his home. The letters are usually about code violations, please send correspondence to City Hall.

Council Member Swisher said the Council only meets two times a month; Council could be doing a lot better job by having proper discussions.

Mayor Lutterbie spoke about the importance of Committee meetings and Council Work Sessions.

Council Member Brandt asked if the memorial tree area at the old Fitzgibbon site could be used as a park in addition to creating a housing development that would be subject to property tax.

Council Members discussed the green space area and maintenance responsibilities.

There being no other Council Business, Council Member Thompson made a motion, seconded by Brandt, to adjourn the meeting. A voice vote was taken with all in attendance in favor; Guthrey excused absent. Motion carried and the meeting adjourned at 6:50 p.m.

Julie A. Lewis
City Clerk