

**Maryville City Council**  
**Regular Scheduled Meeting**  
**March 26, 2012**  
**7:00 p.m.**

The Council of the City of Maryville, Missouri, met in regular session on Monday, March 26, 2012, at City Hall, 415 North Market Street, in said City at 7:00 p.m.

**ROLL CALL**

The meeting was called to order by Mayor Moss and the roll was called by the City Clerk, with the following present to-wit: Mayor Moss, Council Members Glenn Jonagan, James Fall and Shawn Wake. Councilman Chad Jackson was not present. Others present were City Manager Greg McDanel; City Attorney Doug Thomson; Dir., Finance Denise Town; Dir. Public Works C.E. Goodall, Human Resource Manager Amy Strough; Council Liaison Collin DeBuysere and City Clerk Sheila Smail.

**PLEDGE TO THE FLAG**

Mayor Moss led the pledge to the flag.

**INVOCATION**

Mayor Moss gave the invocation.

**APPROVAL OF THE AGENDA**

Mayor Moss requested any changes needed to the agenda, be noted at this time. Mayor Moss requested that a discussion be added to the agenda regarding KNIM Advertising, following item No. 7, Request to Hold Special Olympics Torch Run.

Motion was made by Councilman Wake, seconded by Councilman Jonagan, that the agenda be approved as amended. Upon roll being called, the vote was as follows: Councilman Wake, yea; Councilman Jonagan, yea; Councilman Fall, yea; Mayor Moss, yea. Motion carried.

**CITIZENS TO BE HEARD**

Mayor Moss welcomed citizens and stated this the time for persons to address the Council on items not a part of the agenda. Any persons wishing to speak were requested to come forward and state their name and address for the record. No persons appeared to be heard.

**REQUEST TO HOLD SPECIAL OLYMPICS TORCH RUN ALONG SOUTH MAIN STREET**

James Runde, Northwest Missouri Special Olympics Coordinator, requested permission to hold the annual Special Olympics Torch Run, on Tuesday, May 22, 2012, at 9:00 a.m., beginning at the southwest former of the Nodaway County Courthouse Lawn. Following the Mayor reading a proclamation, contestants will begin their run going south on Main street to Kawasaki Motors. The Public Safety Department was asked to provide an escort for the participating runners to their destination. All required documents have been submitted to the City.

Motion was made by Councilman Wake, seconded by Councilman Fall, to approve the Special Olympics Torch Run, on May 22, on the City Streets of Maryville. Upon roll being called, the vote was as follows: Councilman Jonagan, yea; Councilman Fall, yea; Councilman Wake, yea; Mayor Moss, yea. Motion carried.

## KNIM ADVERTISING

Discussion regarding the City advertising on the local radio stations was revisited. Audrey Bradley, KNIM Radio Station, provided three (3) proposals to the City. The following rates are based on an annual agreement but a shorter term agreement is available.

- A. Sixty (60), thirty (30) second ads on 97-1 The Vill, at a \$10 rate and Sixty (60), thirty (30) second ads on Pick-up Country, KNIM, at an investment of \$599 per month.
- B. Forty-five (45), thirty (30) second ads on 97-1 The Vill at an eleven dollar (\$11) rate and forty-five (45), thirty (30) second ads on Pick-up Country, KNIM, at an investment of \$499 per month.
- C. Thirty-five (35), thirty (30) second ads on 97-1 The Vill at a \$11.40 rate and thirty-five (35), thirty (30) second ads on Pick-Up Country, KNIM, at an investment of \$399 per month.

It was also mentioned that the City can bank the air time from month to month.

A representative of another local media source questioned why the City was not going out for bids for the services. It was decided that a Request for Proposal would be developed.

## CONTRACT WITH OLSSON ASSOCIATES, BEAL PARK TRAIL, STP 9900(111), PH. F

The City Clerk presented a bill, Bill No. 2012'19 for an ordinance entitled:

**An Ordinance Authorizing the Mayor of the City of Maryville, Missouri, to Execute a Contract with Olsson Associates, for the Purpose of Providing Engineering Services for the Construction of Trails, Project No. 9900 (111), Phase F, Beal Park Trails, Maryville, Missouri**

The City of Maryville was awarded Transportation Enhancement funds from the Missouri Highway and Transportation Commission, to construct Project No. STP 9900(111), Phase F, of the Maryville Trails System. Phase F consists of a ten foot (10') trail, with approximately four thousand one hundred forty-seven (4,147) linear feet, located along East 4<sup>th</sup> Street between North Davis and North Laura Streets, turning north along North Laura Street, to East 7<sup>th</sup> Street. The trail continues along East 7<sup>th</sup> Street, going west, to North Davis Street.

Upon motion duly made and seconded, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made and seconded, said bill was read by title on the second reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Wake, seconded by Councilman Jonagan, to approve Council Bill No. 2012'19, to approve the proposed contract with Olsson Associates, to provide engineering services for Project No. 9900(111), Ph. F, of the Maryville Trails System. Upon roll being called the vote was as follows: Councilman Fall, yea; Councilman Wake, yea; Councilman Jonagan, yea; Mayor Moss, yea. Motion carried.

Said bill was then numbered Ordinance No. 7403 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk, and the agreement was identified as Contract No. 2012-16.

**APPROVAL OF A RESOLUTION WITH NODAWAY VALLEY BANK FOR E-CORP SERVICES**

The City Clerk presented a bill, Bill No. 2012'20 for an ordinance entitled:

**City of Maryville, Missouri, Nodaway Valley Bank for e-Corp Resolution**

Due to the City recently hiring Greg McDanel, as the new City Manager, it is required that the City Council approves banking documents that reflect the changes made.

Upon motion duly made and seconded, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Wake, seconded by Councilman Fall, to approve Council Bill No. 2012'20. Upon roll being called the vote was as follows: Councilman Wake, yea; Councilman Jonagan, yea; Councilman Fall, yea; Mayor Moss, yea. Motion carried.

Said bill was then numbered Resolution No. 585 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk.

**APPROVAL OF A RESOLUTION WITH NODAWAY VALLEY BANK FOR WIRE TRANSFERS**

The City Clerk presented a bill, Bill No. 2012'21 for an ordinance entitled:

**City of Maryville, Missouri, Wire Transfer Resolution**

As in the previous Council Bill, it is required that the City Council approves banking documents that reflect the change in City Manager.

Upon motion duly made and seconded, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Wake, seconded by Councilman Fall, to approve Council Bill No. 2012'21. Upon roll being called the vote was as follows: Councilman Jonagan, yea; Councilman Fall, yea; Councilman Wake, yea; Mayor Moss, yea. Motion carried.

Said bill was then numbered Resolution No. 586 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk.

**DISCUSSION: MOZINGO LAKE PARK RV CAMPING ENHANCEMENTS**

The Mozingo Advisory Board and Mozingo Lake Park Manager, Grant Evans, have analyzed the need for a “camp host” program and electrical upgrades to enhance park services. A camp host program is used to provide numerous on site full time services, at Mozingo. These services could include; greeting campers as they arrive, advising them of the process for registering payment, explaining park amenities, tagging reserved sites, light trash pick-up, restroom checks, and possible daily checks of the west side Equestrian sites. The advisory board outlined a compensation package for the camp host to include one (1) free full RV pad site hook up, free firewood throughout the duration, \$100.00 payment for travel expenses, and one (1) round of golf, per week, if desired.

The Mazingo Advisory Board proposes changing the designated reservable sites to the new location that includes 50 amp electrical services. The majority of the remaining RV section only provides for 30 amp service to campers. The board recommended two separate electrical upgrade projects to increase the amp service provided by the park.

In the main RV park, sites 1-19, must be upgraded with pedestals and new wiring, with an estimated budget of \$15,000 for this project in FY 2012-2013.

RV sites 58 thru 70 were recommended to be upgraded from 30 amp service to 50 amp service at a relatively inexpensive cost with limited disruption to campers. The approximate cost for this project is \$4,000 and could largely be performed by city staff.

Motion was made by Councilman Jonagan, seconded by Councilman Fall, to approve staff moving forward with beginning the camp host program and to begin the electrical upgrades. Upon roll being called, the vote was as follows: Councilman Wake, yea; Councilman Jonagan, yea; Councilman Fall, yea; Councilman Jackson, yea, Mayor Moss, yea. Motion carried.

#### **AMEND SECTION 212.235: RESERVATIONS FOR RV CAMPING SITES AT MOZINGO LAKE PARK**

The City Clerk presented Council Bill No. 2012'21 for an ordinance entitled:

**An Ordinance to Amend Section 212.235: Reservations for RV Camping Spaces, of  
Title II. Public Health, Safety and Welfare, Chapter 212: Mazingo Lake Regulations, of  
the Maryville Municipal Code**

The Mazingo Advisory Board and Mazingo Lake Park Superintendent Grant Evans made a recommendation to the City Council to increase the number of reservable RV sites from five (5), Sites 22 thru 26, to twenty (20) at the new RV camping location, sites 76 thru 95.

It was also recommended that the reservable RV sites increased to thirty dollars (\$30) per night, during peak season, April 1 thru November 30 and twenty-five dollars (\$25), during off season, December 1 thru March 31, of each year.

Upon motion duly made and seconded, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made and seconded, said bill was read by title on the second reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Fall, seconded by Councilman Jonagan, to approve Council Bill No. 2012'21, to amend Section 212.25, as presented. Upon roll being called the vote was as follows: Councilman Jonagan, yea; Councilman Fall, yea; Councilman Wake, yea; Mayor Moss, yea. Motion carried.

Said bill was then numbered Ordinance No. 7404 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk.

## **REQUEST FOR QUALIFICATIONS-DESIGN SERVICES FOR GATEWAY SIGN**

Because of the hailstorm the City is currently without a gateway sign at the southern inlet to the City. Since the placement of that sign the city has expanded to the intersection of South Main Street and Business Highway 71. City Manager McDanel presented a Request for Proposal to seek a design firm to provide a conceptual sign or monument designed for the Maryville community. Upon approval of a design by the City Council a design-build or bid-build process will follow.

The fiscal budget for 2011-2012, includes ten thousand dollars (\$10,000) for a gateway enhancement project. A portion of this funding will be for the design through the Request for Proposal and to assist in cost estimating for the selected sign design construction. Staff was instructed by the Council, to proceed with the project.

### **DISCUSSION: CITY RETAIL MAP**

Mayor Moss proposed the development of a retail map to be circulated to visitors to Maryville to encourage shopping. It was discussed that the map could incorporate the various services available in Maryville as well. It could be developed as a platted or a graphical map, identifying the location of their business. The map would be beneficial on the City's website, since changes could be made more frequently than as a pamphlet. They could be distributed at the local hotels and at Mozingo Lake. Mayor Moss, Councilman Jonagan, and City Manager McDanel will meet to discuss retail mapping further.

### **DISCUSSION 2012 PROPOSED STREETS FOR OVERLAY**

Upon a review of current street conditions, by staff, a list of proposed streets for overlay was developed. The list of streets included North Depot Street, 4<sup>th</sup> Street to city limits; North Fillmore Street, from 6<sup>th</sup> Street to 11<sup>th</sup> Street; East Lieber Street, from Market to East South Avenue; Katy Drive, the Cul-de-sac; Lincoln Circle, the Cul-de-sac; North College Drive, West 16<sup>th</sup> Street to City Limits; West 11<sup>th</sup> Street, from Main Street to Walnut Street; Maryvue Dr, the culde-sac; Lisa Lane, 16<sup>th</sup> Street to Mulberry Street.

Other streets were listed for consideration, including West 9<sup>th</sup> Street, West Lincoln, West Thompson Street (Buchanan to Walnut), South Dunn Street (400 block), West Halsey Street, East 2<sup>nd</sup> Street (Saunders to N. Laura), East 4<sup>th</sup> Street, West 4<sup>th</sup> Street (College Ave from Grand to N. Country Club Road) *If West 4<sup>th</sup> Street was added to the proposed overlay, staff recommended the removal of Lisa Lane, Katy Drive, and Maryvue Drive. Although this is listed as a permanent street replacement project, discussion should occur to determine if the financing is available to realistically complete this within the next 5-7 years.*

## **REPORTS**

### **I. NWMSU Liaison**

- Collin DeBuysere, Liaison to the Council, reported that the Student Government and Dr. Baker, Vice President of Student Affairs, will be considering a replacement liaison to replace Mr. DeBuysere, as he will no longer serve as liaison to the City Council. Mr. DeBuysere was commended for his service as the liaison between the City Council and Northwest Missouri State University.

### **II. City Manager**

- Staff has began discussions of pursuing the removal of structures designated as dangerous and unsafe

according to the municipal code. Approximately \$8,000 has been budgeted for demolition for 2012, but approximately \$75,000 will be required to make an immediate substantial impact. Staff has recommended using unbudgeted general fund reserves and applying for a 2012 Community Development Block Grant (CDBG) for this purpose. Further discussions will occur next week with Northwest Regional Council of Governments who assisted the City through the CDBG application process in the past.

- Emergency repairs to city property were completed last fall, but the majority of repair construction is slated for this spring and summer. Staff has divided repairs into (4) bid packets for the following areas: Maryville Parks & Recreation facilities, Water Maintenance Shop, Shingled Rooftops, and Miscellaneous Repairs. The schedule for release of bid packets is as follows:

*Maryville Parks & Recreation facilities –3/13/2012*

*Shingled Rooftops – Week of 3/26/2012*

*Water Maintenance Shop – Week of 4/2/2012*

*Miscellaneous Repairs – Week of 4/9/2012*

- The City has been working with PGAV Planners through the DREAM initiative to develop a downtown strategic plan. A draft of the plan has been completed and provided to council for review. PGAV will hold a formal public meeting and presentation on April 26th at 6:30 p.m. in the North meeting room of the Maryville Community Center. Recommendations of the plan will be discussed and PGAV will solicit comments from a web survey and comment cards. After the meeting, the final report will be completed and presented for council acceptance.

- RDG held the public open house on March 22nd and nearly forty people were in attendance to provide feedback on the presentation. The following is a draft schedule for the completion of the comprehensive planning process:

*Full draft of plan for review – Mid April, 2012*

*Planning Commission presentation and adoption – May, 2012*

*Adoption by City Council – June, 2012*

*Implementation of recommendations – following adoption*

RDG has also agreed to add a section to the comprehensive plan discussing connections to the Downtown Strategic Plan provided by PGAV Planners.

- The design of the fuel system project at Northwest Missouri Regional Airport is now complete. Pending approval from the Missouri Department of Transportation, the city will proceed to advertise the project on March 28<sup>th</sup> and open bids on April 17th. The project is offset by a 95% reimbursement through federal non-primary entitlement funds and is budgeted for this fiscal year.
- City staff would like to remind citizens that they can sign up for email notifications from the City of Maryville on the city's website at [www.maryville.org](http://www.maryville.org). If registered for the program, citizens can receive announcements for news alerts, bid openings, job postings, city council agendas, and much more. This is a free service provided through the City of Maryville powered by MunicipalCMS.

- After discussions with the Mazingo Advisory Board and recent findings presented by IDM, staff is drafting an RFQ for council consideration. The RFQ will seek a consultant who can assist the City of Maryville in marketing and rebranding Mazingo Lake Park. Services will include a new logo proposal, cohesive marketing materials, uniform signage, as well as a revamp of the Mazingo website. The rebranding process will assist the community in identifying what the park intends to become and how it should be perceived.
- The campaign to distribute information on the April 3rd Bond Issue has been ongoing and appears to be well received. The Public Works Director, C.E. Goodall, has already held numerous speaking engagements and will also provide a short presentation at the candidates' forum on March 27th. A news article/press release was drafted by staff during the week of March 19th and resulted in increased press coverage.

## **II. Council Members**

- Councilman Jonagan commended the Mazingo Lake Park Department for the excellent display at the local Home Show the previous weekend.

## **ADJOURNMENT**

Motion was made by Councilman Jonagan, seconded by Councilman Wake that the meeting be adjourned. Upon the roll being called, the vote was as follows: Councilman Fall, yea; Councilman Wake, yea; Councilman Jonagan, yea; Mayor Moss, yea. Motion carried. Meeting was adjourned.

---

Ronnie L. Moss, Mayor

ATTEST:

---

Sheila Smail, City Clerk