

**ROLLA CITY COUNCIL MEETING MINUTES
MONDAY, DECEMBER 4TH, 2023; 6:30 P.M.
ROLLA CITY HALL COUNCIL CHAMBERS
901 NORTH ELM STREET**

Presiding: Mayor Louis J. Magdits IV

Council Members in Physical Attendance: Joshua Vroman, Terry Higgins, Megan Johnson, Nathan Chirban, Matt Fridley, Lister Florence, Jaired Hall, Rob Kessinger, Kevin Greven, Stanley Mayberry and Tina Balch

Council Members Absent: Victoria Steen

Department Directors and Other City Officials in Physical Attendance: Fire Chief Jeff Breen, Police Chief Sean Fagan, Public Works Director Darin Pryor, Finance Director Steffanie Rogers, City Planner Tom Coots, Environmental Services Director Roger Pankey, and City Counselor Carolyn Buschjost.

Mayor Louis J. Magdits IV called the meeting to order at approximately 6:30 p.m. and asked Councilman Rob Kessinger to lead in the Pledge of Allegiance.

I. CONSENT AGENDA

- A. Consider Approval of the City Council Minutes of:
1. City Council Minutes – November 6, 2023
 2. Closed Session City Council Minutes – November 6, 2023
 3. City Council Minutes – November 20th, 2023
 4. Closed Session City Council Minutes – November 20th, 2023

A motion was made by Chirban and seconded by Greven to approve the minutes. A voice vote showed 11 Ayes, zero Nays, 1 Absent.

II. PUBLIC HEARINGS – None

III. REPORT OF MAYOR and COUNCIL/REPORTS OF BOARDS AND COMMISSIONS/CITY DEPARTMENTS

- a. Environmental Services Department Monthly Report – October 2023
- b. Building Codes monthly report – October 2023
- c. Municipal Court Summary Reporting for October 2023
- d. Police Department Monthly Report – October 2023
- e. Animal Control Division Report – October 2023
- f. RMU financials and statistics for October, 2023
- g. The Centre Income Statement ending October 2023
- h. P&Z Commission Minutes for November 14th, 2023

December 4th, 2023

- i. Community Garden Exploratory Meeting Minutes for November 9th, 2023
- j. Board of Adjustment Minutes for November 2, 2023
- k. Airport Advisory Committee Minutes for August 3rd, 2023
- l. City of Rolla Financial Report ending October 2023

IV. **ACKNOWLEDGMENTS and SPECIAL PRESENTATIONS** – None

V. **OLD BUSINESS** –

- A. **Ordinance** to approve the vacation of a utility easement and alley at property addressed as 610 E 10th Street. (City Planner Tom Coots) During the discussion, it was discovered that there may be an error in the address. The address may need to read as 601 E. 10th instead of 610 E. 10th. City Counselor stated that the ordinance could be passed, subject to any Scribner’s errors. City Counselor Carolyn Buschjost read the ordinance for its final reading, by title: ORDINANCE 4773: AN ORDINANCE APPROVING THE VACATION OF AN ALLEY AND UTILITY EASEMENT AT 610 E 10TH STREET. A motion was made by Chirban and seconded by Vroman to approve the ordinance. A roll call vote showed the following: Ayes: Higgins, Greven, Vroman, Mayberry, Chirban, Balch, Johnson, Kessinger, Florence, Hall, and Fridley. Nays: none. Absent: Steen. It was later confirmed on the Assessor’s Website that the address should be 601 E 10th. The Ordinance will be corrected.

VI. **NEW BUSINESS** –

- A. **Ordinance** to approve Task Order #4 with Archer-Elgin to provide professional services to prepare plans and specifications for Pine Street Lighting. (Pw Director Darin Pryor) This agreement would develop a plan for increased lighting for pedestrian safety on Pine Street from Bishop to 12th Street. City Counselor Carolyn Buschjost read the ordinance for its first reading, by title: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A CERTAIN AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND CM ARCHER GROUP, P.C., DBA ARCHER-ELGIN FOR PINE STREET LIGHTING– TASK ORDER #4.

Note: Before presenting items B through G, City Administrator John Butz explained to Council the benefits of Technical Service Agreements. Smaller entities have difficulty finding someone to reliably do the work at an affordable price. The City acts as the fiscal agent for these entities and it generates \$30K-\$40K in revenue to the general fund that assists in funding the Finance Department’s overall expenses.

- B. **Ordinance** to approve a Technical Service Agreement between the City of Rolla and Rolla Public Library (expires 12-31-2026). (Finance Director Steffanie Rogers) City Counselor Carolyn Buschjost read the ordinance for its first reading, by title: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A TECHNICAL ASSISTANCE CONTRACT BETWEEN THE CITY OF ROLLA, MISSOURI, AND THE ROLLA PUBLIC LIBRARY.

- C. **Ordinance** to approve a Technical Service Agreement between the City of Rolla and Rolla Rural Fire (expires 12-31-2026). (Finance Director Steffanie Rogers) City Counselor Carolyn Buschjost read the ordinance for its first reading, by title: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A TECHNICAL ASSISTANCE CONTRACT BETWEEN THE CITY OF ROLLA, MISSOURI, AND THE ROLLA RURAL FIRE PROTECTION DISTRICT.
- D. **Ordinance** to approve a Technical Service Agreement between the City of Rolla and Shady Oaks Sewer District (expires 12-31-2028 when the sewer agreement expires). (Finance Director Steffanie Rogers) City Counselor Carolyn Buschjost read the ordinance for its first reading, by title: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI, TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI, A TECHNICAL ASSISTANCE CONTRACT BY AND BETWEEN THE SHADY OAKS SEWER DISTRICT (SHADY OAKS) AND THE CITY OF ROLLA.
- E. **Ordinance** to approve a Technical Service Agreement between the City of Rolla and Cedar Grove Sewer District (expires 12-31-2028). (Finance Director Steffanie Rogers) City Counselor Carolyn Buschjost read the ordinance for its first reading, by title: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI, TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI, A TECHNICAL ASSISTANCE CONTRACT BY AND BETWEEN THE CEDAR GROVE SEWER DISTRICT (CEDAR GROVE) AND THE CITY OF ROLLA.
- F. **Ordinance** to approve a Technical Service Agreement between the City of Rolla and College Hills Sewer District (expires 12-31-2028 when the sewer agreement expires). (Finance Director Steffanie Rogers) City Counselor Carolyn Buschjost read the ordinance for its first reading, by title: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI, TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI, A TECHNICAL ASSISTANCE CONTRACT BY AND BETWEEN THE COLLEGE HILLS SEWER DISTRICT (COLLEGE HILLS) AND THE CITY OF ROLLA.
- G. **Ordinance** to approve a Technical Service Agreement between the City of Rolla and Phelps County Emergency Services Board (expires 12-31-2026). (Finance Director Steffanie Rogers) City Counselor Carolyn Buschjost read the ordinance for its first reading, by title: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A TECHNICAL ASSISTANCE CONTRACT BETWEEN THE CITY OF ROLLA, MISSOURI, AND THE PHELPS COUNTY EMERGENCY SERVICES BOARD.

VII. CLAIMS and/or FISCAL TRANSACTIONS –

- A. **Motion** to approve the purchase of vehicle equipment from Public Safety Upfitters for 8 Tahoes. (Police Chief Fagan) A motion was made by Vroman and seconded by Higgins to award the bid to Public Safety Upfitters, for \$59,976. A voice vote showed 11 Ayes, zero Nays, and 1 Absent.
- B. **Motion** to award bid for the purchase of 1000 poly refuse carts to Schaefer Carts. (Environmental Services Director Roger Pankey) A motion was made by Johnson and seconded by Kessinger to award the bid to Schaefer Carts for \$54,800. A voice vote showed 11 Ayes, zero Nays, and 1 Absent.

- C. **Motion** to award bids to Hutcheson Ford and Taylor Dodge for the purchase of multiple city vehicles. (PW Director Darin Pryor) Bids were received for a total of 6 trucks needed for various departments. A motion was made by Johnson and seconded by Vroman to award the bid for 4 trucks to Hutcheson Ford. A voice vote showed 11 Ayes, zero Nays, 1 Absent.
A motion was made by Greven and seconded by Johnson to award the bid for 2 trucks to Taylor Dodge. A voice vote showed 11 Ayes, zero Nays, 1 Absent.

VIII. **CITIZEN COMMUNICATION** - None

IX. **MAYOR/CITY COUNCIL COMMENTS**

- A. **Update** on City Counselor Services – Mayor Magdits advised Council that a team (made up of City Administrator John Butz, Mayor Magdits, Councilman Jaired Hall, and Councilman Florence) interviewed the City Administrators for the cities of Independence, Sedalia, and Waynesville (current clients of the Lauber Municipal Law Group). Concerns from the team were shared regarding workflow vs cost, physical attendance to Council Meetings, and accessibility. All cities responded with positive experiences. Mayor Magdits stated the next step would be to consult with the law firm before recommending an appointment to City Council in 2 weeks.
- B. **Motion** to re-appoint Ted Read to the Board of Public Works for a 4 year term (exp. Aug 2027)
A motion was made by Vroman and seconded by Megan to approve the re-appointment. A voice votes showed 11 Ayes, zero Nays, and 1 Absent.
- C. Councilwoman Balch shared that food distribution would be on Wednesday from 10:00-noon and Saturday, December 16th from 8:00 – noon at the Phelps County Dream Center.
- D. Councilman Florence shared that the Optimist Club is set-up on Kroger’s parking lot for their annual Christmas Tree fundraiser.
- E. Councilwoman Johnson added that people will sometimes donate money so someone else can have a Christmas Tree. Ms. Johnson also shared the Christmas in the Park Light Display at Rolla Lions Club Park on December 7th – December 21st.
- F. Councilman Fridley asked about the Candidate filing dates. Mayor Magdits shared that filing opens on Tuesday, December 5th at 8:00 pm and would close at 5:00 pm on December 26th.
- G. Mayor Magdits brought of the previously discussed workshop. December 11th appears to conflict with schedules and an email will be sent out with an alternate date.

X. **COMMENTS FOR THE GOOD OF THE ORDER** - None

XI. CLOSED SESSION –

A. Closed Session per RSMo 610.021- (12) Contract Negotiations

At 7:30 a motion was made by Johnson and seconded by Chirban to go into closed session. A roll call vote showed the following: Ayes: Balch, Mayberry, Chirban, Greven, Vroman, Florence, Kessinger, Higgins, Hall, Johnson and Fridley, Nays: none Absent: Steen.

At 8:06 Council returned from closed session where one item regarding contract negotiations was discussed with no final action taken.

X. ADJOURNMENT –

Having no further business, the meeting adjourned at approximately 8:06 p.m.

Minutes respectfully submitted by City Clerk Lorri Powell.

CITY CLERK

MAYOR