

**TENTATIVE AGENDA
CITY OF SALEM, MISSOURI
BOARD OF ALDERMEN
COMMUNITY CENTER @ THE ARMORY
1200 W. ROLLA ROAD
NOVEMBER 8, 2022
6:00 P. M.**

ITEM I CALL TO ORDER

ITEM II ROLL CALL

ITEM III CONSENT AGENDA

Regular Aldermen Meeting Minutes October 25, 2022
Municipal Court Report October 2022
Police Department Monthly Report October 2022
Economic Development Monthly Report October 2022

ITEM IV NEW AND MISCELLANEOUS BUSINESS

Dent County Extension Invoice

ITEM V BOARD AND COMMITTEE APPOINTMENTS

ITEM VI READING OF BILLS AND RESOLUTIONS

BILL NO. 3529- AN ORDINANCE TO ACCEPT MISSOURI HIGHWAYS AND
AND TRANSPORTATION COMMISSION AMENDMENT #3 TO STATE
BLOCK GRANT AGREEMENT.

RESOLUTION NO. 37-2022-A RESOLUTION AUTHORIZING THE MAYOR
TO EXECUTE CONTRACT CHANGE ORDER NO. 1 BETWEEN 5 J'S
LANDSCAPING AND HANDYMAN SERVICES, THE CITY OF SALEM,
MISSOURI, AND LANA GROVE OF PROPERTY LOCATED AT 810 E JACK
STREET, SALEM, MISSOURI.

RESOLUTION NO. 38-2022-A RESOLUTION AUTHORIZING THE MAYOR
TO EXECUTE CONTRACT CHANGE ORDER NO. 2 BETWEEN 5 J'S
LANDSCAPING AND HANDYMAN SERVICES, THE CITY OF SALEM,
MISSOURI, AND DORIAN GARAFOLA OF PROPERTY LOCATED AT
501 S HICKORY STEET, SALEM, MISSOURI.

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RESOLUTION NO.39-2022-A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT #1 BETWEEN THE CITY OF SALEM, MISSOURI AND THE DEPARTMENT OF HEALTH AND SENIOR SERVICES FOR THE PURPOSE OF SEWER SHED DISEASE TREND MONITORING.

RESOLUTION NO.40-2022- A RESOLUTION AUTHORIZING THE MAYOR TO FILE AN APPLICATION ON BEHALF OF THE CITY OF SALEM, MISSOURI WITH THE MISSOURI DEPARTMENT OF TRANSPORTATION TO CONSTRUCT 6 T-HANGARS AT THE SALEM MEMORIAL AIRPORT.

ITEM VII REPORTS OF CITY OFFICIALS, BOARDS AND COMMITTEES

Sally Burbidge, Temporary City Administrator

Greg Parker, Mayor

Mark Nash, Public Works

Melissa Dubois, Parks and Recreation

Aldermen Reports

ITEM VIII CLOSED SESSION

Pursuant to Section 610.021(3) of the Revised State Statutes of the State of Missouri pertaining to the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

ITEM IX ADJOURNMENT

ROLL CALL

MEETING DATE:	11/8/2022
AGENDA ITEM:	ITEM II
AGENDA TITLE:	ROLL CALL

MAYOR GREG PARKER
ALDERMAN SHAWN BOLERJACK
ALDERMAN KYLE WILLIAMS
ALDERWOMAN KALA SISCO
ALDERWOMAN AMANDA DUNCAN
TEMPORARY CITY ADMINISTRATOR SALLY BURBRIDGE
CITY CLERK TAMMY KOLLER
CITY ATTORNEY JAMES K. WEBER
PUBLIC WORKS DIRECTOR MARK NASH
CHIEF OF POLICE JOE CHASE
OTHER CITY STAFF IF PRESENT

Staff Summary Report

MEETING DATE:	11/8/2022
AGENDA ITEM:	ITEM III
AGENDA TITLE:	Consent Agenda

ACTION REQUESTED BY:	City Clerk Koller
ACTION REQUESTED:	Approve Consent Agenda
SUMMARY BY:	City Clerk Koller

PROJECT DESCRIPTION / FACTS

All matters listed under the Consent Agenda are considered to be routine by the Board of Alderman and will be enacted by one motion. There will no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

PROCUREMENT

N/A

FISCAL IMPACTS

N/A

SUPPORT DOCUMENTS:	N/A
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DEPARTMENT'S RECOMMENDED MOTION:	Move to approve the Consent Agenda.
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REGULAR MEETING
CITY OF SALEM, MISSOURI
BOARD OF ALDERMEN
CITY HALL COUNCIL CHAMBERS
202 N. WASHINGTON
OCTOBER 25, 2022
6:00 P. M.

ITEM I: CALL TO ORDER

The Board of Aldermen of the City of Salem, Missouri met for their Regular Meeting Tuesday October 25, 2022, at 6:00 P.M. in the City Hall Council Chambers, 202 N. Washington. Mayor Parker presided and called the meeting to order and led those present in the Pledge of Allegiance and called on Public Works Director Mark Nash to lead the evening prayer.

ITEM II: ROLL CALL

Mayor Parker Called the Roll. Those present:

ALDERMEN

Kala Sisco
Kyle Williams
Shawn Bolerjack
Amanda Duncan

OTHER CITY OFFICIALS

Temporary City Administrator Sally Burbridge
City Clerk Tammy Koller
Chief of Police Joe Chase
Public Works Director Mark Nash
City Attorney James Weber

Others present: Finance Director/Treasurer Stacey Houston, Public Works Director Mark Nash, Building Inspector Jarred Brown, Stan Podorski, Lisa French.

ITEM III: CONSENT AGENDA

Mo. Dept. of Rev. City Tax September-\$123,431.89
Mo. Dept. of Rev. City Storm Water/Local Parks September-\$46,287.10
Mo. Dept. of Rev. Capital Improvements September- \$61,715.76
Regular Aldermen Meeting Minutes October 11, 2022

Alderman Bolerjack moved to accept the Consent Agenda.
Seconded by Alderwoman Sisco.

Roll Call Vote:

Ayes: Alderman Bolerjack, Sisco, Williams, Duncan
Nays: None

ITEM IV: NEW AND MISCELLANEOUS BUSINESS

1932 Firetruck

The firetruck was sold to the Dent County Fire Protection District on October 21, 1985, for \$10.00. On November 5th, 1985, an agreement was signed between the City of Salem and the Dent County Fire Protection District, in the event the firetruck was of no further use to the Fire District it would be returned to the city. The Fire District has determined that the 1932 firetruck is of no further use and would like to return ownership to the city. The firetruck is not

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in working condition and parts, if they can be found, will be expensive. Public Works Director Nash recommends selling the firetruck as is.

Alderman Bolerjack moved to list the firetruck for sale.
Seconded by Alderman Williams

Roll Call Vote:

Ayes: Alderman Bolerjack, Williams, Sisco, Duncan
Nays: None

County Collector/Clerk Invoice

Per Tax Collection Agreement made on July 1, 2019, the city shall pay Dent County \$12,000 for the printing and mailing of all real property and personal property tax statements of the City of Salem and to pay \$5,500 to the Dent County Collector. This is a budgeted item.

Alderman Williams moved to approve the County Collector/Clerk invoice for a total of \$15,500.00.
Seconded by Alderwoman Duncan.

Roll Call Vote:

Ayes: Alderman Williams, Duncan, Sisco, Bolerjack
Nays: None

Planning and Zoning Board-Conditional Use Permit Recommendations

The Planning and Zoning Commission met on October 18, 2022, to accept or reject two conditional use permit applications.

1. Angela Arthur requested a conditional use permit for a childcare facility on the property located at 1111 S. Hickory Street.
2. Sherman and Marsha Odom requested a conditional use permit for the installation of a cellular tower on the property located at 1702 Doss Road.

Both requests were accepted by the Planning and Zoning Board unanimously.

Alderman Williams moved to approve the planning and Zoning Board recommendation for a conditional use permit for a childcare facility located at 1111 S. Hickory Street.
Seconded by Alderman Bolerjack.

Roll Call Vote:

Ayes: Alderman Williams, Bolerjack, Sisco, Duncan
Nays: None

Alderman Bolerjack moved to approve the Planning and Zoning Board recommendation for a conditional use permit for the installation of a cellular tower on the property located at 1702 Doss Road.
Seconded by Alderwoman Sisco.

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Roll Call Vote:

Ayes: Alderman Bolerjack, Sisco, Williams, Duncan

Nays: None

Financials

Finance Director/Treasurer Stacey Houston presented an update on the sales tax revenue through October. Revenue dropped 11% from September but in looking at the graph that is a trend to drop in October and sometimes in November. This is up 12.8% from last year.

Electric Revenues are at 1.8 million. Purchase of power through September has cost 1.3 million.

Water revenues are at \$259,000 through the end of September. Sewer revenue is at \$232,000 through the end of September.

ITEM V: BIDS

Hymax Couplings- 12- 4-inch Hymax Couplings

Bid #1 Schulte Supply \$3105.60

Bid #2 Core and Main \$3270.00

Alderman Williams moved to approve the bid from Schulte Supply for \$3105.60.

Seconded by Alderman Bolerjack.

Roll Call Vote:

Ayes: Alderman Williams, Bolerjack, Duncan, Sisco

Nays: None

ITEM VI: READING OF BILLS AND RESOLUTIONS

BILL NO. 3524-AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN AND EXECUTE TASK ORDER NO. 14 PERTAINING TO AN AGREEMENT BETWEEN THE CITY OF SALEM, MISSOURI AND C.M. ARCHER GROUP, P.C. DATED FEBRUARY 3, 2020, FOR ENGINEERING DESIGN SERVICES RELATED TO THE CLEAN WATER ENGINEERING REPORT GRANT(CWERG) FACILITY PLAN- I/I EVALUATION.

City Clerk Koller read Bill No. 3524 in its entirety and second reading by caption only.

Alderman Williams moved to approve Bill No. 3524.

Seconded by Alderman Bolerjack.

In January 2022 a Clean Water Engineering Report Grant Application was submitted to the Missouri Department of Natural Resources. They have requested an engineering report be submitted before the grant proceeds can be awarded. The engineering grant is to determine the magnitude of Inflow & Infiltration (I/I) in the collection system and to develop a long-term plan to reduce peak flows at the WWTP. The grant amount is \$50,000, the original estimated cost of the evaluation was \$62,500.00, the cost now is determined to be \$72,850.00 with a local match of \$22,850.00 to be paid out of the first round of COP funds.

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Roll Call Vote:

Ayes: Alderman Williams, Bolerjack, Sisco, Duncan

Nays: None

Bill No. 3524 passed as Ordinance No. 3524

BILL NO. 3525-AN ORDINANCE AMENDING CHAPTER 135, ARTICLE I.
PURCHASING AGENT OF THE CODE OF ORDINANCES OF THE CITY OF SALEM,
MISSOURI, PERTAINING TO THE DUTIES AND PROCEDURES FOR CITY
PURCHASING OF GOODS AND SERVICES.

City Clerk Koller read Bill No. 3525 in its entirety and second reading by caption only.

Alderman Bolerjack moved to approve Bill No. 3525.

Seconded by Alderman Sisco.

Roll Call Vote:

Ayes: Alderman Bolerjack, Sisco, Duncan, Williams

Nays: None

Bill No. 3525 passed as Ordinance No. 3525.

BILL NO. 3526-AN ORDINANCE AMENDING CHAPTER 135, ARTICLE I.
PURCHASING AGENT OF THE CODE OF ORDINANCES OF THE CITY OF SALEM,
MISSOURI, PERTAINING TO THE DUTIES AND PROCEDURES FOR CITY
PURCHASING OF GOODS AND SERVICES.

City Clerk Koller read Bill No. 3526 in its entirety and second reading by caption only.

Alderman Bolerjack moved to approve Bill No. 3526.

Seconded by Alderwoman Duncan.

Roll Call Vote:

Ayes: Alderman Bolerjack, Duncan, Sisco, Williams

Nays: None

Bill No. 3526 passed as Ordinance No. 3526.

BILL NO. 3527-AN ORDINANCE AMENDING CHAPTER 135, ARTICLE I.
PURCHASING AGENT OF THE CODE OF ORDINANCES OF THE CITY OF SALEM,
MISSOURI, PERTAINING TO THE DUTIES AND PROCEDURES FOR CITY
PURCHASING OF GOODS AND SERVICES.

Alderwoman Sisco moved to approve Bill No. 3527.

Seconded by Alderman Bolerjack.

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Roll Call Vote:

Ayes: Alderman Sisco, Bolerjack, Williams, Duncan

Nays: None

Bill No. 3527 passed as Ordinance No. 3527.

**BILL NO. 3528-AN ORDINANCE AMENDING CHAPTER 135, ARTICLE I.
PURCHASING AGENT OF THE CODE OF ORDINANCES OF THE CITY OF SALEM,
MISSOURI, PERTAINING TO THE DUTIES AND PROCEDURES FOR CITY
PURCHASING OF GOODS AND SERVICES.**

City Clerk Koller read Bill No. 3528 in its entirety and second reading by caption only.

Alderman Bolerjack moved to discuss Bill No. 3528.

Seconded by Alderman Williams.

Alderman Bolerjack asked that since section C is being amended in this bill, do sections A, B and D need to be listed?

Attorney Weber answered that section C is literally being amended so the other sections do not need to be listed.

Roll Call Vote:

Ayes: Alderman Bolerjack, Williams, Duncan, Sisco

Nays: None

**RESOLUTION NO. 36-2022-A RESOLUTION ADOPTING THE CITY OF SALEM,
MISSOURI UPDATED PURCHASE POLICY.**

City Clerk Koller read Resolution No. 36-2022 in its entirety.

Alderman Sisco moved to approve Resolution No. 36-2022.

Seconded by Alderwoman Duncan.

ITEM VII: REPORTS OF CITY OFFICIALS, BOARDS AND COMMITTEES

Temporary City Administrator Sally Burbridge

1. Some city officials spoke with a representative from Lochner via a video call on Wednesday, October 19th.
2. Attended the MPUA meeting Friday, October 21st. Had the opportunity to speak with other cities about the utility needs for smaller communities.
3. Has requested an extension for the CBDG grant.

Greg Parker, Mayor

1. Trick or treating will be Monday, October 31st from 6-8 PM.
2. Thanked city employees for all the hard work that they do. They are the backbone of the city.

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Mark Nash, Public Works Director

1. Items listed for auction with Purple Wave brought a total of \$42,652.
2. A scope of work has been completed for Al Brown Field.
3. COVID testing at the WWTF is .009 this month.

Alderwoman Sisco

1. SACBA event at the Armory was fun and had a good turnout.
2. Congratulations to the Salem Tigers volleyball team.
3. First Annual Trunk or Treat will be Monday, October 31st from 6-8 on Fourth Street.

Alderman Bolerjack

1. Congratulation to the Salem Tigers volleyball team.
2. Encourages everyone to read the article Temporary City Administrator Burbridge submitted to the Salem News.
3. Shared that water lose is a concern for multiple cities in Missouri.

Alderman Williams

1. Ribbon cutting for the Disc Golf Course will be October 26th at 5:30.
2. Exceleron tests are going well.
3. Would like to remind the public to wash plastic before recycling. If items are not properly washed, they could contaminate other items in the bin. All contaminated items would need to be thrown out.

Alderwoman Duncan

1. Casino Night will be November 5th at 5:30 at the Community Center at the Armory.

ITEM VIII: CLOSED SESSION

Pursuant to Section 610.021(3) of the Revised State Statutes of the State of Missouri pertaining to the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Pursuant to Section 610.021(12) of the Revised State Statutes of the State of Missouri pertaining to sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.

7:16 P.M., Alderwoman Sisco moved to go into closed session for personnel and contracts.
Seconded by Alderman Williams.

Roll Call Vote:

Ayes: Alderman Sisco, Williams, Bolerjack, Duncan
Nays: None

No action was taken during closed session.

8:15 P.M., The Board of Alderman returned to open session.

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ITEM IX: ADJOURNMENT

With no further business to come before the Board, Alderman Williams moved to Adjourn.
Seconded by Alderman Bolerjack. All in favor. Vote: Ayes-4, Nays-0.

Mayor Parker declared the Meeting Adjourned at 8:16 P.M.

Tammy Koller
City Clerk

APPROVED:

ATTEST:

Greg Parker
Mayor

Tammy Koller
City Clerk

Date Approved by the Board of Aldermen

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MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

<u>I. COURT INFORMATION</u>		Municipality: CITY OF SALEM		Reporting Period: Oct 1, 2022 - Oct 31, 2022	
Mailing Address: 112 E 5TH STREET, SALEM, MO 65560					
Physical Address: 112 E 5TH STREET, SALEM, MO 65560				County: Dent County	
Telephone Number:		Fax Number:			
Prepared by: KRISTI CRAIG		E-mail Address:			
Municipal Judge:					
<u>II. MONTHLY CASELOAD INFORMATION</u>					
		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance	
A. Cases (citations/informations) pending at start of month		0	46	23	
B. Cases (citations/informations) filed		0	0	0	
C. Cases (citations/informations) disposed					
1. jury trial (Springfield, Jefferson County, and St. Louis County only)		0	0	0	
2. court/bench trial - GUILTY		0	0	0	
3. court/bench trial - NOT GUILTY		0	0	0	
4. plea of GUILTY in court		0	2	1	
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	0	0	
6. dismissed by court		0	0	0	
7. <i>nolle prosequi</i>		0	0	0	
8. certified for jury trial (not heard in Municipal Division)		0	0	0	
9. TOTAL CASE DISPOSITIONS		0	2	1	
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		0	44	22	
E. Trial de Novo and/or appeal applications filed		0	0	0	
<u>III. WARRANT INFORMATION (pre- & post-disposition)</u>					
1. # Issued during reporting period		0	<u>IV. PARKING TICKETS</u>		
2. # Served/withdrawn during reporting period		5	<input type="checkbox"/> Court staff does not process parking tickets		
3. # Outstanding at end of reporting period		48			

MUNICIPAL DIVISION SUMMARY REPORTING FORM

<u>COURT INFORMATION</u>	Municipality: CITY OF SALEM	Reporting Period: Oct 1, 2022 - Oct 31, 2022
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<u>V. DISBURSEMENTS</u>			
Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$316.00	No Data Available	
Clerk Fee - Excess Revenue	\$0.00	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$583.50
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$0.00	Bond Refunds	\$0.00
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Total Disbursements	\$583.50
Total Excess Revenue	\$316.00		
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)			
Fines - Other	\$235.50		
Clerk Fee - Other	\$0.00		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$0.00		
Peace Officer Standards and Training (POST) Commission surcharge	\$0.00		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$0.00		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$0.00		
Law Enforcement Training (LET) Fund surcharge	\$16.00		
Domestic Violence Shelter surcharge	\$0.00		
Inmate Prisoner Detainee Security Fund surcharge	\$16.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
Total Other Revenue	\$267.50		

MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

<u>I. COURT INFORMATION</u>		Municipality: CITY OF SALEM		Reporting Period: Oct 1, 2022 - Oct 31, 2022	
Mailing Address: DENT COUNTY COURTHOUSE, SALEM, MO 65560					
Physical Address: DENT COUNTY COURTHOUSE, SALEM, MO 65560				County: Dent County	Circuit: 42
Telephone Number: (573)7293931			Fax Number:		
Prepared by: KRISTI CRAIG			E-mail Address:		
Municipal Judge:					
<u>II. MONTHLY CASELOAD INFORMATION</u>					
		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance	
A. Cases (citations/informations) pending at start of month		3	33	48	
B. Cases (citations/informations) filed		0	0	0	
C. Cases (citations/informations) disposed					
1. jury trial (Springfield, Jefferson County, and St. Louis County only)		0	0	0	
2. court/bench trial - GUILTY		0	0	0	
3. court/bench trial - NOT GUILTY		0	0	0	
4. plea of GUILTY in court		0	0	0	
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	0	0	
6. dismissed by court		0	0	0	
7. <i>nolle prosequi</i>		0	0	0	
8. certified for jury trial (not heard in Municipal Division)		0	0	0	
9. TOTAL CASE DISPOSITIONS		0	0	0	
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		3	33	48	
E. Trial de Novo and/or appeal applications filed		0	0	0	
<u>III. WARRANT INFORMATION (pre- & post-disposition)</u>			<u>IV. PARKING TICKETS</u>		
1. # Issued during reporting period	0	1. # Issued during period		0	
2. # Served/withdrawn during reporting period	0	<input type="checkbox"/> Court staff does not process parking tickets			
3. # Outstanding at end of reporting period	96				

MUNICIPAL DIVISION SUMMARY REPORTING FORM

<u>COURT INFORMATION</u>	Municipality: CITY OF SALEM	Reporting Period: Oct 1, 2022 - Oct 31, 2022
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V. DISBURSEMENTS

Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$0.00	Law Enf Arrest-Local	\$65.00
Clerk Fee - Excess Revenue	\$0.00	Total Other Disbursements	\$65.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$0.00	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$65.00
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Bond Refunds	\$0.00
Total Excess Revenue	\$0.00	Total Disbursements	\$65.00
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)			
Fines - Other	\$0.00		
Clerk Fee - Other	\$0.00		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$0.00		
Peace Officer Standards and Training (POST) Commission surcharge	\$0.00		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$0.00		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$0.00		
Law Enforcement Training (LET) Fund surcharge	\$0.00		
Domestic Violence Shelter surcharge	\$0.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
Total Other Revenue	\$0.00		

Salem Police Department

500 N Jackson St., Salem, MO 65560

Incident Time Analysis Report A

All times shown in Minutes : Seconds

Report By: All Categories

Date Range: From 10/01/2022 00:00 to 10/31/2022 23:59

Precinct/Sector/Geo/Ward: All Precincts, Sectors, ESZs, Geos, Wards

Category	SubCategory	#Incidents	Average Stacked Time	Average Response Time	Average On Scene Time	% of Total Incidents
911 HANG UP		1	0:47	5:05	2:48	0.17
96 HOUR DETENTION ORDER		1	20:13	0:03	246:51	0.17
ACCIDENT		13	1:35	2:05	19:20	2.15
ALARM	COMMERCIAL	4	1:25			0.66
ALARM	RESIDENTIAL	2	1:05	2:41	4:51	0.33
AMBULANCE CALL		24	1:19	2:21	13:57	3.97
ANIMAL CALL		55	4:03	6:30	12:34	9.09
AREA CHECK		10	3:15	0:35	4:18	1.65
ASSAULT/FIGHT	IN PROGRESS	4	1:47	0:39	6:20	0.66
ASSAULT/FIGHT	NOT IN PROGRESS	2	5:00	7:52	12:28	0.33
ASSIST OTHER AGENCY		17	0:56	2:41	19:18	2.81
BURGLARY	NOT IN PROGRESS	2	41:52	3:18	12:20	0.33
CALL FOR SERVICE		17	1:11	2:00	27:34	2.81
CHECK THE WELL BEING		15	3:24	3:41	13:31	2.48
CIVIL MATTER		1	2:56			0.17
COURT		2	2:28	0:00	73:35	0.33
COURTESY TRANSPORT		3		0:00	7:06	0.50
DECEASED PERSON		2	2:36	1:16	55:01	0.33
DISTURBANCE	PHYSICAL	2	1:32	0:05	8:34	0.33
DISTURBANCE	VERBAL	9	1:18	3:29	27:14	1.49
DOMESTIC	IN PROGRESS	14	1:21	2:11	19:30	2.31
DOMESTIC	NOT IN PROGRESS	2	2:12	0:04	21:38	0.33
ESCORT		11	26:12	6:52	22:08	1.82
FIRE CALL		1	0:55			0.17
FOLLOW UP INVESTIGATION		54	0:27	0:19	21:33	8.93
FOUND PROPERTY		5	5:14	2:38	2:16	0.83
FRAUD		2	1:03	2:11	8:23	0.33
HARASSMENT		4	9:01	1:16	6:50	0.66
HOTLINE CALL		4	4:30	7:57	19:43	0.66
INFORMATION		5	1:43	0:01	1:47	0.83
INTOXICATED DRIVER		1	1:31	0:05	3:05	0.17
INTOXICATED PEDESTRIAN		2	0:45	2:23	10:15	0.33
JUVENILE PROBLEM		1	0:45	4:22	22:09	0.17
KEEP THE PEACE		2	1:45	0:02	10:09	0.33
LEAVE WITHOUT PAY		1	0:34	6:02	20:20	0.17
LIFT ASSIST		4	0:50	3:46	9:49	0.66
LOST/STOLEN PROPERTY		1	9:35			0.17
MISC ADMIN DUTY		32	4:22	0:20	31:51	5.29
MISC HAZARD		2	1:15	0:34	0:35	0.33

Salem Police Department

500 N Jackson St., Salem, MO 65560

Incident Time Analysis Report A

All times shown in Minutes : Seconds

Report By: All Categories

Date Range: From 10/01/2022 00:00 to 10/31/2022 23:59

Precinct/Sector/Geo/Ward: All Precincts, Sectors, ESZs, Geos, Wards

Category	SubCategory	#Incidents	Average Stacked Time	Average Response Time	Average On Scene Time	% of Total Incidents
MISSING PERSON		2	1:06	0:00	2:05	0.33
MOTORIST ASSIST		2	2:19	0:00	4:26	0.33
NUISANCE VIOLATION		3	17:11	0:01	9:28	0.50
PAPER SERVICE		2	0:18	0:03	4:18	0.33
PARKING COMPLAINT		4	1:31	19:34	4:46	0.66
PEDESTRIAN CHECK		1	1:01	0:06	17:51	0.17
POWER OUTAGE		6	2:26	22:19	67:04	0.99
PRISONER TRANSPORT		2	24:08			0.33
PROPERTY DAMAGE		6	2:21	1:22	18:06	0.99
PURSUIT	VEHICLE	1		0:00	32:12	0.17
RAPE		1	1:38	8:15	14:14	0.17
ROBBERY		2	3:28	1:03	11:40	0.33
SEX OFFENSE		1		0:00	15:48	0.17
SHOPLIFTER		3	2:07	0:43	23:43	0.50
STEALING	NOT IN PROGRESS	6	11:17	3:09	12:04	0.99
SUICIDAL PERSON		2	1:03	0:08	25:21	0.33
SUSPICIOUS CIRCUMSTANCES		13	4:13	2:48	14:43	2.15
SUSPICIOUS SUBJECT		16	2:07	2:55	12:50	2.64
SUSPICIOUS VEHICLE		16	2:29	2:05	12:35	2.64
TRAFFIC COMPLAINT		9	1:43	1:34	12:52	1.49
TRAFFIC STOP		130	0:38	0:01	6:26	21.49
TRESPASSING		3	0:57	4:43	6:03	0.50
WALK - IN		5		0:00	8:05	0.83
WALK THROUGH		14	0:17	0:01	25:50	2.31
WARRANT ATTEMPT		16	1:42	0:32	14:08	2.64
WATER SEWER PROBLEM		5	1:17	3:04	8:45	0.83

Total Incidents For Date Range 605

Average Stacked Time 3:06 min : sec

Average Response Time 1:57 min : sec

Average On Scene Time 15:29 min : sec



Monthly Report

November 2, 2022

NOTE – Each item in this report, with a numbered priority, corresponds to the appropriate Action Item in the [Economic Development Strategic Plan](#). Priority numbers are per the 2020 updated list.

ECONOMIC PROSPECTS

New

1. Bolt (state lead) – rail required – Did Not Respond (DNR)
2. Horseshoe (state lead) – 50+ acres, must be rail served – DNR
3. Project Nurture (state lead) – existing 30-70K SQFT food grade building - DNR
4. Bean – requesting property info
5. Re-Do – inquiring about economic conditions and community plans

Ongoing – see definitions at the bottom of the page

- 12 – Opportunities (1 Retail, 5 Manufacturing, 1 Senior Services, 1 Edu & Retail, 3 Food Service, 2 unknown)
- 2 – Projects (1 Manufacturing/Food Service/Ag, 1 Downtown)
- 3 –Expansions, 1 Retentions

CITY/COUNTY BUSINESS/MERCHANTS LICENSES (calendar year) –

Total 2022 City & County Licenses to Date – 485 (369 City 238 County) 2021 City Only Total – 346

NEW Licenses in October:3

Abundant Health Massage, 210 N Main St. Salem	Adventure Time Playcare, 1111 S Hickory St. Salem
Made New Construction LLC, 230 E Hwy 32 Salem	

MARKETING ACTIVITIES –

- LocationOne listings of available properties: 25 Buildings and 20 Sites
https://www.salemmo.com/city/government/departments/economic_development/buildings_and_land.php
- Website –
 - Updating Business & Merchants Licenses as they come in.
- City of Salem MO Facebook page – Monthly Stats: October (last 28 days)

Measure	Number	NOTE – Facebook continues to change how they are presenting the stats for pages. The stats to the left are the most relevant and are easily obtainable.
Page Followers:	2,545	
Total Post Reach in past 28 days:	6,555	
Total Post Engagement (Reactions, Comments & Shares):	1,341	

BROADBAND (Priority #2) –No new updates

HOUSING (Priority #6) –

FHLB-Affordable Housing Grant – Welcome Home:

- 17 of 25 homes in process
 - Round 1 – Contracts approved for 3 homes, remaining 1 is being re-bid, bids due Nov 4
 - Round 2 – Completed contractor walk thrus on 2 homes, bids due Nov 4 – 2 homes have withdrawn due to illness and lack of financing-next 2 homes will be bid with round 3.
 - Round 3– paperwork signed



- Round 4 –3 have signed paperwork, needing signatures for 1
- Round 5 – Have Veteran, need Low-income, Very Low-income and Special Needs
- Round 6 – Need Veteran, 2 Low-income, Very Low-income and Special Needs

Housing Study: on hold until after Planning & Zoning Map updated

General Housing Meeting: Pending

Voluntary Residential Demolition Program (Priority #12): Working with DNR to clarify regulations effecting program.

Salem Housing Authority flipping program: No new updates

MAKERSPACE/CONSTRUCTION TRADES BUILDING – Met with Architect and School officials on -site for pre-meeting about building location and grants

MASTERS INDUSTRIAL PARK

- Certified Site Application (Priority #13) – submitted cancelled checks for site clearing 11/1, awaiting certification
- Industrial Park Sign replacement – spoke with County Surveyor and stakes on-site are identifying the corners of MoDoT and Carnett Dr. right-of-way
- Submitted corrections to street names via Google in July – no response

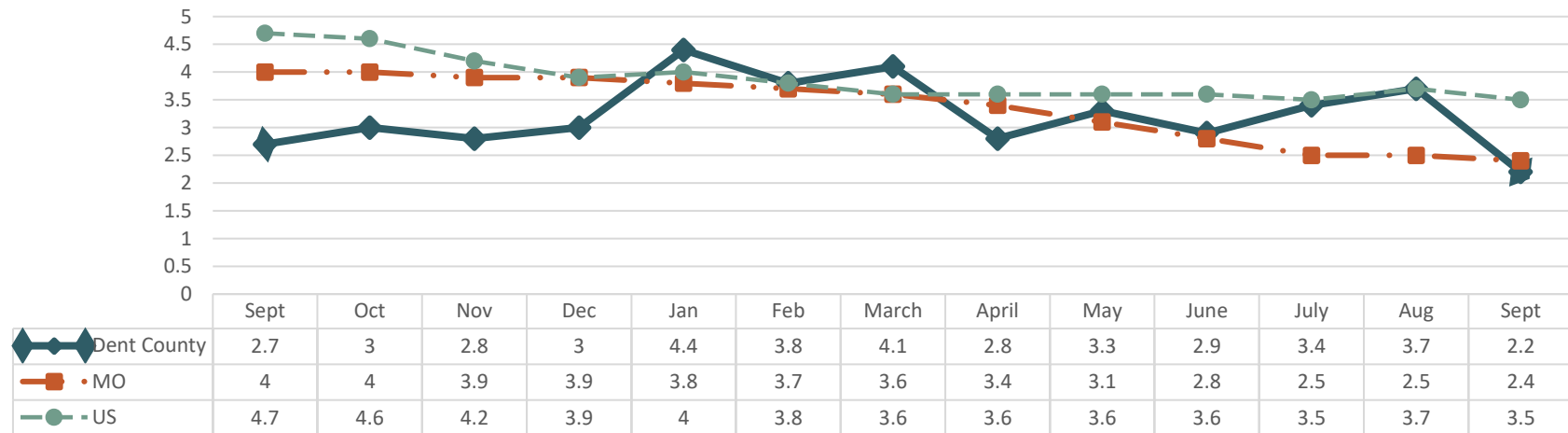
GENERAL MEETINGS & TRAININGS OCTOBER:

- Construction Trades Meeting on site pre-meeting

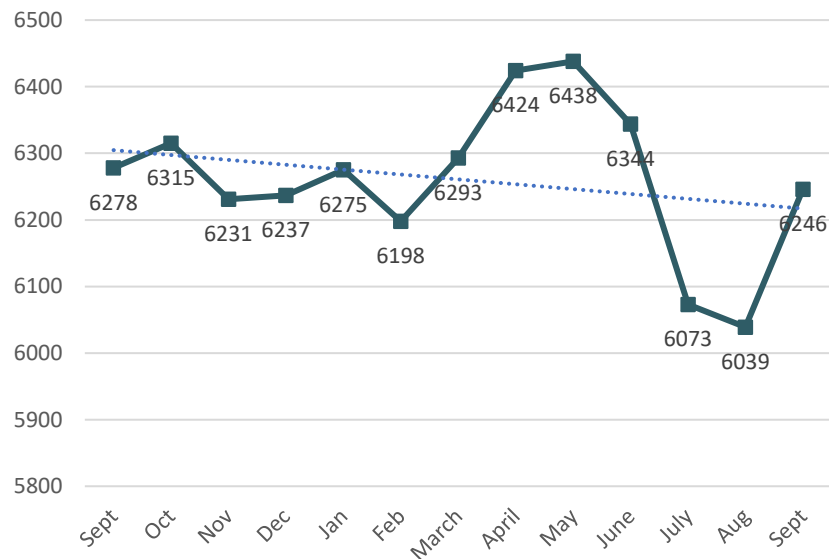
ATTACHED:

1. September Unemployment Data

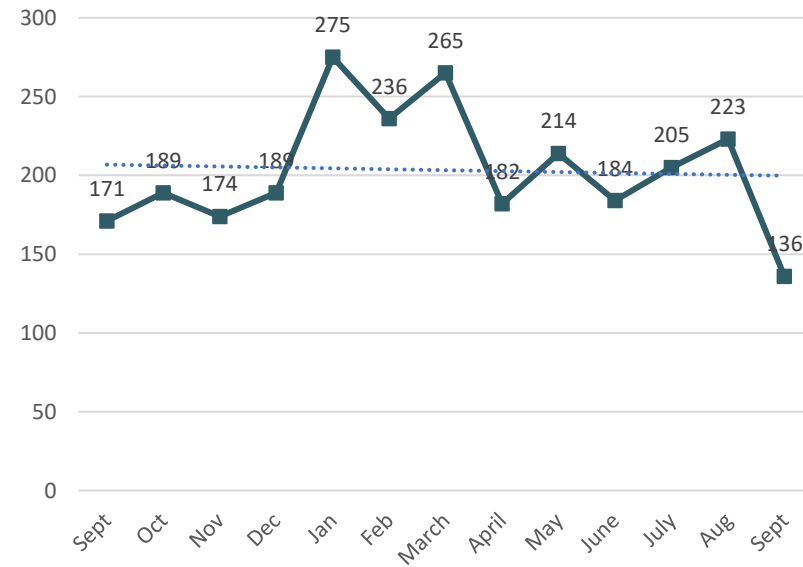
2021-22 Unemployment Rate by Month (13 months)
Dent County / State of Missouri / US



2021-22 Dent County Civilian Labor Force



2021-22 Dent County Unemployed



Staff Summary Report

MEETING DATE:	11/08/2022
AGENDA ITEM:	
AGENDA TITLE:	DENT COUNTY EXTENSION INVOICE

ACTION REQUESTED BY:	STACEY HOUSTON
ACTION REQUESTED:	APPROVAL TO PAY INVOICE
SUMMARY BY:	Stacey Houston

PROJECT DESCRIPTION / FACTS

The City has been contributing annually to the 4-H and youth program the Dent County Extension provides in the City of Salem for several years.

PROCUREMENT

FISCAL IMPACTS

This is a budgeted item \$5,800.00 to come out of GL# 100-512-50132

SUPPORT DOCUMENTS:	Invoice # 547
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DEPARTMENT'S RECOMMENDED MOTION:	Move to approve the invoice to Dent County Extension
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INVOICE

Dent County Extension

112 East 5th St. Suite 4

Salem, MO 65560

Ph: 573-729-3196 – Fax: 573-729-3537

Email: dentco@missouri.edu

DATE: NOVEMBER 2, 2022

INVOICE # 547

TO City of Salem

[illegible]

Make all checks payable to Dent County Extension Council

Thank You!



Extension

University of Missouri

DENT COUNTY

112 E. 5th Street, Suite 4

Salem, MO 65560

PHONE 573-729-3196

EMAIL hultines@missouri.edu

May 3, 2022

Dear City of Salem Board of Aldermen:

Thank you for your continued support of University of Missouri Extension – Dent County office. Your annual contribution has helped us to continue to strengthen and grow our community educational programming and services to the residents of Salem and Dent County.

The MU Extension offices are a direct link to the University of Missouri, and our areas of educational programming focus on Business and Communities, Agriculture and Natural Resources, and Youth and Families. Our office houses a Community Economic Development Specialist, Livestock Specialist, a Youth Program Associate (now a full-time 40 hour per week position), Nutrition Program Associate and two part-time secretaries. In addition, we are served by specialists in nearby counties that cover agronomy, business development, agricultural business, horticulture, and natural resources. The Dent County Extension Council is the governing entity of University of Missouri Extension educational programming and office operations in Dent County. The Extension Council is comprised of elected citizens from around the county and helps Extension Staff identify and prioritize educational interests and concerns for the county's citizens.

Funding for operations of the Extension Office, Programming, and Staff are a joint effort among several entities. These include state and federal funds, which heavily support field specialist positions/salaries, and statewide programming initiatives, but also include local funding from the County, City, and local foundations and organizations to support operations of county offices and programs.

The primary focus of funding received from the City of Salem is to support the Dent County 4-H youth program. The Dent County 4H youth program continues to grow and serve more Salem and Dent County youth, evidenced by programs and opportunities ranging from traditional projects like livestock, shooting sports, crafts, cooking, gardening, and leadership, to new skills like robotics, filmmaking, and aerospace. Despite the pandemic, our program served youth in new ways in 2020 with new virtual options. We are excited to have Amy Glenn as our new full-time Youth Program Associate, and she is planning new summer day camps, youth gardening programs, and new connections to schools for increased youth opportunities. Communities reap long-term benefits by supporting programs like 4H. Youth engaged in the program are 60% more likely to vote than non-engaged peers, and young people in 4H are involved in twice as many leadership roles than non-4H peers.

We would like to ask for your consideration to provide a \$5,800 contribution for our 2022 Fiscal Year operations. We would utilize \$5,000 to support the local 4H program and the remainder for our operations and other programming opportunities. We know that this year is unusual times and budgets will be strained, but as we address continued challenges due to COVID and plan for recovery, helping our local youth will be a critical component of supporting our community to move forward. We appreciate your long-term support of Dent County Extension and thank you for your consideration of our funding request.

Sincerely,

Sarah Hultine Massengale
County Engagement Specialist, Community Economic Development

Staff Summary Report

MEETING DATE: 11/8/2022
AGENDA ITEM: Item V
AGENDA TITLE: Board and Committee Appointments

ACTION REQUESTED BY: Mayor Parker
ACTION REQUESTED:
SUMMARY BY: City Clerk Koller

PROJECT DESCRIPTION / FACTS

Finance Committee Recommendations

Bernie Sirios

David Weiss

Parks and Recreation Board

Kristi Bermudez

PROCUREMENT

FISCAL IMPACTS

SUPPORT DOCUMENTS:

DEPARTMENT'S RECOMMENDED MOTION: Move to approve Mayor recommendations for the Finance Committee and Parks and Recreation Board.

Staff Summary Report

MEETING DATE:	11/08/2022
AGENDA ITEM:	AIRPORT- TAXILANES
AGENDA TITLE:	GRANT AMENDMENT # 3

ACTION REQUESTED BY:	STACEY HOUSTON
ACTION REQUESTED:	APPROVAL FOR GRANT AMENDMENT
SUMMARY BY:	Stacey Houston

PROJECT DESCRIPTION / FACTS

This amendment is to extend the grant agreement project time period to December 31, 2022. The amendment will allow the City to apply for reimbursement for the work that has been completed on the Taxi-Lanes at the airport.

PROCUREMENT

FISCAL IMPACTS

The extension will allow for the City to be reimbursed \$3,038.82 for the work that has been completed in 2022.

SUPPORT DOCUMENTS:	Grant Agreement- Amendment #3
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DEPARTMENT'S RECOMMENDED MOTION:	Move to approve the amendment #3
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BILL NO. 3529

ORDINANCE NO. 3529

AN ORDINANCE TO ACCEPT MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION AMENDMENT #3 TO STATE BLOCK GRANT AGREEMENT.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI, AS FOLLOWS:

Whereas, the parties entered into an agreement executed by the Sponsor on August 5, 2019, and executed by the Missouri Highways and Transportation Commission on August 13, 2019, (“Original Agreement”) under which the Commission granted the sum not to exceed Eighty-Eight Thousand One Hundred Ten Dollars (\$88,110) to the City of Salem, Missouri to assist with Design and Construction of Taxilanes for T-Hangars- Phase 1; and

Whereas, the parties entered into an Amendment #1 to the Original Agreement executed by the City of Salem, Missouri on September 16, 2019, and executed by the Missouri Highways and Transportation Commission on September 27, 2019, (Amendment #1) under which the Commission granted an additional sum not to exceed Five Hundred Thirty-Six Thousand Eight Hundred Twenty-Eight Dollars (\$536,828) to the City of Salem, Missouri to assist with Design and Construction of Taxilanes for T-Hangars-Phase 1;

Whereas, the Missouri Highways and Transportation Commission Amendment #2 to the Original Agreement executed by the Sponsor on April 5 2022, and executed by the Commission on April 13, 2022 under which the parties extended the project period from December 31, 2020 to December 31, 2021, to allow for completion of the work; and

Whereas, the parties wish to extend the project time period to allow for completion of work.

Therefore, the Mayor is hereby authorized to execute Amendment #3, attached as Exhibit A and incorporated fully herein, on behalf of the City of Salem, Missouri, an agreement with the Missouri Highways and Transportation Commission amending the aforementioned Original Agreement, as previously amended by Amendment #1 and Amendment #2.

This Ordinance shall be in full force and effect from and after the date of its passage and approval.

PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI, AND APPROVED BY THE MAYOR, THIS 8TH DAY OF NOVEMBER 2022.

APPROVED:

Greg Parker
Mayor

ATTEST:

Tammy Koller
City Clerk

APPROVED AS TO FORM:

James Weber, City Attorney

Exhibit A

CCO Form: MO18

Approved: 05/94 (MLH)

Revised: 03/17 (MWH)

Modified:

Sponsor: City of Salem

Project No.: 19-066A

CFDA Number: CFDA #20.106

CFDA Title: Airport Improvement Program

Federal Agency: Federal Aviation Administration, Department of Transportation

**MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION
AMENDMENT TO STATE BLOCK GRANT AGREEMENT**

AMENDMENT #3

THIS AGREEMENT AMENDMENT is entered into by the Missouri Highways and Transportation Commission (hereinafter, "Commission") and the City of Salem (hereinafter, "Sponsor").

WITNESSETH:

WHEREAS, the parties entered into an Agreement executed by the Sponsor on August 5, 2019, and executed by the Commission on August 13, 2019, (hereinafter, "Original Agreement") under which the Commission granted the sum not to exceed Eighty-Eight Thousand One Hundred Ten Dollars (\$88,110) to the Sponsor to assist with Design and Construct Taxiways for T-Hangars-Phase 1; and

WHEREAS, the parties entered into an Amendment #1 to the Original Agreement executed by the Sponsor on September 16, 2019, and executed by the Commission on September 27, 2019, (hereinafter, "Amendment #1") under which the Commission granted an additional sum not to exceed Five Hundred Thirty-Six Thousand Eight Hundred Twenty-Eight Dollars (\$536,828) to the Sponsor to assist with Design and Construct Taxiways for T-Hangars-Phase 1; and

WHEREAS, the parties entered into an Amendment #2 to the Original Agreement executed by the Sponsor on April 5, 2022, and executed by the Commission on April 13, 2022, (hereinafter, "Amendment #2") under which the parties extended the project period from December 31, 2020 to December 31, 2021, to allow for completion of the work; and

WHEREAS, the parties wish to extend the project time period to allow for completion of work.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations in this Agreement, the parties agree as follows:

(1) **PROJECT TIME PERIOD:** Based upon the revised project schedule the project time period of December 31, 2021, will be extended to December 31, 2022, to allow for completion of the work. Paragraph (1) of Amendment #2 is hereby amended accordingly.

(A) The project will be carried out in accordance with the assurances (Exhibit 1) given by the Sponsor to the Commission as specified in the Original Agreement.

(B) This Amendment shall expire and the Commission shall not be obligated to pay any part of the costs of the project unless this grant amendment has been executed by the Sponsor on or before December 31, 2022, or such subsequent date as may be prescribed in writing by the Commission.

(C) All other terms and conditions of the Original Agreement entered into between the parties shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below:

Executed by the Sponsor this ____ day of _____, 20____.

Executed by the Commission this ____ day of _____, 20____.

**MISSOURI HIGHWAYS AND
TRANSPORTATION COMMISSION**

Title _____

Secretary to the Commission

Approved as to Form:

Commission Counsel

CITY OF SALEM

By _____

Title _____

By _____

Title _____

Approved as to Form:

Title _____

Ordinance No. _____
(if applicable)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as attorney for the Sponsor do hereby certify that in my opinion the Sponsor is empowered to enter into the foregoing grant Agreement under the laws of the State of Missouri. Further, I have examined the foregoing grant Agreement and the actions taken by said Sponsor and Sponsor's official representative have been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said state and the Airport and Airway Improvement Act of 1982, as amended. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said grant constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

CITY OF SALEM

Name of Sponsor's Attorney (typed)

Signature of Sponsor's Attorney

Date _____

Staff Summary Report

MEETING DATE:	November 8, 2022
AGENDA ITEM:	Item VI
AGENDA TITLE:	Reading of Bills and Resolutions

ACTION REQUESTED BY:	Economic Development
ACTION REQUESTED:	Approve Change Order for 501 S Hickory St – Welcome Home
SUMMARY BY:	Sally Burbridge

PROJECT DESCRIPTION / FACTS

The contract for rehabilitation work at 501 S Hickory St. as part of the Welcome Home 2021, Federal Home Loan Bank (FHLB) project was approved on September 27, 2022 in the amount of \$18,825.00.

This Change Order request was initiated by the homeowner and is an increase to the contract amount of \$2,416.00, bringing the total amount to \$21,241.00.

Each of the homes participating in the Welcome Home 2021 Rehabilitation program can have a maximum of \$23,000 worth of rehabilitation work (including labor and materials) performed on the home.

This will result in an additional homeowner contribution of \$483.20, for a total contribution of \$4,648.20.

PROCUREMENT

N/A

FISCAL IMPACTS

With this change order, the total amount for rehabilitation activities for this home is still below the budgeted amount, which was based upon the maximum each of the homes participating may incur, without homeowner contributions above the stated program amount of \$5,000.

SUPPORT DOCUMENTS:	Change Order #1 Salem FHLB Welcome Home Grant Program
---------------------------	-------------------------------------------------------

DEPARTMENT'S RECOMMENDED MOTION:	Move to Approve Change Order #1 for 501 S. Hickory St., a participant in the Welcome Home 2021 program.
-----------------------------------------	---------------------------------------------------------------------------------------------------------

RESOLUTION NO. 37-2022

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE CONTRACT CHANGE ORDER NO. 1 BETWEEN 5 J'S LANDSCAPING AND HANDYMAN SERVICES (THE "CONTRACTOR"), THE CITY OF SALEM, MISSOURI (THE "CITY"), AND DORIAN GARAFOLA (THE "OWNER") OF PROPERTY LOCATED AT 501 S. HICKORY, SALEM, MISSOURI.

WHEREAS, the contract for rehabilitation work at 501 S. Hickory Street as part of the Welcome Home 2021, Federal Home Loan Bank (FHLB) project was entered into September 27, 2022, for the amount of \$18,528.00.

WHEREAS, the owner has requested an increase to the contract in the amount of \$2,416.00.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMAN OF THE CITY OF SALEM, MISSOURI, AS FOLLOWS:

Section 1.

The Agreement made and entered into this day, in consideration of agreements contained herein, the undersigned Contractor, Owner, and City agree to all provisions as set forth in Exhibit A attached hereto.

Section 2.

Contract total amount is \$21,241.00.

Section 3.

Owner total contribution is \$4,648.20

Section 4.

This resolution shall take effect and be in full force from and after its passage and approval.

PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI, AND APPROVED BY THE MAYOR, THIS 8th DAY OF NOVEMBER 2022.

APPROVED:

Greg Parker
Mayor

ATTEST:

Tammy Koller
City Clerk

APPROVED AS TO FORM:

James K. Weber
City Attorney

Exhibit A

CHANGE ORDER 1
SALEM FHLB
WELCOME HOME GRANT PROGRAM

Contractor: Joe Griffith

Address: 897 CR 3190

Salem
City

MO.
State

65560
Zip Code

In connection with Construction Contract, with above said contractor for the rehabilitation of the property located at 501 S Hickory, Salem, Missouri, the following change is ordered in accordance with

CHANGES IN THE SCOPE OF WORK, of the CONTRACT: **Provide and install 2 storm doors. Provide and install metal handrails a different style than what was bid.**

. Subject to conditions hereinafter set forth, an equitable adjustment to the contract price and/or the contract time is established as follows:

ORIGINAL CONTRACT PRICE \$18,825.00 CONTRACT PRICE INCLUDING PREVIOUS
CHANGE ORDERS \$ Same

THE CONTRACT PRICE IS **(INCREASED)** (DECREASED) \$2,416.00

TIME IS **(INCREASED)** (DECREASED) 15 CALENDAR DAYS.

TOTAL CONTRACT INCLUDING THIS CHANGE \$21,241.00

The conditions above referred to are as follows:

- A. The aforementioned change, and work affected thereby, are subject to all contract stipulations and covenants;
- B. The rights of the Owner are not prejudiced; and
- C. All claims against the Owner which are incidental to or as consequence of the aforementioned change are satisfied.

Owner: _____ Date _____

Contractor: _____ Date _____

Inspector:  _____ Date 11-2-22

City: _____ Date _____

Staff Summary Report

MEETING DATE:	November 8, 2022
AGENDA ITEM:	Item VI
AGENDA TITLE:	Reading of Bills and Resolutions

ACTION REQUESTED BY:	Economic Development
ACTION REQUESTED:	Approve Change Order for 810 E Jack St – Welcome Home
SUMMARY BY:	Sally Burbridge

PROJECT DESCRIPTION / FACTS

NOTE – This is the 1st change order for this homeowner's contract, but it is the 2nd Change Order for the Welcome Home program. Moving forward, this explanation will be included with each subsequent Change Order request.

The contract for rehabilitation work at 810 E Jack St. as part of the Welcome Home 2021, Federal Home Loan Bank (FHLB) project was approved on September 27, 2022 in the amount of \$21,450.00.

This Change Order request was initiated by the homeowner and is an increase to the contract amount of \$663.00, bringing the total amount to \$22,113.00.

Each of the homes participating in the Welcome Home 2021 Rehabilitation program can have a maximum of \$23,000 worth of rehabilitation work (including labor and materials) performed on the home.

This will result in an additional homeowner contribution of \$132.60, for a total contribution of \$4,822.60.

PROCUREMENT

N/A

FISCAL IMPACTS

With this change order, the total amount for rehabilitation activities for this home is still below the budgeted amount, which was based upon the maximum each of the homes participating may incur, without homeowner contributions above the stated program amount of \$5,000.

SUPPORT DOCUMENTS:	Change Order #2 Salem FHLB Welcome Home Grant Program
---------------------------	-------------------------------------------------------

DEPARTMENT'S RECOMMENDED MOTION:	Move to Approve Change Order #2 for 810 E. Jack St., a participant in the Welcome Home 2021 program.
-----------------------------------------	------------------------------------------------------------------------------------------------------

RESOLUTION NO. 38-2022

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE CONTRACT CHANGE ORDER NO. 2 BETWEEN 5 J'S LANDSCAPING AND HANDYMAN SERVICES (THE "CONTRACTOR"), THE CITY OF SALEM, MISSOURI (THE "CITY"), AND LANA GROVE (THE "OWNER") OF PROPERTY LOCATED AT 810 E. JACK STREET, SALEM, MISSOURI.

WHEREAS, the contract for rehabilitation work at 810 E. Jack as part of the Welcome Home 2021, Federal Home Loan Bank (FHLB) project was entered into September 27, 2022, for the amount of \$21,450.00.

WHEREAS, the owner has requested an increase to the contract in the amount of \$663.00.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMAN OF THE CITY OF SALEM, MISSOURI, AS FOLLOWS:

Section 1.

The Agreement made and entered into this day, in consideration of agreements contained herein, the undersigned Contractor, Owner, and City agree to all provisions as set forth in Exhibit A attached hereto.

Section 2.

Contract total amount is \$22,113.00.

Section 3.

Owner total contribution is \$4,822.60

Section 4.

This resolution shall take effect and be in full force from and after its passage and approval.

PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI, AND APPROVED BY THE MAYOR, THIS 8th DAY OF NOVEMBER 2022.

APPROVED:

Greg Parker
Mayor

ATTEST:

Tammy Koller
City Clerk

APPROVED AS TO FORM:

James K. Weber
City Attorney

Exhibit A

CHANGE ORDER 2
SALEM FHLB
WELCOME HOME GRANT PROGRAM

Contractor: Joe Griffith

Address: 897 CR 3190

Salem
City

MO.
State

65560
Zip Code

In connection with Construction Contract, with above said contractor for the rehabilitation of the property located at 810 E. Jack St., Salem, Missouri, the following change is ordered in accordance with

CHANGES IN THE SCOPE OF WORK, of the CONTRACT: **Provide and install aluminum window screens in each window per request from the homeowner**

Subject to conditions hereinafter set forth, an equitable adjustment to the contract price and/or the contract time is established as follows:

ORIGINAL CONTRACT PRICE \$21,450.00 CONTRACT PRICE INCLUDING PREVIOUS
CHANGE ORDERS \$ Same

THE CONTRACT PRICE IS (INCREASED) (DECREASED) \$663.00

TIME IS (INCREASED) (DECREASED) 15 CALENDAR DAYS.

TOTAL CONTRACT INCLUDING THIS CHANGE \$22,113.00

The conditions above referred to are as follows:

- A. The aforementioned change, and work affected thereby, are subject to all contract stipulations and covenants;
- B. The rights of the Owner are not prejudiced; and
- C. All claims against the Owner which are incidental to or as consequence of the aforementioned change are satisfied.

Owner: _____ Date _____

Contractor: _____ Date _____

Inspector:  Date 11-2-72

City: _____ Date _____

Staff Summary Report

MEETING DATE:	11/08/2022
AGENDA ITEM:	Contract Renewal
AGENDA TITLE:	MO DEPT OF HEALTH & SENIOR SERVICES CONTRACT

ACTION REQUESTED BY:	STACEY HOUSTON
ACTION REQUESTED:	APPROVAL OF CONTRACT
SUMMARY BY:	Stacey Houston

PROJECT DESCRIPTION / FACTS

the City participates in Missouri's Coronavirus Sewershed Surveillance Project (CSSP). This project tests wastewater samples to identify the geographic distribution of SARS-CoV-2 and variants in Missouri and monitor for indicators of community outbreaks.

This contract is up for renewal, to end on 6/27/2023

PROCUREMENT

FISCAL IMPACTS

MO Dept of Health provides all supplies for the testing, our Sewer Department takes weekly samples into our local health department to run the samples.
The City is reimbursed at \$100 per sample.

SUPPORT DOCUMENTS:	Contract to be renewed
---------------------------	------------------------

DEPARTMENT'S RECOMMENDED MOTION:	Move to approve the contract.
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RESOLUTION NO. 39-2022

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT #1 BETWEEN THE CITY OF SALEM, MISSOURI (CONTRACTOR) AND THE DEPARTMENT OF HEALTH AND SENIOR SERVICES (DEPARTMENT) FOR THE PURPOSE OF SEWER SHED DISEASE TREND MONITORING.

WHEREAS, the City of Salem Missouri desires to renew Contract KO220052078 with the Department of Health and Senior Services for the purpose of sewer shed disease trend monitoring.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI AS FOLLOWS:

Section 1.

The contract amount shall not exceed \$6,000 for the period of June 28, 2022, through June 27, 2023.

Section 2.

All other terms, conditions and provisions of the above referenced contract shall remain the same and apply hereto.

This Resolution shall be in full force and effect from and after the date of its passage and approval.

PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI, AND APPROVED BY THE MAYOR THIS 8th DAY OF NOVEMBER 2022.

APPROVED:

ATTEST:

**Greg
Parker
Mayor**

**Tammy Koller
City Clerk**

APPROVAL AS TO FORM:

**James K. Weber
City Attorney**

**PROGRAM SERVICES CONTRACT**

This contract is entered into by and between the State of Missouri, Department of Health and Senior Services (Department/state agency) and the below named entity/individual (Contractor). The contract consists of the contract signature page, the scope of work; any attachments referenced and incorporated herein; the terms and conditions; and any written amendments made in accordance with the provisions contained herein. This contract expresses the complete agreement of the parties. By signing below, the Contractor and Department agree to all the terms and conditions set forth in this contract.

Tracking # 52078	Contract Title: WASTEWATER OPERATORS	
Contract Start: 6/28/2021	Contract End: 6/27/2023	Questions/Please Contact: PROCUREMENT UNIT @ (573)751-6471
Contract #: KQ220052078		Amend #: 01

PLEASE VERIFY/COMPLETE - TYPE OR PRINT - SIGNATURE REQUIRED

NAME OF ENTITY/INDIVIDUAL (Contractor)		
CITY OF SALEM		
DOING BUSINESS AS (DBA) NAME		
MAILING ADDRESS		
400 NORTH IRON		
CITY, STATE, and ZIP CODE		
SALEM	MO	65560
REMIT TO (PAYMENT) ADDRESS (if different from above)		
CITY, STATE, and ZIP CODE		
CONTACT PERSON	EMAIL ADDRESS	
PHONE NUMBER	FAX NUMBER	
TAXPAYER ID NUMBER (TIN)	UEI NUMBER	DUNS NUMBER
*****3364		077145340
CONTRACTOR'S AUTHORIZED SIGNATURE	DATE	
PRINTED NAME	TITLE	
DEPARTMENT OF HEALTH AND SENIOR SERVICES DIRECTOR OF DIVISION OF ADMINISTRATION OR DESIGNEE SIGNATURE	DATE	

AMENDMENT #01 TO CONTRACT KQ220052078

CONTRACT TITLE: Wastewater Operators

CONTRACT PERIOD: June 28, 2022 through June 27, 2023

The Department of Health and Senior Services hereby exercises its option to renew the above referenced contract; therefore Section 1.1 is hereby deleted in its entirety and replaced with revised Section 1.1 as follows:

1.1 The contract amount shall not exceed \$6,000.00 for the period of June 28, 2022 through June 27, 2023.

All other terms, conditions and provisions of the above referenced contract shall remain the same and apply hereto.

REPORTS OF CITY OFFICIALS BOARDS AND COMMITTEES

MEETING DATE: November 8, 2022

AGENDA ITEM: ITEM VII

AGENDA TITLE:

PROJECT DESCRIPTION / FACTS

SALLY BURBRIDGE, TEMPORARY CITY ADMINISTRATOR
GREG PARKER, MAYOR
MARK NASH, PUBLIC WORKS
MELISSA DUBOIS
ALDERMAN REPORTS

CLOSED SESSION

MEETING DATE: NOVEMBER 8, 2022

AGENDA ITEM: ITEM VIII

AGENDA TITLE:

PURSUANT TO SECTION 610.021(3) OF THE REVISED STATE STATUTES OF THE STATE OF MISSOURI PERTAINING TO THE HIRING, FIRING, DISCIPLINING OR PROMOTING OF PARTICULAR EMPLOYEES BY A PUBLIC GOVERNMENTAL BODY WHEN PERSONAL INFORMATION ABOUT THE EMPLOYEE IS DISCUSSED OR RECORDED.