

Aldermen Meeting  
Packet  
August 8, 2023



**Greg Parker, Mayor**  
Shawn Bolerjack, East Ward Alderman  
Kala Sisco, East Ward Alderman  
Kyle Williams, West Ward Alderman  
Amanda Duncan, West Ward Alderman

**MINUTES**  
**BOARD OF ALDERMEN MEETING**  
**202 N. Washington**  
**July 25, 2023**

**Call Meeting to Order**

The regular season meeting of the Board of Alderman of the City of Salem, Missouri, was called to order by Board President Shawn Bolerjack at 6:00 p.m. Mayor Greg Parker was absent.

**Pledge of Allegiance**

The Pledge of Allegiance was led by Aldermen Shawn Bolerjack.

**Opening Prayer**

Opening prayer was led by Public Works Mark Nash.

**Roll Call**

Council Members present included Kala Sisco, Shawn Bolerjack, Kyle Williams, and Amanda Duncan. Others in attendance were: City Administrator Sally Burbridge, City Clerk Tammy Koller, Chief of Police Joe Chase, Public Works Director Mark Nash, Finance Director Stacey Houston and Parks and Recreation Director Melissa Dubois.

Citizens in attendance were: Mary Ann Curley, Debbie Murphy, Sue Wood, Stan Podorski (KSMO), Patti McKewon, Annie Deathridge, Ben Johnson (Salem News), and David Weiss.

**Approve Agenda**

Alderman Williams moved to approve the agenda with the following changes: change the date to July 25, 2023, change Bill No. 3553 to second reading, and remove closed session for contracts.

Seconded by Alderwoman Sisco.

The vote was 4 Aye- Williams, Sisco, Bolerjack, and Duncan. 0 Nay. Motion Carried

**Consent Agenda**

July 11, 2023, Regular Meeting Minutes

July 18, 2023, Special Meeting Minutes

July 12, 2023 Utility Committee Meeting Minutes

Alderman Williams moved to approve the Consent Agenda.

Seconded by Alderwoman Sisco.

The vote was 4 Aye- Williams, Sisco, Bolerjack, and Duncan. 0 Nay. Motion carried.

**Hearing of Persons**

No hearing of persons this agenda.

## **New and Miscellaneous Business**

### **Bid-Batwing Bushhog**

Alderwoman Sisco moved to approve the bid from Heritage Tractor for \$22,000.00

Seconded by Alderwoman Duncan.

The vote was 4 Aye-Sisco, Duncan Williams, and Bolerjack. 0 Nay. Motion carried.

### **Rood & Associates Invoice**

Alderman Williams moved to approve the invoice from Rood & Associates.

Seconded by Alderwoman Sisco.

The vote was 4 Aye-Williams, Sisco, Bolerjack, and Duncan. 0 Nay. Motion carried.

### **Financials**

Finance Director Stacey Houston presented the financial update.

### **Old Business**

No old business this agenda.

### **Reading of Bills (First Reading)**

**Bill No. 3554 - An ordinance amending the annual budget for the City of Salem, Missouri beginning July 1, 2022, and appropriating funds pursuant thereto.**

City Clerk Koller read the first reading of Bill No. 3554 by caption only.

No vote.

### **Reading of Bills (Second Reading)**

**Bill No. 3553 - An ordinance of the City of Salem, Missouri to authorize the mayor to execute contracts between the City of Salem, Missouri and the Missouri Highways and Transportation Commission to aid for construction of a 6-Unit T-Hangar Project at the Salem Memorial Airport (K33).**

Alderwoman Sisco moved to approve Bill No. 3553.

Seconded by Alderman Williams.

The vote was 4 Aye-Sisco, Williams, Bolerjack, and Duncan. 0 Nay. Bill No. 3553 passed as Ordinance 3553.

### **Reports of City Officials, Boards and Committees**

City Administrator Sally Burbridge had nothing to report.

Public Works Director Mark Nash reported they started pulling reads today for the next billing cycle.

Parks and Recreation Director Melissa Dubois announced there will be a night swim at the pool July 31 – August 2 from 6:30 PM to 9:00 PM. The cost will be \$5.00. They will be honoring pool passes.

Parks and Recreation Director Melissa Dubois thanked all the community members that were volunteer presenters.

Parks and Recreation Director Melissa Dubois thanked Alderwoman Sisco for her willingness to help anytime she is needed.

Parks and Recreation Director Melissa Dubois reported the pool will close August 13 this year due to lack of manpower to keep it open after that date.

Alderwoman Kala Sisco reported the back-to-school bash will be August 16, 17, & 18 at the Commons. For more information, you may call Pastor Lyndel and Ashley Decker at 573-466-9156.

Alderwoman Kala Sisco reported Intercounty Electric will be having a movie night July 29<sup>th</sup> at the first pavilion as you enter the park. Please bring your own snacks and seating.

Alderwoman Kala Sisco reported she is working on changing the name of Community Service Committee. She is looking for committee members. If you are a committee member and are interested in continuing to serve, please contact Alderwoman Sisco by city email or call the city administration building. All seats will be filled except for one.

Alderman Shawn Bolerjack had nothing to report.

Alderman Kyle Williams had nothing to report.

Alderwoman Amanda Duncan had nothing to report.

### **Adjournment**

Mayor Greg Parker adjourned the meeting at 6:31 p.m.

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Tammy Koller  
City Koller

APPROVED:

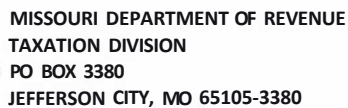
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Greg Parker  
Mayor

ATTEST:

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Tammy Koller  
City Clerk



Date: July 06, 2023

POLITICAL SUBDIVISION ID: 65234000

Notice Number: 2040957312

Distribution Month: June 2023

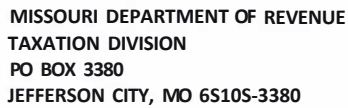
Telephone: 573-751-4876  
Fax: 573-522-1160  
Email: [localgov@dor.mo.gov](mailto:localgov@dor.mo.gov)

SALEM MO 65560-1429

<b>Deposit Date</b>	07/07/2023
<b>Tax Type Code</b>	200
<b>TaxType Name</b>	CITY
<b>Bank Name</b>	BANK OF SALEM
<b>Account Number (Last Four Digits)</b>	0117
<b>Tax Distribution</b>	\$126,007.18
<b>Interest Distribution</b>	\$0.00
<b>Amount Deposited</b>	\$126,007.18

Account History					
Period	2021	2022	2023	2022 Compared to 2021	2023 Compared to 2022
June 2023	\$120,194.10	\$122,954.41	\$126,007.18	\$2,760.31	\$3,052.77
Year-to-Date	\$654,179.45	\$705,324.49	\$771,703.98	\$51,145.04	\$66,379.49

The Department is authorized by Section 32.057 RSMo, to release local sales/use tax information to cities that have imposed a sales or use tax. The Department has made this information available in three reports: the Open Business Locations Report, the Financial Sales Tax Distribution Report, and the Financial Use Tax Distribution Report. A portal account must be created on the Department's portal at <https://mytax.mo.gov/rptp/portal/home/> and a Request for Information/Audit of Local Sales and Use Tax Records (Form 4379) may be completed to request access to these reports. This form is available on our web site at <http://dor.mo.gov/forms/>.



Date: July 06, 2023

POLITICAL SUBDIVISION ID: 65234000

Notice Number: 2040958374

Distribution Month: June 2023

Telephone: 573-751-4876

Fax: 573-522-1160

Email: [localgov@dor.mo.gov](mailto:localgov@dor.mo.gov)

<b>Deposit Date</b>	07/07/2023
<b>Tax Type Code</b>	210
<b>TaxType Name</b>	CITY CAPITAL IMPROVEMENTS
<b>Bank Name</b>	<b>BANK</b> OF SALEM
<b>Account Number (Last Four Digits)</b>	0117
<b>Tax Distribution</b>	\$63,003.68
<b>Interest Distribution</b>	\$0.00
<b>Amount Deposited</b>	\$63,003.68

Account History					
Period	2021	2022	2023	2022 Compared to 2021	2023 Compared to 2022
June 2023	\$60,097.11	\$61,477.16	\$63,003.68	\$1,380.05	\$1,526.52
Year-to-Date	\$327,089.37	\$352,662.31	\$385,852.49	\$25,572.94	\$33,190.18

The Department is authorized by Section 32.057 RSMo, to release local sales/use tax information to cities that have imposed a sales or use tax. The Department has made this information available in three reports: the Open Business Locations Report, the Financial Sales Tax Distribution Report, and the Financial Use Tax Distribution Report. A portal account must be created on the Department's portal at <https://mytax.mo.gov/rptp/portal/home/> and a Request for Information/Audit of Local Sales and Use Tax Records (Form 4379) may be completed to request access to these reports. This form is available on our web site at <http://dor.mo.gov/forms/>.



MISSOURI DEPARTMENT OF REVENUE  
TAXATION DIVISION  
PO BOX 3380  
JEFFERSON CITY, MO 65105-3380

## SALES TAX DISTRIBUTION DEPOSIT NOTICE

0007-000



SALEM  
CITY CLERK  
400 N IRON ST  
SALEM MO 65560-1429

Date: July 06, 2023

POLITICAL SUBDIVISION ID: 65234000

Notice Number: 2040958916

Distribution Month: June 2023

Telephone: 573-751-4876  
Fax: 573-522-1160  
Email: [localgov@dor.mo.gov](mailto:localgov@dor.mo.gov)

The Missouri Department of Revenue distributed your local sales tax by electronic funds transfer (ACH) for your credit and use for the June 2023 collections as follows

Deposit Date	07/07/2023
Tax Type Code	260
TaxType Name	CITY STORM WATER/LOCAL PARKS
Bank Name	BANK OF SALEM
Account Number (Last Four Digits)	0117
Tax Distribution	\$47,252.79
Interest Distribution	\$0.00
Amount Deposited	\$47,252.79

Below is your recent account history. You can compare this month's distribution with the same month in prior years for this account. You can also compare the year-to-date distribution with the same year-to-date in prior years.

Account History					
Period	2021	2022	2023	2022 Compared to 2021	2023 Compared to 2022
June 2023	\$45,117.94	\$46,107.95	\$47,252.79	\$990.01	\$1,144.84
Year-to-Date	\$245,629.61	\$264,435.38	\$289,376.65	\$18,805.77	\$24,941.27

You can access the Department's "Local Taxes Financial Statement" for this month at <http://dor.mo.gov/business/citycounty>.

If you do not receive your distribution or if you require additional information, contact the Taxation Division at the above address, telephone number, fax number, or e-mail.

A city must notify the Department if their boundaries change. Failure to notify the department can result in lost revenue.

The Department is authorized by Section 32.057 RSMo, to release local sales/use tax information to cities that have imposed a sales or use tax. The Department has made this information available in three reports: the Open Business Locations Report, the Financial Sales Tax Distribution Report, and the Financial Use Tax Distribution Report. A portal account must be created on the Department's portal at <https://mytax.mo.gov/rptp/portal/home/> and a Request for Information/Audit of Local Sales and Use Tax Records (Form 4379) may be completed to request access to these reports. This form is available on our web site at <http://dor.mo.gov/forms/>.



CITY OF SALEM  
CITY CLERK  
400 N IRON ST  
SALEM

MO 65560

MISSOURI DEPARTMENT OF REVENUE

07/18/23

WE HAVE INSTRUCTED THE CENTRAL BANK, JEFFERSON CITY, TO DISTRIBUTE YOUR  
MONIES TOTALING \$ 20,042.62 BY ELECTRONIC FUNDS TRANSFER (ACH) TO

THE BANK OF SALEM 081503694 CITY OF SALEM-ENTERPRISE FUND/AC-0410117

MOTOR FUEL TAX	\$	14,012.19
MOTOR V SALES TAX	\$	4,440.56
MOTOR V FEE INCREASES	\$	1,589.87

FOR YOUR CREDIT AND USE ON 07/19/23.  
IF YOU DO NOT RECEIVE YOUR DISTRIBUTION OR IF YOU HAVE QUESTIONS CONCERNING  
THE AMOUNT OF YOUR DISTRIBUTION, PLEASE CONTACT THE MISSOURI DEPARTMENT  
OF REVENUE AT (573) 751-2611.



# 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 07/01/2023 00:00 to 07/31/2023 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	0:25	1:01	2:28	0.20
ABANDONED VEHICLE		2	3:07	4:21	4:53	0.40
ACCIDENT		9	1:16	3:36	12:31	1.79
ALARM	COMMERCIAL	5	1:45	1:53	4:02	0.99
ALARM	RESIDENTIAL	1	1:04	2:20	4:07	0.20
AMBULANCE CALL		24	1:03	1:56	12:26	4.76
ANIMAL CALL		29	17:13	3:24	16:32	5.75
AREA CHECK		10	0:45	0:33	4:27	1.98
ASSAULT/FIGHT	IN PROGRESS	1	1:15	0:52	13:17	0.20
ASSAULT/FIGHT	NOT IN PROGRESS	3	0:40	2:36	19:16	0.60
ASSIST OTHER AGENCY		8	1:34	0:56	18:02	1.59
BURGLARY	IN PROGRESS	2	2:00	0:13	54:49	0.40
BURGLARY	NOT IN PROGRESS	3	1:33	15:39	16:57	0.60
CALL FOR SERVICE		31	1:43	4:42	10:22	6.15
CHECK THE WELL BEING		21	2:50	1:56	17:41	4.17
CIVIL MATTER		7	1:20	2:02	25:52	1.39
COURT		2		0:00	196:49	0.40
COURTESY TRANSPORT		1	0:51	26:57	3:06	0.20
DISTURBANCE	PHYSICAL	2	2:16	3:23	41:01	0.40
DISTURBANCE	VERBAL	12	2:42	2:08	15:08	2.38
DOMESTIC	IN PROGRESS	22	1:00	1:31	17:06	4.37
DOMESTIC	NOT IN PROGRESS	2	7:21	11:15	15:07	0.40
ESCORT		4	56:53	1:33	27:41	0.79
EXPARTE VIOLATION	NOT IN PROGRESS	3	515:36	3:38	6:31	0.60
FIRE CALL		2	0:53	3:04	31:06	0.40
FOLLOW UP INVESTIGATION		57	2:14	2:27	30:33	11.31
FOUND PROPERTY		1	1:20	3:31	1:05	0.20
FRAUD		1	0:21	4:22	10:17	0.20
HARASSMENT		3	3:20	1:01	26:39	0.60
HOTLINE CALL		1	1:21	2:03	11:14	0.20
INFORMATION		10	0:42	0:46	16:52	1.98
INTOXICATED PEDESTRIAN		1	1:01	7:04	4:07	0.20
JUVENILE PROBLEM		1		0:00	1:50	0.20
KEEP THE PEACE		1		0:00	6:32	0.20
LIFT ASSIST		6	0:38	2:09	9:43	1.19
LOST/STOLEN PROPERTY		1		0:00	29:25	0.20
MISC ADMIN DUTY		26	1:56	0:16	56:33	5.16
MISC HAZARD		4	1:41	0:01	0:13	0.79
MISC OFFENSE		3	3:08	3:12	15:49	0.60

# 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 07/01/2023 00:00 to 07/31/2023 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	2:06	0:58	23:18	0.40
MOTORIST ASSIST		3	0:50	3:29	0:23	0.60
NUISANCE VIOLATION		1		0:00	8:26	0.20
OPEN DOOR		1		0:00	5:58	0.20
PANHANDLING		2	0:22	1:01	8:58	0.40
PEACE DISTURBANCE		2	1:31	10:59	0:10	0.40
PEDESTRIAN CHECK		3	0:51	0:53	16:41	0.60
POWER OUTAGE		14	1:55	13:34	96:22	2.78
PRISONER TRANSPORT		3	43:00	26:17	38:55	0.60
PROPERTY DAMAGE		7	2:07	5:46	12:44	1.39
PROWLER		1	1:48	0:51	6:44	0.20
SHOPLIFTER		1	0:44	0:56	19:53	0.20
SHOTS FIRED		1	4:54	0:00	63:13	0.20
STEALING	NOT IN PROGRESS	8	3:27	3:59	16:34	1.59
STREET DEPT CALL OUT		1		0:00	37:45	0.20
SUICIDAL PERSON		1	1:11	9:20	22:30	0.20
SUSPICIOUS CIRCUMSTANCES		10	1:19	2:02	11:34	1.98
SUSPICIOUS SUBJECT		7	2:05	3:33	7:59	1.39
SUSPICIOUS VEHICLE		8	1:11	1:45	10:54	1.59
TOWED VEHICLE		1		0:00	1:12	0.20
TRAFFIC COMPLAINT		3	2:00	3:32	3:09	0.60
TRAFFIC STOP		63	1:36	0:00	6:19	12.50
TRESPASSING		4	1:01	4:22	17:54	0.79
UCR		13	51:28	21:41	1:38	2.58
WALK - IN		5	2:55	4:25	36:28	0.99
WALK THROUGH		12	0:17	0:00	25:07	2.38
WARRANT ATTEMPT		4	0:53	0:25	4:15	0.79

Total Incidents For Date Range **504**

Average Stacked Time **9:14** min : sec

Average Response Time **2:56** min : sec

Average On Scene Time **20:10** min : sec

# **Staff Summary Report**

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<b>MEETING DATE:</b>	August 8, 2023
<b>AGENDA ITEM:</b>	New and Miscellaneous Business
<b>AGENDA TITLE:</b>	Sanitation Bid Approval

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<b>ACTION REQUESTED BY:</b>	City Administrator
<b>ACTION REQUESTED:</b>	Approval of Bids for Sanitation Services
<b>SUMMARY BY:</b>	Sally Burbridge

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## **PROJECT DESCRIPTION / FACTS**

The City of Salem contracts for curbside pickup of both trash and recycling services. WCA has held this contract for the past several contract rounds (3 years each). This time, same as last the City put out a Request for Bids for both solid waste collection and recycling, WCA was the only respondent.

WCA's proposal meets all the selection criteria as listed in the RFB with the exception of including recycling services.

Services included in WCA's proposal:

- Provide containers and collection services for City sponsored events at no charge.
- "Roll Out Service" to any resident, senior or disabled, with stipulations.
- Waste is diverted to Black Oak Landfill in Hartville, MO for disposal.
- Current Certificate of Insurance on file (automatically renewed annually).
- Complies with Local, State, and Federal rules and regulations.
- Track and record any service complaints connected with the provision of waste services.
- Provide Citywide clean-ups: Spring & Fall at no additional cost.
- Waste removal shall be provided once per week to all residents. Residents may contact WCA for additional services as needed with cost billed directly to the resident.
- Municipal Facilities provided commercial containers and serviced weekly at no additional cost.
- Responsibility for cart replacement or repair shall be the responsibility of WCA at no additional cost.

WCA's proposal does recommend a committee of the City to work with WCA on establishing a public Recycle Drop-off Site with DNR's assistance for the community.

Proposed costs in new contract for weekly solid waste curbside service – no recycling (If City Bills/Collects for Residential Svs):

### **Residential Rates 2023**

Within City Limits	\$18.00
Senior Citizens within City Limits	\$17.00
Utilities Outside City Limits	\$21.00

### **Residential Rates 2024**

Within City Limits	\$18.90
Senior Citizens within City Limits	\$17.85

Utilities Outside City Limits	\$22.05
Residential Rates 2025	
Within City Limits	\$19.85
Senior Citizens within City Limits	\$18.74
Utilities Outside City Limits	\$23.15

## PROCUREMENT

Request for Bids was published on the City's website on July 7, 2023, and subsequently in The Salem News on July 11, 2023. Public Bid opening was held on July 28, 2023, at 3:15 pm at the Old City Hall Council Chambers.

## FISCAL IMPACTS

Included in the City's current budget is \$365,400 for Charges for Service, and \$361,100 for Expenses for service. Both lines will need a budget adjustment at the end of the year since new rates were not available during budget preparation.

Please note – the above listed rates are what WCA would charge the city. Historically an additional \$.50 has been added monthly to each account to cover the cost to the city of billing/collecting the rates from citizens on WCA's behalf. Staff recommend continuing the additional \$.50 per account/monthly.

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**SUPPORT DOCUMENTS:** WCA Residential Solid Waste and Recycle Proposal for the City of Salem

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**DEPARTMENT'S RECOMMENDED MOTION:** Move to Approve the Bid from WCA for Solid Waste Services without Recycling.

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NOTE – The Board of Aldermen reserves the right to refuse all bids received if;

1. The City did not receive enough bids and believes re-issuing the RFB will garner more proposals and therefore be more competitive;
2. If bids received do not meet the needs of the City, the RFB may need to be rewritten and resolicited.





**RESIDENTIAL SOLID WASTE AND RECYCLE PROPOSAL FOR THE  
CITY OF SALEM**

**Bids Due July 28<sup>th</sup>, 2023**



July 28, 2023

3

City of Salem  
Mayor and Board of Alderman  
400 N Iron  
Salem, MO 65560

RE: Contract Solid Waste Pickup and Disposal Services with Curbside Recycle Service

MS. Burbridge,

WCA is proud of servicing the City of Salem for the last 21 years. Per the RFP published by the City, WCA has prepared a comprehensive proposal for the City's consideration.

WCA desires to continue serving the residents of Salem with curbside waste removal using a 96-gallon trashcart provided to all citizens placed at the at the curb as currently in place.



However, due to the continued changes in the recycle market, as well as the ability to hire and retain superior employees, cope with escalating cost of operations, etc. we find it necessary to adapt our service levels to continue to meet the expectations of the residential community to which they have become accustomed.

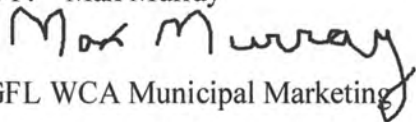
Thank you for your interest in enhancing the appearance of your community as well as providing a superior service for the Residents of the City of Salem.

Should there be any further questions or necessary discussions, WCA would be pleased to partner with the Salem Community and address any concerns. Please feel welcome to contact me, Max Murray, at 417/849-6988 or email of [mmurray@gflenv.com](mailto:mmurray@gflenv.com), or our District Manager, Scott Blanford, 417/353-9800 or email at [sblanford@gflenv.com](mailto:sblanford@gflenv.com).

**BUILDING A PARTNERSHIP WITH THE CITY OF SALEM FOR MORE  
THAN 21 YEARS.**

Submitted: July 28, 2023

BY: Max Murray

A handwritten signature in black ink that reads "Max Murray". The signature is written in a cursive style with a large, stylized "M" and "M" at the beginning of the first and last names respectively.

GFL WCA Municipal Marketing



1

City of Salem RFB 2023

2

Overview

3

Qualifications:  
Business in Good Standing  
Certificate of Insurance  
E-Verify

4

References

5

WCA Proposal  
Cost of Service

**TAB 1**

**City of Salem, Missouri**

**Request For Bids**



## **CITY OF SALEM, MISSOURI REQUEST FOR BIDS**

<b>Title:</b>	<b>Solid Waste Pickup and Disposal</b>
<b>Date Issued:</b>	<b>July 7, 2023</b>
<b>Due Date and Time:</b>	<b>July 28, 2023; 3:00 PM</b>
<b>Submit SEALED Proposals To:</b>	<b>City of Salem, Missouri Office of City Clerk 400 N. Iron Street Salem, MO 65560</b>

## **INTRODUCTION**

The City of Salem is requesting sealed bids for Contract Solid Waste pickup and disposal services and Curb Side Recycling. Bids should be submitted with solid waste pickup and recycling or solid waste pickup only. Bids will be accepted until 3:00 p.m. Friday, July 28, 2023. Bids are for a three-year contract to commence on September 1, 2023, until August 31, 2026. Please write "SOLID WASTE BID" on envelope and mail to City Clerk, City of Salem, 400 North Iron Street, Salem, Missouri, 65560. The City reserves the right to refuse any and/or all bids.

Questions regarding this RFB should be addressed to Sally Burbridge, City Administrator, [cityadministrator@salem-mo.com](mailto:cityadministrator@salem-mo.com), 573-729-4811. Please check our website at <https://www.salem-mo.com/city/government/bids/index.php> for the latest updates to this packet prior to submitting your bid.

## **BACKGROUND INFORMATION**

The City of Salem, Missouri, is in the middle of the Missouri Ozarks. The 2021 US Census, American Community Survey estimates approximately 4,623 residents. The City of Salem, Missouri, is a fourth-class city and operates under a Mayor/Board of Aldermen/City Administrator form of government, providing a wide variety of public services, including police, parks and recreation, a municipal airport, street maintenance, electric, water and wastewater treatment services.

## **SCOPE OF SERVICE**

The Solid Waste Pickup and Disposal may include, but are not limited to the following services:

1. Weekday, curbside, pickup, transportation, and disposal of residential solid waste.
2. Weekday, curbside, pickup, transportation, and delivery to recycling facility of residential recycling materials.

## **SCHEDULE**

Every effort will be made to adhere to the following schedule regarding this proposal, although it may be altered at the City's convenience.

Release of advertisements of RFB	July 7, 2023
Deadline for questions	July 24, 2022
Proposal submission deadline	July 28, 2023 @ 3 PM
Bid Opening @ City Hall Council Chambers, 202 N. Washington St., Salem, MO 65560	July 28, 2023 @ 3:15 PM
Final Selection & Board Approval	August 8, 2023

# **PROPOSAL SUBMISSION AND AWARD**

## **Submission**

**All proposals must be received by the City Clerk, City of Salem, Missouri, 400 N Iron Street, Salem, Missouri 65560 prior to 3:00 p.m., Central Standard Time, on Friday, July 28, 2023.**

**Bid opening will be at 3:15 pm on Friday, July 28, 2023 at the City Hall Council Chambers, 202 N. Washington St., Salem, MO.**

The Respondent shall submit, at a minimum, the following information/documents as part of the proposal:

1. Cover letter including statement of understanding of the services being requested and any other information that would assist the City in making a selection.
2. Organizational Overview: A description of the applicant's organization, years in existence, and structure.
3. Qualifications: Provide a summary of the key strengths and qualifications of your firm and an overview of the capabilities your firm would offer in delivering the requested services and scope (experience in providing the requested services).
4. List of References:
  - a. Provide a minimum of three references being municipal or state government entities of with which your firm has provided similar services.

## **Cost of Proposal:**

1. Provide the fee schedule that your firm will use to charge the City for providing services as outlined in the Scope of Services.
2. Any additional fees or costs for the services identified in this RFB that are not included in the fees presented.

## **Award and Selection**

Each proposal will be evaluated based on the following criteria:

1. Experience & Qualifications
2. Ability to provide services as outlined in RFB Scope of Services
3. Schedule of fees related to proposed and additional costs

All proposals shall be accepted or rejected by the City of Salem, Missouri, Board of Aldermen.

## **TAB 2**

### **Overview**





## WCA Partners with the City of Salem

**Service is not just about price; service is a long term commitment of resources and experience in taking care of customers with proven results!**

### PAST EXPERIENCE

- Waste Corporation, also recognized as Wilco Hauling, has served the State of Missouri for the last 23 + years as the Contractor of Choice with an exemplary service record.
- Waste Corporation has a proven record of providing price stability for Municipal Customers , allowing Cities to budget costs as well as anticipate City revenues based upon waste administrative fees created through billing services for waste disposal. A point of fact is that WCA's recommended pricing is based upon the current cost of operations which have increased significantly in the last two years.
- Waste Corporation has pursued the initiative to introduce residential carts to our Municipal partners as an optional service to enhance the waste service for the residents of City. Cart services have been instrumental in improving the "curb appeal" of the residential streets with a neat and orderly system. WCA has seen the cart service become the basic standard for all residents within the City Limits.
- Waste Corporation has provided citywide cleanups each year allowing Salem residents to keep their neighborhoods from becoming cluttered and free of excess debris.
- Employment – WCA believes in hiring local employees. We invest in our employees by providing superior benefits and insurance coverage.
- Safety – WCA invests heavily in driver training and equipment maintenance to insure our communities that our drivers have the latest and most effective training to protect our customer's property and provide an environmentally friendly service to protect our natural resources. Safety is not just a word, it is a culture of behavior.





## BENEFITS OF SERVICES WITH WASTE CORPORATION

- City budgets can be built annually relying on minimal price adjustments on a predetermined schedule.
- No Interruption in service – **WCA is capable of continuing the City contract based upon availability of Company resources of equipment and labor.**
- **Experienced Driver** – Salem's primary driver / drivers have provided services to many communities for several years thus having a unique perspective of Municipal needs
- Customer's time of service does not vary once drivers learn the peculiarities of a new City
- Any residential carts in service are replaced / maintained by WCA
- Proven Performance
- Emergency capabilities - See information relative to the Joplin tornado of 2011.
- Free Municipal facility services
- Generation of City revenue through administrative fees – residential fees billed by the City can be adjusted as needed to recoup any expenses experienced by the City for providing services.
- WCA has proven experience with servicing Municipalities and strive to form a partnership with the communities we serve.

Environmental Responsibility - Please see WCA Waste-to-Energy Conversion at the Landfill.

Lastly, why have this, ..... when you could have this?



## **Joplin Missouri May 23, 2011 Tornado Facts**

- Tornado was an F5 that destroyed 8,000 structures including 300 businesses, employing 4,000 and was estimated to cost \$3 billion to cleanup and rebuild.
- WCA operates a solid waste transfer station within 1 mile of the disaster area. Our landfill is 60 miles north of Joplin.
- WCA requested a permit modification from the Missouri Department of Natural Resources (MDNR) to expand our current transfer. The modification would allow for outdoor operations.
- WCA was granted the permit modification from MDNR within 24 hours of the disaster. WCA built a 7 acre open air transfer station within 72 hours of the issuance of the permit. The temporary station included three scales and scale offices, USACE viewing stations, unloading and loading area.
- WCA contracted with the USACE to accept debris trucks (clam trucks) from the disaster field and re-load them into 120 yard transfer trailers. Material was transported to our Oak Grove Landfill.
- WCA processed 4,099 debris trucks 1,700 roll-offs and disposed of 52,998 tons of material from May 23<sup>rd</sup> to August 7<sup>th</sup>.
- WCA was also involved with the disposal of ACM that was associated with structures that were not completely leveled.



*Joplin, Missouri Transfer Site for Major F5 Tornado debris - May 2011*





## **WCA GREEN INITIATIVES**

WCA owns and operates the Black Oak Landfill in Hartville Missouri. The facility handles approximately 1,150 Tons per day of waste from a large region including Rolla, Lebanon, Lake Ozark, Springfield, Salem, West Plains, and much more. Materials collected via a contract with St. Roberts, Missouri will ultimately be directed to the Black Oak Landfill for processing and disposal.

An integral part of WCA's landfill operations is to collect the methane gas generated from the landfill, and partnering with Missouri Utility Alliance, to power two gas to electric generating engines. The two engines are capable of producing 3.5 Megawatts of electricity which is then directed back into the power grid and used for public consumption.

The Black Oak Waste to Energy Facility not only helps generate green electricity, but it also allows for multiple opportunities to refine the recovery process and promote conversion processes.

Green Initiatives, Sustainability Programs, LEED Participation, Landfill Diversion, and Recycling are all ways in which WCA focuses on protecting our environment while extending the life of our natural resources.



**TAB 3**

**Qualifications**

## Qualifications

Waste Corporation of Missouri LLC is a wholly owned subsidiary of Green for Life Environmental Company who is the fourth largest National Waste Provider in the United States. As GFL, we have a presence in at least 22 States in the U.S. as well as multiple Provinces in Canada

As WCA of Missouri LLC, we provide service in more than half of the Counties in Missouri as well as operations in Kansas and Oklahoma. The operations of WCA MO-South encompass 2 State of the art Landfills, 6 Transfer Stations, and 4 Hauling Divisions in Southern Missouri and Kansas. With multiple operating Sites we have the ability to transfer / relocate resources to cover emergencies and contracted services to ensure that our Customers are taken care of.

The current Territory Manager is Scott Blanford who began his employment with WCA in 2008 and has extensive experience in all operational processes for hauling service, transfer operations, and landfill operations. Ultimately, Scott is responsible for the entire Missouri – South operational footprint.

Justin Kroese is the Operations Manager for the Wilco Hauling Division that operates from the Hartville Landfill facility and has immediate responsibility for waste services in Salem and other contracted Municipalities WCA services.

Max Murray is the Municipal Representative that monitors Missouri – South municipal communities to make certain any service issues or needs are addressed in a timely manner. Should the need arise, Max attends Council meetings to represent WCA and assist in issue resolution as well as making City visits to keep in touch with City Staff and maintain lines of communication.

Our WCA driver, Greg, is the front line contact the Community of Salem sees each week. Greg takes great pride in the services he performs and goes out of his way to maintain a great relationship with his customers. Greg is the first point of contact to identify any issues that might impact our service operations and makes every effort to mitigate any issues.

WCA of Missouri – South has more than 20 Municipal Contracts and is constantly seeking to better our performance to serve our Customers.

As a professional business, WCA has documentation of our Business in Good Standing with the State of Missouri, extensive insurance protection, and required E-Verify Status – documents attached.



# STATE OF MISSOURI



**John R. Ashcroft**  
**Secretary of State**

**CORPORATION DIVISION**  
**CERTIFICATE OF GOOD STANDING**

I, JOHN R. ASHCROFT, Secretary of State of the STATE OF MISSOURI, do hereby certify that the records in my office and in my care and custody reveal that

***WASTE CORPORATION OF MISSOURI, LLC***

using in Missouri the name

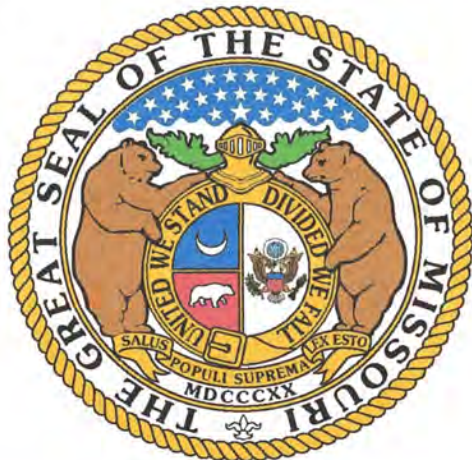
***WCA of Missouri, LLC***  
***FL001415520***

a DELAWARE entity was created under the laws of this State on the 2nd day of February, 2016, and is Active, having fully complied with all requirements of this office.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri. Done at the City of Jefferson, this 1st day of September, 2022.

  
Secretary of State

Certification Number: CERT-09012022-0010





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/30/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> NFP Property & Casualty Services(Primary Casualty) 45 Executive Drive, Plainview, NY 11803 NFP Canada Corp* 100 King Street West -Suite 5140 Toronto ON M5X 1E1	<b>CONTACT NAME:</b> COMPLEX RISK NE <b>PHONE (A/C, No, Ext):</b> 516-327-2700 <b>E-MAIL ADDRESS:</b> RiskCerts@nfp.com <b>FAX (A/C, No):</b> 516-327-2800
<b>INSURED</b> GFL Environmental Holdings (US), Inc and its subsidiaries 3301 Benson Drive - Suite 601 Raleigh NC 27609	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> National Union Fire Insurance Company of Pittsburg <b>INSURER B:</b> Chubb Insurance Company of Canada <b>INSURER C:</b> AIU Insurance Company <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
	<b>NAIC #</b> 19445 19399

**COVERAGES****CERTIFICATE NUMBER:** 1070618818**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Loc/Project Agg		6882279	6/1/2023	6/1/2024	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 20,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000 Loc/Project Agg \$ 5,000,000
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		9767484 9767485	6/1/2023 6/1/2023	6/1/2024 6/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		XBC602852*	6/1/2023	6/1/2024	EACH OCCURRENCE \$ 7,500,000 AGGREGATE \$ 7,500,000 Limits shown in CND\$ \$
C	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	WC013755789 WC013755790 WC013755791	6/1/2023 6/1/2023 6/1/2023	6/1/2024 6/1/2024 6/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 5,000,000 E.L. DISEASE - EA EMPLOYEE \$ 5,000,000 E.L. DISEASE - POLICY LIMIT \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

Evidence

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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## **GFL NAMED INSURED CERTIFICATE ATTACHMENT**

### **GFL ENVIRONMENTAL HOLDINGS (US), INC.**

American Waste Transfer Station, LLC  
American Waste, Inc.  
Baldwin Pontiac LLC  
County Recycling, LLC  
County Waste of Fredericksburg, LLC  
County Waste of Pennsylvania, LLC  
County Waste of Virginia, LLC  
County Waste Southwest Virginia, LLC  
County Waste, LLC  
CWV Holdco, Inc.  
EMA Development, LLC  
GFL Earth Services, Inc.  
GFL Environmental Real Property, Inc.  
GFL Environmental Recycling Services LLC  
GFL Environmental Services USA, Inc.  
GFL Environmental USA Inc.  
GFL Environmental USA Roll-Off Inc.  
GFL Holdco (US), LLC  
GFL North Michigan Landfill, LLC  
GFL Slim Jim 2, LLC  
GFL Slim Jim 3, LLC  
Green Ridge Recycling and Disposal Facility, LLC  
Hazar Bestos Corporation  
J&E Recycling, LLC  
Mead Holdings, LLC  
North Andrews Employment Park, LLC  
Northeastern Environmental, LLC  
Northeastern Exploration, Inc.  
Northern A-1 Industrial Services, L.L.C  
Soil Safe of California, Inc.  
Soil Safe, Inc.  
South Andrews Employment Park, LLC  
Spare Lots, LLC  
SWD Specialties, LLC  
WCA Waste Corporation  
Wexford County Landfill, LLC  
Wexford Water Technologies LLC  
Wrangler Holdco Corp.  
Coulter Companies, Inc.  
PDC Services, Inc.  
Area Disposal Service, Inc.  
Wigand Disposal Company  
ADS Missouri Inc.  
Coulter Construction Company  
PDC Technical Services, Inc.  
PDC Landfills, Inc.

### **GFL ENVIRONMENTAL HOLDINGS (US), INC. (Continued)**

Tazewell County Landfill, Inc.  
Peoria Disposal Company  
Peoria City County Landfill, Inc.  
Coulter Properties, Inc.  
Area Landfills Inc.  
Hickory Ridge Landfill, Inc.  
Clinton Landfill, Inc.  
Area Recycling, Inc.  
Pink Trash Company Inc. dba Potomac Disposal

### **WASTE INDUSTRIES USA, LLC.**

Alpine Disposal, Inc.  
Bestway Recycling, Inc.  
Black Creek Renewable Energy, LLC  
ETC of Georgia, LLC  
Five Part Development, LLC  
GFL Everglades Holdings LLC  
Haw River LandCo, LLC  
L&L Disposal, LLC  
Lakeway LandCo, LLC  
Lakeway Sanitation & Recycling C&D, LLC  
Lakeway Sanitation & Recycling MSW, LLC  
Laurens County Landfill, LLC  
Mountain States Packaging, LLC  
Ponderosa LandCo, LLC  
Red Rock Disposal, LLC  
S&S Enterprises of Mississippi, LLC  
Safeguard Landfill Management, LLC  
Sampson County Disposal, LLC  
Southeastern Disposal, LLC  
Transwaste Services, LLC  
Wake County Disposal, LLC  
Wake Reclamation, LLC  
Waste Industries Atlanta, LLC  
Waste Industries of Delaware, LLC  
Waste Industries of Maryland, LLC  
Waste Industries of Pennsylvania, LLC  
Waste Industries of Tennessee, LLC  
Waste Industries USA, LLC  
Waste Industries, LLC  
Waste Services of Decatur, LLC  
WI Burnt Poplar Transfer, LLC  
WI High Point Landfill, LLC  
WI Shiloh Landfill, LLC  
WI Taylor County Disposal, LLC  
Wilmington LandCo, LLC  
Wimberly Hill, LLC

**WCA WASTE SERVICES, INC.**

ish Holdings, Inc.  
American Waste, LLC  
Eagle Ridge Landfill, LLC  
Emerald Waste Services, LLC  
EWS Central Florida Hauling, LLC  
Fort Bend Regional Landfill, L.P.  
Freedom Waste Service, LLC  
Grace Disposal Systems, L.L.C.  
Jones Sanitation, L.L.C.  
N.E. Land Fill, LLC  
Pauls Valley Landfill, LLC  
Royal Disposal and Recycle, LLC  
Ruffino Hills Transfer Station, L.P.  
Sooner Waste, LLC  
Sunbelt Leasing Enterprises, LLC  
Sunshine Recycling, Inc.  
Town & Country Disposal Solid Waste Transfer Station, LLC  
Town & Country Recycling, LLC  
Town and Country Disposal of Western Missouri, LLC  
Transit Waste, LLC  
TransLift, LLC  
TRex Auto Auction, LLC  
V.F. Waste Services, LLC  
  
Waste Corporation of Arkansas, LLC  
Waste Corporation of Arkansas, LLC  
Waste Corporation of Missouri, LLC (WCA of Missouri, LLC)  
Waste Corporation of Tennessee, LLC  
Waste Corporation of Texas, L.P.  
WCA Arkansas City Transfer, LLC  
WCA Cares, Inc.  
WCA Management Company, LP  
WCA Management General, Inc.  
WCA Management Limited, Inc.  
WCA of Alabama, L.L.C.  
WCA of Central Florida, Inc.  
WCA of Chickasha, LLC  
WCA of Florida, LLC  
WCA of Oklahoma, LLC  
WCA of St. Lucie, LLC  
WCA Texas Management General, Inc.  
WCA Waste Corporation  
WCA Waste Systems, Inc.  
WRH Gainesville Holdings, LLC  
WRH Gainesville, LLC  
WRH Orange City, LLC

**GFL EVERGLADES HOLDINGS LLC**

Advanced Disposal Services Union Landfill, Inc.  
Arbor Hills Landfill, Inc.  
Chestnut Valley Landfill, LLC  
Cobb County Transfer Station, LLC  
Diller Transfer Station, LLC  
Eagle Bluff Landfill, Inc.  
Eagle Point Landfill, LLC  
Emerald Park Landfill, LLC  
GFL Illinois LLC  
GFL Muskego LLC  
GFL Pennsylvania LLC  
GFL Solid Waste Midwest LLC  
GFL Solid Waste Southeast LLC  
Glacier Ridge Landfill, LLC  
Greentree Landfill, LLC  
Gwinnett Transfer Station, LLC  
Hickory Meadows Landfill, LLC  
Hoosier Landfill, Inc.  
Land & Gas Reclamation, Inc.  
Mallard Ridge Landfill, Inc.  
Mobile Transfer Station, LLC  
Montgomery Transfer Station, LLC  
Mountainview Landfill, Inc.  
  
pelika Transfer Station, LLC  
Renewable Energy Eagle Point, LLC  
Rolling Hills Landfill, Inc.  
Sandy Run Landfill, LLC  
Seven Mile Creek Landfill, LLC  
Smyrna Transfer Station, LLC  
Southern Alleghenies Landfill, Inc.  
Stone's Throw Landfill, LLC  
Tallassee Waste Disposal Center, Inc.  
Turkey Trot Landfill, LLC  
Welcome All Transfer Station, LLC  
Containers by Reaves, LLC  
Pine Hollow, Inc.  
PH Land, LLC.  
Reaves Wrecking Co. LLC.  
Alabama Dumpster Service, L.L.C.  
Rock N Bar D, LLC.  
Great American Disposal of Wisconsin, LLC.  
Wood Island Waste Management, Inc.  
Great American Environmental Services Inc.  
Pauls Industrial Garage Inc.  
Strouse Roll-off Inc.  
Strouse Construction Inc.

**GFL NAMED INSURED CERTIFICATE ATTACHMENT**

**GFL ENVIRONMENTAL HOLDINGS (US), INC. (Continued)**

Sprint Waste Services, LP  
Sprint Fort Bend County Landfil, LP  
Sprint Recycling Center Northeast, LLC  
Sprint Montgomery County Landfil LP  
Triple S Compost LLC  
Sprint Waste of Texas, LP  
Shifflet s Waste Service LLC  
Mako Industries LLC  
Southwest Sanitation LLC  
Bunn Box, LLC (*effective 2/28/23*)  
Bunn Excavating  
GFL Environmental Services Heartland





Company ID Number: 40635  
Client Company ID Number: 297548

## THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS USING A DESIGNATED AGENT

### ARTICLE I

#### PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Department of Homeland Security (DHS), WCA Management Company, L.P. (Employer), and LawLogix Group, Inc. (Designated Agent) regarding the Employer's and Designated Agent's participation in the Employment Eligibility Verification Program (E-Verify). This MOU explains certain features of the E-Verify program and enumerates specific responsibilities of DHS, the Social Security Administration (SSA), the Employer, and the Designated Agent. References to the Employer include the Designated Agent when acting on behalf of the Employer. E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of the Employment Eligibility Verification Form (Form I-9). For covered government contractors, E-Verify is used to verify the employment eligibility of all newly hired employees and all existing employees assigned to Federal contracts.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). Authority for use of the E-Verify program by Federal contractors and subcontractors covered by the terms of Subpart 22.18, "Employment Eligibility Verification", of the Federal Acquisition Regulation (FAR) (hereinafter referred to in this MOU as a "Federal contractor") to verify the employment eligibility of certain employees working on Federal contracts is also found in Subpart 22.18 and in Executive Order 12989, as amended.

### ARTICLE II

#### FUNCTIONS TO BE PERFORMED

##### A. RESPONSIBILITIES OF SSA

1. SSA agrees to provide the Employer (through the Designated Agent) with available information that will allow the Employer to confirm the accuracy of Social Security Numbers provided by all employees verified under this MOU and the employment authorization of U.S. citizens.
2. SSA agrees to provide the Employer and Designated Agent appropriate assistance with operational problems that may arise during the Employer's participation in E-Verify. SSA agrees to provide the Designated Agent with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.

**TAB 4**

**Referrals**

## **Comparable Communities**

City of Lake Ozark  
3162 Bagnell Dam Blvd  
Lake Ozark, MO 65049  
Contact: City Administrator, Harrison Fry

City of Camdenton  
473 West U.S. Highway 54  
Camdenton, MO 65020  
Contact: City Administrator, J. Jeff Hancock

City of Bunker  
620 6<sup>th</sup> Street  
Bunker, MO 63629  
Contact: City Clerk, Katrina

City of Salem  
400 N Iron Street  
Salem, MO 65560  
Contact: Mayor, Gary Brown

Fort Leonard Wood - Balfort Beatty  
PO Box 320  
Ft Leonard wood, MO 65473  
Contact: Maintenance Manager, Ron Hesteness

City of Houston  
601 S Grand  
Houston, MO, 75403  
Contact: Heather Sponsler

City of Greenfield - Referral attached

City of Sarcoxie - Referral attached

City of Rogersville - Referral attached

**Additional references available upon request.**



# CITY OF GREENFIELD

Phone: 417-637-2532

115 S. Main  
GREENFIELD, MISSOURI 65661

Fax: 417-637-0403

July 11, 2023

To Whom it May Concern:

It is my pleasure to recommend GFL Environmental as a top-notch trash service. The City of Greenfield has enjoyed a pleasant and professional partnership with GFL since January 2015. Throughout this time, we have had very good route drivers who do an excellent job of servicing all the city's residential carts in a timely manner. Since day 1, GFL's drivers have made it a point to check in with us at City Hall twice on our service days. First thing in the morning to see if there are any issues that need to be addressed and again at the end of the day before they leave town to make sure there are no issues. That is great service!

Our account manager Max Murray has always kept in touch with us throughout the years either by phone call, email or stopping by our office to see how things are going. If we ever need a favor, Max is always a phone call away and acts immediately upon our request. We could not ask for a better account manager. Max feels like family. The support staff at GFL's Springfield plant are always helpful too. We can count on them to always provide the best service possible and are quick to respond to our phone calls and emails.

There are many companies out there that provide trash service and the choice is certainly yours to make but without a doubt the City of Greenfield can confidently say that GFL Environmental would be the best choice as your trash provider.

Sincerely,

Mark Davis

City Clerk - Greenfield, MO

My contact info:

City Hall 105 S. Grand Greenfield, MO 65661

417-637-2532

mark@greenfieldmo.org



# City of Sarcoxie

111 N. 6<sup>th</sup> Street | PO Box 130 | Sarcoxie, MO 64862

Phone: 417-548-7242 | Fax: 417-548-3108

Website: [www.sarcoxiamo.com](http://www.sarcoxiamo.com)



November 1, 2020

RE: WCA letter of recommendation

To whom it may concern:

WCA has provided residential trash service for the City of Sarcoxie since 2009. We continue to be extremely satisfied with all aspects of their service and consider them to be one of our most valuable and reliable vendors.

Their equipment is first rate. Poly carts are uniform, appear to age well, and are quick to be replaced if damaged. WCA allows the City to keep an inventory of poly carts which enables us to react quickly to get carts to new residents or to satisfy requests for extra carts. Their trucks are new, well-marked with flashing lights and decals, and ultra-quiet.

Our experience with their staff has been very satisfying. There are less missed trash pickups and upset customers when drivers stay on the same routes over the long term. WCA shares this belief. Jennifer, WCA's local driver rep, has been running the Sarcoxie route for at least the last four years. She not only does a great job she has become friends with our staff at City Hall as well as folks around the city. She has even been known to leave her truck to pull poly carts down to the street when people occasionally forget its trash day.

Resolution of occasional resident complaints is just a part of trash service. One thing we enjoy in our dealings with WCA is the ethics and tools they bring to such issues. Jennifer is great about trying to work through issues with trash pickups that are outside of the norm. She also does a good job communicating persistent issues to us so we can advise the resident of the issue. Trucks are equipped with cameras to provide proof of issues she can't take care of. This can range from poly carts not being at the curb or improper items in carts to low hanging tree limbs. Most issues are quickly addressed at the driver / city collector level. For the ultra-rare bigger issues, the management team at WCA is quick to respond to calls or emails.

I just can't say enough about WCA and the service they provide for our community. I highly recommend them for residential trash service.

Respectfully,

Don Triplett

Mayor

City of Sarcoxie

[mayor@sarcoxiamo.com](mailto:mayor@sarcoxiamo.com)

## City of Rogersville

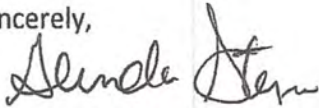
PO Box 19, 211 E Center St  
Rogersville, Mo. 65742  
Phone 417-753-2884 ext. 300 Fax 417-753-2871  
[cityclerk@rogersvillemo.org](mailto:cityclerk@rogersvillemo.org)

July 10, 2023

To Whom It May Concern:

The City of Rogersville has been with WCA, now known as GFL for more then 15 years. If ever there is any issue, they are good to address it with us. Our Citizens have very much appreciated the curbside recycling. GFL has always been good to do our trash hailing day and bring us event trash cans.

Sincerely,

A handwritten signature in black ink, appearing to read 'Glenda Stegner', written over the printed name.

Glenda Stegner,  
City Clerk  
City of Rogersville

**TAB 5**

**WCA Proposal**

**Cost of Services**

## WCA Service Proposal

WCA is in agreement with, and committed to abide by, the Bid Specifications as contained in the City's RFP as written with the exception of any recycle services.

WCA will recognize the Holiday schedule as recorded in the Proposal and shall provide containers and collection services for City sponsored events at no charge.

WCA shall offer a cart "roll out service" to any resident, senior or disabled, who is the sole occupant of any residential dwelling and determined to be unable to roll carts curbside for servicing. The WCA driver shall roll the cart from the front of the home to the curb for service and return to same placement following dumping procedures. WCA drivers shall not be allowed to enter residential properties other than servicing recycle or waste carts at the front side of the home.

Wastes collected from the Salem community are diverted to Black Oak Landfill in Hartville, MO for final disposal. Black Oak landfill operates a waste to energy plant that is harvesting gases created by the decomposition of buried MSW materials.

Because WCA is the incumbent provider of services for the City of Salem, a current certificate of insurance is on file and due to automatically renew each year with City endorsements as written.

WCA shall comply with all Local, State, and Federal rules and regulations as pertain to the collection and disposal of waste materials collected in Salem.

WCA shall track and record any service complaints connected with the provision of waste services performed by WCA. The driver shall check with City Hall each day residential services are performed to identify and resolve any customer or service provider complaints. WCA shall arrange for the collection of any missed pickups within 24 hours of notification.

WCA shall provide Citywide clean-ups; one in Spring and one in Fall for all residents at no additional cost.

Per RFP specifications, waste removal shall be provided once per week to all residents. Residents may contact WCA for additional services as needed with cost of such being billed directly to the resident.

**RECYCLE OPPORTUNITY:** WCA would recommend the City of Salem assign a committee to work with WCA in establishing a public Recycle Drop-off Site, with DNR's assistance, for the Salem community.

## 96 GALLON CART FOR TRASH

### BID FORM

**If**  
City  
Bills/Collects  
Residential

#### Residential Rates 2023

Residents within the City Limits	\$ <u>18.00</u>
Senior Citizens within the City Limits	\$ <u>17.00</u>
Non-residents on City Utilities	\$ <u>21.00</u>

#### Residential Rates 2024

Residents within the City Limits	\$ <u>18.90</u>
Senior Citizens within the City Limits	\$ <u>17.85</u>
Non-residents on City Utilities	\$ <u>22.05</u>

#### Residential Rates 2025

Residents within the City Limits	\$ <u>19.85</u>
Senior Citizens within the City Limits	\$ <u>18.74</u>
Non-residents on City Utilities	\$ <u>23.15</u>

#### Additional Service:

Municipal Facilities shall be provided commercial containers sufficient for the containerization of waste on a weekly basis and serviced at **no charge**.

City sponsored events such as Fairs, Celebrations, etc. shall be provided commercial containers and serviced as needed at **no charge**.

Disabled residents that are the sole occupant of their homes, shall be provided "roll-out" service where the WCA driver rolls their cart from the front of the house, empties it, and returns it to the home side at **no charge**.

WCA shall provide the residential community with two curbside City bulk item pickups, one in summer and one in fall, at **no additional charge**. Items accepted must comply with regulations as practiced by MO Landfill regulations and shall not include dirt, rock, construction or demolition wastes, liquids, tires, batteries, white goods, etc...

Residents may request additional 96 gallon carts serviced 1 x week at a cost of \$10.00 per extra cart.

Responsibility for cart replacement or repair shall be the responsibility of WCA at **no additional charge**.



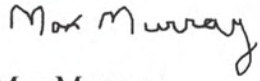
WCA  
of Missouri, LLC



**96 Gallon Trash Cart**

WCA of Missouri LLC

July 24, 2023

A handwritten signature in black ink that reads "Max Murray". The signature is written in a cursive style with a large, stylized "M" and "Murray" following.

Max Murray  
Municipal Representative

# **Staff Summary Report**

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<b>MEETING DATE:</b>	8/08/2023
<b>AGENDA ITEM:</b>	LORA MODULES
<b>AGENDA TITLE:</b>	NEXGRID WATER METERS

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<b>ACTION REQUESTED BY:</b>	MARK NASH
<b>ACTION REQUESTED:</b>	PURCHASE LORA MODULES FOR WATER METERS
<b>SUMMARY BY:</b>	MARK NASH

---

## **PROJECT DESCRIPTION / FACTS**

THESE MODULES WILL BE USED ON THE WEST SIDE OF TOWN IN AN AREA WHERE NO ELECTRIC METERS ARE AVAILABLE. THESE MODULES WILL SEND METER INFORMATION TO THE WI-FI SYSTEM THAT WAS INSTALLED AT THE AL BROWN FIELDS.

## **PROCUREMENT**

**THESE MODULES ARE NEXGRID EQUIPMENT**

## **FISCAL IMPACTS**

THE PURCHASE WILL COME OUT OF COP FUNDS

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**SUPPORT DOCUMENTS:** [List all additional documents that accompany this summary]

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**DEPARTMENT'S RECOMMENDED MOTION: ASK THE BOARD OF ALDERMAN TO ALLOW PURCHASE OF LORA MODULES TO COME OUT OF COP**

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Salem, MO

QUOTE

Quote # QSA030823  
SOW #  
PO #  
Erin Scalph

100 Industrial Dr  
Fredericksburg, VA 22408  
Toll Free: 1-833-NEXGRID


Date: March 8, 2023

Item	Part Number	Description	QTY	Unit Price	Extended Price
<b>Water / Gas AMI</b>					
	Water/Gas AMI Communication Module				
1	intelaMeter H2O - LoRa	intelaMeter Water Communication Module (Water Meter not included) - Nicor	40	\$139.84	\$5,593.60
<b>Subtotal:</b>					<b>\$5,593.60</b>
<b>Final System Cost:</b>					<b>\$5,593.60</b>

Terms

Customer is responsible for all shipping and receiving charges from POO Fredericksburg VA. Upon receipt of PO, Nexgrid will provide current lead times.  
Finance terms: 50% due in advance, remaining balance due upon hardware delivery, net 30 with approved credit. Late payments will be assessed a late fee of one and one-half percent (1.5%) per month on outstanding balances. Service hours and customary expenses will be billed as incurred on a monthly basis.  
All Nexgrid products include a 2 year limited warranty, all other hardware carries manufactures standard warranty.  
The prices quoted above are applicable only to a firm, non-cancelable Purchase Order received within the Effective Period for the Products listed above.  
Customer shall be responsible for all standard and customary travel related expenses and per diem.  
Taxes, Import Fees, VAT and any other unknown government or transportation charge is the responsibility of the customer. Quotes are valid for 30 days.

Nexgrid

  
Signature

Erin Scalph  
Name

3/8/2023  
Date

Customer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

End of Quotation



# **Staff Summary Report**

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<b>MEETING DATE:</b>	8/08/2023
<b>AGENDA ITEM:</b>	LIFT STATIONS
<b>AGENDA TITLE:</b>	PREVENTATIVE MAINTENANCE AGREEMENT

---

<b>ACTION REQUESTED BY:</b>	MARK NASH
<b>ACTION REQUESTED:</b>	CITY ENTER INTO A MAINTENANCE AGREEMENT
<b>SUMMARY BY:</b>	MARK NASH

---

## **PROJECT DESCRIPTION / FACTS**

THE CITY NOW HAS NINE (9) PUMPS AND FIVE (5) LIFT STATIONS. THIS PREVENTIVE MAINTENANCE AGREEMENT WOULD ALLOW PERSONEL FROM A COMPANY THAT IS HIGHLY TRAINED IN SUBMERSIBLE PUMP EQUIPMENT AND CONTROL PANELS TO TRACK THE PERFORMANCE OF SAID EQUIPMENT. PLUS, WITH THE AGREEMENT THE CITY WOULD HAVE A FULL 5 YEAR WARRANTY ON PUMPS RATHER THAN THE STANDARD PRORATED WARRANTY

## **PROCUREMENT**

**WE HAD ONE (1) COMPANY INTERESTED IN THIS TYPE OF AGREEMENT.**

## **FISCAL IMPACTS**

THE FUNDS FOR THIS AGREEMENT WOULD COME OUT OF SPECIAL SERVICES. LINE ITEM 520-501-50700. There is \$89,000.00 in this line item

**SUPPORT DOCUMENTS:** [List all additional documents that accompany this summary]

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**DEPARTMENT'S RECOMMENDED MOTION: ASK THE BOARD OF ALDERMAN TO ENTER INTO A THREE YEAR AGREEMENT WITH VANDEVANter ENGINEERING FOR THE ANNUAL PREVENTIVE MAINTENANCE AGREEMENT.**

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**Proposal No. OP-575248**

**June 16, 2023**

**City of Salem, Mo**

**- Annual Preventative Maintenance Agreement -**

Per our recent discussions, Vandevanter Engineering has prepared the following Annual Preventative Maintenance Agreement. This Preventative Maintenance Agreement is for City of Salem's wastewater collections Lift Stations.

Preventative maintenance and inspections, when regularly scheduled and executed, have several impactful benefits. One such benefit is the detailed inventorying of your collections system which will provide greater visibility to critical assets and ultimately lead to enhancements of business decisions being made. The preventative maintenance program we are proposing will enable your team to track the performance of equipment and proactively plan/schedule repairs based on the inspection reports we provide upon completion of each Lift Station. One major benefit from partnering together on the Preventative program we are proposing is the identification and isolation of problems with equipment while they are minor in nature and less expensive to repair. Maintaining equipment in this fashion will ultimately extend the life of your equipment while reducing the possibilities of a more catastrophic event occurring. Simply put, a preventative maintenance program is an inexpensive insurance policy on City of Salem's collection systems and equipment against major failures, unexpected repairs, and station down time.

In addition to the listed benefits, should **Existing** pumps be replaced or **New** Flygt pumps added, under this preventative maintenance agreement Vandevanter will support of Flygt-Approved Warranty claims for the **Full 5-years at 100%** opposed to the Standard Prorated Warranty.

Our Service Technicians at Vandevanter Engineering have been trained in the principles of operation and maintenance. This includes but is not limited to; submersible pumping equipment, control panels, and are F/M approved by ITT FLYGT in the repair of said equipment and control panels which too includes explosion-proof pumping equipment.

Thank you for the opportunity to furnish this Annual Preventative Maintenance Agreement to City of Salem, Mo. We are grateful of your consideration in working together within the Lift Station, Controls, and all around Collection Pump systems.

Sincerely,

**VANDEVANTER ENGINEERING**

*Enclosure: Annual Preventative Maintenance Agreement | Scope and Equipment*

**Date:** June 16, 2023

**Project Name:** Wastewater Lift Station Preventative Maintenance

**Project Location:** Salem, Missouri

Vandevanter Engineering is pleased to offer a Pump/Control Panel Scheduled Annual Maintenance Agreement for the following equipment installed within the City of Salem's collections system

### **Scope of Agreement**

A scheduled preventative maintenance agreement for **5 Lift Stations (9 Pumps)** will consist of a complete and thorough 11-Point Inspection of pumps and controls at each site. Upon completion of scheduled maintenance, the Point of Contact(s) will receive a detailed report of all worked performed, findings, and recommended Action Items. Prior to each of our visits, Points of Contact(s) will be communicated with and notified with the goal of minimizing disruption to your work day.

### **11- POINT CHECKLIST**

- 1) Check motor insulation values to ground using meggar
- 2) Check for any loose or faulty connections in control panel
- 3) Check voltage supply (pumps off)
- 4) Check voltage supply (pumps on)
- 5) Check for correct rotation of equipment
- 6) Check condition of face of volute in respect to discharge connection
- 7) Check amperage draw on all three phases for proper balance
- 8) Check winding resistance of motors through pump cables
- 9) Check condition and gap of "N" impeller and insert in each pump for proper tolerances
- 10) Check condition of level sensing equipment
- 11) Check condition of oil in each pump and change oil at each inspection, replacing all inspection plug O-rings

**Annual Maintenance Agreement 2023..... \$5,810.00**

**Annual Maintenance Agreement 2024..... \$5,810.00**

**Annual Maintenance Agreement 2025..... \$5,987.00**

### City of Salem, Mo. | 2023 Equipment List

Station Name	GPS	Qty	Pump Model	HP	Voltage	Phase
Westwood LS	N37.62932 W91.54665	2	3069.170-0258	3.1	230	1
			3069.170-0258	3.1		
AL Brown/Fort Knox LS	N37.63995 W91.55808	2	3127.090-5681	7.5	230	1
			3127.090-5681	7.5		
Bryson LS	N37.64442 W91.55437	2	3127.060-0017	7.5	230	1
			3127.060-0017	7.5		
T.C.R.C Fields	N37.64800 W91.54739	1	3069.170-0285	3	230	1
Walnut Hill LS	N37.65176 W91.52883	2	Myers WGX30-21	3	230	1
			Myers WGX30-21	3		

\*Station Name is based on prior documentation and may not be listed correctly. Upon completion of this Preventative Maintenance program, we will provide a full Lift Station Inventory List along with the detailed Inspection Reports for each pump, panel, and overall station\*



Additional Notes:

Any additional work not covered by this Agreement will be billed separately. Emergency service NOT INCLUDED in this Agreement, but is available upon request. If you would like to discuss in more detail, it is possible we can work together to find a suitable solution to ensure our Service Team is available when/if needed.

Any additional repairs and/or parts replacement will be performed only when approved by authorized personnel, and will be in addition to this Agreement.

Vandevanter Engineering Co., Inc. assumes no liability for loss of use, any direct, indirect or consequential damage of any kind in respect to the use or operation of pumps or any equipment or accessories used in connection therewith.

City of Salem will be responsible to ensure a representative of the organization is available, if needed, to allow entry into Lift Stations/Controls.

All parts and labor are subject to the manufacturer's published warranty.

This agreement shall be effective from its signed date and shall continue in effect until termination by mutual agreement or by either party upon thirty (30) days prior written notice.

**Accepted This Date:**

**By:**

---

**Municipality: City of Salem, Mo**

**Title:**

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**Project:** Wastewater Lift Station Preventative Maintenance 575248

Nick Santangelo  
Aftermarket Sales & Service Representative  
(m) 314-520-2876  
(e) nsantangelo@vandevanter.com



## STANDARD TERMS AND CONDITIONS

Price is FOB factory. Price does not include any freight charges. Price does not include any applicable duties or sales tax, use tax, excise tax, value-added or other similar taxes that may apply to this equipment and/or project. Unless specifically stated, price does not include manual or automatic controls, starters, protective or signal devices, wiring, anchor bolts, gauges, vibration isolation devices, installation, startup or testing.

If the price is included in a proposal, the price is firm for receipt of an order within 30 days of the date shown on the proposal. Any additional terms and conditions included in the proposal are specifically included in these terms and conditions.

Payment is due upon receipt of the invoice. An interest charge of 1-1/2% per month will be added to past due balances. Retainage of any invoiced amount is unacceptable unless specifically agreed to by Company at the time of order, and shall in no case exceed a period of 120 days. If payments are not timely received by Company, and this account is turned over to an attorney for collections, Customer agrees to pay all reasonable costs and attorney fees incurred in collection of the past due amounts.

Payment of "commercial transaction" invoices by credit card will be charged a fee based upon Cogent's average discount rate for credit card transactions for the prior calendar year. This fee will change annually and is currently 2.55%.

All equipment either rented from or through Company is subject to all of the terms and conditions listed on the back of the rental contract. Pricing does not include any overtime running of power equipment.

In no event shall Company's obligations and liabilities under this Agreement include any direct, indirect, punitive, special, incidental or consequential damages or losses that Customer may suffer or incur in connection with this sale, service or rental, including, but not limited to, loss of revenue or profits, damages or losses as a result of Customer's inability to operate, perform its obligations to third persons or injuries to goodwill; nor shall Company's liability extend to damages or losses Customer may suffer or incur as a result of such claims, suits or other proceedings made or instituted against Customer by third parties. Customer remises, releases and discharges Company from any and all liability or damages which might be caused by failure to deliver any equipment within the agreed time by Company.

Customer shall be responsible for determining the good operating condition of all materials and equipment prior to accepting the materials and equipment. NO WARRANTY OR GUARANTEE, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY AS TO MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE IS MADE UNLESS THE SAME IS SPECIFICALLY SET FORTH IN WRITING AND ACCEPTED IN WRITING BY COMPANY, BUT IN SUCH CASE THE WARRANTY OR GUARANTEE IS LIMITED AS ABOVE PROVIDED. Notwithstanding the foregoing, Company will pass through to the Customer any warranty provided by the manufacturer of any equipment supplied by Company.

Customer covenants and agrees to defend, indemnify and hold Company harmless from any claims, damages or liability arising out of the use, maintenance or delivery of the equipment or materials purchased or rented hereunder. Customer shall further defend, indemnify and hold Company harmless from any and all damages to third persons or to property caused by Customer's use or possession of the equipment or materials, to the fullest extent allowable by law.

In connection with a proposal, if Customer has any further questions or comments regarding the proposal, please feel free to contact Company. If the proposal meets with Customer's approval, please sign, date and mail or fax a copy of the proposal back to Company's office, and the identified equipment will be ordered and/or scheduled for delivery.

This agreement shall be governed by the laws of the state where the Company's branch office is located from which the equipment is rented or purchased. Customer further agrees that venue and jurisdiction shall be appropriate in the county in which Company's branch office is located from which the equipment was rented or purchased. Any provisions hereof which may prove unenforceable under any law shall not affect the validity of any other provision hereof.

Revised February 2019

# **Staff Summary Report**

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<b>MEETING DATE:</b>	August 8, 2023
<b>AGENDA ITEM:</b>	New and Miscellaneous Business
<b>AGENDA TITLE:</b>	Resolution No. 25-2023

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<b>ACTION REQUESTED BY:</b>	City Administrator
<b>ACTION REQUESTED:</b>	Approval of Annual Agreement for Services
<b>SUMMARY BY:</b>	Sally Burbridge

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## **PROJECT DESCRIPTION / FACTS**

The city has historically had an agreement with the Salem Area Chamber of Commerce for operation of the Visitor Center. Without this agreement the City would likely be faced with the question of operating a visitor center for the community, which at this time staff has no interest in attempting to provide that service.

Given that our area benefits from the additional revenue brought in from tourism-related spending, the operation of a visitor center to provide information and other services to those traveling through our community is a need.

## **PROCUREMENT**

N/A

## **FISCAL IMPACTS**

This was included in the current budget in the Economic Development Fund as a contracted service in the amount of \$10,000.

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<b>SUPPORT DOCUMENTS:</b>	Memorandum of Agreement with the Salem Area Chamber of Commerce
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<b>DEPARTMENT'S RECOMMENDED MOTION:</b>	Move and approve the annual Memorandum of Agreement between the City of Salem and the Salem Area Chamber of Commerce.
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**RESOLUTION NO. 25-2023**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A ONE-YEAR MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SALEM, MISSOURI, AND THE SALEM AREA CHAMBER OF COMMERCE TO ALLOW THE CONTINUED OPERATION OF THE VISITORS CENTER BY THE SALEM AREA CHAMBER OF COMMERCE, LOCATED AT 1136 S. MAIN STREET, SALEM, MISSOURI.**

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

**Section 1.**

The mayor is hereby authorized to execute on behalf of the City of Salem, Missouri a Memorandum of Understanding between the City of Salem, Missouri, and the Salem Area Chamber of Commerce to allow the continued operation of the Visitors Center by the Salem Area Chamber of Commerce, located at 1136 S. Main Street, Salem, Missouri.

**Section 2.**

In consideration of the above services, the City of Salem agrees to pay \$10,000 annually to the Salem Area Chamber of Commerce

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 11<sup>TH</sup> DAY OF JANUARY, 2022.

APPROVED:

ATTEST:

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**Kim Steelman**  
Mayor

---

**Tammy Koller**  
City Clerk

APPROVED AS TO FORM:

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**James K. Weber**  
City Attorney



**Memorandum of Agreement**  
between the  
**Salem Area Chamber of Commerce**  
and the  
**City of Salem, Missouri**

This agreement relates to the continuing operation of the Visitors Center by the Salem Area Chamber of Commerce, located 1136 S. Main Street in Salem, Missouri.

The Salem Area Chamber of Commerce is a volunteer driven organization that improves and promotes an atmosphere that enables the community to grow and prosper. The Chamber works to accomplish its purpose by serving as the voice of the Salem business community and by representing our members in government affairs at local, state and federal levels. The Chamber also works to accomplish its purpose by providing members with networking, promotional and educational opportunities as well as information and business assistance. The Salem Area Chamber of Commerce primary purpose is to respond to inquiries from area residents for business and community information as well as respond to inquiries from tourists and individuals looking to relocate to the area.

The services to be provided by the Salem Area Chamber of Commerce shall include, but not limited to, operate and staff the Salem Visitor Center, maintenance of the tourism related pages on the [www.salemmo.com](http://www.salemmo.com) website, distribution of tourism related resources, distribution of relocating packets and area business information to interested persons, providing resources to area businesses and agencies, distribution of information to area residents and visitors and promoting the Salem area through a variety of marketing and advertising media such as social media, magazine ads, billboards, the electronic reader board at the intersection of Highways 19 & 32/72, articles and promotional brochures such as the annual Salem Area Visitor's Guide.

In consideration of the above services, the City of Salem agrees to pay \$10,000 annually to the Salem Area Chamber of Commerce. The city will appoint one Ex- Officio Chamber Board member to serve on the Chamber Board. This person will serve as a liaison between the city and the Chamber to ensure optimum communication.

The Memorandum of Agreement will be reviewed annually or more frequently if conditions warrant. Terms and conditions are subject to change upon agreement of both parties. Any partner determining the necessity to terminate participation shall provide written notice of no less than one full operating year.

This agreement is entered into on this 8<sup>th</sup> day of August 2023, and shall be retroactive to July 1, 2023, and terminate on June 30, 2024.

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Salem Area Chamber of Commerce

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City of Salem

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Date

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Date

# **Staff Summary Report**

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<b>MEETING DATE:</b>	August 8, 2023
<b>AGENDA ITEM:</b>	New and Miscellaneous
<b>AGENDA TITLE:</b>	Resolution No. 26-2023

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<b>ACTION REQUESTED BY:</b>	City Administrator
<b>ACTION REQUESTED:</b>	Approval of Aviation Project Consultant <u>Supplemental Agreement 1</u> between City and HW Lochner Inc. for T-hanger Construction at Airport
<b>SUMMARY BY:</b>	Sally Burbridge

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## **PROJECT DESCRIPTION / FACTS**

This contract for engineering and oversight work will cover the construction of the new T-hangers and will complete this phase of capital improvements at the airport. This agreement also includes assistance with application preparation for both MoDOT and BIL Grant funds (previously approved and submitted). This total project has been underway for several years.

Supplemental Agreement 1 includes the final Disadvantaged Business Enterprise (DBE) percentages as determined by MoDOT for utilizing subcontractors on the project and includes the final costs for Lochner's engineering and construction oversight while the project is under construction.

## **PROCUREMENT**

This contract is for additional services from HW Lochner Inc., as the City's previously selected airport engineering firm.

## **FISCAL IMPACTS**

This contract is to be paid from the Grant proceeds provided by MoDoT via the FAA and the Bipartisan Infrastructure Legislation (BIL). The Grant Application was previously approved by the Board of Aldermen on November 8, 2022.

Budget Account #560-501-70192 Capital Outlay – Hangar/Apron which currently has \$486,000 budgeted in the Airport Fund.

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<b>SUPPORT DOCUMENTS:</b>	Aviation Project Consultant Supplemental Agreement 1
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**DEPARTMENT'S RECOMMENDED MOTION:** Move to Approve the Aviation Project Consultant Supplemental Agreement 1 between the City of Salem and HW Lochner Inc, in the amount of \$135,500.00 for engineering and project oversight of 6 T-hangers at the Salem Memorial Airport.

---

**RESOLUTION NO. 26-2023**

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN SUPPLEMENTAL AGREEMENT NO. 1 BETWEEN THE CITY OF SALEM, MISSOURI AND H.W. LOCHNER, INC. TO PERFORM PROFESSIONAL SERVICES FOR ENGINEERING AND PROJECT OVERSIGHT OF 6 T-HANGARS AT THE SALEM MEMORIAL AIRPORT.**

**WHEREAS, the City of Salem, Missouri, entered into an agreement on February 16<sup>th</sup>, 2023, with H.W. Lochner Inc. to perform professional services for engineering and project oversight of 6 T-hangars at the Salem Memorial Airport; and**

**WHEREAS, the City of Salem, Missouri desires to enter into Supplemental Agreement No. 1 which is attached hereto as Attachment A to otherwise complete, extend or continue the Original Agreement.**

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

**Section 1.**

That the mayor is hereby authorized to sign Supplemental Agreement No. 1 between the City of Salem, Missouri and H.W. Lochner, Inc.

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 8<sup>th</sup> DAY OF AUGUST 2023.

APPROVED:

ATTEST:

---

**Greg  
Parker  
Mayor**

---

**Tammy Koller  
City Clerk**

APPROVAL AS TO FORM:

---

**James K. Weber  
City Attorney**

Airport Name: Salem Memorial Airport  
Project No.: 23-066A-1  
County: Dent County

## **AVIATION PROJECT CONSULTANT SUPPLEMENTAL AGREEMENT NO. 1 CONSTRUCTION SERVICES**

THIS SUPPLEMENTAL AGREEMENT NO. 1 for Construction Services is entered into by the City of Salem, Missouri (hereinafter, "Sponsor") and H.W. Lochner, Inc. (hereinafter, "Consultant").

WITNESSETH:

WHEREAS, the Sponsor and the Consultant entered into an Agreement on February 16<sup>th</sup>, 2023, to accomplish a project at the Salem Memorial Airport, (hereinafter, "Original Agreement"); and

WHEREAS, the Sponsor and the Consultant now desire to enter into Supplemental Agreement No. 1 to otherwise complete, extend or continue the Original Agreement as provided herein.

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

(1) SCOPE OF SERVICES:

(A) The Services to be provided by the Consultant under Supplemental Agreement No. 1 are additional services which are beyond the scope of services provided in the Original Agreement. These additional professional services are generally described and defined in Section (17)(Federal) of the Original Agreement and Exhibit II – SA1, which is attached hereto and incorporated herein by reference.

(2) FEES AND PAYMENTS:

(A) The Consultant shall be reimbursed in accordance with Section (8)(State) or (9)(Federal) of the Original Agreement.

(B) The costs of Supplemental Agreement No. 1 shall be in addition to the cost of the Original Agreement.

(C) The lump sum fee and maximum amount payable included in Section (9)(Federal) of the Original Agreement are hereby modified to be cost plus fixed fee not to exceed as follows:



	ORIGINAL AMOUNT	SUPPLEMENTAL AGREEMENT NO. 1	TOTAL
Fixed Fee	\$2,480.46	\$11,786.64	\$14,267.10
Max. Fee Payable	\$19,500.00	\$116,000.00	\$135,500.00

(D) Estimated costs for the services in Supplemental Agreement No. 1 are defined in Exhibit IV – SA1 and Exhibit V – SA1, which are attached hereto and incorporated herein by reference.

(3) PERIOD OF SERVICE: Exhibit VI, Performance Schedule, of the Original Agreement is hereby revised to include time for the performance of these additional services. The total time to be added to Exhibit VI for completion of these additional services shall be 90 calendar days. The projected completion date shown on Exhibit VI is now revised to 90 Calendar Days from Project Final Acceptance, which includes time for performance of all remaining services in the Original Agreement and the services in Supplemental Agreement No. 1 and submittal of all deliverables.

(4) DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS:

(A) DBE Goal: The following DBE goal has been established for this Supplemental Agreement No. 1. The dollar value of services and related equipment, supplies, and materials used in furtherance thereof which is credited toward this goal will be based on the amount actually paid to DBE firms. The goal for the percentage of services to be awarded to DBE firms is 0.0% of the total Supplemental Agreement No. 1 dollar value.

(B) DBE Participation Obtained by Consultant: The Consultant has obtained DBE participation, and agrees to use DBE firms to complete 0.0% of the total services to be performed under this Supplemental Agreement No. 1 by dollar value. The DBE firms which the Consultant shall use, and the type and dollar value of the services each DBE will perform, is as follows:

DBE FIRM NAME, STREET AND COMPLETE MAILING ADDRESS	TYPE OF DBE SERVICE	TOTAL \$ VALUE OF THE DBE SUBCONTRACT	CONTRACT \$ AMOUNT TO APPLY TO TOTAL DBE GOAL	% OF SUBCONTRACT \$ VALUE APPLICABLE TO TOTAL GOAL
N/A				

(5) SUBCONSULTANTS:

(A) The Consultant agrees that except for those firms and for those services listed below, there shall be no transfer of engineering services performed under this Supplemental Agreement No. 1 without the written consent of the Sponsor. Subletting, assignment, or transfer of the services or any part thereof to any other corporation, partnership, or individual is expressly prohibited. Any violation of this clause will be deemed cause for termination of this Supplemental Agreement No. 1.

Exceptions (Subconsultant Information):

FIRM NAME	COMPLETE ADDRESS	NATURE OF SERVICES
GHN Architects + Engineers	300 S Jefferson Ave, Suite 301, Springfield, MO 65806	Architectural Inspections

(6) ORIGINAL AGREEMENT: Except as otherwise modified, amended, or supplemented by this Supplemental Agreement No. 1, or the Original Agreement between the parties shall remain in full force and effect and the terms of the Original Agreement shall extend and apply to this Supplemental Agreement No. 1.

IN WITNESS WHEREOF, the parties have entered into this Supplemental Agreement No. 1 on the date last written below.

Executed by the Consultant this 4th day of August, 20 23.

Executed by the Sponsor this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

CONSULTANT

By 

Title VP, Office Manager

SPONSOR

By \_\_\_\_\_

Title \_\_\_\_\_

ATTEST:

By 

Title Design Engineer

ATTEST:

By \_\_\_\_\_

Title \_\_\_\_\_

**EXHIBIT II – SA1**  
**SCOPE OF SERVICES**

**C. CONSTRUCTION SERVICES**

1. Preliminary
  - a. Prepare copies of the Construction Plans and Project Manual for use by the Contractor during construction.
  - b. Develop a **Federal-Non-Paving Construction Observation Program** in accordance with MoDOT requirements.
  - c. Include a sealed, signed and dated copy of the Construction Observation Program (COP) with this executed Supplemental Agreement.
  - d. Attend and conduct a pre-construction conference. Minutes of the conference will be prepared and distributed to all attendees.
2. Provide construction administration, on-site construction observation, and material(s) testing per the COP:
  - a. Provide construction observation services, through the site development and hangar floor stages (Assume 60 Calendar Days), including preparation of weekly reports and other reports as required by the COP to document the prosecution and progress of the Project.
  - b. After site development and hangar floor stage are complete, conduct three (3) site visits, coinciding with GHN's site visits, to observe the steel erection stage, interior/electrical installation stage, and substantial completion. This includes preparation of weekly reports and other reports as required by the COP to document the prosecution and progress of the Project.
  - c. Review shop drawings and material certification submittals as provided by the Contractor.
  - d. Perform material(s) testing (field and laboratory) as required by the COP.
  - e. Respond to field issues throughout the duration of the project.
  - f. Prepare Contractor's progress estimates and Sponsor's request for reimbursement of funds.
  - g. Prepare change orders and supplemental agreements necessary for construction of the project.
  - h. Attend and conduct a final review of the Project with the Sponsor, MoDOT, and the Contractor

### 3. Project Closeout Phase

- a. Prepare and submit to the Sponsor and MoDOT one (1) electronic set of record drawings in .pdf format copied to a single file.
- b. Prepare and submit to the Sponsor and MoDOT a Final Testing Report as required by the COP.
- c. Prepare and submit to the Sponsor an updated **Airport Layout Plan (ALP)** showing as-built conditions. All ALP sheets affected by the project will be updated. The sponsor will approve and sign as necessary and forward four (4) full size copies to MoDOT for approval. MoDOT will distribute the copies as one (1) to the Sponsor, one (1) to MoDOT, one (1) to FAA, and one (1) to the Consultant. An electronic copy of the updated sheets will be submitted to both MoDOT and the City in .pdf format.
- d. Provide MoDOT with all closeout documents as required for project final acceptance.

Exhibit IV-SA1

DERIVATION OF CONSULTANT PROJECT COSTS (CONSTRUCTION)

CONSTRUCT 6-UNIT T-HANGAR

90 CALENDAR DAY CONSTRUCTION

SALEM MEMORIAL AIRPORT (K33)

SALEM, MISSOURI

CONSTRUCTION SERVICES

August 3, 2023

1. DIRECT SALARY COSTS:

<u>TITLE</u>	<u>HOURS</u>	<u>RATE/HOUR</u>	<u>COST (\$)</u>
Project Manager	80	\$60.00	\$ 4,800.00
Project Engineer II	68	\$45.00	\$ 3,060.00
Construction Observer	488	\$40.00	\$ 19,520.00
Airport Planner	16	\$35.00	\$ 560.00
Design Engineer I	32	\$38.00	\$ 1,216.00
Technician	28	\$25.00	\$ 700.00
Administrative Asst.	22	\$22.00	\$ 484.00
Total Direct Salary Costs			= \$ 30,340.00

2. LABOR AND GENERAL ADMINISTRATIVE OVERHEAD

Percentage of Direct Salary Costs @ 158.99% = \$ 48,237.57

3. SUBTOTAL:

Items 1 and 2 = \$ 78,577.57

4. PROFIT:

15% of Item 3 Subtotal = \$ 11,786.64

Subtotal of Items 3 and 4 \$ 90,364.21 Not to Exceed

5. OUT-OF-POCKET EXPENSES:

a. Mileage 6,290 miles @\$0.655/mile = \$ 4,119.95  
b. Meals 52 days @ \$59.00/day = \$ 3,068.00  
c. Motel 40 days @ \$98.00/day = \$ 3,920.00  
d. Materials & Supplies = \$ 527.85

Total Out-of-Pocket Expenses = \$ 11,635.80 Not to Exceed

6. SUBCONTRACT COST:

a. GHN Engineers | Architects \$8,500.00  
(Ref. Attached Exhibit C Architect Summary)  
b. Material Testing \$5,500.00 Estimated

Total Subcontract Costs = \$14,000.00 Not to Exceed

7. MAXIMUM TOTAL FEE:

Items 3, 4, 5 and 6 \$ 116,000.00 Not to Exceed



## Exhibit V-SA1

SALEM MEMORIAL AIRPORT (K33)  
SALEM, MISSOURI

**CONSTRUCTION SERVICES**  
**August 3, 2023**

Classification:	Principal	Project Manager	Project Engineer II	Construction Observer	Electrical Engineer	Airport Planner	Design Engineer I	Technician	Admin. Assistant	Other Costs
Hourly Rate:	\$253.16	\$178.70	\$134.03	\$119.14	\$148.92	\$104.24	\$113.18	\$74.46	\$65.52	
<b>C. CONSTRUCTION SERVICES</b>										
1. Preliminary:										
Total =	\$5,000.00	0 \$1,072.22	6 \$1,340.27	10 \$0.00	0 \$0.00	0 \$0.00	6 \$679.07	6 \$446.76	11 \$720.77	(1,2) \$ 740.91
2. Project Administration and Construction Observation:										
Total =	\$103,000.00	0 \$0.00	64 \$11,437.00	44 \$5,897.20	488 \$58,138.08	0 \$0.00	18 \$2,037.22	6 \$446.76	4 \$262.10	(1,2,3) \$ 24,781.65
3. Project Closeout Phase:										
Total =	\$8,000.00	0 \$0.00	10 \$1,787.03	14 \$1,876.38	0 \$0.00	0 \$0.00	8 \$905.43	16 \$1,191.35	7 \$458.67	(1,2) \$ 113.24
TOTAL =										
(1) Mileage, Motel and Meals										
(2) Equipment, Materials and Supplies										
(3) Vendor Services										

# CONSTRUCTION PHASE SERVICES PROPOSAL

January 05, 2023



## Project Information

### Project:

Salem Municipal Airport (K33)  
6 Unit Nested T-Hangar  
Salem, Missouri 65560

### For:

Chris Flageolle, P.E.  
HW Lochner  
16105 W. 113<sup>th</sup>, Ste 107  
Lenexa, Kansas, 66219  
816-945-5840

## Description

Architectural and Engineering sub-consulting services for the Construction Phase of the 6-Unit Nested T-Hangar designed under previous agreement.

## Scope of Services

1. Review of shop drawings and material certification submittals specific to this project and associated with the technical specifications issued with the previous bid package. Includes analysis of structural reactions of metal building fabricator's design compared with the existing foundation design.
2. Visit the site to observe that the construction is progressing in general conformance with the Construction Documents. Specific site visits are proposed at the following milestones, which will require careful coordination between HW Lochner, GHN, and the General Contractor:
  - a. Steel Erection including a Special Inspection for Welds/Bolts (includes assistance from a 3<sup>rd</sup>-party inspection agency that will be retained under GHN's fee).
  - b. Interior Electrical (May be performed in conjunction with another visit).
  - c. Substantial Completion
3. Prepare documents necessary for project closeout. This will include Record Drawings, Field Reports, and CAD/DOC files of the construction documents previously produced.

## Proposed Agreement Form

☐ AIA B104-2017

☒ Sub-Agreement by Lochner

☐ This Proposal

## Delivery Method for Construction Services

☒ Design-Bid-Build w/ Specs

☐ Negotiated Contractor

☐ Other: \_\_\_\_\_

## Subconsultants

Based on our understanding of the scope of services, we anticipate that **Steel Erection and Bolt Inspection Services** will need to be procured by GHN from a third-party provider whose fee is included in GHN's total proposed fee.

PLANNING & ZONING

PACKET

AUGUST 3, 2023

City of Salem  
400 N. Iron St.  
Salem, MO 65560

Phone (573) 729-4811 Fax (573) 729-5371

REQUEST FOR PUBLIC HEARING:  
SUBDIVISION PLAT APPROVAL

Date: 6-8-23

Petitioner Information

Name: C.R. FINE, JR.  
Mailing Address: 288 HWY 111  
City/St/Zip: SALEM MO. 65560  
Phone: 247-8588 or 247-0258

Owner Information (if different)

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City/St/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_

Action requested:

The undersigned hereby petitions the Planning & Zoning Board of Commissioners and the Board of Aldermen of the City of Salem, Missouri, to approve the below described real estate subdivision plat.

Site Information:

Location of Property (provide address and general vicinity)

West of 400 E Bergment Salem mo

Legal Description of Property and copy of plat

Current Zoning Industrial Adjoining Zoning E Ind S Ind W Ind N Ind

Present Use of Property

Vacant Lot

Proposed Use of Property

To Build New Home



Other Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Names/s, Addresses, and Phone #'s of property owners that adjoin said premises:

Name/s	Address	Phone #
MARTIN J & P & KALEB	1506 S. McARTHUR	Dist 8110
CUNNINGHAM Development Co LLC	1504 S. McArthur	
Lynn James E & Emily	400 Burgmeier	
Green Darick Edward & Emily Susan	Resquet	

I hereby certify that all the information is true and accurate.

Christy Adams  
Owner/s

CIR Financial  
Applicant/s

FOR OFFICE USE ONLY\*\*\*\*\*

Filed in the office of the City Clerk \_\_\_\_\_  
Submitted to the P & Z Commission \_\_\_\_\_  
P & Z Recommended to Council+ \_\_\_\_\_  
P & Z Adverse Reports \_\_\_\_\_  
Written Protest to City Clerk \_\_\_\_\_  
Commission Public Hearing set for \_\_\_\_\_  
(15-day notice required to be published before hearing)  
Public Hearing advertised on \_\_\_\_\_  
Property owners adjoining said premises notified by regular mail \_\_\_\_\_  
BILL NO \_\_\_\_\_ ORDINANCE NO \_\_\_\_\_  
Effective date of subdivision \_\_\_\_\_

\*\*\*\*\*

### Notice of Sudivision Public Hearing

Notice is hereby given that the Planning & Zoning Board of Commissioners of the City of Salem, Missouri will hold a Public hearing on Monday, \_\_\_\_\_, 2021, \_ : \_ P. M. in the City Hall Council Chambers, 202 N. Washington.

All interested persons will be given the opportunity to be heard on the following zoning matter:

The Subdivision of \_\_\_\_\_



City of Salem  
400 N. Iron St.  
Salem, MO 65560

Phone (573) 729-4811

Fax (573) 729-5371

## CONDITIONAL USE APPLICATION

Date: 6-23-23

### Owner Information

Name: Michael Florence  
Mailing Address: 1507 S Gertrude St  
City/St/Zip: Salem MO 65560  
Phone: 806 598 2310

### Applicant if different from owner

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City/St/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_

### Action requested:

The undersigned hereby petitions the Planning & Zoning Board of Commissioners and the Board of Aldermen of the City of Salem, Missouri, to issue a Conditional Use Permit.

### Site Information:

Location of Property (provide address and general vicinity)

1509 S ~~Gertrude~~ Louise St

Legal Description of Property and copy of plat (can be obtained at the Dent County Recorder's Office)

\_\_\_\_\_

Property Zoning R Adjoining Zoning E \_\_\_\_\_ S \_\_\_\_\_ W \_\_\_\_\_ N \_\_\_\_\_

### Present Use of Property

Same as below

### Proposed Use of Property

Detail Motorcycles change tires and oil


### Other Comments

\_\_\_\_\_

Names/s, Addresses, and Phone #'s of property owners that adjoin said premises:

Name/s	Address	Phone #

I hereby certify that all the information is true and accurate.

  
Owner/s

Applicant/s

**FOR OFFICE USE ONLY\*\*\*\*\***

Filed in the office of the City Clerk \_\_\_\_\_  
Submitted to the P & Z Commission \_\_\_\_\_  
P & Z Recommended to Council+ \_\_\_\_\_  
P & Z Adverse Reports \_\_\_\_\_  
Written Protest to City Clerk \_\_\_\_\_  
Commission Public Hearing set for \_\_\_\_\_  
(15-day notice required to be published before hearing)  
Public Hearing advertised on \_\_\_\_\_  
Property owners adjoining said premises notified by regular mail \_\_\_\_\_  
BILL NO \_\_\_\_\_ ORDINANCE NO \_\_\_\_\_  
Effective date of permit \_\_\_\_\_

\*\*\*\*\*

**Notice of Rezoning Public Hearing**

Notice is hereby given that the Planning & Zoning Board of Commissioners of the City of Salem, Missouri will hold a Public hearing on \_\_\_\_\_ at \_\_\_\_\_ P. M. in the City Hall Council Chambers, 202 N. Washington.

All interested persons will be given the opportunity to be heard on the following zoning matter:

Conditional Use of \_\_\_\_\_  
on the property located at \_\_\_\_\_



Recording Date/Time: 09/14/2020 at 01:28:45 PM

Instr #: 20201868

Type: WD

Pages: 2

Fee: \$27.00 \$ 20200001602

Cindy Edwards Ard  
Recorder of Deeds

### Missouri Warranty Deed

**This Indenture**, made on the 14 day of SEPTEMBER, A. D. Two Thousand and Twenty by and between **BARBARA THOMPSON, a single person**, Grantor of the County of Dent, State of Missouri, party of the first part, and **MICHAEL FLORENCE, a married person**, Grantee of the County of Dent, State of Missouri, party of the second part, whose mailing address is :  
1507 S. Gertrude St., Salem, MO 65560

**WITNESSETH: THAT THE SAID PARTY OF THE FIRST PART**, in consideration of the sum of Ten and No/100 DOLLARS and other valuable consideration to her paid by the said party of the second part (the receipt of which is hereby acknowledged), do by these presents, Grant, Bargain and Sell, Convey and Confirm unto the said party of the second part, his heirs and assigns, the following described lots, tracts or parcels of land lying, being and situated in the County of Dent, State of Missouri, to-wit:

The South 70 feet of Lots 21 and 22, in Block 2 of Hamilton's Subdivision, located on a part of the North Half of the Northwest Quarter of the Southeast Quarter of Section 24, Township 34 North, Range 6 West.

(D.F.)

**\*This Deed is being prepared without the benefit of title examination or title opinion.**

**TO HAVE AND TO HOLD** said premises aforesaid with all and singular, the rights, privileges, appurtenances and immunities thereto belonging or in any wise appertaining unto the said party of the second part and unto his heirs and assigns forever; the said **BARBARA THOMPSON, a single person**, hereby covenanting that she is lawfully seized of an indefeasible estate in fee of the premises herein conveyed; that she has good right to convey the same; that the said premises are free and clear from any encumbrance done or suffered by her or those under whom she claims; and that she will warrant and defend the title to the said premises unto the said party of the second part and unto his heirs and assigns forever, against the lawful claims and demands of all persons whomever.

**IN WITNESS WHEREOF**, the said party of the first part has hereunto set her hand the day and year shown on her acknowledgment attached hereto.

  
BARBARA THOMPSON

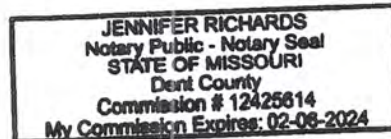
STATE OF MISSOURI           )  
  ) SS.  
COUNTY OF DENT           )

On this 14 day of SEPTEMBER, 2020, before me, a Notary Public, personally appeared **BARBARA THOMPSON, a single person**, known to be the person described in and who executed the foregoing instrument, and acknowledged that she executed the same as her free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office in Salem, Dent County, Missouri the day and year last above written.

  
\_\_\_\_\_  
Notary Public

My Commission Expires: 8/6/24



City of Salem  
400 N. Iron St.  
Salem, MO 65560

Phone (573) 729-4811 Fax (573) 729-5371

## REQUEST FOR PUBLIC HEARING: SUBDIVISION PLAT APPROVAL

Date: 6-8-23

### Petitioner Information

Name: Brandon Svider  
Mailing Address: 1404 W Rolla Rd  
City/St/Zip: Salem, MO 65560  
Phone: 573-453-8274

### Owner Information (if different)

Name: AMKB Investments  
Mailing Address: 1404 West Rolla Rd  
City/St/Zip: Salem, MO 65560  
Phone: 573-~~729~~453-8274

### Action requested:

The undersigned hereby petitions the Planning & Zoning Board of Commissioners and the Board of Aldermen of the City of Salem, Missouri, to approve the below described real estate subdivision plat.

### Site Information:

Location of Property (provide address and general vicinity)

501 N Washington St. Salem  
Corner of Washington and 5th (Old Fidelity Building)

### Legal Description of Property and copy of plat

All of Lot 4 in block 24 west side of the Creek

Current Zoning \_\_\_\_\_ Adjoining Zoning E \_\_\_\_\_ S \_\_\_\_\_ W \_\_\_\_\_ N \_\_\_\_\_

### Present Use of Property

Vacant

### Proposed Use of Property

Rental



Other Comments We would like to keep some of the parking lot  
that is behind the L.N. Coffman building and sell or rent the  
building with the other half of the lot.

Names/s, Addresses, and Phone #'s of property owners that adjoin said premises:

Name/s	Address	Phone #
Salem Police Dept.		
Larry Robinson		

I hereby certify that all the information is true and accurate.

<u></u>	_____
Owner/s	Applicant/s

FOR OFFICE USE ONLY\*\*\*\*\*

Filed in the office of the City Clerk \_\_\_\_\_  
Submitted to the P & Z Commission \_\_\_\_\_  
P & Z Recommended to Council \_\_\_\_\_  
P & Z Adverse Reports \_\_\_\_\_  
Written Protest to City Clerk \_\_\_\_\_  
Commission Public Hearing set for \_\_\_\_\_  
(15-day notice required to be published before hearing)  
Public Hearing advertised on \_\_\_\_\_  
Property owners adjoining said premises notified by regular mail \_\_\_\_\_  
BILL NO \_\_\_\_\_ ORDINANCE NO \_\_\_\_\_  
Effective date of subdivision \_\_\_\_\_

\*\*\*\*\*

Notice of Sudivision Public Hearing

Notice is hereby given that the Planning & Zoning Board of Commissioners of the City of Salem, Missouri will hold a Public hearing on Monday, \_\_\_\_\_, 2021, at \_\_\_\_\_ P. M. in the City Hall Council Chambers, 202 N. Washington.

All interested persons will be given the opportunity to be heard on the following zoning matter:

The Subdivision of \_\_\_\_\_

Default

☒ CADASTRAL LAYERS

- ☒ DIMENSIONS
- ☒ LOT NUMBERS
- ☒ BLOCK NUMBERS
- ☒ PARCEL NUMBERS
- ☒ ACRESAGE
- ☒ LEGAL NOTES
- ☒ CULTURAL LABELS
- ☒ DISTRICT LABELS
- ☒ LEADELINES
- ☒ LANDMARKS
- ☒ LOT LINES
- ☒ PARCELS
- ☒ DISTRICT LINES
- ☒ RAILROAD
- ☒ TRANSMISSION
- ☒ CITY BOUNDS

☒ MAP INDEX

- ☒ MAP INDEX

☒ FLOODPLAIN 1984 - UNCERTAIN

- ☒ UNCERTAIN FLOODPLAIN

☒ NEIGHBORHOODS

- ☒ SUBDIVISION LABELS
- ☒ SUBDIVISION BOUNDS

☒ PUBLIC LAND SURVEY

- ☒ SECTION LABELS
- ☒ SECTIONS
- ☒ TOWNSHIP LABELS

☒ DISTRICTS

- ☒ SCHOOL DISTRICTS
- ☒ VOTING DISTRICTS
- ☒ FIRE DISTRICTS
- ☒ ROADS

☒ WATER FEATURES

- ☒ WATER\_FEATURES\_AND
- ☒ WATERFEATURES
- ☒ PONDS

☒ 2011 AERIAL IMAGERY

☒ 2008 AERIAL IMAGERY

☒ 2011 AERIAL IMAGERY

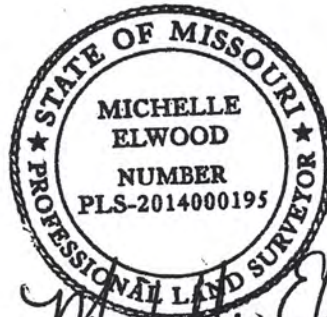


July 1, 2023

Brandon Snider

Parcel Description:

The East 50 feet of Lot 4, Block 24, West Side of Creek to the City of Salem, Dent County, Missouri. All in Section 13, Township 34 North, Range 6 West.



Michelle Elwood  
MO PLS No. 2014000195

A handwritten signature in cursive script that reads "Michelle Elwood", written over the bottom portion of the professional seal.



City of Salem  
400 N. Iron St.  
Salem, MO 65560  
Phone (573) 729-4811 Fax (573) 729-5371

## CONDITIONAL USE APPLICATION

Date: 6/8/2023

### Owner Information

Name: Christopher Hendrix  
Mailing Address: P.O. Box 45  
City/St/Zip: Salem MO. 65560  
Phone: 729-5555

### Applicant if different from owner

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City/St/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_

### Action requested:

The undersigned hereby petitions the Planning & Zoning Board of Commissioners and the Board of Aldermen of the City of Salem, Missouri, to issue a Conditional Use Permit.

### Site Information:

Location of Property (provide address and general vicinity)

1000 W. Scenic Rivers Blvd  
Salem, Mo. 65560

Legal Description of Property and copy of plat (can be obtained at the Dent County Recorder's Office)

Property Zoning \_\_\_\_\_ Adjoining Zoning E \_\_\_\_\_ S \_\_\_\_\_ W \_\_\_\_\_ N \_\_\_\_\_

### Present Use of Property

Funeral Home

### Proposed Use of Property

Funeral Home + Crematory

### Other Comments

Names/s, Addresses, and Phone #'s of property owners that adjoin said premises:

Name/s	Address	Phone #

I hereby certify that all the information is true and accurate.

Christopher Hendrix  
Owner/s CH

Christopher Hendrix  
Applicant/s CH

**FOR OFFICE USE ONLY\*\*\*\*\***

Filed in the office of the City Clerk \_\_\_\_\_  
Submitted to the P & Z Commission \_\_\_\_\_  
P & Z Recommended to Council+ \_\_\_\_\_  
P & Z Adverse Reports \_\_\_\_\_  
Written Protest to City Clerk \_\_\_\_\_  
Commission Public Hearing set for \_\_\_\_\_  
(15-day notice required to be published before hearing)  
Public Hearing advertised on \_\_\_\_\_  
Property owners adjoining said premises notified by regular mail \_\_\_\_\_  
BILL NO \_\_\_\_\_ ORDINANCE NO \_\_\_\_\_  
Effective date of permit \_\_\_\_\_

\*\*\*\*\*

### Notice of Rezoning Public Hearing

Notice is hereby given that the Planning & Zoning Board of Commissioners of the City of Salem, Missouri will hold a Public hearing on \_\_\_\_\_ at \_\_\_\_\_ P. M. in the City Hall Council Chambers, 202 N. Washington.

All interested persons will be given the opportunity to be heard on the following zoning matter:

Conditional Use of \_\_\_\_\_  
on the property located at \_\_\_\_\_



City of Salem  
400 N. Iron St.  
Salem, MO 65560

Phone (573) 729-4811 Fax (573) 729-5371

## REZONING APPLICATION

Date: 5/23/2023

**Petitioner Information**

*Campbell Properties Unlimited, LLC*  
Name: *Ben Campbell (Brewing Opps, LLC)* Applicant if different from owner  
Mailing Address: *3421 Indiana Ave.* Name: *Joanie Godsey*  
City/St/Zip: *St. Charles, MO 63303* Mailing Address: *1950 Craig Road; Suite 300*  
Phone: *(636) 577-7558* City/St/Zip: *St. Louis, MO 63146*  
Phone: *(336) 830-1111*

**Action requested:**

The undersigned hereby petitions the Planning & Zoning Board of Commissioners and the Board of Aldermen of the City of Salem, Missouri, to rezone the below described real estate from its present status

From Residential To Commercial

**Site Information:**

Location of Property (provide address and general vicinity)

903 Scenic Rivers Blvd. (Intersection of West Scenic Rivers Blvd. and South Wines St.)

**Legal Description of Property and copy of plat**

Please see attached documents.

Adjoining Zoning E commercial S R1 W R1 N commercial

**Present Use of Property**

Most recently used for Annie's Grill.

**Proposed Use of Property**

Sreater's Coffee Drive-Through owned/operated by  
Brewing Opportunities, LLC



Other Comments

Names/s, Addresses, and Phone #'s of property owners that adjoin said premises:

Name/s	Address	Phone #
Michael Wolford	907 W. Scenic Rivers Blvd.	(573) 729-0014
James Schwartz	909 W. Scenic Rivers Blvd.	(573) 247-7789
SMD Holdings, LLC-Jose Perez	1103 S. Wines St.	(713) 899-1858
Tim O'Hara	803 W. Scenic Rivers Blvd.	(314) 813-3058

I hereby certify that all the information is true and accurate.

Owner/s

Applicant/s

FOR OFFICE USE ONLY\*\*\*\*\*

Filed in the office of the City Clerk \_\_\_\_\_  
Submitted to the P & Z Commission \_\_\_\_\_  
P & Z Recommended to Council+ \_\_\_\_\_  
P & Z Adverse Reports \_\_\_\_\_  
Written Protest to City Clerk \_\_\_\_\_  
Commission Public Hearing set for \_\_\_\_\_  
(15-day notice required to be published before hearing)  
Public Hearing advertised on \_\_\_\_\_  
Property owners adjoining said premises notified by regular mail \_\_\_\_\_  
BILL NO \_\_\_\_\_ ORDINANCE NO \_\_\_\_\_  
Effective date of rezoning \_\_\_\_\_

\*\*\*\*\*  
**Notice of Rezoning Public Hearing**

Notice is hereby given that the Planning & Zoning Board of Commissioners of the City of Salem, Missouri will hold a Public hearing on Monday, \_\_\_\_\_, 2021, at \_\_\_\_\_ P. M. in the City Hall Council Chambers, 202 N. Washington.

All interested persons will be given the opportunity to be heard on the following zoning matter:

The Re-Zoning of \_\_\_\_\_

## Salem, MO Site Legal Description

All that part of the West Half of the Northeast Quarter of Section Twenty-four (24), Township Thirty-four (34) North, Range Six (6) West of the 5th P.M., in the City of Salem, Dent County, Missouri, described as follows: Commencing at the Southwest corner of the Northeast Quarter of said Section 24, thence North 02 degrees 35 minutes 22 seconds West, along the West line of said Quarter section, 1343.79 feet to the intersection of the South right of way line of Missouri Highways No. 32 & 72; thence North 89 degrees 04 minutes 28 seconds East, along said right of way line 160.00 feet to a rebar pin for the point of beginning of the tract herein described; thence departing highway South 02 degrees 35 minutes 22 seconds East, along the East property line of the tract described in Book 96, Page 373 of the Dent County Deed Records, 226.00 feet to a rebar pin; thence North 83 degrees 34 minutes 14 seconds East, 124.60 feet to a rebar pin; thence North 01 degree 29 minutes 01 seconds West 213.92 feet to a rebar pin at the intersection of the South right of way line of said Highways 32 & 72; thence Westerly, along said right of way line 128.50 feet to the point of beginning, and subject to all easements, rights of way and restrictions of record.

EXCEPTING THEREFROM, that part of the above described property conveyed to the Missouri Highway and Transportation Commission as recorded in Document No. 1999 2784, Dent County Deed Records.





DATE



MELISSA MAHURIN  
EXECUTIVE DIRECTOR

606 N. McGRATH LANE

PHONE - 573-729-6453  
FAX - 573-729-8411

# Housing Authority

CITY OF SALEM  
Salem, Missouri 65560



## BOARD OF COMMISSIONERS

JOE BRAND  
CHAIRMAN

ROSE KINERK  
VICE-CHAIRMAN

GARY BROWN  
WANDA HENSON  
RICHARD LABRASH SR.  
SHERMAN ODOM

June 27, 2023

Mayor – City Council  
400 North Iron Street  
Salem, Missouri 65560

Council:

With the recent passing of Gary Brown, Salem Housing needs to fill his unexpired four-year term as a member of the Board of Commissioners of the Housing Authority of the City of Salem, Missouri, Mr. Browns four-year term does not expire until Sept 19, 2025. (Full term dates of Sept 20, 2021-Sept 19, 2025)

The Salem Housing Authority Board of Commissioners *recommend* that Ms. Sherry Lea be appointed to fulfill the remainder of Mr. Browns term of four years which expires on Sept 19, 2025.

*Ms. Sherry Lea has stated she will gladly accept this appointment.*

Respectfully submitted,

Melissa J Mahurin  
**Executive Director**  
**Salem Housing Authority**  
[m.mahurin@salemha.com](mailto:m.mahurin@salemha.com)



# **Staff Summary Report**

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<b>MEETING DATE:</b>	8/08/2023
<b>AGENDA ITEM:</b>	Reading of Bills (First Reading)
<b>AGENDA TITLE:</b>	Bil No. 3555

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**ACTION REQUESTED BY:**

**ACTION REQUESTED:**

**SUMMARY BY:**

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## **PROJECT DESCRIPTION / FACTS**

Rate ceilings set the limit for the amount of taxes that can be levied. Each tax rate ceiling is determined annually and is adjusted to ensure revenue neutrality. Each tax rate ceiling is based on the assessed valuation for the entire political subdivision and is not calculated on an individual taxpayer basis.

## **PROCUREMENT**

## **FISCAL IMPACTS**

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**SUPPORT DOCUMENTS:**

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**DEPARTMENT'S RECOMMENDED MOTION:** **First Reading. No Vote.**

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**BILL NO. 3555**

**ORDINANCE NO. 3555**

AN ORDINANCE LEVYING FOR THE YEAR 2023 A TAX OF 67.50 CENTS UPON EACH AND EVERY ONE HUNDRED DOLLARS ASSESSED VALUATION OF REAL ESTATE AND PERSONAL PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF SALEM, MISSOURI FOR GENERAL REVENUE PURPOSES.

WHEREAS, the Missouri State Auditor's Office has reviewed the 2023 Assessed Valuation for the City of Salem, Missouri; and

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

**Section 1.**

There be and there is hereby levied for the year 2023 a tax of 67.50 cents upon each and every One Hundred Dollars assessed valuation of real estate and personal property subject to taxation within the corporate limits of the City of Salem, Missouri, for General Revenue purposes.

**Section 2.**

That the rate of taxation upon all real estate and personal property subject to taxation within the corporate limits of the City of Salem, Missouri, for the year 2023 for General Revenue purposes shall be 67.50 cents upon each and every One Hundred Dollars assessed valuation.

**Section 3.**

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

**Section 4.**

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI, AND APPROVED BY THE MAYOR, THIS 22<sup>nd</sup> DAY OF AUGUST 2023.

APPROVED:

ATTEST:

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**Greg Parker**  
Mayor

---

**Tammy Koller**  
City Clerk

APPROVED AS TO FORM:

---

**James K. Weber, City Attorney**



400 N. Iron Street, Salem, Missouri 65560  
(573) 729-4811 Fax (573) 729-5371  
www.salemmo.com

## NOTICE OF PUBLIC TAX RATE HEARING

The Board of the Aldermen of the City of Salem, Missouri will conduct a Tax Levy Hearing to set the rate on Real Estate and Personal Property for the year 2023. The Hearing will be held during the Aldermen Meeting Tuesday, August 22, 2023, 6:00 P.M. in the City Hall Council Chamber, 202 N. Washington, Salem, MO, at which time citizens may be heard on the property tax rate proposed to be set by the City of Salem, Missouri, a political subdivision. The public is welcome to attend.

<u>Assessed Valuation</u>	<u>Tax Year 2022</u>	<u>Tax Year 2023</u>
Real Estate	38,739,742	39,630,982
Personal Property	<u>14,259,883</u>	<u>13,911,725</u>
Total	52,999,625	53,542,707

### New Construction & Improvements

Real Estate	244,350	575,570
Increase in Personal Property	<u>3,085,576</u>	<u>0</u>
Total	3,329,926	575,570

Assessed Valuation	49,669,699	52,967,137
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State Auditor Calculation of Revenue

Permitted	\$ 361,413
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Board of Aldermen of the City of Salem, Missouri

Tammy Koller  
City Clerk  
City of Salem, MO

MAYOR  
Greg Parker

#### ALDERMEN

East Ward  
Shawn Bolerjack  
Kala Sisco

West Ward  
Amanda Duncan  
Kyle Williams

PARKS AND RECREATION: Melissa DuBois  
POLICE DEPARTMENT: Joe Chase



PUBLIC WORKS: Mark Nash  
UTILITIES: Jennifer Cochran

CITY ADMINISTRATOR  
Sally Burbridge

CITY CLERK  
Tammy Koller

CITY ATTORNEY  
James Weber

BUILDING INSPECTION: Jarred Brown  
FINANCE: Stacey Houston

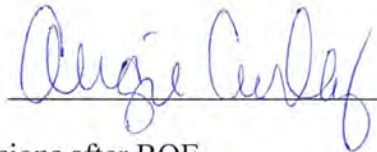
NOTICE OF 2023  
AGGREGATE ASSESSED VALUATION

As required by Section 137.245.3, I Angie Curley, County Clerk of Dent County, State of Missouri, do hereby certify that the following is the aggregate assessed valuation of **City of Salem**, a political subdivision in Dent County, for the year 2023 as shown on the assessment lists on June 30<sup>th</sup>, 2023. I have included railroad and utility valuations as reported by the State Tax Commission for all political subdivisions other than school districts.

<b>Real Estate</b>	<b><u>39,630,982.</u></b>
<b>Personal Property</b>	<b><u>13,911,725.</u></b>
<b>Total</b>	<b><u>53,542,707.</u></b>

This information is transmitted to assist you in complying with Section 67.110, RSMo, which requires that notice be given, and public hearings held before tax rates are set.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the County Commission of Dent County at my office in Salem, Missouri, this 20<sup>th</sup> day of July, 2023.

 , Clerk

This abstract must be forwarded to political subdivisions after BOE.

The following data has been provided by the county assessor's office:

New construction and improvements:

Related to real estate	<u>575,570.</u>
Increase in personal property	<u>0.</u>
<b>TOTAL</b>	<b><u>575,570.</u></b>

Annexed territory  
De-annexed territory

Locally assessed now state assessed

Enterprise Zone amount not included in totals: 0.







## PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

7/19/2023

## Summary Page

(2023)

## For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Salem

09-033-0001

General Revenue

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the county clerk.

The information to complete the Summary Page is available from prior year forms, computed on the attached forms, or computed on this page. Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information in the Informational Data, at the end of these forms, provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political  
Subdivision Use  
in Calculating  
its Tax Rate

- A. **Prior year tax rate ceiling** as defined in Chapter 137, RSMo, revised if the prior year data changed or a voluntary reduction was taken in a non-reassessment year (Prior year Summary Page, Line F minus Line H in odd numbered year or prior year Summary Page, Line F in even numbered year) 0.6746
- B. **Current year rate computed** pursuant to Article X, Section 22, of the Missouri Constitution and Section 137.073, RSMo, if no voter approved increase (Form A, Line 18) 0.6750
- C. **Amount of rate increase authorized by voters for current year** if same purpose. (Form B, Line 7) \_\_\_\_\_
- D. **Rate to compare to maximum authorized levy to determine tax rate ceiling** (Line B if no election, otherwise Line C) 0.6750
- E. **Maximum authorized levy** the most recent voter approved rate 1.0000
- F. **Current year tax rate ceiling** maximum legal rate to comply with Missouri laws  
Political subdivisions tax rate (Lower of Line D or E) 0.6750
- G1. **Less required sales tax reduction** taken from tax rate ceiling (Line F), if applicable \_\_\_\_\_
- G2. **Less 20% required reduction 1st class charter county political subdivision NOT submitting an estimated non-binding tax rate to the county(ies)** taken from tax rate ceiling (Line F) \_\_\_\_\_
- H. **Less voluntary reduction by political subdivision** taken from the tax rate ceiling (Line F)  
WARNING: A voluntary reduction taken in an even numbered year will lower the tax rate ceiling for the following year. \_\_\_\_\_
- I. **Plus allowable recoupment rate** added to tax rate ceiling (Line F) If applicable, attach Form G or H. \_\_\_\_\_
- J. **Tax rate to be levied** (Line F - Line G1 - Line G2 - Line H + Line I) 0.6750
- AA. **Rate to be levied for debt service**, if applicable (Form C, Line 10) \_\_\_\_\_
- BB. **Additional special purpose rate authorized by voters** after the prior year tax rates were set. (Form B, Line 7 if a different purpose) \_\_\_\_\_

## Certification

I, the undersigned, Mayor Dent (Office) of City of Salem (Political Subdivision)  
levying a rate in \_\_\_\_\_ (County(ies)) do hereby certify that the data set forth above and on the  
accompanying forms is true and accurate to the best of my knowledge and belief.

Please complete Line G through BB, sign this form, and return to the county clerk(s) for final certification.

(Date)	(Signature)	(Print Name)	(Telephone)

Proposed rate to be entered on tax books by county clerk

based on certification from the political subdivision: Lines

J \_\_\_\_\_ AA \_\_\_\_\_ BB \_\_\_\_\_

Section 137.073.7 RSMo, states that no tax rate shall be extended on the tax rolls by the county clerk unless the political subdivision has complied with the foregoing provisions of this section.

(Date)	(County Clerk's Signature)	(County)	(Telephone)



**PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED**

7/19/2023

**Form A**

(2023)

**For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property**

City of Salem

09-033-0001

General Revenue

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

**The final version of this form MUST be sent to the county clerk.**

Computation of reassessment growth and rate for compliance with Article X, Section 22, and Section 137.073, RSMo.

**1. (2023) Current year assessed valuation**

Include the current state and locally assessed valuation obtained from the county clerk, county assessor, or comparable office finalized by the local board of equalization.

(a)	39,630,982	+	(b)	13,911,725	=	53,542,707
	(Real Estate)			(Personal Property)		(Total)

**2. Assessed valuation of new construction & improvements**

2(a) - Obtained from the county clerk or county assessor

2(b) - increase in personal property, use the formula listed under Line 2(b)

(a)	575,570	+	(b)	0	=	575,570
	(Real Estate)			Line 1(b) - 3(b) - 5(b) + 6(b) + 7(b)		(Total)
				<b>If Line 2b is negative, enter zero</b>		

**3. Assessed value of newly added territory**

obtained from the county clerk or county assessor

(a)	0	+	(b)	0	=	0
	(Real Estate)			(Personal Property)		(Total)

**4. Adjusted current year assessed valuation**

(Line 1 total - Line 2 total - Line 3 total)

52,967,137

**5. (2022) Prior year assessed valuation**

Include prior year state and locally assessed valuation obtained from the county clerk, county assessor, or comparable office finalized by the local board of equalization.

NOTE: If this is different than the amount on the prior year Form A, Line 1, then revise the prior year tax rate form to recalculate the prior year tax rate ceiling. Enter the revised prior year tax rate ceiling on this year's Summary Page, Line A.

(a)	38,739,742	+	(b)	14,259,883	=	52,999,625
	(Real Estate)			(Personal Property)		(Total)

**6. Assessed value of newly separated territory**

obtained from the county clerk or county assessor

(a)	0	+	(b)	0	=	0
	(Real Estate)			(Personal Property)		(Total)

**7. Assessed value of property locally assessed in prior year, but state assessed in current year**

obtained from the county clerk or county assessor

(a)	0	+	(b)	0	=	0
	(Real Estate)			(Personal Property)		(Total)

**8. Adjusted prior year assessed valuation**

(Line 5 total - Line 6 total - Line 7 total)

52,999,625



# PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

7/19/2023

## Form A

(2023)

### For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Salem

09-033-0001

General Revenue

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

**The final version of this form MUST be sent to the county clerk.**

Computation of reassessment growth and rate for compliance with Article X, Section 22, and Section 137.073, RSMo.

Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information in the Informational Data, at the end of these forms, provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political  
Subdivision Use in  
Calculating its Tax  
Rate

9. <b>Percentage increase in adjusted valuation</b> of existing property in the current year over the prior year's assessed valuation (Line 4 - Line 8 / Line 8 x 100)	-0.0613%
10. <b>Increase in Consumer Price Index (CPI)</b> certified by the State Tax Commission	6.5000%
11. <b>Adjusted prior year assessed valuation</b> (Line 8)	52,999,625
12. <b>(2022) Tax rate ceiling from prior year</b> (Summary Page, Line A)	0.6746
13. <b>Maximum prior year adjusted revenue</b> from property that existed in both years (Line 11 x Line 12 / 100)	357,535
14. <b>Permitted reassessment revenue growth</b> The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10) or 5%. A negative figure on Line 9 is treated as a 0 for Line 14 purposes. Do not enter less than 0 or more than 5%.	0.0000%
15. <b>Additional revenue permitted</b> (Line 13 x Line 14)	0
16. <b>Total revenue permitted in current year *</b> from property that existed in both years ( Line 13 + Line 15)	357,535
17. <b>Adjusted current year assessed valuation</b> (Line 4)	52,967,137
18. <b>Maximum tax rate permitted by Article X, Section 22, and Section 137.073, RSMo</b> (Line 16 / Line 17 x 100) Round a fraction to the nearest one/one hundredth of a cent. <b>Enter this rate on the Summary Page, Line B</b>	0.6750

\* To compute the total property tax revenues billed for the current year (including revenues from all new construction and improvements and annexed property), multiply Line 1 by the rate on Line 18 and divide by 100. The property tax revenues billed would be used in estimating budgeted revenues.



**PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED**

7/19/2023

**Informational Data**

(2023)

**For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property**

City of Salem

09-033-0001

General Revenue

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

This page shows the information that would have been on the line items for the Summary Page, Form A, and/or Form B had no voluntary reduction(s) been taken in prior even numbered year(s). The information on this page should not be used in the current year unless the taxing authority wishes to reverse any voluntary reduction(s) taken in prior even numbered year(s) and follows the following steps in an even numbered year.

- Step 1 The governing body should hold a public hearing and adopt a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate.
- Step 2 Submit a copy of the resolution, policy statement, or ordinance to the State Auditor's Office for review.

Based on Prior  
Year Tax Rate  
Ceiling as if No  
Voluntary  
Reductions  
were Taken

**Informational Summary Page**

A. Prior year tax rate ceiling (Prior year Informational Summary Page, Line F)	0.6931
B. Current year rate computed (Informational Form A, Line 18 below)	0.6935
C. Amount of increase authorized by voters for current year (Informational Form B, Line 7 below)	
D. Rate to compare to maximum authorized levy (Line B if no election, otherwise Line C)	0.6935
E. Maximum authorized levy most recent voter approved rate	1.0000
F. Tax rate ceiling if no voluntary reductions were taken in a prior even numbered year (Lower of Line D or E)	0.6935

**Informational Form A**

9. Percentage increase in adjusted valuation (Form A, Line 4 - Line 8 / Line 8 x 100)	-0.0613%
10. Increase in Consumer Price Index (CPI) certified by the State Tax Commission	6.5000%
11. Adjusted prior year assessed valuation (Form A, Line 8)	52,999,625
12. (2022) Tax rate ceiling from prior year (Informational Summary Page, Line A from above)	0.6931
13. Maximum prior year adjusted revenue from property that existed in both years (Line 11 x Line 12 / 100)	367,340
14. Permitted reassessment revenue growth The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10), or 5%. A negative figure on Line 9 is treated as a 0 for Line 14 purposes. Do not enter less than 0, nor more than 5%.	0.0000%
15. Additional reassessment revenue permitted (Line 13 x Line 14)	0
16. Total revenue permitted in current year from property that existed in both years (Line 13 + Line 15)	367,340
17. Adjusted current year assessed valuation (Form A, Line 4)	52,967,137
18. Maximum tax rate permitted by Article X, Section 22, and Section 137.073, RSMo, if no voluntary reduction was taken (Line 16 / Line 17 x 100)	0.6935

**Informational Form B**

6. Prior year tax rate ceiling to apply voter approved increase to (Informational Summary Page, Line A if increase to an existing rate, otherwise 0)	
7. Voter approved increased tax rate to adjust (If an "increase of/by" ballot, Form B, Line 5a + Line 6, if an "increase to" ballot, Form B, Line 5b)	

## **TAX RATE APPROVED HISTORY PAST 15 YEARS**

	<b><u>APPROVED</u></b>	<b><u>PROPOSED BY SAO</u></b>
2008	.624	.624
2009	.624	.6328
2010	.624	.6412
2011	.624	.624
2012	.6243	.6415
2013	.6334	.6334
2014	.6334	.6334
2015	.6374	.6374
2016	.6484	.6484
2017	.6533	.6533
2018	.6533	.6533
2019	.6522	.6522
2020	.6726	.6726
2021	.6746	.6746
2022	.6746	.6746

# **Staff Summary Report**

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<b>MEETING DATE:</b>	8/08/2023
<b>AGENDA ITEM:</b>	Reading of Bills (First Reading)
<b>AGENDA TITLE:</b>	Bil No. 3556

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**ACTION REQUESTED BY:**

**ACTION REQUESTED:**

**SUMMARY BY:**

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## **PROJECT DESCRIPTION / FACTS**

This conflict-of-interest ordinance will allow the city to continue to operate under the conflict-of-interest requirements pursuant to Section 105.485.4 RSMo. This ordinance must be adopted by September 15, 2023, and sent to MEC within 10 days of adoption.

## **PROCUREMENT**

## **FISCAL IMPACTS**

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**SUPPORT DOCUMENTS:**

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**DEPARTMENT'S RECOMMENDED MOTION:** **First Reading. No Vote.**

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**BILL NO. 3556****ORDINANCE NO. 3556**

AN ORDINANCE OF THE CITY OF SALEM, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS.

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

**Section 1. Declaration of Policy.**

The proper operation of government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the political subdivision.

**Section 2. Conflicts of Interest.**

- a. All elected and appointed officials as well as employees of a political subdivision must comply with conflict of interest statutes under Chapter 105 of the Missouri Revised Statutes as well as any other state law governing official conduct.
- b. Any member of the governing body of a political subdivision who has a “substantial personal or private interest” in any measure, bill, order or ordinance proposed or pending before such governing body must disclose that interest to the secretary or clerk of such body and such disclosure shall be recorded in the appropriate journal of the governing body. Substantial personal or private interest is defined as ownership by the individual, his spouse, or his dependent children, whether singularly or collectively, directly or indirectly of: (1) 10% or more of any business entity; or (2) an interest having a value of \$ 10,000 or more; or (3) the receipt of a salary, gratuity, or other compensation or remuneration of \$ 5,000 or more, per year from any individual, partnership, organization, or association within any calendar year.

**Section 3. Disclosure Reports.**

Each elected official, candidate for elective office, the chief administrative officer, the chief purchasing officer, and the full-time general counsel shall disclose the following information by May 1, or the appropriate deadline as referenced in Section 105.487 RSMo., if any such transactions occurred during the previous calendar year:

- a. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars, if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision, and other than transfers for no consideration to the political subdivision; and
- b. The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars, if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than transfers for no consideration to the political subdivision.
- c. The chief administrative officer and the chief purchasing officer also shall disclose by May 1 or the appropriate deadline as referenced in Section 105.487, RSMo., the following information for the previous calendar year:
  1. The name and address of each of the employers of such person from whom income of one thousand dollars or more was received during the year covered by this statement;
  2. The name and address of each sole proprietorship that he owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he was a partner or participant; the name and address of each partner or coparticipant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests;
  3. The name, address of each corporation for which such person served in the capacity of a director, officer or receiver.

#### **Section 4.     Filing of Reports.**

The financial interest statements shall be filed at the following times, but no person is required to file more than one financial interest statement in any calendar year:

- a. Each person appointed to office shall file the statement within thirty days of such appointment or employment, covering the calendar year ending the previous December 31.

- b. Every person required to file a financial interest statement shall file the statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any member of the Board of Aldermen may supplement the financial interest statement to report additional interests acquired after December 31 of the covered year until the date of filing of the financial interest statement.
- c. Every candidate required to file a personal financial disclosure statement shall file no later than fourteen days after the close of filing at which the candidate seeks nomination or election or nomination by caucus. The time period of this statement shall cover the twelve months prior to the closing date of filing for candidacy.
- d. Financial disclosure reports giving the financial information required in Section 3 shall be filed with the local political subdivision and with the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

**Section 5. Filing of Ordinance**

A certified copy of the ordinance, adopted, shall be sent within ten days of its adoption to the Missouri Ethics Commission.

**Section 6. Effective Date.**

This ordinance shall be in full force and effect from and after the date of its passage and approval and shall remain in effect for two years from the date of passage.

PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI, AND APPROVED BY THE MAYOR, THIS 22<sup>nd</sup> DAY OF AUGUST 2023.

APPROVED:

ATTEST:

---

**Greg Parker**  
**Mayor**

---

**Tammy Koller**  
**City Clerk**

APPROVED AS TO FORM:

---

**James Weber**  
**City Attorney**

# **Staff Summary Report**

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<b>MEETING DATE:</b>	August 8, 2023
<b>AGENDA ITEM:</b>	Reading of Bills
<b>AGENDA TITLE:</b>	Bill No. 3557

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<b>ACTION REQUESTED BY:</b>	City Administrator
<b>ACTION REQUESTED:</b>	Approval of Sanitation Services Contract with WCA
<b>SUMMARY BY:</b>	Sally Burbridge

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## **PROJECT DESCRIPTION / FACTS**

Please see Bid approval description on this same agenda.

## **PROCUREMENT**

Please see Bid approval description on this same agenda.

## **FISCAL IMPACTS**

Included in the City's current budget is \$365,400 for Charges for Service, and \$361,100 for Expenses for service. Both lines will need a budget adjustment at the end of the year since new rates were not available during budget preparation.

Please note – the above listed rates are what WCA would charge the city. Historically an additional \$.50 has been added monthly to each account to cover the cost to the city of billing/collecting the rates from citizens on WCA's behalf. Staff recommend continuing the additional \$.50 per account/monthly.

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<b>SUPPORT DOCUMENTS:</b>	Contract between WCA and City of Salem for Sanitation Services
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<b>DEPARTMENT'S RECOMMENDED MOTION:</b>	Move to Approve the 3-year Contract with WCA for Sanitation Services
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**BILL NO. 3557**

**ORDINANCE NO. 3557**

AN ORDINANCE TO AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF SALEM, MISSOURI AND WCA WASTE CORPORATION TO COLLECT, HAUL AND DISPOSE OF ALL REFUSE, RUBBISH AND OTHER WASTE GENERATED FROM RESIDENCES IN THE CITY OF SALEM, MISSOURI.

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

**Section 1.**

That the Mayor is hereby authorized to execute on behalf of the City of Salem, Missouri a contract with WCA Waste Corporation to collect, haul and dispose of all refuse, rubbish and other waste generated from residences in the City of Salem, Missouri. See "Exhibit A".

**Section 2.**

That all ordinances or parts of ordinances therefore enacted which are in conflict herewith are hereby repealed.

**Section 3.**

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 22<sup>nd</sup> DAY OF AUGUST 2023.

APPROVED:

ATTEST:

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**Greg Parker**  
Mayor

---

**Tammy Koller**  
City Clerk

APPROVED AS TO FORM:

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**James K. Weber**  
City Attorney



## **"Exhibit A"**

### **CONTRACT AGREEMENT**

THIS CONTRACT, made this 22 day of August 2023, between the City of Salem, Missouri, hereinafter called "Owner," and WCA Waste Corporation hereinafter called "Contractor," witnesseth as follows:

ARTICLE 1. CONTRACTOR shall have the exclusive responsibility to collect, haul and dispose of all refuse, rubbish and other waste generated from residences in the City at such collection points and in such frequencies as designated by the Owner in this contract.

ARTICLE 2. DEFINITIONS:

The following terms used in this contract are defined as follows:

OWNER - City of Salem, Missouri.

CONTRACTOR - The person, firm, or corporation with whom this contract is made by the Owner.

WORK - This term shall include the furnishing of all materials, services, articles, tools, equipment, transportation, labor and superintendence, as is herein otherwise expressly stipulated, necessary fully to perform this Contract.

ARTICLE 3. CONTRACTOR shall provide the exclusive residential collection of solid waste one time per week per customer from the curbside starting no earlier than 6:00 a. m. (EXCEPTION: The months of July and August no earlier than 5:00 a. m.). If a holiday falls during the workweek, all routes will be run one day behind the holiday. (Holidays include Thanksgiving Day and Christmas Day).

ARTICLE 4. CONTRACTOR shall perform their duties in a quiet, orderly and sanitary manner. In case of spillage during collection, the contractor shall restore the site to a clean and satisfactory condition.

ARTICLE 5. CONTRACTOR shall provide free pick-up of all City containers. The contractor shall also furnish all containers as necessary for municipal facilities.

ARTICLE 6. CONTRACTOR shall make available special services to the residents of the City of Salem. These services should include but not be limited to rental containers for storage of trash and assistance to senior and/or handicapped individuals.

ARTICLE 7. CONTRACTOR shall not be allowed to sublet or assign this contract or any portion thereof without the written consent and approval of the City of Salem.

- ARTICLE 8. CONTRACTOR shall use an appropriate State approved transfer station or landfill as the primary disposal site.
- ARTICLE 9. CONTRACTOR shall file with the City a certificate of insurance from an insurance company with Best' s rating of at least B+N II. The contractor' s policy shall have endorsed a requirement that at least 30 days written notice must be mailed to the City indicating any cancellation or material change in coverage.
- ARTICLE 10. CONTRACTOR shall indemnify and hold harmless the City of Salem and its elected and appointed officials and employees from and against all claims, damages, losses, and expenses, including attorney fees arising out or resulting from the performance of the work connected with this contract but excluding any punitive damages.
- ARTICLE 11. In the event of CONTRACTOR' S default or breach of any material term of this contract, which default or breach is not cured within five (5) days of written notice therefore from OWNER, OWNER shall have the right with forty-five days written notice to cancel this contract. If any such default or breach cannot be cured by the CONTRACTOR using its commercially reasonable best efforts within five days, OWNER agrees to provide CONTRACTOR with up to ten (10) additional days to cure the default or breach before CONTRACTOR is deemed to be in violation of this Agreement.
- ARTICLE 12. CONTRACTOR shall at all times comply with all City Ordinances, health and sanitation regulations of the City of Salem, Solid Waste Standards of the State of Missouri and all Federal laws and regulations.
- ARTICLE 13. OWNER shall notify the contractor of any complaints to do with their service. The contractor shall promptly investigate all complaints and shall arrange for collection of any missed collections within twenty-four (24) hours of their scheduled collection.
- ARTICLE 14. CONTRACTOR shall provide a two-week Spring Clean-up and one-week Fall Clean-up for all residential customers.
- ARTICLE 15. Contractor to provide 96 gallon cart for trash.
- ARTICLE 16. This contract shall commence on September 1, 2023 and shall continue until August 31, 2026.

ARTICLE 17. FEES charged to the owner:

Residential Rates 2023-2024 Residents	
within the City Limits	\$ 18.00
Senior Citizens within City Limits	\$ 17.00
Non-residents on City Utilities	\$ 21.00
Residential Rates 2018-2019 Residents	
within the City Limits	\$ 18.90
Senior Citizens within City Limits	\$ 17.85
Non-residents on City Utilities	\$ 22.05
Residential Rates 2019-2020 Residents	
within the City Limits	\$ 19.85
Senior Citizens within City Limits	\$ 18.74
Non-residents on City Utilities	\$ 23.15

IN WITNESS WHEREOF, THE OWNER AND CONTRACTOR, RESPECTIVELY HAVE CAUSED THIS CONTRACT TO BE DULY EXECUTED, IN DUPLICATE, AS OF THIS DAY AND YEAR FIRST ABOVE WRITTEN.

**OWNER**

**City of Salem, Missouri**

**By:.....**  
**Greg Parker**

Title: Mayor

**CONTRACTOR**

**WCA Waste Corporation**

**By: .....**

Title: \_\_\_\_\_

AN ORDINANCE TO ALLOW THE SUBDIVISION OF 1506 SOUTH MACARTHUR, IN THE CITY OF SALEM, MISSOURI.

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

**Section 1.**

That the City of Salem, Missouri accepts the subdivision of 1506 South MacArthur known to be Parcel A, Parcel C, and Parcel D as described in Exhibit “A” incorporated herein and made part of this ordinance, owned by C.R Financial.

**Section 2.**

This Ordinance shall take effect and 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 22<sup>nd</sup> DAY OF AUGUST 2023.

APPROVED:

ATTEST:

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**Greg Parker**  
**Mayor**

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**Tammy Koller**  
**City Clerk**

APPROVED AS TO FORM:

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**James Weber**  
**City Attorney**

**Parcel A Description**

A Part of the NE 1/4 of the SE 1/4 of Section 24, Township 34 North Range 6 West, of the 5th PM, Dent County, Missouri described as follows: Commencing at a spike at the NW corner of the NE 1/4 of the SE 1/4 of Section 24, Thence, S 00°48'05" W 218.77 feet, along the West line of the NE 1/4 of the SE 1/4 of Section 24, Thence, leaving the said West line, S 87°52'46" E 43.09 feet to an iron pin on the East Right of Way of State Route HH and the point of beginning. Thence, S 87°52'46" E 83.06 feet to an iron pin, Thence, S 02°10'29" W 100.00 feet to an iron pin on the North Right of Way of Bergman Street, Thence, along the said North Right of Way, N 87°52'30" W 81.63 feet to an iron pin on the East Right of Way of State Route HH, Thence, along the said East Right of Way, N 01°21'38" E 100.00 feet to the point of beginning. Bearings based on Grid North. Description per Survey M-1832, dated January 18, 2023, by Michelle Elwood PLS. Containing 0.19 acres, more or less.



Parcel C Description:

A Part of the NE 1/4 of the SE 1/4 of Section 24, Township 34 North, Range 6 West, of the 5th P.M., Dent County, Missouri, described as follows: Commencing at a spike at the NW corner of the NE 1/4 of the SE 1/4 of Section 24, Thence, S 00°48'05" W 218.77 feet, along the West line of the NE 1/4 of the SE 1/4 of Section 24, Thence, leaving the said West line, S 87°52'46" E 126.15 feet to an iron pin and the point of beginning, Thence, S 87°52'46" E 17.00 feet to an iron pin, Thence S 02°10'29" W 100.00 feet to an iron pin on the North Right of Way of Bergman Street, Thence, along the said North Right of Way, N 87°52'30" W 17.00 feet to an iron pin, Thence, N 02°10'29" E 100.00 feet to the point of beginning. Bearings based on Grid North, Description per Survey M-1931, dated June 28, 2023, by Michelle Elwood, PLS. Containing 0.04 acres, more or less.

Parcel D Description:

A Part of the NE 1/4 of the SE 1/4 of Section 24, Township 34 North, Range 6 West, of the 5th P.M., Dent County, Missouri, described as follows: Commencing at a spike at the NW corner of the NE 1/4 of the SE 1/4 of Section 24, Thence, S 00°48'05" W 218.77 feet, along the West line of the NE 1/4 of the SE 1/4 of Section 24, Thence, leaving the said West line, S 87°52'46" E 143.15 feet to an iron pin and the point of beginning, Thence, S 87°52'46" E 106.38 feet to an iron pin, Thence S 02°10'29" W 100.01 feet to an iron pin on the North Right of Way of Bergman Street, Thence, along the said North Right of Way, N 87°52'30" W 106.38 feet to an iron pin, Thence, leaving the said North Right of Way, N 02°10'29" E 100.00 feet to the point of beginning. Bearings based on Grid North, Description per Survey M-1931, dated June 28, 2023, by Michelle Elwood, PLS. Containing 0.24 acres, more or less.

NOTES:

1. Except as specifically stated or shown on this plat, this survey does not purport to reflect any of the following which may be applicable to the subject real estate: easements, building setback lines, restrictive covenants, subdivision restrictions, zoning or other land-use regulations, and any other facts which on accurate and current title search may disclose.

2. This survey was executed in accordance with the current "Missouri Minimum Standards for Property Boundary Surveys" (2 CSR 90-60.0).

3. Survey classified Rural (2 CSR 90-60.04).

4. Date of field work: June, 2023.

5. This plat represents a survey of the Parcels shown. Parcels are part of land described in Document 2022-2091, Dent County Records, Missouri.

SURVEYOR'S DECLARATION

I, Michelle Elwood, Missouri Professional Land Surveyor, No. 2014000195, declare that CR Financial has requested a survey to be made under my direct supervision and the results shown on this plat are represented correctly to the best of my professional knowledge.

MOPLS No. 2014000195

Michelle L. Elwood, PLS

1901 South Main Street Salem, Missouri 65560

Phone (573) 453-2881

Survey Plat

Part of the NE 1/4 of the SE 1/4 of Sec. 24,  
Township 34 North, Range 6 West, 5th P.M.,  
Dent County, Missouri

CR Financial

Dent County, Missouri

DRAWN BY:  
BMK

CHECKED BY:  
MLE

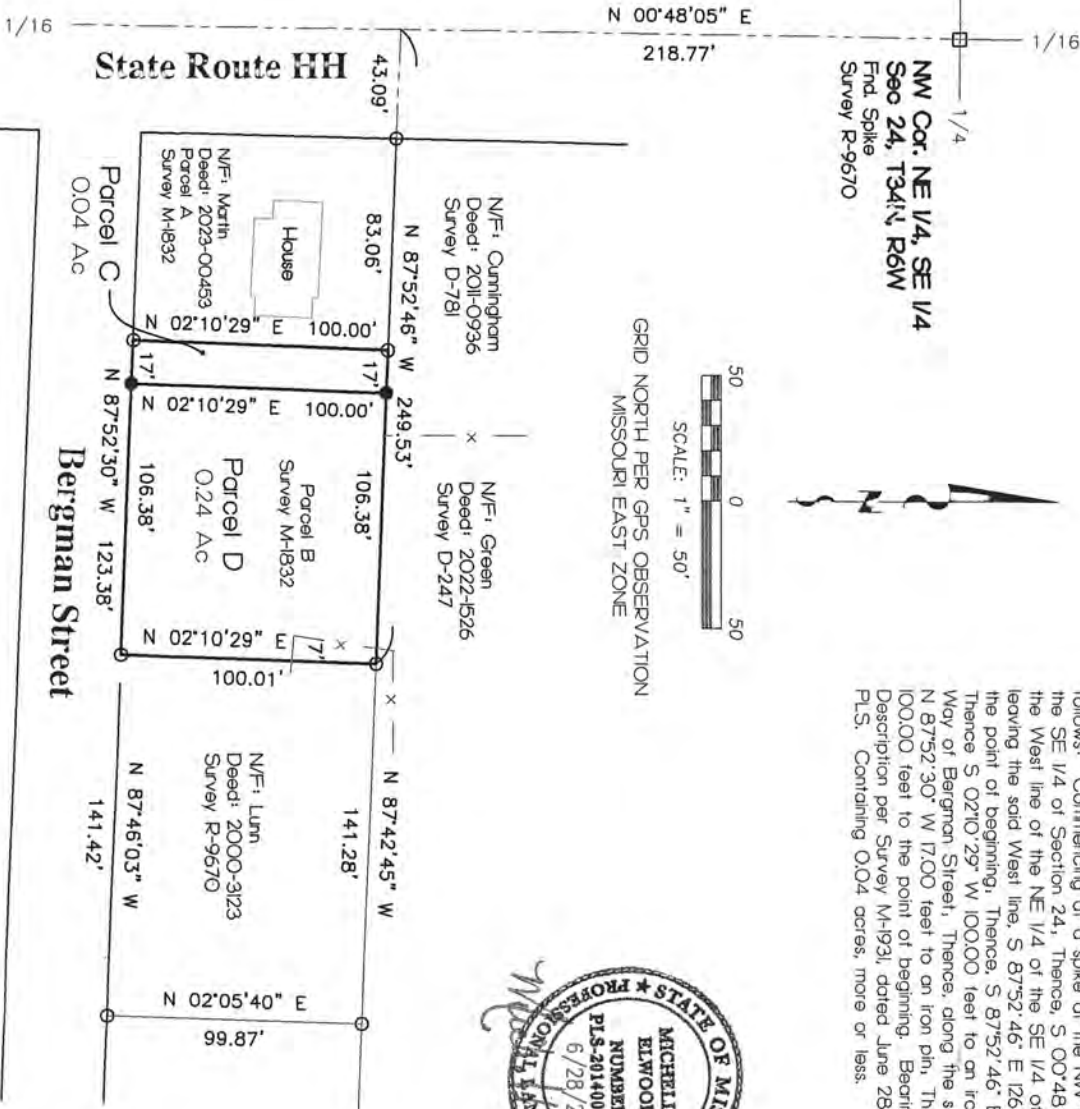
DATE:  
June 28, 2023

SURVEY NO.

M-1931



GRID NORTH PER GPS OBSERVATION  
MISSOURI EAST ZONE



LEGEND

- - Set LP. (LS-2014000195)
- - Fnd. Pin
- - Fnd. Spike

**BILL NO. 3559**

**ORDINANCE NO. 3559**

AN ORDINANCE TO ALLOW THE SUBDIVISION OF 501 NORTH WASHINGTON, IN THE CITY OF SALEM, MISSOURI.

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

**Section 1.**

That the City of Salem, Missouri accepts the subdivision of 501 North Washington, as described in “Exhibit A” as incorporated herein, owned by AMKB Investments.

**Section 2.**

This Ordinance shall take effect and 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 22<sup>nd</sup> DAY OF AUGUST, 2023.

APPROVED:

ATTEST:

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**Greg Parker**  
**Mayor**

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**Tammy Koller**  
**City Clerk**

APPROVED AS TO FORM:

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**James Weber**  
**City Attorney**

Parcel C Description:

A Part of the NE 1/4 of the SE 1/4 of Section 24, Township 34 North, Range 6 West, of the 5th P.M., Dent County, Missouri, described as follows: Commencing at a spike at the NW corner of the NE 1/4 of the SE 1/4 of Section 24, Thence, S 00°48'05" W 218.77 feet, along the West line of the NE 1/4 of the SE 1/4 of Section 24, Thence, leaving the said West line, S 87°52'46" E 126.15 feet to an iron pin and the point of beginning, Thence, S 87°52'46" E 17.00 feet to an iron pin, Thence S 02°10'29" W 100.00 feet to an iron pin on the North Right of Way of Bergman Street, Thence, along the said North Right of Way, N 87°52'30" W 17.00 feet to an iron pin, Thence, N 02°10'29" E 100.00 feet to the point of beginning. Bearings based on Grid North, Description per Survey M-1931, dated June 28, 2023, by Michelle Elwood, PLS. Containing 0.04 acres, more or less.

Parcel D Description:

A Part of the NE 1/4 of the SE 1/4 of Section 24, Township 34 North, Range 6 West, of the 5th P.M., Dent County, Missouri, described as follows: Commencing at a spike at the NW corner of the NE 1/4 of the SE 1/4 of Section 24, Thence, S 00°48'05" W 218.77 feet, along the West line of the NE 1/4 of the SE 1/4 of Section 24, Thence, leaving the said West line, S 87°52'46" E 143.15 feet to an iron pin and the point of beginning, Thence, S 87°52'46" E 106.38 feet to an iron pin, Thence S 02°10'29" W 100.01 feet to an iron pin on the North Right of Way of Bergman Street, Thence, along the said North Right of Way, N 87°52'30" W 106.38 feet to an iron pin, Thence, leaving the said North Right of Way, N 02°10'29" E 100.00 feet to the point of beginning. Bearings based on Grid North, Description per Survey M-1931, dated June 28, 2023, by Michelle Elwood, PLS. Containing 0.24 acres, more or less.

NOTES:

1. Except as specifically stated or shown on this plat, this survey does not purport to reflect any of the following which may be applicable to the subject real estate: easements, building setback lines, restrictive covenants, subdivision restrictions, zoning or other land-use regulations, and any other facts which on accurate and current title search may disclose.

2. This survey was executed in accordance with the current "Missouri Minimum Standards for Property Boundary Surveys" (2 CSR 90-60.0).

3. Survey classified Rural (2 CSR 90-60.04).

4. Date of field work: June, 2023.

5. This plat represents a survey of the Parcels shown. Parcels are part of land described in Document 2022-2091, Dent County Records, Missouri.

SURVEYOR'S DECLARATION

I, Michelle Elwood, Missouri Professional Land Surveyor, No. 2014000195, declare that CR Financial has requested a survey to be made under my direct supervision and the results shown on this plat are represented correctly to the best of my professional knowledge.

MOPLS No. 2014000195

Michelle L. Elwood, PLS

1901 South Main Street Salem, Missouri 65560

Phone (573) 453-2881

Survey Plat

Part of the NE 1/4 of the SE 1/4 of Sec. 24,  
Township 34 North, Range 6 West, 5th P.M.,  
Dent County, Missouri

CR Financial

Dent County, Missouri

DRAWN BY:  
BMK

CHECKED BY:  
MLE

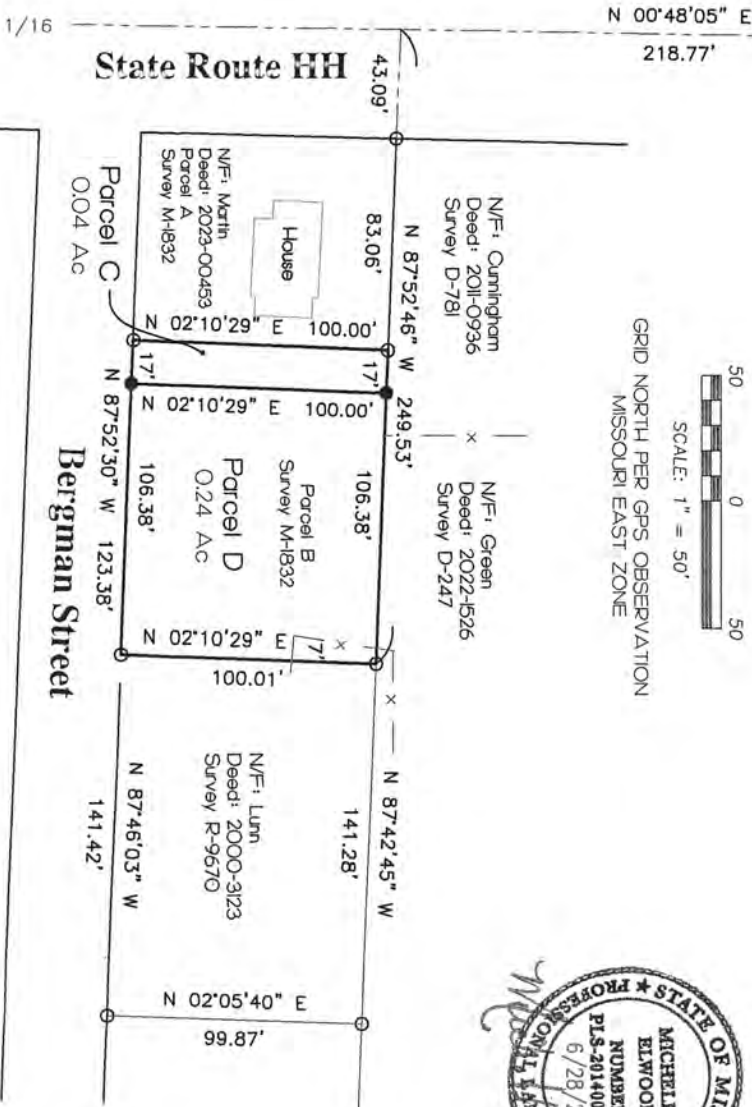
DATE:  
June 28, 2023

SURVEY NO.

M-1931



GRID NORTH PER GPS OBSERVATION  
MISSOURI EAST ZONE



LEGEND

- - Set LP. (LS-2014000195)
- - Fnd. Pin
- - Fnd. Spike

AN ORDINANCE TO REZONE 903 WEST SCENIC RIVERS IN THE CITY OF SALEM, MISSOURI FROM RESIDENTIAL R-1 TO COMMERCIAL C-1.

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

**Section 1.**

The following tract of land described in Exhibit “A” incorporated herein and made part of this ordinance, is hereby zoned as a Commercial District and shall be reflected as such on the zoning map of the City of Salem, Missouri.

**903 West Scenic Rivers Blvd., owner Ben Campbell**

**Section 2.**

All Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed.

**Section 3.**

This Ordinance shall take effect and 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 22<sup>nd</sup> DAY OF AUGUST, 2023.

APPROVED:

ATTEST:

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**Greg Parker**  
Mayor

---

**Tammy Koller**  
City Clerk

APPROVAL AS TO FORM:

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**James Weber**  
City Attorney

## Salem, MO Site Legal Description

All that part of the West Half of the Northeast Quarter of Section Twenty-four (24), Township Thirty-four (34) North, Range Six (6) West of the 5th P.M., in the City of Salem, Dent County, Missouri, described as follows: Commencing at the Southwest corner of the Northeast Quarter of said Section 24, thence North 02 degrees 35 minutes 22 seconds West, along the West line of said Quarter section, 1343.79 feet to the intersection of the South right of way line of Missouri Highways No. 32 & 72; thence North 89 degrees 04 minutes 28 seconds East, along said right of way line 160.00 feet to a rebar pin for the point of beginning of the tract herein described; thence departing highway South 02 degrees 35 minutes 22 seconds East, along the East property line of the tract described in Book 96, Page 373 of the Dent County Deed Records, 226.00 feet to a rebar pin; thence North 83 degrees 34 minutes 14 seconds East, 124.60 feet to a rebar pin; thence North 01 degree 29 minutes 01 seconds West 213.92 feet to a rebar pin at the intersection of the South right of way line of said Highways 32 & 72; thence Westerly, along said right of way line 128.50 feet to the point of beginning, and subject to all easements, rights of way and restrictions of record.

EXCEPTING THEREFROM, that part of the above described property conveyed to the Missouri Highway and Transportation Commission as recorded in Document No. 1999 2784, Dent County Deed Records.



# **Staff Summary Report**

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<b>MEETING DATE:</b>	7/25/2023
<b>AGENDA ITEM:</b>	
<b>AGENDA TITLE:</b>	YEAR-END BUDGET ADJUSTMENTS 2022-23

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<b>ACTION REQUESTED BY:</b>	STACEY HOUSTON
<b>ACTION REQUESTED:</b>	APPROVAL FOR BUDGET ADJUSTMENTS
<b>SUMMARY BY:</b>	Stacey Houston

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## **PROJECT DESCRIPTION / FACTS**

These budget amendments to FY 2022-2023 will increase total budgeted revenues from \$14,613,626 to \$15,031,426; budgeted expenditures from \$14,263,871 to \$14,271,671; and Intergovernmental Transfers from \$ 2,152,542 to \$2,402,542.

100 General- Sales tax revenues have come in more than what was budgeted, so we can reduce the amount of transfer from the Electric fund by \$150,000.

290 Building Permit- Remove a \$10,000 expense (zone mapping) that will be pushed to the next budget year. when the budget was approved, the beginning balance in the fund was 25,504. After the budget was finalized and approved an expense of \$10,253.52 was posted to the fund, this causing the negative fund balance on the budget.

501 Electric- The \$150,000 not going to General Fund, move to Electric Reserve Fund.

501 Electric- Sale of Electric came in more than budgeted, move to Electric Reserve Fund, \$250,000.

503 Electric Reserve Fund- fund balance will increase by \$400,000.

510 Water Fund- A new utility van, \$17,800 was requested and approved by the board on 3/14/2023. Increase water sales revenue to offset additional expense (actuals is more than budgeted).

## **PROCUREMENT**

## **FISCAL IMPACTS**

Total budgeted revenues will increase \$417,800 from \$14,613,626 to \$15,031,426; budgeted expenditures will increase \$7,800 from \$14,263,871 to \$14,271,671; and Intergovernmental Transfers will increase \$250,000 from \$ 2,152,542 to \$2,402,542.

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<b>SUPPORT DOCUMENTS:</b>	FY 22-23 Budget Adjustments- Attachment A
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<b>DEPARTMENT'S RECOMMENDED MOTION:</b>	Move to approve the budget adjustments
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**AN ORDINANCE AMENDING THE ANNUAL BUDGET FOR THE CITY OF SALEM, MISSOURI BEGINNING JULY 1, 2022, AND APPROPRIATING FUNDS PURSUANT THERETO.**

**WHEREAS**, an amendment in the revenue and expense appropriations for General, Building Permit, Electric, Electric Reserve, and Water funds are needed; and

**WHEREAS**, these amendments will increase total revenues from \$14,613,626.00 to \$15,031,426.00, increase total expenditures from \$14,263,871.00 to \$14,271,671.00 and intergovernmental transfers will increase from \$2,152,542.00 to \$2,402,542.00.

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

**Section 1:**

The annual Budget of the City of Salem, Missouri, for the Fiscal Year beginning July 1, 2022, adopted by ORDINANCE NO. 3510 and amended by ORDINANCE NO. 3530 is hereby amended per the attached document titled FY 22-23 BUDGET AMENDMENTS-ATTACHMENT A, attached to and made part of this Ordinance.

**Section 2:**

Funds are hereby appropriated for the objects and purposes of revenues, expenditures, and intergovernmental transfers set forth in said FY 22-23 Budget Amendment Attachment A.

**Section 3:**

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 8<sup>th</sup> DAY OF AUGUST, 2023.

APPROVED:

ATTEST:

\_\_\_\_\_  
**Greg Parker**  
Mayor

\_\_\_\_\_  
**Tammy Koller**  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
**James K. Weber**  
City Attorney

**FY 22-23 Budget Adjustments - Attachment A**

<u><b>100- GENERAL</b></u>		<b>Current Budget</b>	<b>ADJUSTMENT</b>	<b>New Budget</b>
100-42000	SALES TAX- 1%	\$1,252,600.00	150,000.00	\$1,402,600.00
100-49000	TRANS FROM ELECTRIC- DECREASE \$150,000	\$900,000.00	(150,000.00)	\$750,000.00
<b>Total 100-General Fund Revenues - INCREASE \$150,000</b>				
<b>Total 100-Intergovernmental Transfer - Decrease \$150,000</b>				
 <u><b>290- BUILDING PERMIT</b></u>				
290-501-50700	SPECIAL SERVICES	\$10,000.00	-\$10,000.00	\$0.00
<b>Total 290 Building Permit Fund Expenses - Decrease \$10,000</b>				
 <u><b>501-ELECTRIC FUND</b></u>				
501-501-80500	TRANS TO GENERAL- DECREASE \$150,000	\$900,000.00	(150,000.00)	\$750,000.00
501-501-80400	TRANS TO ELECTRIC RESERVE- INCREASE \$150,000	\$330,000.00	\$150,000.00	\$480,000.00
<b>Total 501 Intergovernmental Transfer - No change (moving from one account to another account)</b>				
501-46140	SALE OF ELECTRIC	\$6,827,759.00	\$250,000.00	\$7,077,759.00
501-501-80400	TRANS TO ELECTRIC RESERVE- INCREASE \$250,000	\$480,000.00	\$250,000.00	\$730,000.00
<b>Total 501 Electric Fund Revenues - Increase \$250,000</b>				
<b>Total 501 Electric Fund Intergovernmental Transfer - Increase \$250,000</b>				
 <u><b>503-ELECTRIC RESERVE FUND</b></u>				
503-49000	TRANS FROM ELECTRIC FUND- INCREASE \$150,000			
	TRANS FROM ELECTRIC FUND- INCREASE \$250,000	\$330,000.00	\$400,000.00	\$730,000.00
<b>Total 502 Electric Reserve Fund Intergovernmental Transfer - Increase \$400,000</b>				
 <u><b>510-WATER</b></u>				
510-46150	WATER SALES	\$768,908.00	\$17,800.00	\$786,708.00
510-501-70357	NEW SERVICE TRUCK/VAN- INCREASE \$17,800	\$0.00	\$17,800.00	\$17,800.00
	APPROVED BY BOARD ON 3/14/2023			
<b>Total 510 Water Fund Revenues - Increase \$17,800</b>				
<b>Total 510 Water Fund Expenses - Increase \$17,800</b>				
<b>TOTAL REVENUES</b>		<b>\$14,613,626.00</b>		<b>\$15,031,426.00</b>
<b>TOTAL EXPENDITURES</b>		<b>\$14,263,871.00</b>		<b>\$14,271,671.00</b>
<b>TOTAL INTERGOVERNMENTAL TRANSFERS</b>		<b>\$2,152,542.00</b>		<b>\$2,402,542.00</b>