

BOARD OF ALDERMAN

OCTOBER 10, 2023

PACKET



**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**  
**September 26, 2023**

**Call Meeting to Order**

The regular meeting of the Board of Alderman of the City of Salem, Missouri, and called to order by Mayor Greg Parker at 6:00 p.m.

**Pledge of Allegiance**

Mayor Greg Parker led the Pledge of Allegiance.

**Opening Prayer**

Public Works Director Mark Nash led the opening prayer.

**Roll Call**

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

Citizens in attendance were: Mary Ann Curley, Debbie Murphy, Sue Woods, Lisa French, Patti McKeown, Ben Johnson (Salem News), Carolyn Boyle, John Hambacker, Catherine Dent, and Sherry Lea.

**Approve Agenda**

Alderman Williams moved to approve the agenda.

Seconded by Alderwoman Sisco.

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

**Consent Agenda**

September 12, 2023, Regular Meeting Minutes

August 9, 2023, Utility Committee Meeting Minutes

Animal Control Log-August 2023

Mo Dept. of Revenue C.A.R.T. Tax August 2023-\$20,050.20

Alderman Williams moved to approve the Consent Agenda.

Seconded by Alderman Bolerjack.

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

**New and Miscellaneous Business**

**Personal Day Amendment Policy**

Alderman Bolerjack moved to approve the Personal Days Policy Amendment.

Seconded by Alderman Williams.

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

**Resolution No. 27-2023- A resolution for the City of Salem, Missouri, authorizing the mayor of the City of Salem, Missouri, to accept permanent sidewalk easements for the sidewalk construction project No. TAP-9901 (520).**

Alderman Williams moved to approve Resolution No. 27-2023.

Seconded by Alderwoman Sisco.

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

**Trumpia (Text Blast Service)**

Alderman Williams moved to approve the invoice from Trumpia for \$6,000.00.

Seconded by Alderwoman Sisco.

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

**Construction Trades Building**

Alderman Williams moved to approve \$11,500.00 to cover the cost of electrical material for the Construction & Technology Trades electrical service.

Seconded by Alderman Bolerjack.

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

**Police Department Patrol Vehicle**

Alderman Williams moved to approve the purchase of the 2023 Dodge Durango for \$40,378.00

Seconded by Alderman Bolerjack.

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

**Reading of Bills (Second Reading)**

**Bill No. 3573- An ordinance authorizing the mayor to sign and execute an agreement between the City of Salem, Missouri and Buildtec Construction, LLC for the construction of 6 T-Hangars at the Salem Memorial Airport (K33), State Block Grant Project No. 23-066A-1.**

City Clerk Koller read the second reading of Bill No. 3573 by caption only.

Alderwoman Sisco moved to approve Bill No. 3573.

Seconded by Alderman Williams.

The vote was 4 Aye-Sisco, Williams, Bolerjack, and Duncan. 0 Nay. Bill No. 3573 passed as Ordinance No. 3573.

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

City Administrator Sally Burbridge thanked the Board for their patience with the lengthy agendas as the previously approved Babb Lane rezoning had been brought before them as reports not as ordinances.

Finance Director Stacey Houston reported a drop in sales revenue of 15% from last September. Year to date is a 2% drop from last year.

Finance Director Stacey Houston reported electric kilowatt hours billed through August 31<sup>st</sup> were 9.5 million. Electric revenues were billed at approximately \$1.3 million. For purchase of power the city has paid \$794,000.00 year to date. Water consumption sold 23.5 million gallons. Water revenues were billed at approximately \$148,000.00. Sewer consumption was approximately twenty-one million gallons with revenues billed at approximately \$200,000.00.

Finance Director Stacey Houston reported on all activity on all funds through the end of August. The beginning balance of all funds started at \$7.9 million. Revenues are \$2.5 million with \$2.2 million spent. The ending balance of all funds is \$8.2 million.

Mayor Greg Parker asked anyone planning to participate in the city-wide yard sale event on October 7<sup>th</sup> to contact the Salem News to have your sale placed on the map that will be available for public use.

Mayor Greg Parker reported city-wide cleanup will be October 9-13 on your regular trash days.

Mayor Greg Parker thanked US Food Service for hosting the tour with Lt. Governor Mike Kehoe, Missouri State Representative Ron Copeland, Dent County Commissioner Gary Larson, Tabitha Utley, Darrell Skiles, City Administrator Sally Burbridge, Sheriff Bob Wells, and Chief of Police Joe Chase.

Public Works Director Mark Nash thanked the Board for their approval of the funding for the Construction Trade Building.

Public Works Director Mark Nash reports testing will begin next month at the WWTF for Influenza A and B. Testing numbers will be reported to the Dent County Health Department.

Public Works Director Mark Nash reported with the number of leaves that fall during the autumn months, the street department will be cleaning ditches to ensure they are clean.

Public Works Director Mark Nash reported the street department will continue to patch streets as soon as they receive the asphalt.

Public Works Director Mark Nash reported the water consumption numbers may be construed due to the amount of water needed to protect a nearby residence during the fire that destroyed Dewayne's Tire Service.

Public Works Director Mark Nash reported the electric department will be changing poles on Truman Street.

Alderwoman Kala Sisco stated she will be scheduling a finance committee meeting in the next few weeks.

Alderwoman Sisco stated she needs seven more people to sign up for the Community Service Committee. She would really like to start planning for the Fourth of July as soon as possible.



Alderwoman Sisco reported they have been discussing a plan for a mission statement for the city. She states they would like to involve more people than just the Board.

Alderwoman Kala Sisco reported the Salem boys' basketball team will be planning a golf tournament at the Spring Creek Golf Club. The event will be a four-person scramble and will be October 7<sup>th</sup> at 10: a.m. The cost is \$200.00 per team. Anyone interested in signing up may reach out to Coach Jarred Patterson.

Alderwoman Kala Sisco reported Healthy Dent County will be hosting Casino Night on November 4<sup>th</sup> at Community Center @ the Armory. For more details, please contact Healthy Dent County.

Alderman Shawn Bolerjack reported there will be a Current River Mural celebration event on Saturday, October 21<sup>st</sup> from 9 a.m. to 4 p.m. at the Ozark Natural Cultural Resource Center, 200 S. Main Street. There will be fun activities and a chance to meet the artist, David Spear. For more information you may visit the ONCRC Facebook page.

Alderman Shawn Bolerjack reported city offices will be closed on October 9<sup>th</sup> in observance of Columbus Day.

Alderman Kyle Williams reported a recent resignation on the Utility Committee. Alderman Williams will be looking for someone to fill this vacancy.

Alderman Kyle Williams reported he will be meeting with SMTS on Thursday, September 28<sup>th</sup> at their Rolla office to discuss what options can be provided for expanding their service beyond what they are offering to date.

Alderwoman Duncan had nothing to report.

### **Closed Session**

**Pursuant to Section 610.021(1) Legal action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorney.**

Alderman Bolerjack moved to go into closed session.

Seconded by Alderman Williams.

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

The Board went into closed session at 6:33 PM.

No action was taken.

### **Adjournment**

Mayor Greg Parker adjourned the meeting at 8:50 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

September 19<sup>th</sup>, 2023  
Minutes of The  
City of Salem Park Board Meeting

5:30 pm-Carlos Lopez called the meeting to order.

Roll Call was taken:

Present: Park Board members, Angie Curley, Carlos Lopez, Kristy Rushing, Crystal Pilkington. Absent: Tiffin Felkerson, Stacy Jones, and Caleb Shepherd. Also, in attendance, Kyle Williams, City Alderman, Melissa DuBois, Parks and Recreation Director, Sally Burbridge, City Administrator, Luke Hiethold, Kendra Mobray, John Hambacker, Jay Anderson & Stan Podorski, KSMO Radio/Your World Today.

Carlos presented a letter from Tiffin Felkerson, resigning from the Park Board. Discussion was held on a recommendation to the board. Kyle Williams suggested Tracy Kent. Carlos recommended Luke Hiethold. The board would like those interested to fill out the city online form and submit it by Friday. Kristy made a motion to take nominations until Friday the 22<sup>nd</sup>, then meet again and make a recommendation, Crystal seconded and all agreed. 4-0. Carlos will notify the board in the next 2 weeks, to have a special meeting to vote on making a recommendation to the City Mayor for approval to the board.

The past minutes were read, Angie Curley made a motion to approve, Kristy seconded, and all agreed 4-0 to approve.

Melissa Dubois gave an update on Parks & Recreation. She discussed the kids summer camp, flag football, basketball, the pool numbers and information, the pool snow cones and pretzels at the concession was a success, the tree plan went well with only losing 1 tree, the splash pad will be winterized, the Al Brown lighting project, and the Civic Theater update. She discussed the Light up in the Park that will be from Dec. 2<sup>nd</sup> to 31<sup>st</sup>. Registration will be open soon.

Melissa passed out a budget update to review, Crystal made a motion to accept, Kristy seconded, and all agreed 4-0.

John Hambacker and Jay Anderson discussed improvements they would like to see on the walking trail, from 3<sup>rd</sup> Street to Grand to the Sewer

Treatment Plant. John would provide a 5X8 feet metal sign at the corner of 3<sup>rd</sup> Street that could be seen by all who pass by. Parking for the public is available at that entrance. He would like to see the former 2 benches repaired and possibly 2 more new benches installed, with a few trees around the beginning of the trail. Jay discussed the history along the trail. John discussed the possibility of the Tourism Committee having the walking trails put in a brochure for those who visit the community could see. Discussion was held on who is responsible for the trails and maintenance. More information will be gathered, and the Board will be meeting in the next 2 weeks and will discuss it further. Angie made a motion to go into closed session pursuant to RSMO 610.021 (2), Kristy seconded, and all voted yes. Kristy yes, Crystal, yes, Carlos yes, and Angie yes.

7:30 p.m. Back into open session. No further discussion, Crystal made a motion to adjourn, Kristy Rushing seconded, and all agreed 4-0 to adjourn.

# MUNICIPAL DIVISION SUMMARY REPORTING FORM

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

<b><u>I. COURT INFORMATION</u></b>		Municipality: CITY OF SALEM		Reporting Period: Sep 1, 2023 - Sep 30, 2023	
Mailing Address: DENT COUNTY COURTHOUSE, SALEM, MO 65560					
Physical Address: DENT COUNTY COURTHOUSE, SALEM, MO 65560				County: Dent County	
Telephone Number: (573)7293931		Fax Number:			
Prepared by: KRISTI CRAIG		E-mail Address:			
Municipal Judge:					
<b><u>II. MONTHLY CASELOAD INFORMATION</u></b>				Alcohol & Drug Related Traffic	Other Traffic
A. Cases (citations/informations) pending at start of month				3	31
B. Cases (citations/informations) filed				0	0
C. Cases (citations/informations) disposed					
1. jury trial (Springfield, Jefferson County, and St. Louis County only)				0	0
2. court/bench trial - GUILTY				0	0
3. court/bench trial - NOT GUILTY				0	0
4. plea of GUILTY in court				0	0
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)				0	0
6. dismissed by court				0	0
7. <i>nolle prosequi</i>				0	0
8. certified for jury trial (not heard in Municipal Division)				0	0
<b>9. TOTAL CASE DISPOSITIONS</b>				0	0
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]				3	31
E. Trial de Novo and/or appeal applications filed				0	0
<b><u>III. WARRANT INFORMATION (pre- &amp; post-disposition)</u></b>				<b><u>IV. PARKING TICKETS</u></b>	
1. # Issued during reporting period		0		1. # Issued during reporting period	
2. # Served/withdrawn during reporting period		0		<input type="checkbox"/> Court staff does not process parking tickets	
3. # Outstanding at end of reporting period		94			



# MUNICIPAL DIVISION SUMMARY REPORTING FORM

<b>COURT INFORMATION</b>	Municipality: CITY OF SALEM	Reporting Period: Sep 1, 2023 - Sep 30, 2023
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## V. DISBURSEMENTS

<b>Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)</b>		<b>Other Disbursements:</b> Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$532.00	No Data Available	
Clerk Fee - Excess Revenue	\$0.00	<b>Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited</b>	\$1,055.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$0.00	<b>Bond Refunds</b>	\$0.00
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	<b>Total Disbursements</b>	\$1,055.00
<b>Total Excess Revenue</b>	\$532.00		
<b>Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)</b>			
Fines - Other	\$471.00		
Clerk Fee - Other	\$0.00		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$0.00		
Peace Officer Standards and Training (POST) Commission surcharge	\$0.00		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$0.00		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$0.00		
Law Enforcement Training (LET) Fund surcharge	\$26.00		
Domestic Violence Shelter surcharge	\$0.00		
Inmate Prisoner Detainee Security Fund surcharge	\$26.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
<b>Total Other Revenue</b>	\$523.00		



# MUNICIPAL DIVISION SUMMARY REPORTING FORM

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

<b><u>I. COURT INFORMATION</u></b>		Municipality: CITY OF SALEM		Reporting Period: Sep 1, 2023 - Sep 30, 2023	
Mailing Address: 112 E 5TH STREET, SALEM, MO 65560					
Physical Address: 112 E 5TH STREET, SALEM, MO 65560				County: Dent County	
Telephone Number:		Fax Number:			
Prepared by: KRISTI CRAIG		E-mail Address:			
Municipal Judge:					
<b><u>II. MONTHLY CASELOAD INFORMATION</u></b>				Alcohol & Drug Related Traffic	Other Traffic
A. Cases (citations/informations) pending at start of month				0	29
B. Cases (citations/informations) filed				0	12
C. Cases (citations/informations) disposed					
1. jury trial (Springfield, Jefferson County, and St. Louis County only)				0	0
2. court/bench trial - GUILTY				0	0
3. court/bench trial - NOT GUILTY				0	0
4. plea of GUILTY in court				0	2
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)				0	0
6. dismissed by court				0	0
7. <i>nolle prosequi</i>				0	0
8. certified for jury trial (not heard in Municipal Division)				0	0
<b>9. TOTAL CASE DISPOSITIONS</b>				0	2
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]				0	39
E. Trial de Novo and/or appeal applications filed				0	0
<b><u>III. WARRANT INFORMATION (pre- &amp; post-disposition)</u></b>				<b><u>IV. PARKING TICKETS</u></b>	
1. # Issued during reporting period		4		1. # Issued during period	
2. # Served/withdrawn during reporting period		2		<input type="checkbox"/> Court staff does not process parking tickets	
3. # Outstanding at end of reporting period		51			



## MUNICIPAL DIVISION SUMMARY REPORTING FORM

<b><u>COURT INFORMATION</u></b>	Municipality: CITY OF SALEM	Reporting Period: Sep 1, 2023 - Sep 30, 2023
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### **V. DISBURSEMENTS**

<b>Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)</b>		<b>Other Disbursements:</b> Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$0.00	Law Enf Arrest-Local	\$80.00
Clerk Fee - Excess Revenue	\$0.00	<b>Total Other Disbursements</b>	\$80.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$0.00	<b>Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited</b>	\$80.00
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	<b>Bond Refunds</b>	\$0.00
<b>Total Excess Revenue</b>	\$0.00	<b>Total Disbursements</b>	\$80.00
<b>Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)</b>			
Fines - Other	\$0.00		
Clerk Fee - Other	\$0.00		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$0.00		
Peace Officer Standards and Training (POST) Commission surcharge	\$0.00		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$0.00		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$0.00		
Law Enforcement Training (LET) Fund surcharge	\$0.00		
Domestic Violence Shelter surcharge	\$0.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
<b>Total Other Revenue</b>	\$0.00		



# Salem Police Department

500 N Jackson St., Salem, MO 65560

## Incident Time Analysis Report A

All times shown in Minutes : Seconds

**Report By:** All Categories

**Date Range:** From 09/01/2023 00:00 to 09/30/2023 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		4	1:14	1:51	10:06	0.63
ABANDONED VEHICLE		6	1:17	0:01	9:28	0.95
ACCIDENT		10	1:11	3:20	23:06	1.58
ALARM	COMMERCIAL	3	0:32	2:44	6:39	0.47
ALARM	RESIDENTIAL	1	0:37	2:56	4:55	0.16
AMBULANCE CALL		21	1:14	2:20	20:56	3.32
ANIMAL CALL		45	7:16	4:09	15:25	7.11
AREA CHECK		9	1:04	0:41	9:16	1.42
ASSAULT/FIGHT	NOT IN PROGRESS	4	1:26	0:00	29:12	0.63
ASSIST OTHER AGENCY		12	0:54	1:03	31:40	1.90
CHECK THE WELL BEING		24	3:07	3:47	7:40	3.79
CIVIL MATTER		8	2:12	1:39	8:22	1.26
COURTESY TRANSPORT		4	1:01	10:08	0:03	0.63
DECEASED PERSON		1	3:06	0:21	176:48	0.16
DISTURBANCE	PHYSICAL	2	2:33	0:29	16:00	0.32
DISTURBANCE	VERBAL	20	1:49	1:31	12:53	3.16
DOMESTIC	IN PROGRESS	10	1:01	1:20	14:41	1.58
ESCORT		8	94:15	1:44	23:07	1.26
EXPARTE VIOLATION	NOT IN PROGRESS	1		0:00	22:24	0.16
FIRE CALL		1		0:00	78:12	0.16
FOLLOW UP INVESTIGATION		101	3:32	0:28	42:16	15.96
FOUND PROPERTY		6	4:26	0:57	3:34	0.95
HARASSMENT		5	3:17	1:57	8:57	0.79
HOTLINE CALL		2	2:49	8:18	54:04	0.32
INFORMATION		4	0:54	0:52	31:50	0.63
INTOXICATED DRIVER		2	0:17	2:26	36:20	0.32
INTOXICATED PEDESTRIAN		5	1:25	0:13	23:22	0.79
JUVENILE PROBLEM		3	1:12	1:06	23:40	0.47
KEEP THE PEACE		1	1:36	0:29	13:55	0.16
LIFT ASSIST		7	3:01	2:41	19:29	1.11
LOST/STOLEN PROPERTY		1	2:11	1:00	2:42	0.16
MISC ADMIN DUTY		36	3:20	2:50	36:47	5.69
MISC HAZARD		7	7:05	1:50	7:49	1.11
MISC OFFENSE		1	1:51	1:57	8:30	0.16
MISSING PERSON		3	1:35	6:52	42:43	0.47
MOTORIST ASSIST		3	0:20	2:41	7:55	0.47
NUISANCE VIOLATION		11	23:44	1:18	7:41	1.74
PARKING COMPLAINT		2	0:38	0:33	2:04	0.32
PEACE DISTURBANCE		3	2:47	2:20	6:08	0.47

# 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 09/01/2023 00:00 to 09/30/2023 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
PEDESTRIAN CHECK		1	0:57	2:32	7:05	0.16
POWER OUTAGE		8	1:40	22:30	11:14	1.26
PRISONER TRANSPORT		2	0:59	0:30	21:02	0.32
PROPERTY DAMAGE		14	2:57	2:00	11:58	2.21
SHOPLIFTER		5	8:34	3:13	16:56	0.79
SHOTS FIRED		1		0:00	8:47	0.16
STEALING	NOT IN PROGRESS	12	2:12	5:14	10:12	1.90
STREET DEPT CALL OUT		1	0:35	0:00	0:43	0.16
SUICIDAL PERSON		1	1:12	3:16	11:53	0.16
SUSPICIOUS CIRCUMSTANCES		13	4:00	0:31	7:39	2.05
SUSPICIOUS SUBJECT		10	0:58	2:17	7:12	1.58
SUSPICIOUS VEHICLE		14	6:44	0:39	14:24	2.21
TRAFFIC COMPLAINT		11	1:37	4:57	2:14	1.74
TRAFFIC STOP		87	0:39	0:00	7:48	13.74
TRESPASSING		7	1:41	1:20	14:45	1.11
UCR		1	0:14	1:13	4:36	0.16
WALK - IN		20	0:41	3:20	23:46	3.16
WALK THROUGH		15	3:32	0:19	23:48	2.37
WARRANT ATTEMPT		9		0:00	12:40	1.42
WATER SEWER PROBLEM		4	0:33			0.63

Total Incidents For Date Range **633**

Average Stacked Time **4:09** min : sec

Average Response Time **1:50** min : sec

Average On Scene Time **20:13** min : sec



# Salem Police Department

500 N Jackson St., Salem, MO 65560

## Event/ Category Report

From 09/01/2023 00:00 to 09/30/2023 23:59

Category ANIMAL CALL

Category	Event No.	Complaint No.	Date /Time	DSNs	Disposition
ANIMAL CALL					
	23-04453		09/01/2023 00:31 :55	125	NO REPORT NEEDED
	23-04499		09/03/2023 08:59:08	107	SECURE
	23-04543		09/05/2023 08:46:06	92	GONE ON ARRIVAL
	23-04547		09/05/2023 12:34:50	92	NO REPORT NEEDED
	23-04583		09/06/2023 19:59:40	92	NO REPORT NEEDED
	23-04597		09/07/2023 10: 18:22	92	NO REPORT NEEDED
	23-04602		09/07/2023 13:53:39	92	NO REPORT NEEDED
	23-04605		09/07/2023 15:43:50	121	NO REPORT NEEDED
	23-04621		09/07/2023 21: 16:45	118	NO REPORT NEEDED
	23-04626		09/08/2023 09:09:23	104	GONE ON ARRIVAL
	23-04632	2023-570	09/08/2023 15:33:57	114	REPORT
	23-04654		09/09/2023 13:24:15	114	NO REPORT NEEDED
	23-04677		09/11/2023 07:09:51	116	GONE ON ARRIVAL
	23-04679		09/11/2023 07:33:36	92	GONE ON ARRIVAL
	23-04680		09/11/2023 08:30:01	92	PICKED UP
	23-04681		09/11/2023 08:40:06	92	GONE ON ARRIVAL
	23-04684		09/11/2023 10:50:41	92	NO REPORT NEEDED
	23-04699		09/12/2023 07:48:07	92	PICKED UP
	23-04702		09/12/2023 08:39: 11	116	PICKED UP
	23-04716		09/12/2023 19:25:22	118	NO REPORT NEEDED
	23-04725		09/13/2023 10:20: 11	92	NO REPORT NEEDED
	23-04731		09/13/2023 12:57:05	92	NO REPORT NEEDED
	23-04734		09/13/2023 14:37:52	92	WARNING
	23-04747		09/14/2023 07:54:26	92	GONE ON ARRIVAL
	23-04752		09/14/2023 13: 14:37	92	NO REPORT NEEDED
	23-04760		09/14/2023 18:05:03	105	NO REPORT NEEDED
	23-04783	2023-594	09/15/2023 13:09:55	92	SUMMONS
	23-04800		09/16/2023 05:43:13	109	GONE ON ARRIVAL
	23-04826		09/18/2023 07:31 :20	92	PICKED UP
	23-04850		09/19/2023 07:11:02	92	GONE ON ARRIVAL
	23-04853		09/19/2023 08:11:00	92	NO REPORT NEEDED
	23-04855		09/19/2023 08:43:42	92	NO REPORT NEEDED
	23-04863		09/19/2023 15:26:18	92	NO REPORT NEEDED
	23-04867		09/19/2023 17:33:16	116	NO REPORT NEEDED
	23-04887		09/20/2023 21 :49:08	107	NO REPORT NEEDED
	23-04926		09/23/2023 08:51 :29	104	NO REPORT NEEDED
	23-04928		09/23/2023 11 :08:25	114	DISREGARDED
	23-04961		09/25/2023 13:54:36	92	GONE ON ARRIVAL
	23-04998		09/27/2023 08:49:59	92	GONE ON ARRIVAL
	23-04999		09/27/2023 10:07: 11	92	NO REPORT NEEDED
	23-05002		09/27/2023 10:36:05	92	NO REPORT NEEDED
	23-05025		09/28/2023 08:42:21	92	NO REPORT NEEDED
	23-05050		09/29/2023 12:02: 13	114	NO REPORT NEEDED
	23-05063		09/29/2023 21: 15:37	114	PICKED UP
	23-05072		09/30/2023 13:09:22	104	NO REPORT NEEDED

ANIMAL CALL

Total - 45

Total Events= 45



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: August 04, 2023

POLITICAL SUBDIVISION ID: 65234000

Notice Number: 2041604169

Distribution Month: July 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 July 2023 collections as follows

Deposit Date	08/07/2023
Tax Type Code	210
TaxType Name	CITY CAPITAL IMPROVEMENTS
Bank Name	BANK OF SALEM
Account Number (Last Four Digits)	0117
Tax Distribution	\$69,669.50
Interest Distribution	\$0.00
Amount Deposited	\$69,669.50

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
July 2023	\$55,285.28	\$65,179.58	\$69,669.50	\$9,894.30	\$4,489.92
Year-to-Date	\$382,374.65	\$417,841.89	\$455,521.99	\$35,467.24	\$37,680.10

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/rptportal/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: August 04, 2023

POLITICAL SUBDIVISION ID: 65234000

Notice Number: 2041604629

Distribution Month: July 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 July 2023 collections as follows

Deposit Date	08/07/2023
Tax Type Code	260
TaxType Name	CITY STORM WATER/LOCAL PARKS
Bank Name	BANK OF SALEM
Account Number (Last Four Digits)	0117
Tax Distribution	\$52,251.04
Interest Distribution	\$0.00
Amount Deposited	\$52,251.04

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
July 2023	\$41,419.01	\$48,883.53	\$52,251.04	\$7,464.52	\$3,367.51
Year-to-Date	\$287,048.62	\$313,318.91	\$341,627.69	\$26,270.29	\$28,308.78

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/rptportal/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: August 04, 2023

POLITICAL SUBDIVISION ID: 65234000

Notice Number: 2041603221

Distribution Month: July 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 July 2023 collections as follows

Deposit Date	08/07/2023
Tax Type Code	200
TaxType Name	CITY
Bank Name	BANK OF SALEM
Account Number (Last Four Digits)	0117
Tax Distribution	\$139,338.78
Interest Distribution	\$0.00
Amount Deposited	\$139,338.78

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
July 2023	\$110,570.89	\$130,359.25	\$139,338.78	\$19,788.36	\$8,979.53
Year-to-Date	\$764,750.34	\$835,683.74	\$911,042.76	\$70,933.40	\$75,359.02

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/>.



Submitted to  
City office 9/28/23

CITY OF SALEM

REQUEST TO BE HEARD AT A CITY COUNCIL MEETING

**NOTE:** All petitions, remonstrance's, complaints and requests shall be limited to five minutes per speaker.

Request filed by:

Name: Debbie Murphy

Address: \_\_\_\_\_

Phone: 503-421-5297

Date of Council meeting that you request to be heard: Oct 10, 2023

Check the levels of administrative people that you have discussed this request with:

Mayor

City Administrator

City Clerk

Superintendent

Other (specify): \_\_\_\_\_

What is your request: Results of a Poll taken.

The Mayor and City Council reserves the right to defer and redirect this request to the appropriate administrative level(s).

**The agenda closes and forms need to be submitted to the City Clerk's office by 5:00 p.m. on the Wednesday preceding the council meeting.**

# **Staff Summary Report**

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<b>MEETING DATE:</b>	OCTOBER 10, 2023
<b>AGENDA ITEM:</b>	Lagers Employer Delegate
<b>AGENDA TITLE:</b>	LAGERS Annual Meeting

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<b>ACTION REQUESTED BY:</b>	City Clerk Koller
<b>ACTION REQUESTED:</b>	Appoint an employer delegate to attend the LAGERS Annual Meeting.
<b>SUMMARY BY:</b>	Tammy Koller

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## **PROJECT DESCRIPTION / FACTS**

The LAGERS Annual Meeting will be held October 26-27<sup>th</sup> in St. Louis, Mo. The city will be sending an employee delegate that is voted on by employees of the city. The Board of Alderman will need to appoint an employer delegate to attend.

## **PROCUREMENT**

N/A

## **FISCAL IMPACTS**

N/A

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**DEPARTMENT'S RECOMMENDED MOTION:** Move to appoint City Clerk Koller as the employer delegate at the LAGERS Annual Meeting in St. Louis, MO. on October 26 – 27, 2023.

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# **Staff Summary Report**

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<b>MEETING DATE:</b>	10/10/2023
<b>AGENDA ITEM:</b>	
<b>AGENDA TITLE:</b>	Cold Asphalt Bid Approval

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<b>ACTION REQUESTED BY:</b>	Mark Nash / Stacey Houston
<b>ACTION REQUESTED:</b>	Approval for Bids for Cold Mix Asphalt
<b>SUMMARY BY:</b>	Stacey Houston

---

## **PROJECT DESCRIPTION / FACTS**

The City of Salem requested bids for 304 tons Cold Mix Asphalt to be used to patch potholes, repair dig-outs, and smooth and level rough areas on streets. Lead Belt Materials CO, Inc. was the only respondent.

Lead Belt Materials CO, Inc.'s bid meets all the selection criteria as listed in the RFB.

## **PROCUREMENT**

Requests for bids were published on the City's website on September 12, 2023, and subsequently in The Salem News on September 12, 2023. Public Bid opening was held on October 03, 2023, at 3:15 pm at the Old City Hall Council Chambers.

## **FISCAL IMPACTS**

The bid amount is 304 tons @ \$78.00 per ton for a total of \$23,712.00.

The cost of Cold Mix Asphalt will be expensed to street maintenance, which has a budget of \$40,000.

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<b>SUPPORT DOCUMENTS:</b>	Bid from Lead Belt Materials CO, Inc.
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<b>DEPARTMENT'S RECOMMENDED MOTION:</b>	Move to approve the Bid from Lead Belt Materials CO, Inc.
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## **CITY OF SALEM, MISSOURI REQUEST FOR BIDS**

<b>Title:</b>	<b>COLD MIX ASPHALT</b>
<b>Date Issued:</b>	<b>September 12, 2023</b>
<b>Due Date and Time:</b>	<b>October 03, 2023; 3:00 PM</b>
<b>Submit Sealed Bid 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 seeking a bid for cold mix asphalt. The city expects to need an estimated amount of 304 tons to be picked up as needed beginning as soon as possible. This cold mix asphalt will be used to patch potholes, repair dig-outs, and smooth and level rough areas on streets. This material will be picked up as needed by City of Salem employees.

Any questions regarding this request should be addressed to Mark Nash, Public Works, [publicworks@salem\\_mo.com](mailto:publicworks@salem_mo.com), 573-729-4811. Please check our website at [https://www.salem\\_mo.com/city/government/bids/index.php](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.

## **SPECIFICATIONS**

The base bid shall be for the contractor to supply Cold Mix Asphalt only. The exact quantities are not known and will be based on our best estimate. There shall be no penalties in price for failure to meet any specific quantity. Prices quoted must remain firm for 30 days after opening.

1. All products must be of acceptable quality. If, at any time, the contractor fails to meet or correct problems involving the quality of the product, the City retains the right to cancel the contract.
2. Pricing should be for pickup at the bidder's location.
3. Quantities given are estimated usage only and may be more or less depending upon demand. The City will pay only for the actual quantities ordered and received. Prices shall be as specified on the pricing page regardless of actual quantities ordered.

## **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	September 12, 2023
Deadline for questions	September 29, 2023
Proposal submission deadline	October 03, 2023 @ 3 PM
Bid Opening @ City Hall Council Chambers, 202 N. Washington St., Salem, MO 65560	October 03, 2023 @ 3:15 PM
Final Selection & Board Approval	October 10, 2023

## **BID 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 Tuesday, October 03, 2023.

Bid opening will be at 3:15 pm on Tuesday, October 03, 2023, at the City Hall Council Chambers, 202 N. Washington St., Salem, MO.

- Bids shall be submitted on the forms provided and must be manually signed by the individual authorized to legally bind the company. Additional documentation may be submitted with the Bid form.
- Bids shall be submitted in a sealed envelope that is clearly marked "Bid- Cold Mix Asphalt" on the outside of the mailing envelope.
- Bids received after the opening date and time will be rejected.
- **FAXED/EMAILED BIDS WILL NOT BE ACCEPTED.**

### **Cost of Proposal:**

1. Provide the price that your company will charge the City for providing services as outlined in the Specifications.
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. Ability to provide services as outlined in RFB Specifications.
2. Schedule of fees related to proposed and additional costs.

The City reserves the right to reject all bids. It is the intent and purpose of the City that this RFB provide fair and equal opportunity for each bidder to submit competitive bids. It is the bidder's responsibility to furnish as much details as possible All proposals shall be accepted or rejected by the City of Salem, Missouri, Board of Aldermen.

CITY OF SALEM  
BID FORM- COLD MIX ASPHALT

SUBMITTED BY \_\_\_\_\_  
(Company Name)

Pursuant to and in accordance with the above stated Invitation for Bid, the undersigned hereby declares that they have examined the RFB documents and specifications for the item(s) listed below. The undersigned proposes and agrees, if their Bid is accepted to furnish the item(s) submitted below, in accordance with the prices, products/services information submitted.

**MATERIALS**

**A. Liquid Asphalt**

Liquid asphalt grades for production shall be MC30, or as approved by the responsible city official.

**B. Aggregate**

**SPECIFICATIONS FOR COLD MIX ASPHALT**

<i>SIEVE</i>	<i>% PASSING</i>
3/8	100
#4	85–100
#8	55–75
#16	30–50
#30	15–30
#200	5–10

QTY	DESCRIPTION	UNIT PRICE	EXTENDED AMOUNT
Approximately 304 TONS	Cold Mix Asphalt Price is for pickup on an as needed basis.  Contractor requires _____ lead time for product availability.	\$ _____ Per Ton	\$ _____

**CITY OF SALEM**  
**VENDOR AND BID LIST INFORMATION**

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

CONTACT PERSON FOR BID:

Printed Name \_\_\_\_\_

Email \_\_\_\_\_ Phone (    ) \_\_\_\_\_

Signature of Owner/Representative \_\_\_\_\_  
(Signature) (Print Name)

CITY OF SALEM  
BID FORM- COLD MIX ASPHALT

SUBMITTED BY LEAD BELT MATERIALS CO INC.  
(Company Name)

Pursuant to and in accordance with the above stated Invitation for Bid, the undersigned hereby declares that they have examined the RFB documents and specifications for the item(s) listed below. The undersigned proposes and agrees, if their Bid is accepted to furnish the item(s) submitted below, in accordance with the prices, products/services information submitted.

**MATERIALS**

**A. Liquid Asphalt**

Liquid asphalt grades for production shall be MC30, or as approved by the responsible city official.

**B. Aggregate**

**SPECIFICATIONS FOR COLD MIX ASPHALT**

SIEVE	% PASSING
3/8	100
#4	85-100
#8	55-75
#16	30-50
#30	15-30
#200	5-10

QTY	DESCRIPTION	UNIT PRICE	EXTENDED AMOUNT
Approximately 304 TONS	Cold Mix Asphalt Price is for pickup on an as needed basis.  Contractor requires <u>1-DAY</u> lead time for product availability.	\$ <u>78.00</u> Per Ton	\$ <u>23,712.00</u>

**CITY OF SALEM**  
**VENDOR AND BID LIST INFORMATION**

Date: 9-26-23

Company Name: LEAD BET MATERIALS CO. INC


Address: 110 Mill St, P.O. Box 607

City: Park Hills State: MD Zip Code: \_\_\_\_\_

CONTACT PERSON FOR BID:

Printed Name Rich Cast

Email RLCAST@SBCGLOBAL.NET Phone (573) 431-1914

Signature of Owner/Representative  Richard CAST  
(Signature) (Print Name)



# **Staff Summary Report**

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<b>MEETING DATE:</b>	October 10, 2023
<b>AGENDA ITEM:</b>	New and Miscellaneous Business
<b>AGENDA TITLE:</b>	Request for Utilities-Owens

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<b>ACTION REQUESTED BY:</b>	City Administrator
<b>ACTION REQUESTED:</b>	Approval to Serve Utilities Outside City Limits
<b>SUMMARY BY:</b>	Sally Burbridge

---

## **PROJECT DESCRIPTION / FACTS**

Robbie and Ashley Owen have purchased property to the NW of the City of Salem's boundaries (see attached image) and have requested to be served with City water and sewer services.

There are no water or sewer districts or user groups in the area that this property would be part of their jurisdictional territory to serve.

The City of Salem has existing water and sewer lines running across the highway frontage of the Owens' property, so lines are already 5 ft inside the private property boundary which is what the city does for all new development per city code (5 ft inside property boundary but not more than 25 ft total extension for new services).

The property is already served by Intercounty Electric.

Per currently adopted rates and policies:

Water rates for outside city services are a base fee of \$12/month and \$6.78 per 1000/gals

- Plus the hook up or connection fee of \$2,030 for a ¾ inch line

Sewer for outside the city services are a base fee of \$12/month and \$10.64 Per 1000/gals

- Plus the hook up or connection fee of \$1,536 for a 4 inch line

## **PROCUREMENT**

N/A

## **FISCAL IMPACTS**

Since there will be no costs for line extensions, the customer will be responsible for running any lines from the connection points to the home, plus the fees and rates noted above to be paid by the homeowner will cover any costs to the city.

The city will realize additional revenue in the form of service rates.

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<b>SUPPORT DOCUMENTS:</b>	Image of Property location, will explain location of lines during the meeting
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<b>DEPARTMENT'S RECOMMENDED MOTION:</b>	Move to approve the city providing water and sewer services to the Owens home outside city boundaries.
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## Dent County Online GIS



Dent County makes every effort to produce and publish the most current and accurate information possible. This data is provided "as-is" without warranty or any guarantee of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The county makes no warranties, express or implied, as to the use of this data. There are no implied warranties of merchantability or fitness for a particular purpose. The requester acknowledges and accepts any limitations of this data, including the fact that the data is dynamic and is in a constant state of maintenance, correction and update.



# **Staff Summary Report**

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<b>MEETING DATE:</b>	October 10, 2023
<b>AGENDA ITEM:</b>	New and Miscellaneous Business
<b>AGENDA TITLE:</b>	Request for Utilities-103 S. Dilworth

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<b>ACTION REQUESTED BY:</b>	City Administrator
<b>ACTION REQUESTED:</b>	Approval to Serve Utilities Outside City Limits
<b>SUMMARY BY:</b>	Sally Burbridge

---

## **PROJECT DESCRIPTION / FACTS**

Doil and Tammy Richardson have purchased property at 103 S. Dilworth Ln. which is outside of the city's boundaries (see attached image) and have requested to be served with City water service.

There is no water district or user group in the area that this property would be part of their jurisdictional territory to serve.

The City of Salem has existing water and sewer lines running along Dilworth Ln. The water line would need to be brought 5 ft inside the private property boundary which is what the city does for all new development per city code (5 ft inside property boundary but not more than 25 ft total extension for new services).

The property is already served by Intercounty Electric.

Per currently adopted rates and policies:

Water rates for outside city services are a base fee of \$12/month and \$6.78 per 1000/gals

- Plus the hook up or connection fee of \$2,030 for a ¾ inch line

The owner is not requesting sewer service at this time.

## **PROCUREMENT**

N/A

## **FISCAL IMPACTS**

The customer will be responsible for running any lines from that point to the home, plus the fees and rates noted above to be paid by the homeowner will cover any costs to the city.

The city will realize additional revenue in the form of service rates.

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<b>SUPPORT DOCUMENTS:</b>	N/A
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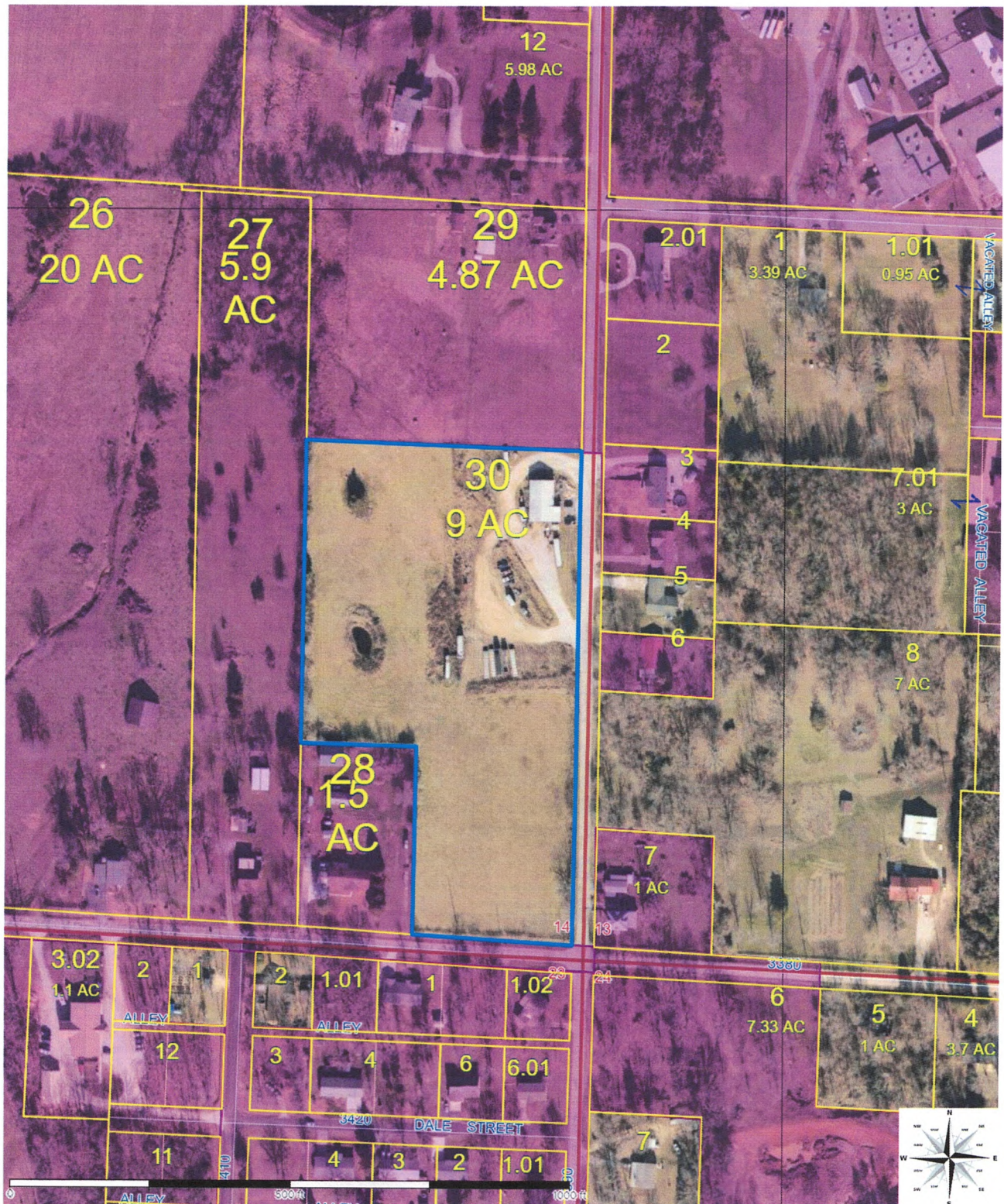
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<b>DEPARTMENT'S RECOMMENDED MOTION:</b>	Move to approve the city providing water service to the Richardson's property outside city boundaries.
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# Dent County Online GIS

103 S Dilworth Ln.



Dent County makes every effort to produce and publish the most current and accurate information possible. This data is provided "as-is" without warranty or any guarantee of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The county makes no warranties, express or implied, as to the use of this data. There are no implied warranties of merchantability or fitness for a particular purpose. The requester acknowledges and accepts any limitations of this data, including the fact that the data is dynamic and is in a constant state of maintenance, correction and update.



# **Staff Summary Report**

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<b>MEETING DATE:</b>	October 10, 2023
<b>AGENDA ITEM:</b>	New and Miscellaneous Business
<b>AGENDA TITLE:</b>	Resolution No. 23-2023

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<b>ACTION REQUESTED BY:</b>	City Administrator
<b>ACTION REQUESTED:</b>	Approval of Agreement with the Dent County Animal Welfare Society
<b>SUMMARY BY:</b>	Sally Burbridge

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## **PROJECT DESCRIPTION / FACTS**

The City of Salem has had a longstanding relationship with the Dent County Animal Welfare Society (DCAWS) for placement of animals taken in by the City's Animal Control.

Per the letter and new agreement received on June 20, 2023, effective immediately (that morning) DCAWS will only accept 10 animals/month from the City, and effective September 20 of this year the cost per animal will increase from \$30 to \$50.

Assuming Board approval, the contract will be sent back to DCAWS for their board to review and consider.

The attached contract has been reformatted to fit a contract layout.

With internal changes in process and addition of the Phelps County Animal Rescue in St. James being able to accommodate animals, we have not had many animals staying at the city pound.

In the meantime the new roof has been completed on the pound and other improvements in the interior of the building are underway.

## **PROCUREMENT**

N/A

## **FISCAL IMPACTS**

This will be an increase in the animal control expense line for special services.

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<b>SUPPORT DOCUMENTS:</b>	DCAWS Contract
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<b>DEPARTMENT'S RECOMMENDED MOTION:</b>	Move to approve the contract with DCAWS for animal placement.
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## **RESOLUTION NO. 23-2023**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF SALEM, MISSOURI AND THE DENT COUNTY ANIMAL WELFARE SOCIETY. TO PROVIDE ANIMAL CONTROL SERVICES AND WHEN IT WILL BECOME EFFECTIVE.

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

### **Section 1**

The mayor is hereby authorized to enter on behalf of the City of Salem, Missouri an agreement between the City of Salem, Missouri and The Dent County Animal Welfare Society for animal control services.

### **Section 2.**

The Dent County Animal Welfare Society will allow up to ten animals maximum to be transported to the facility each month of the year.

### **Section 3.**

The Dent County Animal Welfare Society will notify the animal control officer upon reaching said limit.

### **Section 4.**

A fee of \$50.00 for each animal intake will be charged to the City of Salem

### **Section 5.**

This contract will take effect September 20, 2023, and will remain in effect until either party gives at least 90 days' notice to the other party in writing or it is updated with mutually agreeable changes.

### **Section 6.**

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 10<sup>TH</sup> DAY OF OCTOBER  
2023.

APPROVED:

---

**Greg Parker**  
**Mayor**

ATTEST:

APPROVAL AS TO FORM:

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

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

**AGREEMENT BETWEEN THE CITY OF SALEM AND DENT COUNTY ANIMAL  
WELFARE SOCIETY**

This agreement entered into this \_\_\_\_\_ day of \_\_\_\_\_, 202\_, between The City of Salem, Missouri, a duly organized municipal corporation, hereinafter referred to as “City”, and Dent County Animal Welfare Society, hereinafter referred to as “DCAWS”:

1. Whereas, the City desires to enter into an agreement with DCAWS for the care and safekeeping of domestic animals, do hereby state the following:
  - a. The City hereby wishes to ensure the care and safety of domestic animals seized or taken into the care of the Animal Control Officers of the City of Salem, Missouri;
  - b. DCAWS is a non-profit organization located in the County of Dent, State of Missouri, and is dedicated to the care and welfare of domestic animals;
  - c. DCAWS hereby agrees to accept a maximum of ten domestic animals per month surrendered by the City;
  - d. For such service, DCAWS will provide for the care and safety of such animal for the rate of \$50 per animal as an animal intake charge;
  - e. DCAWS agrees to provide a statement for the animals surrendered to the City each and every month;
  - f. The care of such animals shall occur at a facility owned and operated by DCAWS or its assigns;
  - g. DCAWS will keep record of the amount of intake animals for each month until the limit is reached and will notify the animal control officer upon reaching said limit.
  - h. This contract will take effect this \_\_\_\_\_ day of \_\_\_\_\_, 2023 and will remain in effect until either party gives at least 90 days notice to the other party in writing or it is updated with mutually agreeable changes.
2. This agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this agreement will be binding on the parties.
3. If any provision of this agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire agreement will be severable and remain in effect.
4. This agreement may be modified by subsequent agreement of the parties, but such modification shall be in writing and signed by both parties.

I HAVE FULLY READ THE ABOVE AGREEMENT AND FULLY UNDERSTAND ITS TERMS. IN WITNESS WHEREOF I HAVE HEREUNDER SET MY HAND THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Agent- Dent County Animal Welfare Society

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agent- City of Salem

\_\_\_\_\_  
Date



**BILL NO. 3564**

**ORDINANCE NO. 3564**

AN ORDINANCE TO REZONE 1203 BABB LANE DESCRIBED IN EXHIBIT “A” IN THE CITY OF SALEM, MISSOURI FROM COMMERCIAL TO MANUFACTURING/INDUSTRIAL, OWNER SELLERS INVESTMENT PROPERTIES.

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

**Section 1.**

The following described tract of land, located in the City of Salem, Missouri is hereby zoned as a Manufacturing/Industrial District and shall be reflected as such on the zoning map of the City of Salem, Missouri, as on file in the office of the City Clerk of Salem, Missouri:

**EXHIBIT “A”**

**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 10th DAY OF OCTOBER, 2023.

APPROVED:

ATTEST:

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**Greg Parker**  
**Mayor**

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

APPROVAL AS TO FORM:

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

## EXHIBIT "A"

All that part of the South Half of the Northeast Quarter of Section 19, Township 34 North, Range 5 West, described as follows: Beginning at a point on the South right-of-way line of Missouri State Highway No. 32-72, as now established, said point being 516.98 feet Westerly, as measured along said right-of-way line, from the East line of said Half-Quarter Section; thence South 4 degrees 07 minutes East, 413.12 feet; thence North 89 degrees 34 minutes West, 479.10 feet to the point of beginning of the land herein conveyed (said point being on the West right of way line of Babb Lane); thence North 89 degrees 34 minutes West, 434.10 feet; thence South 0 degrees 28 minutes West, 200.69 feet; thence South 89 degrees 34 minutes East, 434.10 feet, more or less, to a point (said point being on the West right of way line of Babb Lane); thence North along the West right of way line of Babb Lane 200.69 feet, more or less, to the point of beginning

### EXCEPTING THEREFROM:

All that part of the South Half of the Northeast Quarter of Section Nineteen (19), Township Thirty-four (34) North, Range Five (5) West of the 5th Principal Meridian, in the City of Salem, Dent County, Missouri, described as follows: Commencing at a point on the South right of way line of Missouri State Highway Number 32-72, as now established, said point being 516.98 feet Westerly, as measured along said South right of way line, from the East line of said Half-Quarter Section; thence South 04 degrees 07 minutes East, 413.12 feet; thence North 89 degrees 34 minutes West 913.2 feet to the point of beginning of the tract herein described, said beginning point also being the Northwest corner of a tract previously conveyed to Roger M. Hanning and Teresa Hanning by Warranty Deed recorded in Book 184, Page 244 of the Dent County Deed Records; thence South 89 degrees 34 minutes East, along the North line of said Book 184, Page 244 tract, 208.0 feet; thence departing North line of said tract, South 00 degrees 28 minutes West, 416.27 feet to a point on the South line of a tract previously conveyed to Roger M. Hanning and Teresa S. Hanning by Trustee's General Warranty Under Active Trust recorded in Book 195 at Page 251 of the Dent County Deed Records; thence North 89 degrees 51 minutes 45 seconds West along the South line of said Book 195, Page 251 tract, 208.0 feet to the Southwest corner thereof; thence North 00 degrees 28 minutes East, along the West line of said Book 195, Page 251 tract, 216.65 feet to the Northwest corner thereof, also being the Southwest corner of aforesaid Book 184, Page 244 tract; thence continuing North 00 degrees 28 minutes East along the West line of last said tract, 200.69 feet to the point of beginning.

**BILL NO. 3566**

**ORDINANCE NO. 3566**

AN ORDINANCE TO REZONE 1209 EAST SCENIC RIVERS BLVD AS DESCRIBED IN EXHIBIT “A” IN THE CITY OF SALEM, MISSOURI FROM COMMERCIAL TO MANUFACTURING/INDUSTRIAL, OWNER SELLERS INVESTMENT PROPERTIES.

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

**Section 1.**

The following described tract of land, located in the City of Salem, Missouri is hereby zoned as a Manufacturing/Industrial District and shall be reflected as such on the zoning map of the City of Salem, Missouri, as on file in the office of the City Clerk of Salem, Missouri:

**EXHIBIT “A”**

**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 10th DAY OF OCTOBER, 2023.

APPROVED:

ATTEST:

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**Greg Parker**  
Mayor

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**Tammy Koller**  
City Clerk

APPROVAL AS TO FORM:

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**James Weber**  
City Attorney

## EXHIBIT "A"

A fractional part of the South Half of the Northeast Quarter of Section 19, Township 34 North, Range 5 West of the 5th P.M. described as follows: Commencing at the Northeast Corner of the South Half of the Northeast Quarter of said Section 19; thence South 0°59'10" West, 84.75 feet along the East line of said South Half of the Northeast Quarter to the South right of way of Missouri Highways 32 & 72; thence North 84°58'50" West, 968.95 feet along said South right of way to the northwest corner of a parcel described in Dent County Deed Records at Book 198, Page 297, the true point of beginning of the hereinafter described tract: Thence continuing North 84°58'50" West, 153.20 feet along said South right of way; thence South 4°58' West, 450.96 feet to the North line of a parcel described in Dent County Deed Records at Document No. 2008-3038; thence South 88°35' East, 180.19 feet along said North line to the West line of the aforesaid Book 198, Page 297 parcel; thence North 1°30' East, 440.46 feet along said West line to the true point of beginning. Above described tract contains 1.70 acre, more or less, per plat of survey J-1362, revised March 19, 2015, by Archer-Elgin Surveying and Engineering, LLC.

A fractional part of the South Half of the Northeast Quarter of Section 19, Township 34 North, Range 5 West of the 5th P.M. described as follows: Commencing at the Northeast Corner of the South Half of the Northeast Quarter of said Section 19; thence South 0°59'10" West, 84.75 feet along the East line of said South Half of the Northeast Quarter to the South right of way of Missouri Highways 32 & 72; thence North 84°58'50" West, 968.95 feet along said South right of way to the northwest corner of a parcel described in Dent County Deed Records at Book 198, Page 297; thence South 1°30' West, 35.00 feet along the West line of said Book 198, Page 297 parcel to the true point of beginning of the hereinafter described tract: Thence continuing South 1°30' West, 405.46 feet along said West line to the North line of a parcel described in Dent County Deed Records at Document No. 2008-3038; thence South 88°35' East, 5.00 feet along said North line to the West right of way of Babb Lane; thence North 1°30' East, 405.15 feet along said West right of way; thence North 84°58'50" West, 5.01 feet to the true point of beginning.

Above described tract contains 0.05 acre, more or less, per plat of survey J-1362, revised March 19, 2015, by Archer-Elgin Surveying and Engineering, LLC.

### ACCESS EASEMENT NO. 1

An access easement in a fractional part of the South Half of the Northeast Quarter of Section 19, Township 34 North, Range 5 West of the 5th P.M. described as follows: Commencing at the Northeast Corner of the South Half of the Northeast Quarter of said Section 19; thence South 0°59'10" West, 84.75 feet along the East line of said South Half of the Northeast Quarter to the South right of way of Missouri Highways 32 & 72; thence North 84°58'50" West, 1122.15 feet along said South right of way to the true point of beginning of the hereinafter described easement: Thence South 4°58' West, 450.96 feet to the North line of a parcel described in Dent County Deed Records at Document No. 2008-3038; thence North 88°35' West, 30.06 feet along said North line; thence North 4°58' East, 74.62 feet; thence North 85°02' West, 20.00 feet; thence North 4°58' East, 378.25 feet to the aforesaid South right of way of Missouri Highways 32 & 72; thence South 84°58'50" East, 50.00 feet along said South right of way to the true point of

beginning. Per plat of survey J-1362, revised March 19, 2015, by Archer-Elgin Surveying and Engineering, LLC.

## ACCESS EASEMENT NO. 2

An access easement in a fractional part of the South Half of the Northeast Quarter of Section 19, Township 34 North, Range 5 West of the 5th P.M. described as follows: Commencing at the Northeast Corner of the South Half of the Northeast Quarter of said Section 19; thence South 0°59'10" West, 84.75 feet along the East line of said South Half of the Northeast Quarter to the South right of way of Missouri Highways 32 & 72; thence North 84°58'50" West, 1122.15 feet along said South right of way; thence South 4°58' West, 400.86 feet to the true point of beginning of the hereinafter described easement: Thence continuing South 4°58' West, 50.10 feet to the North line of a parcel described in Dent County Deed Records at Document No. 2008-3038; thence South 88°35' East, 185.19 feet along said North line to the West right of way of Babb Lane; thence North 1°30' East, 50.00 feet along said West right of way; thence North 88°35' West, 182.16 feet to the true point of beginning. Per plat of survey J-1362, revised March 19, 2015, by Archer-Elgin Surveying and Engineering, LLC.

**BILL NO. 3567**

**ORDINANCE NO. 3567**

AN ORDINANCE TO REZONE 1301 BABB LANE AS DESCRIBED IN EXHIBIT “A” IN THE CITY OF SALEM, MISSOURI FROM COMMERCIAL TO MANUFACTURING/INDUSTRIAL, OWNER DAVID O. GRAY, JR.

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

**Section 1.**

The following described tract of land, located in the City of Salem, Missouri is hereby zoned as a Manufacturing/Industrial District and shall be reflected as such on the zoning map of the City of Salem, Missouri, as on file in the office of the City Clerk of Salem, Missouri:

**All of Lot 9 of JKD Subdivision. Section 19, Township 34, Range 5.**

**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 10th DAY OF OCTOBER, 2023.

APPROVED:

ATTEST:

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**Greg Parker**  
**Mayor**

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

APPROVAL AS TO FORM:

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

# **Staff Summary Report**

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<b>MEETING DATE:</b>	October 10, 2023
<b>AGENDA ITEM:</b>	Reading of Bills (First Reading)
<b>AGENDA TITLE:</b>	Bill No. 3574

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<b>ACTION REQUESTED BY:</b>	City Administrator
<b>ACTION REQUESTED:</b>	Amendment of City Administrator Duties per Codes to match the current Purchasing Policies and Codes
<b>SUMMARY BY:</b>	Sally Burbridge

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## **PROJECT DESCRIPTION / FACTS**

The Purchasing Policy and codes adopted October 2022 amended the amount for purchases that may be approved by the City Administrator from under \$3,000 to under \$5,000. This proposed code amendment is to bring the City Administrator Duties section of the codes in line with those codes and policies previously adopted.

In the attached ordinance the deletions are ~~struck through~~ and the additions are underlined.

## **PROCUREMENT**

N/A

## **FISCAL IMPACTS**

N/A

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<b>SUPPORT DOCUMENTS:</b>	Ordinance # 3574
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<b>DEPARTMENT'S RECOMMENDED MOTION:</b>	Move to approve amending City Administrator Duties per Codes to match the current Purchasing Policies and Codes.
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**BILL NO. 3574**

**ORDINANCE NO. 3574**

AN ORDINANCE AMENDING THE CITY ADMINISTRATOR DUTIES FOR THE CITY OF SALEM, MISSOURI.

WHEREAS, THE CITY APPROVED A NEW PURCHASING POLICY AND CORRESPONDING CODES IN OCTOBER 2022 AND THE CITY DESIRES TO AMEND THE CITY ADMINISTRATOR DUTIES TO REFLECT THE SAME THRESHOLD AMOUNTS;

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

**Section 1.**

Article IV City Administrator, Section 115.580 Duties of the Salem City Code shall be amended as follows:

B.

*Purchasing.* The City Administrator shall be the purchasing agent for the City of Salem and all purchases amounting to less than ~~three~~ five thousand dollars (\$~~35~~5,000.00) shall be made under his/her direction and supervision, and all such purchases shall be made in accordance with the purchasing rules and procedures approved by the Board of Aldermen.

**Section 2.**

This ordinance shall become effective immediately and is subject to modification at any time by the Board of Aldermen.

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

**Section 3.**

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

PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI, AND APPROVED BY THE MAYOR, THIS 24<sup>TH</sup> DAY OF OCTOBER 2023.

APPROVED:

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

ATTEST:

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

APPROVAL AS TO FORM:

\_\_\_\_\_  
**James Weber**  
**City Attorney**