



## **MINUTES**

City of Peculiar

Board of Aldermen Work Session / Regular Meeting

City Hall Council Chambers – 250 S Main St

Monday, May 5, 2025

6:30 p.m.

### **1. Call to Order**

Mayor Stark called the regularly scheduled Board of Aldermen meeting to order at 6:30pm.

### **2. Pledge of Allegiance**

All who were in attendance joined Mayor Stark in the Pledge of Allegiance.

### **3. Roll Call**

The following Aldermen responded to roll call:

Alderman Gallagher

Aldерwoman Grunwald

Alderman Jarrett

Alderman Poland

Alderman Shatto

Alderman Wells

City Staff present for the meeting:

Police Chief, Don Shepard

Development Director, Dylan Eppert

Public Works Director, Monte Johnson

Finance Director, Alexa Williams

Parks & Recreation Director, Austin Russell

Deputy City Clerk, Cama Suess

Lauber Municipal Law

### **BOA Work Session 6:30 p.m. – 7:00 p.m.**

### **4. Topic of Discussion**

#### **A. MODOT ROW Mowing**

Chief Shepard stated currently City Staff is mowing some MODOT Right of Ways in town in 5 areas – along the south side of C Highway from Legend Lane to I-49, small areas downtown near municipal parking lot and car wash, all entrance and exit

ramps at the I-49 and Highway J/C interchange, and all the entrance and exit ramps, sides of the road and medians along Peculiar Way from Peculiar Drive to School Road.

Chief Shepard stated that it takes two Public Works employees 3 full days per week during the 6-7 month mowing season to complete this mowing. He stated that with approximately 25 mowing cycles per season, this equated to approximately 1200 man hours of labor per year, and at the rate of \$20 per hour, approximately \$24,000 in salaries alone was being paid for this mowing plus an additional \$2,100 in fuel costs and unknown costs of maintenance and wear and tear on the City equipment.

Chief Shepard stated that MODOT only mows these areas 2-3 times per year, so if the City ceased mowing these areas they would grow up and look unkempt as MODOT was not going to mow these areas more often than that if the City stopped mowing them.

Alderman Gallagher asked if seasonal high school employees or retirees could be hired to help do this mowing. Mr. Johnson explained that it had been discussed previously but the decision had been made to hire a full time Public Works employee by the Board as Public Works was short-staffed. Alderman Gallagher asked if it was possible to mow these areas bi-weekly instead of weekly and Mr. Johnson explained that the higher the grass got, the harder it was on the equipment to mow it.

Alderman Wells stated that he felt the places located in town should continue to be mowed, as well as the Commuter Lot, but the exit and entrance ramps on I-49 could be left to MODOT. He stated that doing so would provide a significant cost savings to the City.

Alderman Jarrett asked how the City began mowing MODOT Right of Ways. Mr. Johnson stated a request came from the Board to start mowing these areas to improve aesthetics due to MODOT only mowing these areas 3 times per year and spraying 2 times per year. Alderman Jarrett stated this agreement with MODOT was causing the City to fall behind on other work and projects that needed to be completed. Mr. Johnson clarified there was no agreement between the City and MODOT to complete this work, it was being done at the request of the Board.

Alderwoman Grunwald asked if MODOT would take back the mowing of the I-49 interchanges and Chief Shepard stated no agreement had been entered into with MODOT to do this mowing, but that Staff had been directed in the past to mow these areas. He stated that if the City ceased to mow these areas, MODOT would only mow them 2-3 times per year.

Alderman Jarrett said the choice came down to a decision on whether to continue to mow and retain the aesthetics or stop mowing allowing the City to save money and have employees to work on things that benefit the City.

Alderman Gallagher asked who was responsible if a City employee was mowing in a MODOT Right of Way was injured and Mr. Johnson stated the City would be. He expressed concern about the safety of City Staff while mowing these areas.

Alderman Shatto expressed concern about obstruction of visibility if the entrance and exit ramps were not maintained by the City. Mr. Johnson stated it would take a lot for visibility to be a factor due to the slope and layout of the ramps.

Alderwoman Grunwald asked if it were possible for the City to mow the areas in town but cease to mow the entrance and exit ramps along I-49. Mr. Johnson stated that was possible and the City would act at the direction of the Board. Alderwoman Grunwald stated that would be her preferred suggestion.

Alderman Poland asked how long the City had been maintaining these areas and Mr. Johnson stated approximately 2.5 years. Alderman Poland asked if this was a budgeted expense and Mr. Johnson stated it was absorbed into the Public Works budget.

Alderwoman Grunwald asked what the approximate savings to the City would be if the entrance and exit ramps ceased to be mowed. Mr. Johnson estimated that if only the City areas were mowed, it would reduce the cost to the City by approximately 80 percent.

Mayor Stark asked why the area in front of the car wash was not maintained by the car wash owner. Mr. Johnson stated there was a storm water drainage easement in that area.

After Board discussion, it was determined that the small lots in the City, the C Highway area in front of Sanders Center, the commuter lot at I-49 and J, and the medians and borders directly along Peculiar Way would continue to be mowed and the other areas including the entrance and exit ramps for I-49 would cease to be mowed by the City.

#### **Scheduled Board Meeting – 7:00 p.m.**

##### **5. Agenda Approval**

Alderman Wells motioned to approve the agenda as presented. Seconded by Alderman Jarrett. Motion passed unanimously (6-0).

##### **6. Consent Agenda**

###### **A. Approval of Draft Minutes for April 21, 2025 BOA Meeting**

Alderman Wells motioned to approve the minutes of the April 21, 2025 Board of Aldermen meeting. Seconded by Alderman Shatto. Motion passed unanimously (6-0).

##### **7. Unfinished Business**

###### **A. Bill 2025-03 – 2<sup>nd</sup> Reading**

AN ORDINANCE OF THE CITY OF PECULIAR AMENDING THE CITY CODE UNDER SECTION 130 REGARDING MUNICIPAL COURT FINES.

Deputy City Clerk Suess stated that Bill 2025-03 to Amend the Municipal Court Fines was presented for a 2<sup>nd</sup> reading and approval and that the information had been presented at the previous meeting.

Alderman Wells motioned to have the 2<sup>nd</sup> reading of Bill 2025-03 by Title Only. Seconded by Alderman Jarrett. Motion passed unanimously (6-0).

Deputy City Clerk Suess read Bill 2025-03 by Title Only.

Alderman Wells motioned to accept the 2<sup>nd</sup> reading of Bill 2025-03. Seconded by Alderman Gallagher. Mayor Stark stated that upon final passage this would be placed as Ordinance number 05052025.

Roll Call Vote:

Alderman Gallagher	AYE
Alderman Grunwald	AYE
Alderman Jarrett	AYE
Alderman Poland	AYE
Alderman Shatto	AYE
Alderman Wells	AYE

Motion passed unanimously (6-0).

#### B. Resolution 2025-11

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI, AUTHORIZING CITY STAFF TO EXPEND ALL REMAINING AMERICAN RESCUE PLAN ACT (ARPA) STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF).

Chief Shepard stated this Resolution had been tabled at the last Board meeting to gain additional information regarding the American Rescue Plan Act (ARPA) and State and Local Fiscal Recovery Funds (SLFRF). He stated all questions posed had been answered confirming that the only allowable expense available to the City for these remaining ARPA funds was for salaries and so it was recommended by Staff that these funds be used for that purpose.

Alderman Wells thanked Chief Shepard for providing additional information and answering his questions regarding the ARPA funds. He stated that on page 4386 of the Federal Register Rules and Regulations that the funds could be used for salaries providing they met the calculation regulations and he stated the numbers for the City did fall in line with these calculations.

Alderman Wells motioned to approve Resolution 2025-11 as presented. Seconded by Alderman Grunwald. Motion passed unanimously (6-0).

#### C. Resolution 2025-13

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI, AMENDING THE FISCAL YEAR 2024-2025 OPERATING BUDGET.

Chief Shepard stated this Resolution was to amend the current operating budget to raise the top end pay for some of the City employees to allow the raises to proceed until the Salary Chart was amended as part of the budget in October.

Alderman Wells thanked Chief Shepard for answering his questions regarding raises and clarifying that City employees would be given raises at the time of passage instead of at the regular time of budgeting in October.

Alderman Shatto motioned to approve Resolution 2025-13 as presented. Seconded by Alderman Jarrett. Motion passed unanimously (6-0).

**8. New Business**

A. Bill 2025-04 – 1<sup>st</sup> Reading

AN ORDINANCE OF THE CITY OF PECULIAR AMENDING SECTION 200 OF THE CITY CODE REGARDING THE POLICE ADVISORY BOARD.

Chief Shepard stated this Bill came as a recommendation from the Police Advisory Board. He stated that since the Boards inception it had included 4 citizens and at least 1 Board liaison, but that since a quorum of 3 was required for any vote, it had been difficult to achieve the quorum due to the limited number of Board members. Chief Shepard stated that all other Boards in the City had 6 members and at least 1 Board liaison and this Resolution was to bring the Police Advisory Board in line with the other Boards in the City. He stated that applications had already been received for consideration to a Police Advisory Board position.

Alderman Wells expressed support for the Resolution to allow the meetings to proceed and a quorum to be achieved. Alderman Shatto stated that the Citizens Police Academy program had generated interest in working with the Police Department in the area and they had people asking to serve.

Alderman Wells motioned to have the 1<sup>st</sup> Reading of Bill 2025-04 by Title Only. Seconded by Alderwoman Grunwald. Motion passed unanimously (6-0).

Deputy City Clerk Sues read bill 2025-04 by Title Only.

Alderman Wells motioned to accept the 1<sup>st</sup> Reading of Bill 2025-04 by Title Only. Seconded by Alderman Shatto. Motion passed unanimously (6-0).

B. Resolution 2025-19

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI, APPROVING A CONTRACT WITH RE/MAX SIGNATURE FOR COMMERCIAL REAL-ESTATE BROKERAGE SERVICES AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT ON BEHALF OF THE CITY.

Chief Shepard stated that an RFQ for Commercial Brokerage Services had gone out and received only one applicant. He stated that at the direction of the Board, a second RFQ went out on 1/28/25 and received one application from the same applicant, Dakota Chapin of Re/Max Signature.

Mr. Chapin stated the terminology of the contract could be confusing and explained that the City was not obligated to provide compensation to the buyers agent, but he was asking in the contract for permission to offer compensation to the buyers agent when offers came in.

Alderman Jarrett asked if the 4.5 percent was for Mr. Chapins brokerage and the 3 percent was for the buyers agent. He stated he would be placing 4x8 foot signs that were double sided on the listed properties that cost his brokerage \$1,700 each and that if the properties were not sold his firm would have to absorb that cost. He stated a sign would be placed along I-49 showing that property was listed for sale, and the same signage would be placed on the other 2 commercial properties in town.

Alderman Wells motioned to approve Resolution 2025-19 as presented. Seconded by Alderwoman Grunwald. Motion passed unanimously (6-0).

C. Resolution 2025-20

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI, DEMONSTRATING COMMITMENT TO THE PECULIAR POLICE DEPARTMENT, PUBLIC SAFETY, AND REDUCTION OF CRIME IN THE CITY OF PECULIAR.

Chief Shepard stated on 3/5/25 Governor Kehoe announced his Blue Shield program under executive order 2025-03 to support and promote law enforcement across Missouri and provide safer communities. He stated there were many steps in the process and that this Resolution was Step 1 in that process. Chief Shepard stated the remaining steps would be completed by City Staff.

Chief Shepard stated that 10 million dollars of grant money would be made available for application only to cities that were Blue Shield cities.

Alderman Wells asked if this would put the City on a fast track to grant opportunities in the future and Chief Shepard stated the grant application process would open in July only to cities with a Blue Shield City designation and that the stronger the City designation was, the higher the City would be on the grant list.

Alderman Shatto asked how long it would take to get the Blue Shield City designation and Chief Shepard stated the governor's office stated it would review

all applications within 2 weeks. He stated that most of the items on the checklist were already things that were happening in the City.

Alderwoman Grunwald motioned to approve Resolution 2025-20 as presented. Seconded by Alderman Wells. Motion passed unanimously (6-0).

#### D. Resolution 2025-21

#### A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI TO REALLOCATE FUNDS WITHIN THE GENERAL FUND.

Chief Shepard stated that in 2013 the City entered into Certificates of Participation to borrow \$1,865,000 under a lease finance structure within the Park Fund (Fund 20) and the Water Fund (Fund 50). He stated this debt had been refinanced in 2020 for a lower interest rate.

Chief Shepard stated a yearly principal and interest payment had been made on schedule in February 2025 and that another interest only payment was due in August 2025. He stated there was currently \$559,900 in principal and interest remaining to be paid on the Certificates of Participation.

Chief Shepard stated in 2023 the City entered into capital lease agreements with Marion National Bank to purchase trucks and a backhoe for the Public Works Department and the monthly payments were being paid from the Capital Improvements Fund (Fund 30), Water Fund (Fund 50) and Sewer Fund (Fund 51). He stated the next payment on the trucks was due on 5/9/25 and the next payment on the backhoe was due on 5/15/25. He stated the total balance due on both of these leases combined was \$98,224.

Chief Shepard stated that the Restricted Reserve GL Account in the General Fund currently held \$230,000. He stated it was recommended by the Government Finance Officers Association (GFOA) that the reserve should be approximately 20 percent of yearly expenditures which would put it at \$630,000.

Chief Shepard stated that GFOA also recommended that a City's General Fund Balance be equivalent to at least 2 months of General Fund Operating Costs. He stated that after working with the Finance Director it was determined that a 2 month reserve would not be in the best interest of the City.

Chief Shepard stated that passing this Resolution would allow Staff to reallocate General Fund Balance to pay off the Public Works trucks and backhoe, put \$380,000 into the Reserve GL account to bring it up to the requisite \$610,000, and leave over 4 months of Operating Costs in the General Fund instead of the recommended 2 months balance for emergencies.

Chief Shepard stated that paying off these debts would save the City over \$13,000 in interest overall, and free up approximately \$66,000 in the Parks budget each year. He stated this would also reduce debt service and operating costs in the water and sewer funds lowering the water bills for all customers

paying for City of Peculiar water and sewer by \$10.72 per month. All customers paying for City of Peculiar sewer service only would see a reduction in their bills by \$0.88 cents per month as well.

The Board members expressed their approval of these steps and their appreciation of the work done to try and help relieve some of the debt service on the citizens.

Mayor Stark clarified that the majority of the savings would go to City water customers and Chief Shepard confirmed it would.

Alderman Wells motioned to approve Resolution 2025-21 as presented. Seconded by Alderman Shatto. Motion passed unanimously (6-0).

E. Resolution 2025-22

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI, AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH FORENSIC FLUIDS LABORATORIES FOR PRE-EMPLOYMENT AND 'FOR-CAUSE' DRUG TESTING.

Chief Shepard stated this Resolution would allow the City Administrator to enter into a contract with Forensic Fluids Laboratories to move pre-employment and for cause testing from urine to oral fluid testing which would provide cost savings to the City and allow more accurate readings of what substances were present at the time of testing, verses previously in time and the results would be available in 24 hours.

Alderwoman Grunwald asked if someone would be able to be charged with a DUI based on the results. Chief Shepard stated they could be if they were driving, but that the charges would come from the Missouri State Highway Patrol to avoid a conflict of interest.

Alderman Gallagher asked if this information would be kept by the City and Chief Shepard stated the results would be added to personnel records. Alderman Gallagher asked if these could be paid for with court fines and Chief Shepard stated these would only be used for pre-employment and for cause screening of City employees, not having anything to do with the court.

Alderman Wells motioned to approve Resolution 2025-22 as presented. Alderwoman Grunwald seconded. Motion passed unanimously (6-0).

F. Resolution 2025-23

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI APPROVING THE APPOINTMENT OF HEATHER KETTLER TO THE POLICE ADVISORY BOARD.

Chief Shepard stated previous PAB member Rick Schoefer had resigned his seat on the Board on 4/28/25 leaving a vacant seat. He stated Heather Kettler had

submitted an application for this position and had been vetted by the City Administrator and Deputy City Clerk.

The Board expressed approval of this appointment and of Mrs. Kettler's work on the recent Proposition P effort.

Alderman Wells motioned to approve Resolution 2025-23 as presented. Seconded by Alderwoman Grunwald. Motion passed unanimously (6-0).

## **9. Board of Aldermen/Mayor Reports and Comments**

There were no comments by the Board.

## **10. Aldermen Directives**

Agenda	Approved
Draft Minutes April 21, 2025	Approved
Bill 2025-03 - 2 <sup>nd</sup> Reading	Approved
Resolution 2025-11	Approved
Resolution 2025-13	Approved
Bill 2025-04 – 1 <sup>st</sup> Reading	Approved
Resolution 2025-19	Approved
Resolution 2025-20	Approved
Resolution 2025-21	Approved
Resolution 2025-22	Approved
Resolution 2025-23	Approved

## **11. Adjourn**

Alderman Wells motioned to adjourn the meeting. Seconded by Alderman Shatto. Motion passed unanimously (6-0).

Mayor Stark adjourned the meeting at 7:16pm.