

**CITY OF CARUTHERSVILLE
DECEMBER 15, 2013**

BE IT REMEMBERED the Council of the City of Caruthersville met in regular session in the Council Room in the Municipal Building on Monday, December 15, 2013, at 5:00 p.m., at which time and place the following were present:

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|-----------------|------------------|
| Frank Morgan | Mayor Pro Tem |
| Melinda Scifres | City Clerk |
| Lawrence Dorroh | City Counselor |
| Tony Jones | Sergeant at Arms |
| Mott | Councilperson |
| Pullam | Councilperson |
| Rodgers | Councilperson |
| Simpson | Councilperson |
| Grantham | Councilperson |
| Hood | Councilperson |
| Merideth | Councilperson |

The number of members necessary to consider a quorum being present, the Mayor Pro Tem called the meeting to order and announced the meeting was in session for the transaction of business.

The first order of business to come before the Council was the approval of the minutes, reports, and bills. Upon motion duly made by Councilperson Pullam, seconded by Councilperson Hood, the minutes, bills and reports were approved as presented. The reports read as follows:

Charlie Jones, Fire Chief, reported \$4,183.50 in salaries for November, with eight fire calls.

Donna Brooks, City Collector, reported \$123,949.15 in taxes collected, with \$34.39 in Collector's commission, and \$2,040.92 in Assessment Fund.

Keith Davis, Parks/Recreation Director, reported \$6,284.67 in admissions to the recreation center.

Randall Lee, Code Enforcement Officer, reported \$20.00 in fees and inspections for November.

Melinda Scifres, City Clerk, reported securities pledged at the banks for the City as follows: First State Bank - \$2,525,000; Focus Bank - \$2,021,899.47; Bank Star \$853,400.

Christi Watkins, Court Clerk, reported \$3,666.30 in fines collected, with \$136.63 in CVC funds; \$48.00 for Sheriff's retirement; \$19.16 in POST funds; and \$19.16 in JEF funds.

Paul Shaw, Water/Wastewater Manager, reported the following:

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|---------------|---------------|------------|
| Water | \$ 74,793.51 | Water 2345 |
| Sewer | 20,569.73 | Sewer 2250 |
| Garbage | 35,006.54 | |
| Meter Serv. | 789.05 | |
| Mo. Spray | 554.48 | |
| Primacy Fee | 9.00 | |
| Sewer Primacy | 2.10 | |
| Sewer Bond | 10,504.84 | |
| Bond Serv. | <u>541.00</u> | |
| TOTAL | \$142,770.25 | |

The next item to come before the Council was the bids for the Collins water line replacement. The engineer had reviewed the five bids that were received, and found that Tinnin Construction of Hornersville in the amount of \$81,773.83 was the lowest bid. John Chittendon of Waters Engineering recommended the Council accept the low bid. The total cost of the project would be \$100,873.83. The budget contained \$100,000 in the Water and Sewer Operation and Maintenance Fund for the project. After discussion, Councilperson Mott motioned to approve the low bid as recommended by the engineer, and to amend the budget an additional 873.83 in the Water and Sewer Operation Fund. Councilperson Hood seconded, and motion carried unanimously.

The next item to come before the Council was the bids for the replacement of the lift station at Jiffy Jim's. Three bids were received, and the engineer had reviewed the bids and recommended the bid from G & C Contracting of Perryville in the amount of \$112,000. The total cost of the project will be \$135,600, which will include the engineers fee. Sewer Extension had a budget amount for the project of \$200,000. After discussion, Councilperson Hood motioned to approve the low bid from G & C Contractors, with Councilperson Merideth seconding, and the motion carried unanimously.

The next item of business to come before the Council was the bids for the housing demolition on the structure at 1206 Jefferson and 505 Carleton. Two bids had been received from M &

M Tree Service and Pery Demolition. Both bids were for \$8,500. After discussion, Councilperson Rodgers motioned to approve the bid from M & M Tree Service based on the past performance of the company, with Councilperson Pullam seconding, and roll call was asked for, which resulted in the following vote:

| | | | |
|---------|----------|----------|-----|
| Mott | No | Simpson | Yes |
| Pullam | Yes | Grantham | Yes |
| Rodgers | Yes | Hood | Yes |
| | Merideth | Yes | |

Councilperson Rodgers then reported the Fire Department had two fire calls since December 2, 2013. The Police Department had a request to purchase a new network server for the department. The current server has created a problem in the department, and the officers are concerned they will lose their information if it is not replaced. Three companies were contacted regarding the replacement of the server. Quotes were received as follows: Hi-Tech Communications - \$2,850; Computer Smarts - \$3,570; Shelton Business Machines - \$3,065. All prices included installation. Police Chief Tony Jones stated the department had funds available in the sales tax to purchase the server. Councilperson Rodgers motioned to approve the bid from Hi-Tech, with Councilperson Mott seconding, and motion carried.

The next item for discussion was a request from the Police Department to purchase 20 new tasers in the amount of \$23,028.00. Chief Jones stated there was \$9,500 in funds for the sale of assets from the asset forfeiture properties, and there is still money available in the sales tax fund, and the remainder would be paid from Asset Forfeiture funds. Also, the Chief asked the Council to approve an assurance plan that is good for five years. It would start in 2015 and cost \$3,080 for the first year and \$1,500 per year after that. During that time, if a taser tore up, it could be sent in and repaired or replaced at no charge. After discussion, Councilperson Rodgers motioned to purchase the tasers, with Councilperson Pullam seconding, and motion carried.

Councilperson Hood then motioned approval of the purchase of 120 more water meters in the amount of \$22,853.60. Twenty of the meters would be 1", and 100 would be the standard 5/8" meter. Councilperson Mott seconded the motion, and the motion carried unanimously. The purchase was funded from the Water and Sewer Operation and Maintenance Fund.

Paul Shaw, Water/Wastewater Manager, then requested the Council approve a \$4,000 purchase for a module to allow online bill pay for the customers. This module is set up through the software company the department is currently using. The funds for the module would be taken from the Meter Deposit Fund. There would then be an annual fee of \$1,500 for the module. Councilperson Merideth motioned to approve the expenditure, with Councilperson Hood seconding, and motion carried.

Mr. Shaw then reported the school district and the county have requested that they not be charged a penalty on their water bills. Their payment cycle does not coincide with the payment date of the water bills. Counselor Dorroh reported he would look at the statutes to see if the school and county would come under the same guidelines as a state office.

Mr. Shaw then reported the Meter Deposit account has an excess over the amount of deposits. A transfer of \$10,000 needs to be made to the Water & Sewer Fund. Upon motion duly made by Councilperson Merideth, seconded by Councilperson Simpson, the transfer was unanimously approved.

The next item of business to come before the Council was the quotes for the repair of the garage door at the maintenance shed where the rod machine is kept. Two quotes were received as follows: Dyersburg Overhead Door - \$1,465; SEMO Overhead Door \$1,814. Councilperson Mott then motioned to approve the low bid from Dyersburg Overhead Door, with Councilperson Hood seconding, and motion carried unanimously.

The next item of business to come before the Council was the donation of two houses one at 7th and Beckwith, and the other on Bushey. It was reported the houses have been inspected. It was determined that the houses were in moderate condition and could be repaired. Terry Rushing reported that the donation of the properties would not be beneficial to the City. Councilperson Merideth motioned to decline the offer of the properties, with Councilperson Simpson seconding, and motion carried.

Mayor Pro Tem Morgan then asked the Council to determine who would take care of the armory building, and the amount of rent on the building. There was a lady who was having exercise classes at the Armory, and the key she had does not work anymore. After discussion, Councilperson Simpson motioned to have the City Clerk hold the key and the Code Enforcement Officer would show the building. The lease would be the same as before at \$300 deposit. Councilperson Pullam seconded the motion, and carried.

Councilperson Rodgers then advised the custodian working at the public safety center will clean the building. She is receiving benefits as a full-time employee, and can utilize some of the time at the Armory.

Randall Lee, Code Enforcement Officer, reported he had written nine violations for trash being set out too early. He had written ten notices of abatement regarding nuisances. He had discovered that a property owner had been remodeling a structure on East Fifteenth, and had been

taking the debris to the old Cosmo acres property. The property owner had been contacted and is removing the debris. A construction dumpster will be placed on the property by the owner. He had written letters to four property owners regarding the necessity to repair/vacate or demolish the structure.

Mayor Pro Tem Morgan then asked if any progress had been made on the property at 10th and Beckwith where the carport had collapsed. Counselor Dorroh will check with the trustee of the property to see what can be done.

Councilperson Rodgers then stated there are several homeless people in town, and they need help. The local churches would like to develop a shelter so they could try to start over. She asked if the City could look at this issue. Mayor Pro Tem Morgan stated he would look into the matter.

Mayor Pro Tem Morgan then reported that Mike Hazel had been appointed an Associate Judge, but had never been appointed the Municipal Judge, and he asked the Council to approve the appointment. Councilperson Merideth motioned to approve the appointment of Mike Hazel as the Municipal Judge, with Councilperson Rodgers seconding, and motion carried unanimously.

Councilperson Pullam then asked the Council to review the Mayor salary. Counselor Dorroh reported the salaries for elected persons could be increased only prior to the the election.

Councilperson Mott then motioned to hold closed session regarding personnel, with Councilperson Simpson seconding, and roll call was asked for, which resulted in the following vote:

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|---------|----------|----------|-----|
| Mott | Yes | Simpson | Yes |
| Pullam | Yes | Grantham | Yes |
| Rodgers | Yes | Hood | Yes |
| | Merideth | Yes | |

With no further business to come before the Council, Councilperson Hood motioned the meeting adjourn at 6:17, with Councilperson Simpson seconding, and motion carried.

ATTEST:

Mayor Pro Tem

City Clerk