

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL
CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI
MONDAY, MAY 2, 2022**

INTRODUCTORY ITEMS:

The Regular Meeting of the City of Washington, Missouri, City Council was held on Monday, May 2, 2022, at 7:42 p.m. in the Council Chamber. Mayor Doug Hagedorn opened the meeting with roll call and Pledge of Allegiance.

Mayor:	Doug Hagedorn	Present
Council Members: Ward I	Al Behr	Present
	Duane Reed	Absent
Ward II	Mark Hidritch	Present
	Mark Wessels	Present
Ward III	Chad Briggs	Present
	Jeff Patke	Present
Ward IV	Mike Coulter	Present
	Joe Holtmeier	Present

Also Present:	City Attorney	Mark Piontek
	City Administrator	Darren Lamb
	City Clerk	Sherri Klekamp
	Police Chief	Ed Menefee
	Fire Chief	Tim Frankenberg
	Emergency Management Director	Mark Skornia
	Public Works Director	John Nilges

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the City Clerk. Each ordinance is read a minimum of twice by title, unless otherwise noted.

Approval of Minutes:

- * Approval of the Minutes from the April 18, 2022 Council Meetings

A motion to accept the minutes as presented made by Councilmember Patke, seconded by Councilmember Holtmeier, passed without dissent.

Approval and Adjustment of Agenda including Consent Agenda:

- * Collector's/Treasurer's Report Summary – December 2021
- * Monthly Investment Report – December 2021
- * Final Payment Request – Lions Lake Pavilions
- * Final Payment Request – Old Bathhouse and City Auditorium Electrical Services
- * Liquor License Renewals: Old Bridge Brewing Inc.; Kalbhairav LLC DBA All in One Liquor & Smoke House; Walgreens; Veterans of Foreign Wars DBA VFW; Walmart

Supercenter #172, Vino Di Lafayette; Big Muddy Barbeque, LLC DBA Sugarfire Smokehouse; Oremor Hospitality, LLC DBA Pulque Mexican Restaurant; Midwest Petroleum Co #78; Casey's Marketing Company; Mid River Restaurants LLC DBA Applebee's Neighborhood Grill; Creek Side Enterprises of Washington Missouri LLC DBA The Creek Grill & Sports Bar; Imo's; Murphy USA #7416; Streber Events LLC DBA Oak and Front LLC

* Microfilm & Disposal of Records – Finance

April 25, 2022

Honorable Mayor and City Council

City of Washington

405 Jefferson Street

Washington, Mo. 63090

RE: Microfilm and Disposal of Records

Honorable Mayor and Council Members:

I request authorization to dispose of the records listed on the attached sheets. Our procedures are compliant and follow the guidelines of the State of Missouri Statutes.

Respectfully submitted,

Mary J. Sprung, CPA

Finance Director

Cc: Record Retention File

Enclosure

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LOCAL RECORD PROGRAM DISPOSITION LIST

CITY OF WASHINGTON IN FRANKLIN COUNTY MISSOURI

The following list of records has met their retention schedule and are recommended for disposal under RSMo 109.230 subsection 4. The officeholder with jurisdiction over these records may elect to take the following action: Store the records, destroy the records or deaccession the records. If the records are destroyed or donated to a local historical agency, the action should be recorded in the minutes of the City Council with the record series and inclusive dates.

76 Boxes for Disposal

Prepared by Nicholas Tope

5/2/2022 - Dispose or Microfilm

QUANTITY	CONTENTS OF BOX	INCLUSIVE DATES	RECORD SERIES	RETENTION
13 boxes	Accounts Payable Records	2014-2016	GS007, GS009	5 yrs
3 boxes	Open Payable Report	2014-2016	GS007	5 yrs
	Open Encumbrance Report	2014-2016	GS007	5 yrs
	Fiscal Year Close Register	2014-2016	GS007	5 yrs
	Check Register	2014-2016	GS010, 0703	5 yrs
	Payable Register	2014-2016	GS007	5 yrs
	Encumbrance Report	2014-2016	GS007	5 yrs
	Disposed Asset Master Register	2014-2016	GS054	5 yrs
	Fixed Asset Transfer Register	2014-2016	GS007	5 yrs
	Fixed Asset Depreciation Register	2014-2016	GS054, 0713	5 yrs
	Fixed Asset Master	2014-2016	GS054	5 yrs
	Fixed Asset Auditor Report	2014-2016	GS054, 0713	5 yrs
	Bank Transaction Report	2014-2016	GS010	5 yrs
	Payment Register	2015-2016	GS007	5 yrs
	Vendor Master Report	2015-2016	GS034	5 yrs
	1099 Forms, Registers, Working Papers	2010-2011	GS034	5 yrs
5 boxes	Gas Recap	2012-2016	GS008	5 yrs
	Landfill Tickets	2013-2016	GS008	5 yrs
3 boxes	Payroll/Direct Deposit Register	2014-2015	GS068	5 yrs
	Payroll Distribution	2014-2015	GS068	5 yrs
	Payroll Summary	2014-2015	GS068	5 yrs
	Deduction Register	2014-2015	GS068	5 yrs
	Detail Register	2014-2015	GS068	5 yrs
	Benefits & Deductions	2014-2015	GS068	5 yrs
17 boxes	Daily Receipt Packets	2016-2017	GS011	Completion of Audit
1 box	Daily Receipt Forms	2012-2015	GS076	Completion of Audit

LOCAL RECORD PROGRAM DISPOSITION LIST

CITY OF WASHINGTON IN FRANKLIN COUNTY MISSOURI

6 boxes	Business License Applications	2013-2019	GS050	2 yrs
4 boxes	Cigarette License Applications	2003-2015	GS050	2 yrs
	Liquor License Applications	1994-1998	GS050	2 yrs
	Liquor License Applications	2015-2016	GS050	2 yrs
	Postage Usage Working Papers	2013-2015	GS015	1 yr
	Cigarette Tax Reports	2011-2015	0734a	5 yrs
	Franchise Tax Reports	2001-2015	0734a	5 yrs
	Public Surplus Receipts	2010-2013		
	Tourism Tax Reports	2005-2015	0734a	5 yrs
	Motor Fuel Tax	2006-2015	GS008	Completion of Audit
	Accounts Receivable Payment Reports	2012	GS008	Completion of Audit
	Business License Payment Reports	2012	GS050	3 yrs
	Utility Update Payment Reports	2012	GS008	Completion of Audit
3 boxes	Bank Statements	2012-2016	GS010	5 yrs
7 boxes	Journal Entry Source Documents	2011-2016	0717	5 yrs
1 box	Monthly Treasurer's Reports	2005 - 2015	GS005	Permanent - Microfilm
	End of Day Journal Register	2012	GS011	Completion of Audit plus 1 year
	Interest Schedule	2010 - 2013	GS005	Permanent - Microfilm
	Outstanding Checks	2011 - 2013	GS010	Completion of Audit plus 1 year
	Collector's Annual Report	2006 - 2011	GS002	Permanent - Microfilm
	Delinquent Tax Lists	2011 - 2014	0745	6 yrs
2 boxes	Treasurer's Reports Worksheets	2013 - 2016		
1 box	Sales Tax Report Worksheets	2009 - 2015	0753	6 years
	Unclaimed Property	2011 - 2015	GS087	1 year after turning over to State Treasurer
1 box	Property Tax Allocation	2006 - 2007	0747	6 years
	Property Tax Allocation	2014 - 2015	0747	6 years
	353 Corp Loan JE's & Worksheets			

**LOCAL RECORD PROGRAM
DISPOSITION LIST**

CITY OF WASHINGTON IN FRANKLIN COUNTY MISSOURI

1 box	Budget Worksheets & Backup	2014	GS004	Completion of Audit
	Budget Worksheets & Backup	2015	GS004	Completion of Audit
1 box	Monthly Receipt Listing	2012 -2014	GS011	Completion of Audit plus 1 year
1 box	CID Financial Reports	2007 - 2012	GS002, GS073	Permanent - Microfilm
		2011 - 2015	GS002, GS073	Permanent - Microfilm
	Annual Comprehensive Financial Reports			
	Budget	2013 - 2015	GS003	Permanent - Microfilm
	Budget Amendments	2013 - 2015	GS003	Permanent - Microfilm
	Budget Reports	2013 - 2015	GS003	Permanent - Microfilm
	Audit-Close Fiscal Year	2013 - 2015	GS002	Permanent - Microfilm
	Balance Sheet	2013 - 2015	GS002	Permanent - Microfilm
	Income Statement	2013 - 2015	GS002	Permanent - Microfilm
	Trial Balance	2013 - 2015	GS002	Permanent - Microfilm
	Single Audit Report	2013 - 2015	GS002	Permanent - Microfilm
4 boxes	Real Estate Tax Books	2013 - 2015	0747	6 years
	Personal Property Tax Books	2013 - 2015	0747	6 years
2 boxes	Utility Customer Move In and Out paperwork	2015 - 2016	1602	5 years



Finance Director

Authorizing Signature



4/25/2022

* Fireworks Display

April 20, 2022

Honorable Mayor and City Council

405 Jefferson Street

Washington, MO 63090

Re: Fireworks Display Permit Request

Dear Honorable Mayor and City Council,

The Washington American Legion Post 218 is requesting permission to discharge fireworks on July 4, 2022 at 9:30 PM with a rain date of July 5, 2022 at 9:30 PM. The Pyro technician will be Fazz Holdigns again this year. They are requesting permission to launch from the ball field at the fairgrounds.

The issuance of this permit is contingent upon all paperwork and approvals by all departments and weather conditions being favorable.

Respectfully submitted,

Tom Neldon

Building Official

* Blotter Item – Proclamation – Day of Prayer; will be Item 2e

* 2022 Council Committee Liaison Assignments will be Item 2f

A motion to accept and approve the agenda including the consent agenda accordingly made by Councilmember Holtmeier, seconded by Councilmember Patke, passed without dissent.

PRIORITY ITEMS:

Mayor’s Presentations, Appointments & Re-Appointments:

* Proclamation – Historic Preservation Month

Historic Preservation Month

May 2022

WHEREAS, The National Trust for Historic Preservation established May as Historic Preservation Month in 1973 as a way to promote historic places for the purpose of instilling national and community pride, promoting heritage tourism, and showing the social and economic benefits of historic preservation; and

WHEREAS, the historic houses and buildings of Washington help make our City unique and provide links with aspirations and attainment of the City’s pioneers and their descendants, and strengthens the enduring bond between past and present; and

WHEREAS, Historic Preservation is an effective tool for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and

WHEREAS, Historic Preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

WHEREAS, the theme for 2022 “People Saving Places” is a national high-five to everyone doing the great work of saving places, in ways big and small, and inspiring others to do the same.

NOW, THEREFORE, I, James D. Hagedorn, Mayor of Washington, Missouri, do hereby proclaim May 2022 to be Historic Preservation Month in the City of Washington, Missouri, and call upon the people of Washington to join their fellow citizens across the United States in recognizing and participating in this special observance.

In Witness Whereof I have hereunto set my hand and caused to be affixed the Seal of the City of Washington, Missouri, this 2nd day of May 2022.

James D. Hagedorn

Mayor

* Proclamation – National Travel and Tourism Week

National Travel and Tourism Week

MAY 1–7, 2022

WHEREAS, The National Trust for Historic Preservation established May as Historic Preservation Month in 1973 as a way to promote historic places for the purpose of instilling national and community pride, promoting heritage tourism, and showing the social and economic benefits of historic preservation; and

WHEREAS, the historic houses and buildings of Washington help make our City unique and provide links with aspirations and attainment of the City’s pioneers and their descendants, and strengthens the enduring bond between past and present; and

WHEREAS, Historic Preservation is an effective tool for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and

WHEREAS, Historic Preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

WHEREAS, the theme for 2022 “People Saving Places” is a national high-five to everyone doing the great work of saving places, in ways big and small, and inspiring others to do the same.

NOW, THEREFORE I, James D. Hagedorn, Mayor of the City of Washington, Missouri, do hereby proclaim May 1-7, 2022 as National Travel and Tourism Week in the City of Washington and urge all of our citizens to join me in this special observance.

In Witness Whereof I have hereunto set my hand and caused to be affixed the Seal of the City of Washington, Missouri, this 2nd day of May 2022.

James D. Hagedorn

Mayor

* Proclamation – Bicycle Safety Week

Bicycle Safety Week

May 15–21, 2022

WHEREAS, the bicycle is a viable and environmentally sound form of transportation and an excellent form of recreation; and

WHEREAS, millions of Missourians will experience the joys of bicycling during the month of May through educational programs, races, commuting events, trail work days, helmet promotion, charity events or just getting out and going for a ride; and

WHEREAS, creating bicycle-friendly communities has been shown to improve citizens’ health, well-being and quality of life, to boost community spirit, to improve traffic safety, reduce pollution and congestion and wear and tear on our streets and roads; and

WHEREAS, the education of bicyclists and motorists as to the proper and safe operation of bicycles is important to ensure the safety and comfort of all users; and

WHEREAS, the Washington Police Department together with other members of the community will host the 46th Annual Bicycle Safety Rodeo on May 21, 2022 to promote greater public awareness of bicycle operation and safety education in an effort to reduce collisions, injuries and fatalities and improve health and safety for everyone on the road. NOW, THEREFORE in recognition that the health, safety and welfare of its residents are the most valuable asset of any City, I, James D. Hagedorn, Mayor, proclaim May 15-21, 2022 as Bicycle Safety Week in the City of Washington and encourage all residents to enjoy the benefits of bicycling, recognize the importance of bicycle safety and be more aware of cyclists on our streets.

In Witness Whereof, I have hereunto set my hand and caused to be affixed the Seal of the City of Washington, Missouri this 2nd day of May 2022.

*James D. Hagedorn
Mayor*

* Proclamation – National Police Week

*National Police Week
May 15-21, 2022*

Whereas, in 1962 President John F. Kennedy signed a proclamation which designated May 15th as Peace Officers' Memorial Day and the week in which it falls as National Police Week; and

* *Whereas, the members of the law enforcement agency of the City of Washington play an important role in safeguarding the rights and freedoms of the citizens of our community; and*

* *Whereas, it is important that all citizens know and understand the duties, responsibilities, hazards and sacrifices of their police department, and that members of our department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder and by protecting the innocent against deception and the weak against oppression; and*

Whereas, the Police Department of the City of Washington has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital public service; and

Whereas, U.S. flags are to be flown at half-staff on Peace Officer's Memorial Day May 15th in tribute to those peace officers that have made the ultimate sacrifice in the line of duty.

Now Therefore, I, James D. Hagedorn, Mayor of the City of Washington, Missouri call upon all citizens of Washington and upon all patriotic, civic and educational organizations to observe the week of May 15-21, 2022 as National Police Week with appropriate ceremonies and observances in which all our citizens may join in commemorating police officers past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to this community and in doing so have established for themselves a desirable and enduring reputation for preserving the rights and security of all citizens.

I further call upon all citizens of Washington, Missouri to observe May 11, 2022 as Peace Officers' Memorial Day in honor of those peace officers who through their courageous deeds have lost their lives or have become disabled in the performance of duty.

In Witness Whereof I have hereunto set my hand and caused to be affixed the Seal of the City of Washington, Missouri, this 2nd day of May 2022.

James D. Hagedorn

Mayor

*Police Chief Ed Menefee recognized Police Officer Melinda Schmelz, Police Officer Charles Scheer, Police Officer Cody Boone, Police Officer Daniel Day and Sergeant Mike Grissom for the 2020 and 2021 awards they received from Mothers Against Drunk Driving.

* Proclamation – Day of Prayer

DAY OF PRAYER

WHEREAS, Throughout the history of America, faith in Almighty God has been deeply rooted in the foundation and building up of this great nation. From the early pilgrims to the Continental Congress, to the many Presidents and Governors who have served, we have exalted the Lord; giving Him praise and overflowing with gratitude throughout the generations as He carries us through times of great crisis and celebration; and

WHEREAS, A National Day of Prayer has been a part of our heritage since it was declared by the First Continental Congress in 1775 and a Public Law established in the United States Congress in 1952 approved by a Joint Resolution and later amended by Congress and President Reagan with Public Law 100-307 in 1988, affirming that it is essential for us as a nation to pray and directs the President of the United States to set aside and proclaim the first Thursday of May annually as a National Day of Prayer; and

WHEREAS, Leaders and citizens of our nation are afforded the privilege of prayer, affirming our spiritual legacy of instituting times of thankfulness and renewed reliance on Almighty God; we ought to exercise the freedoms we have to gather and pray, to unify hearts, communities, and our country, while we hold dear to our faith, freedoms, and to one another as fellow Americans all fearfully and wonderfully created in the image of God. May we take time to pray for our nation and our neighbors.

Now Therefore, I, James D. Hagedorn, Mayor of the City of Washington do hereby proclaim May 5, 2022 as a DAY OF PRAYER throughout the City of Washington and I commend this observance to all of our citizens.

In Witness Whereof I have hereunto set my hand and caused to be affixed the Seal of the City of Washington, Missouri, this 2nd day of May 2022.

James D. Hagedorn

Mayor

* 2022 Council Committee Liaison Assignments

A motion to accept and approve the 2022 Council Committee Liaison Assignments made by Councilmember Patke, seconded by Councilmember Holtmeier, passed without dissent.

PUBLIC HEARINGS

* None

CITIZENS COMMENTS

* None

UNFINISHED BUSINESS

* None

REPORT OF DEPARTMENT HEADS

* Police Chief Ed Menefee briefly discussed Peace Officers' Memorial Day. It will be Wednesday, May 11, 9 a.m.

ORDINANCES/RESOLUTIONS

Bill No. 22-12571, Ordinance No. 22-13527, an ordinance authorizing and directing the execution of an Agreement by and between the City of Washington, Missouri and Environmental Systems Research Institute, Inc. for ArcGIS Software and Services.

The ordinance was introduced by Councilmember Holtmeier.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Hidritch-aye, Briggs-aye, Wessels-aye, Patke-aye, Behr-aye, Holtmeier-aye, Reed-absent.

Bill No. 22-12572, Ordinance No. 22-13528, an ordinance authorizing and directing the execution of an STP-Urban Program Agreement by and between the City of Washington, Missouri and the Missouri Highways and Transportation Commission for the Front Street ADA Improvements Project STP-4940(607).

The ordinance was introduced by Councilmember Patke.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Hidritch-aye, Briggs-aye, Wessels-aye, Patke-aye, Behr-aye, Holtmeier-aye, Reed-absent.

Bill No. 22-12573, Ordinance No. 22-13529, an ordinance amending the 2022 Budget of the City of Washington, Missouri.

The ordinance was introduced by Councilmember Patke.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Hidritch-aye, Briggs-aye, Wessels-aye, Patke-aye, Behr-aye, Holtmeier-aye, Reed-absent.

Bill No. 22-12574, Ordinance No. 22-13530, an ordinance authorizing and directing the City of Washington, Missouri to accept the Bid from NOC Technology for the purchase of 48 New Dell Optiplex Desktop Computers, Computer Monitors and Stands including Setup and Installation.

The ordinance was introduced by Councilmember Holtmeier.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Hidritch-aye, Briggs-aye, Wessels-aye, Patke-aye, Behr-aye, Holtmeier-aye, Reed-absent.

Bill No. 22-12575, Ordinance No. 22-13531, an ordinance amending the 2021-2022 Budget of the City of Washington, Missouri and authorizing payment to the Washington Community Fire Protection District for entering into an Agreement with ESCI for a Long Range Master Plan for the Washington Fire Department Serving the City and District.

The ordinance was introduced by Councilmember Hidritch.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Hidritch-aye, Briggs-aye, Wessels-aye, Patke-aye, Behr-aye, Holtmeier-aye, Reed-absent.

TABLED - An ordinance authorizing and directing the execution of a Contract Agreement by and between the City of Washington, Missouri and DJM Ecological Services, Inc. for Highway 100 Median Bed Landscaping Services.

A motion to table the ordinance made by Councilmember Hidritch, seconded by Councilmember Patke, passed without dissent.

Bill No. 22-12576, Ordinance No. 22-13532, an ordinance authorizing and directing the execution of an Agreement by and between the City of Washington, Missouri and the Washington School District for Three (3) School Resource Officers to be assigned to duty for the Washington School District.

The ordinance was introduced by Councilmember Hidritch.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Hidritch-aye, Briggs-aye, Wessels-aye, Patke-aye, Behr-aye, Holtmeier-aye, Reed-absent.

COMMISSION, COMMITTEE AND BOARD REPORTS

* None

MAYOR'S REPORT

* Thank you to everyone for their efforts and patience during these past two weeks.

CITY ADMINISTRATOR'S REPORT

* None

COUNCIL COMMENTS

- * Discussion on High Street and Highway 100 Stop Lights.
- * Reminder to speak into the microphones.

CITY ATTORNEY'S REPORT

Public vote on whether or not to hold a closed meeting to discuss personnel, legal and real estate matters pursuant to Section 610.021 RSMo (2000) passed at 8:25 p.m. on the following roll call vote; Coulter-aye, Hidritch-aye, Briggs-aye, Wessels-aye, Patke-aye, Behr-aye, Holtmeier-aye, Reed-absent.

The regular session reconvened at 9:32 p.m.

ADJOURNMENT

With no further business to discuss, a motion to adjourn made at 9:32 p.m. by Councilmember Holtmeier, seconded by Councilmember Wessels passed without dissent.

Adopted: _____

Attest: _____
City Clerk

President of City Council

Passed: _____

Attest: _____
City Clerk

Mayor of Washington, Missouri