

**REVISED COUNCIL WORKSHOP MEETING  
MONDAY, MARCH 4, 2024 – 6:00 P.M.  
COUNCIL CHAMBER  
405 JEFFERSON STREET  
WASHINGTON, MO**

**INTRODUCTORY ITEMS:**

Roll call/Pledge of Allegiance

**ACTION:**

**1. APPROVAL OF MINUTES:**

Approval of the February 5, 2024, Workshop minutes

Approve/Mayor

**2. PRESENTATIONS:**

**3. REPORT OF DEPARTMENT HEADS:**

A. Airport Department -

a. Airport Fuel Pump Purchase

Discuss-Send to Council

B. Engineering Department -

a. Detention Basin Retrofit Project

Discussion

C. Police Department -

a. Police Recruitment

Discussion

D. Administration Department -

a. Main Stage Roof

Discussion

**4. EXECUTIVE SESSION:**

Public vote on whether or not to hold a closed meeting to discuss personnel, legal or real estate matters pursuant to Section 610.021 RSMo (2000)

ROLL CALL VOTE

**5. ADJOURNMENT:**

**MINUTES OF THE  
CITY OF WASHINGTON, MISSOURI  
COUNCIL WORKSHOP MEETING  
MONDAY, FEBRUARY 5, 2024**

The Council Workshop Meeting was held on Monday, February 5, 2024, at 6:00 p.m. in the Council Chamber, 405 Jefferson Street, Washington, Missouri. Mayor Hagedorn opened the meeting with roll call and Pledge of Allegiance.

<b>Mayor:</b>	Doug Hagedorn	Present
<b>Council Members:</b>		
<b>Ward I</b>	Al Behr	Present
	Duane Reed	Present
<b>Ward II</b>	Mark Hidritch	Present
	Mark Wessels	Present
<b>Ward III</b>	Chad Briggs	Present
	Jeff Patke	Present
<b>Ward IV</b>	Mike Coulter	Present
	Joe Holtmeier	Present
<b>Also Present:</b>	City Attorney	Mark Piontek (6:58 p.m.)
	City Administrator	Darren Lamb
	City Clerk	Sherri Klekamp
	Library Director	Nelson Appell
	Public Works Superintendent	Kevin Quaethem
	Street Superintendent	Tony Bonastia
	City Planner/GIS Specialist	Sarah Skeen
	City Engineer	Charles Stankovic
	Economic Development Director	Sal Maniaci
	Parks Director	Wayne Dunker
	Communications Director	Jennifer Brune
	Fire Chief	Tim Frankenberg
	Police Chief	Jim Armstrong

**Approval of Minutes**

A motion to approve the minutes from the January 2, 2024, Workshop meeting as presented made by Holtmeier seconded by Hidritch, passed without dissent.

**Presentations:**

**A. Waste Hauling Discussion/Waste Connections**

District Manager Ben Vander Baan of Waste Connections discussed trash and recycling issues with Council and City residents. Topics of discussion were: recyclables going into trash trucks, oil on streets and maintenance of trucks, items not fitting into totes and not being picked up, trash bags and unacceptable items in recyclable totes, the care of the tote after being emptied, time frame at each residency, notifications, items not being picked up, cul-de-sac pickups and increasing the amount of recycling days.

February 5, 2024

**Report of Department Heads**

**A. Engineer Department-**

**a. Busch Creek Guardrail & Channel Protection Project**

*January 31, 2024*

*Honorable Mayor and City Council*

*City of Washington*

*Washington, MO 63090*

*RE: Busch Creek Guardrail and Channel Protection Project*

*Dear Mayor and City Council Members:*

*Find enclosed an ordinance that would allow the City to enter into a contract with BFA for engineering services for the Busch Creek Guardrail and Channel Protection Project. This project includes new guardrail installation and creek bank stabilization and protection along Busch Creek at Eighth Street from Elm Street to Locust Street.*

*The contract proposes the following compensation amounts:*

*DESIGN costs               \$82,000.00*

*Construction is anticipated to start in June of 2025. There is a Franklin County Transportation Grant of \$50,000 for the construction of the guardrail on this project. This contract is budgeted through the Stormwater Fund. Approval is recommended.*

*Sincerely,*

*Charles Stankovic, P.E.*

*Interim City Engineer*

City Engineer Charles Stankovic discussed the project. After a brief discussion, a motion to forward to Council made by Patke, seconded by Hidritch, passed without dissent.

**B. Fire Department-**

**a. Fire Station Design & Budget Amendment**

*January 31, 2024*

*Darren Lamb, City Administrator*

*405 Jefferson Street*

*Washington, MO 63090*

*RE: Fire Station Design & Budget Amendment*

*Dear Darren:*

*Attached you will find an ordinance to approve the design of the Fire Station at Phoenix Park and a budget amendment.*

*This City issued Request for Qualifications for the design and construction management for a new fire station. Nine companies submitted packets and a committee including Mayor Hagedorn, yourself, Councilman Patke, Councilman Coulter, Assistant Fire Chief Mark Skornia and myself reviewed these packets. The submissions were scored and there were four viable candidates identified.*

*The fire department reached out and spoke to a number of other fire departments and fire districts about their experiences with the various design companies. The committee identified four of the firms to be candidates and opted to interview the top two. The top two were local to the St. Louis market whereas, the others were located in other states. The top two were interviewed and provided a 60 minute presentation. Both did an exceptional job showcasing what they had to offer and address specific questions about the project.*

February 5, 2024

*FGM Architects was the top candidate and called to move forward with a proposal and contract. Their fees are broken down in the spreadsheet that is included as part of the submission titled FGM Project No.24-0000.01. They are proposing a two phase design process and additional consulting services. There services for design is estimated to be at 8.29% of the cost of the project. The work will be broken down into a number of phases.*

*Phase 1 is the conceptual process for the design. This includes visiting existing City of Washington Fire Stations, surveying personnel for needs and wants and blending this with code requirement and best practices. This would develop the baseline of the design balancing the wants and needs to the budget. This phase is estimated at \$55,100.*

*The second phase include the design utilizing two primary engineering firms that are sister companies for the complete set of construction documents for bidding. In addition, we asked FGM to provide complete cost for all aspects including geotechnical report, surveying, testing, third party cost estimating and peer reviewing of the design. The total for the design services is \$389,490.*

*Also, requested of FGM was to provide the quality assurance for the construction materials and site testing. This includes concrete and wall sample testing, weld testing services, etc. There is an option for the City to bid this separately, however, it is recommended the entire project is managed by FGM rather than split contracts. If the testing was managed by the City separately, there would need to be a significant amount of coordination between the general contractor, sub-contractors and the testing companies.*

*Finally, FGM was requested to submit a quotation for project management. This includes tracking all labor and certifying the submissions from the contractor and subcontractors, overall site oversight and coordination with the contractor. FGM submitted a quotation of \$94,000 for these services.*

*The total package from FGM Architects is quoted at \$583,690 for all services including the survey, geotechnical, architecture, engineering, bid solicitation, assistance in contractor selection, construction management, quality management, interior design, furniture selection assistance, closeout and one year post construction inspection.*

*The cost of construction have escalated significantly in the past three to four years. The estimated cost of construction is \$470 per square foot of a building between 9,000 and 12,000 square feet. The budget for the fire station is \$4M from the Capital Improvement Sales Tax, \$500,000 from the Washington Community Fire Protection District based on contract and balance from the fire department reserve fund. The total estimated cost is \$5,291,890. We are expecting to trim that number some as we have found some savings and intend to work as diligently as possible to provide the maximum return for this investment. We are designing this building for a 50 year life.*

*In closing, the monies for the design need to be moved from the fire department reserve fund to cover these services. The estimated services in the 2024 budget should not exceed \$500,000. This includes the design, contractor selection, site testing and surveying. It is estimated that the total reserve spend will be approximately \$800,000.*

*If you have any questions, please let me know.*

*Respectfully,*

*Tim Frankenberg, CFPS, CSP*

*Fire Chief*

Fire Chief Tim Frankenberg discussed the agreement and budget amendment. After discussion, a motion to forward to Council made by Behr seconded by Patke, passed without dissent.

February 5, 2024

**C. Police Department-**

**a. Public Works Office Renovation & Budget Amendment**

*February 5, 2024*

*Honorable Mayor and City Council*

*City of Washington*

*405 Jefferson Street*

*Washington, MO 63090*

*RE: Recommendation – Public Works Front Office Renovation Project*

*Honorable Mayor and City Council,*

*At the December 18, 2023 City Council meeting a contract was approved for Eagan Design and Build to be the Owner's Representation for Construction Management Services as Owner's Representative for the Public Works Front Office Renovation Project.*

*The scope of the project includes painting, tile floor replacement, front door replacement, ceiling tile replacement, HVAC air grill replacement, light replacement, ADA fixture replacement, sprinkler head replacement, data cabinet replacement and some wiring replacement. It should be noted that interior remodeling of the Public Works Building has not been completed since the building was built in 1992. The Street Department budgeted \$80,000 for the project out of general revenue. It is estimated with inflation the project will cost \$116,000 (includes \$6,000 Contingency for unforeseen items) plus design and construction management of \$25,000 for a total of \$141,000. The project would be funded as follows: \$80,000 from General Revenue and a budget amendment of \$61,000 from the Capital Improvement Sales Tax.*

*In addition to the improvements mentioned above the building is in need of a new fire alarm system and a large modular reception desk. Both items will be bid out separately but the funds for the items will be used from the \$116,000 budgeted for the front office renovation. The fire alarm system is estimated to cost \$15,000 and the large modular desk \$6,000.*

*The project was put out to bid with two alternates, Alternate #1 ceiling tile & grid replacement and Alternate #2 casework replacement in file room. Three bids were received. Sieve Contractors, Inc. Base Bid \$72,000, Alternate Bid #1 \$6,000 and Alternate Bid #2 \$2,500. S-K Contractors Base Bid \$96,843, Alternate Bid #1 \$11,415 and Alternate Bid #2 \$4,340. Legacy Contracting Group Base bid \$93,300, Alternate #1 Bid \$3,500 and Alternate Bid #2 \$2,200. Accordingly, Eagan Design & Build and staff recommend that Council consider Sieve Contractors, Inc. base bid of \$72,000 and Alternate Bid #1 \$6,000 and Alternate Bid #2 \$2,500 totaling \$80,500. As always, if you have any questions or would like additional information, please feel free to contact me prior to the Council meeting.*

*Respectfully,*

*Wayne Dunker, MA, CPRP*

*Director of Parks & Recreation*

*Parks and Recreation Director Wayne Dunker discussed the project. After discussion, a motion to forward to Council made by Wessels, seconded by Behr, passed without dissent.*

**b. Toolcat Purchase**

*February 5, 2024*

*Honorable Mayor and City Council*

*City of Washington*

*405 Jefferson Street*

February 5, 2024

Washington, MO 63090

RE: Bid Recommendation – Toolcat Utility Work Machine Replacement

Honorable Mayor and City Council,

As you may be aware, before making a determination that a particular piece of equipment should be replaced, staff will annually review and analyze the equipment to determine the current condition and the need for replacement. In doing so, it was determined the 2016 Toolcat machine and bucket needs replacing due to usage hours, age and ongoing repairs. This machine is used daily. As such, the Department identified the need to replace the Toolcat in the 2023-2024 budget. The new machine will include some attachments such as a new heavy duty bucket, pallet forks and a clod buster attachment (demo model). In order to include some of the attachments in the purchase, staff worked diligently with the dealer to determine the best trade in value for the old machine. The new Toolcat would be purchased under the state equipment contract, which the Department has used on past equipment purchases.

Accordingly, staff recommends that Council consider Clark Equipment's (dba Bobcat Co.) bid in the amount of \$72,995.53 for the new Toolcat, attachments and the trade in discount of (\$20,000) for the old Toolcat. This amount is under the budgeted amount of \$74,000.00, which was approved in the 2023-2024 Parks and Recreation budget.

As always, if you have any questions, concerns or would like additional information, please feel free to contact me prior to the Council Meeting.

Respectfully,

Wayne Dunker MA, CPRP

Director of Parks & Recreation

Parks and Recreation Director Wayne Dunker discussed the purchase. After a brief discussion, a motion to forward to Council made by Behr, seconded by Patke, passed without dissent.

#### **D. Street Department-**

##### **a. 2-Ton Dump Truck Purchase**

January 30, 2024

Honorable Mayor and City Council

City of Washington

405 Jefferson Street

Washington, MO 63090

RE: Recommendation – Use of MoDOT State Bid for the purchase of a 2-Ton Dump Truck with Snowplow & Salt Spreader

Honorable Mayor and City Council,

As you may be aware, before making a determination that a particular piece of equipment needs to be purchased, staff will annually review and analyze the equipment to determine the current requirement and the need for purchases. The new 2025 2-Ton Dump Truck with Snowplow & Salt Spreader is in the 2023-2024 budget in the amount of \$180,000. This would replace Truck #54 a 2010 International truck with Snowplow & Spreader.

Staff found that the MoDOT State Bid # 605CO23002393 would give the city the best pricing for this truck, from Truck Centers Inc. Troy IL. & the bed, snowplow & salt spreader from Woody's Municipal Supply Co., Edwardsville, IL.

The truck quote from Truck Centers Inc., is \$97,837, and we budgeted \$100,000. The Bed, Snowplow, and Spreader quote from Woody's Municipal Supply Co., is \$71,868, and we budgeted

February 5, 2024

\$80,000. There will be separate contracts and ordinances for both companies due to there being a longer wait time for the bed, plow, & spreader, but they are both under the same MoDOT State Bid.

- I am recommending the New Freightliner 108S truck at \$97,837. This truck will replace truck #54 a 2010 International snowplow truck, with 35,200 miles. Although the miles are low, the truck has had numerous mechanical and corrosion issues. This also meets the 15-year equipment replacement recommendations. We will sell the 2010 International Truck #54 with plow and spreader together.
- I am also recommending the new Galion 430U SMS Bed, and the Buyers brand snowplow and salt spreader, at \$71, 868, to replace the 2010 equipment.

As always, if you have any questions, concerns or would like additional information, please feel free to contact me prior to the City Council Workshop Meeting.

Respectfully,

Tony Bonastia

Street Superintendent

Washington MO

Street Superintendent Tony Bonastia discussed the purchase. After a brief discussion, a motion to forward to Council made by Patke, seconded by Wessels, passed without dissent.

\*Street Superintendent Tony Bonastia briefly discussed the mulch grinding bids.

#### **b. Truck Bed, Snowplow & Salt Spreader Purchase**

January 30, 2024

Honorable Mayor and City Council

City of Washington

405 Jefferson Street

Washington, MO 63090

RE: Recommendation – Use of MoDOT State Bid for the purchase of a 2-Ton Dump Truck with Snowplow & Salt Spreader

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February 5, 2024

*year equipment replacement recommendations. We will sell the 2010 International Truck #54 with plow and spreader together.*

- I am also recommending the new Galion 430U SMS Bed, and the Buyers brand snowplow and salt spreader, at \$71, 868, to replace the 2010 equipment.*

*As always, if you have any questions, concerns or would like additional information, please feel free to contact me prior to the City Council Workshop Meeting.*

*Respectfully,*

*Tony Bonastia*

*Street Superintendent*

*Washington MO*

Street Superintendent Tony Bonastia discussed the purchase. After a brief discussion, a motion to forward to Council made by Patke, seconded by Hidritch, passed without dissent.

### **Miscellaneous**

\*Communications Director Jennifer Brune updated Council on the Dispatch Service Agreements with the Cities of Berger and New Haven.

### **Adjournment**

With no further business to discuss, a motion to adjourn made at 7:03 p.m. by Patke, seconded by Hidritch passed without dissent.

February 5, 2024





February 28, 2024

Mayor & City Council  
City of Washington  
Washington, MO 63090

Re: Airport Fuel Pump

Mayor & City Council,

On your agenda for the March 4<sup>th</sup> meeting is a contract with Mid-State Petroleum Equipment, Inc. to install a new fuel pump at the airport. They were the low bid at \$16,008.05. The current budget has a line item for this equipment for \$20,000. Staff recommends approval of the contract.

Feel free to reach out with any questions.

Sincerely,

A handwritten signature in black ink that reads "Sal Maniaci".

Sal Maniaci  
Community and Economic Development Director

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE ACCEPTING THE QUOTE FROM MID-STATE PETROLEUM EQUIPMENT, INC. FOR THE PURCHASE OF A NEW FUEL PUMP AT THE WASHINGTON REGIONAL AIRPORT

Be It Ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The Mayor is hereby authorized and directed to accept the Quote from Mid-State Petroleum Equipment, Inc. for the purchase of a new fuel pump at the Washington Regional Airport. A copy of said quote is attached hereto and marked as Exhibit A.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: This ordinance shall take effect and be in full force from and after it's passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri



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Cumtonton • Columbia • Kansas City • Springfield • St. Louis  
"Quality Equipment, Superior Service"

February 16, 2024

WASHINGTON REGIONAL AIRPORT  
ATTN: KEVIN HELLMANN  
12958 STATE HIGHWAY 47  
MARTHASVILLE, MO 63357

Re: Quote #5577 – New Suction Pump, Marthasville, MO

The following is a Mid-State Petroleum Equipment, Inc. (MSPE) proposal to furnish and install petroleum equipment at the Washington Regional Airport in Marthasville, MO.

Scope of Work

1. MSPE will remove the existing suction pump dispenser and remove from site.
2. MSPE will re-use the existing pump platforms, product piping, shear valves, flex connectors, electrical conduit, and electrical wiring. If any of these items are found to be unusable, missing, damaged, and/or broken, MSPE will furnish new materials and Washington Regional Airport will be charged extra.
3. MSPE will re-use all hanging hardware. If any hanging hardware is found to be unusable, missing, damaged, and/or broken, MSPE will furnish and install new materials and Washington Regional Airport will be charged extra.
4. MSPE will furnish and install, one (1) new Wayne Enhanced Capacity Select, two (2) product, two (2) hose suction pump dispenser.
5. MSPE will start up the Wayne Pump and ensure proper working order.

Thank you for allowing us the opportunity to submit this proposal. If you have any questions regarding the proposal or need financial assistance regarding leasing programs, please feel free to give me a call at 1-800-999-3103. We appreciate your business.

Sincerely,

Josiah Harris  
Sales Representative  
Mid-State Petroleum Equipment, Inc.



**TERMS OF QUOTE #5577**

**Terms:** Upon invoice for Wayne equipment - \$13,562.78

**\*\*If payment is not received within 6 days of invoice, an additional 6% charge will apply.\*\***

Net due upon completion - \$2,445.27

The above terms have been explained by a Mid-State Petroleum Equipment, Inc. representative and I have accepted these terms.

\_\_\_\_\_  
*Signature of the Customer*

\_\_\_\_\_  
*Print Customer Name*

\_\_\_\_\_  
*Customer Purchase Order Number*

\_\_\_\_\_  
*Date*

***Please sign and initial all shaded areas and return all pages of proposal.***

3Aa



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"Quality Equipment, Superior Service"

February 16, 2024

WASHINGTON REGIONAL AIRPORT  
12958 STATE HIGHWAY 47  
MARTHASVILLE, MO 63357

REFERENCE: Quote #5577 – New Suction Pump, Marthasville, MO

SALESMAN: Josiah Harris

TO BE SHIPPED VIA OUR TRUCK, PREPAID

TERMS AND CONDITIONS:

See Cover Letter

The above payment terms of this contract have been thoroughly explained by Mid-State Petroleum Equipment, Inc. sales representative and terms hereby agreed to.

\_\_\_\_\_  
*Customer Signature*

\_\_\_\_\_  
MSPE Sales Representative

All quotations are contingent upon strikes, accidents, fire, availability of materials and all other causes beyond our control. Prices are based on the current cost of Freight, Labor, Raw Materials, and their availability. Should these cost change, MID-STATE PETROLEUM EQUIPMENT, INC. reserves the right to adjust its price accordingly without notice.

\_\_\_\_\_  
Please Initial

Typographical and stenographic errors subject to correction. Purchaser agrees to accept either coverage or shortage not in excess of ten percent to be charged for pro rata. Purchaser assumes liability for patent and copyright infringement when goods are made to Purchaser's specifications. When quotation specifies material to be furnished by the purchaser, ample allowance must be made for reasonable spoilage and material must be of suitable quality to facilitate efficient production.

Conditions not specifically stated herein shall be governed by established trade customs. Terms inconsistent with those stated herein which may appear on Purchaser's formal order will not be binding on the Seller. All payments are due upon completion, unless prior arrangements have been made.

**To confirm order please sign and return all pages of proposal.**

\_\_\_\_\_  
*Customer Signature*

\_\_\_\_\_  
*Phone Number*

*Steve Brant* *President*

Mid-State Petroleum Equipment, Inc.

Quote valid for 30 days

Date 2-16-24



Material Quote

QTY	Description	UNIT SELL	TOTAL SELL
<b>Dispensing Equipment</b>			
1	Wayne Select 3/G7203P/2 Enhanced Capacity, Suction Pump Dispenser	\$12,987.78	\$12,987.78
<b>Dispensing Accessories</b>			
1	Fuel Filter - 10 Micron Micro-glass	\$30.84	\$30.84
<b>Product &amp; Vent Piping Accessories</b>			
1	Miscellaneous Steel	\$75.00	\$75.00
1	Pipe Dope	\$25.69	\$25.69
1	1.5" Steel Union (black)	\$26.39	\$26.39
<b>Electrical</b>			
1	Miscellaneous Electrical	\$120.00	\$120.00
1	3/4" Killark Sealoff	\$20.85	\$20.85
1	3/4" Killark Union	\$23.10	\$23.10
1	3/4" GRSS Box	\$137.65	\$137.65

EQUIPMENT SUBTOTAL	\$13,447.30
INSTALLATION SURCHARGE	\$0.00
EQUIPMENT TOTAL	\$13,447.30

Installation Quote

**Rental & Freight**

1	Freight On Equipment	\$575.00	\$575.00
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**Installation**

1	Labor & Mobilization	\$1,985.75	\$1,985.75
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**TOTAL INSTALLATION QUOTE** \$2,560.75

EQUIPMENT TOTAL	\$13,447.30
INSTALLATION TOTAL	\$2,560.75
TOTAL QUOTE	\$16,008.05

QUOTE #5577  
WASHINGTON REGIONAL AIRPORT  
February 16, 2024  
**CUSTOMER'S INITIALS** \_\_\_\_\_  
Page 2

**3Aa**

**GENERAL CONDITIONS:** Sales tax is included in the total. If union labor is required on the job, customer shall furnish such labor. Customer shall furnish all permits. Additional charges will be made for extra work caused by underground problems not made known to Mid-State Petroleum Equipment, Inc. prior to submitting this proposal, including but not limited to hidden rocks, cave-ins and excessive water (such extra work shall be paid by customer upon submission of Mid-State Petroleum Equipment, Inc.'s bill therefore and shall not be subject to the "Change Order Policy" mentioned below). Mid-State Petroleum Equipment, Inc. will not be responsible for settlement of backfill in excavated areas. Any documents due the customer pertaining to the job including but not limited to test results, inspection reports, state registrations, and warranty registrations will be released upon receipt of final payment.

**CHANGE ORDER POLICY:** Any deviation from this proposal (including extra work caused by unknown underground conditions as mentioned above,) will be considered a change in the scope of work and will require a Mid-State Petroleum Equipment, Inc. "Work Change Order" to be completed. The Work Change Order must be completely filled out, including description of the change(s) and all charges or credits associated with the change(s). The Work Order Change must be signed by a Mid-State Petroleum Equipment, Inc.'s supervisor and by the customer, or one of Customer's following --listed authorized agents who by Customer's signed acceptance of this Proposal are authorized to sign Work Change Orders on behalf of Customer.

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**CONTAMINATED SOIL:** Mid-State Petroleum Equipment, Inc. does not have an environmental specialist on its staff, is not certified to perform environmental surveys, and is not qualified to make environmental decisions concerning contaminated soil. This proposal does not include any such services and does not include any work, which results from encountering contaminated soil. If contaminated soil is encountered, Customer shall be responsible for directly hiring a qualified environmental specialist to perform the necessary environmental services relating to the contaminated soil and to ensure compliance with Federal Environmental Protection Agency and Missouri Department of Natural Resources regulations. Mid-State Petroleum Equipment, Inc. agrees that, if requested to do so, it will work as a subcontractor under the environmental specialist to remove and/or haul contaminated soil, installation remediation systems, and perform all other related services at the direction and under the supervision of the environmental specialist; all such services will be an addition to this proposal and will be billed to the environmental specialist, who will include them in his bill(s) to Customer.

**ATTORNEYS' FEES AND EXPENSES:** If Mid-State Petroleum Equipment, Inc. finds it necessary to pursue litigation to enforce its rights pursuant to this Proposal, Customer shall be responsible for paying Mid-State Petroleum Equipment, Inc.'s attorney's fees and related expenses of Mid-State Petroleum Equipment, Inc. prevails in such litigation. Any check returned unpaid may be presented again electronically. All returned checks will be charged an NSF fee of \$25 per check transaction.

QUOTE #5577  
WASHINGTON REGIONAL AIRPORT  
February 16, 2024  
**CUSTOMER'S INITIALS** \_\_\_\_\_  
Page 3

3Aa



February 28, 2024

Honorable Mayor and City Council  
City of Washington  
Washington, MO 63090

RE: Detention Basin Retrofit Project – MS4 Stormwater Projects

Dear Mayor and City Council Members:

Staff has been working on a plan to retrofit existing stormwater detention basins. This project has been budgeted for in the 23-24 budget. Speaking with contacts at MoDNR this type of project would be very beneficial for the City in helping achieve MS4 compliance with the state in a few different areas. The overall plan is to retrofit existing stormwater detention basin to include treatment for stormwater quality. Potentially exploring other detention basins throughout the City even privately maintained basins after starting with City owned ones.

Existing detention basins are in place for flood control. The plan is to start with City owned detention basins that are in highly visible areas and/or need of repair. The visibility is important factor for DNR compliance from a public education standpoint. So the project is proposed to have public participation as well as signs and further possibilities for education on water quality systems about their function and importance. Two areas identified by staff were the detention basin at High Street north of 14<sup>th</sup> Street and the area south of 8<sup>th</sup> Street between Locust Street and Jefferson Street next to the new Busch Creek Greenway Trail.

With this plan there is an opportunity to work with a developer on the site at 8<sup>th</sup> and Jefferson Street to build a bioretention basin. This would include taking the money that they would be required to build a detention facility for flood control on their property and utilize it instead to cover some of the costs for construction of a regional water quality bioretention basin. That estimated cost to be contributed is about \$12,079. This proposal has been discussed by the Stormwater Committee and they recommend that we move forward.

Respectfully submitted,

A handwritten signature in blue ink that reads "Charles Stankovic".

Charles Stankovic, P.E.  
City Engineer





**POLICE**  
CITY OF WASHINGTON

**Washington Police Department**  
Chief Jim Armstrong DSN 256

301 Jefferson Street  
Washington, MO 63090  
Administration: (636)390-1055  
Dispatch: (636)390-1050  
Fax: (636)390-2455

February 27, 2024

Mayor Doug Hagedorn  
City Council Members

RE: Police Recruit position

Honorable Mayor and City Council,

As you know the police department is currently having difficulty recruiting and hiring qualified personnel. I often speak with area law enforcement leaders and this problem is common with other agencies and not intrinsic to Washington PD. Due to factors that would be too extensive to discuss in this letter, agencies are looking for ways to increase recruitment and attract qualified personnel. This market is very competitive so I feel we must do what we can to keep pace.

One idea that was suggested it to seek out individuals that are interested in becoming a police officer but do not currently meet the training and certification requirements. This would be accomplished by hiring an individual(s) and sponsoring them as they complete the police academy. This is not a new concept but had fallen out of favor prior to recent recruitment challenges.

I propose that we add the position of Police Recruit to the police department. To apply for the Police Recruit position, interested individuals will complete a process similar to hiring a full-time police officer. However, if selected the individual would be hired as a non-commissioned full-time City employee (Recruit). The Recruit would then receive compensation at a rate much lower than a commissioned police officer. The Recruit would also be required to sign an Academy Sponsorship Agreement. This agreement would require the recruit to successfully complete a police academy and meet Missouri POST Commission standards. Additionally, the Recruit must agree to continue employment with the Washington Police Department for a specified term. If the Recruit breaches this agreement, they will be required to reimburse the City for sponsorship costs.

This program would not impact the current budget in that we would utilize current open police officer positions to fund the Recruit position. In other words, we would not fill the open position while the Recruit is completing the police academy. Then upon successful completion of the academy they would transition to the full-time commissioned police officer position. In fact,

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since the Recruit will be compensated at a lower rate this will create a savings in wages during that time.

Obviously, this program would require the department to operate below maximum staffing for the six-month period the Recruit is completing the police academy. The police department staff are on board with this and understand the benefits of obtaining a highly qualified and trained individual that is making a commitment to the City.

City staff are currently working out the details for the Academy Sponsorship Agreement. We already have interest from a few individuals. Furthermore, we would use the Police Recruit sponsorship program as a recruitment tool.

Should you have any questions prior to the council workshop, please reach out to me.

Sincerely,

*Chief James Armstrong*

Chief Jim Armstrong