

**Maryville City Council**  
**Regular Scheduled Meeting**  
March 9, 2015  
7:00 p.m.

The Council of the City of Maryville, Missouri, met in regular session on Monday, March 9, 2015, 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 Riedel and roll was called by the City Clerk, with the following present to-wit: Mayor Renee Riedel, Council Members Rachael Martin and Gerald Riggs. Councilman Jeff Funston arrived at 7:15 p.m. Council Member Timothy Shipley was absent. Others present were City Manager Greg McDanel; Asst., City Manager Ryan Heiland; City Attorney Taryn Henry; Dir., Finance Denise Town; Dir., Public Works C.E. Goodall, and Executive Assistant Janah Brown.

**PLEDGE TO THE FLAG**

The pledge to the flag was led by Mayor Riedel.

**INVOCATION**

Public Works Director C.E. Goodall gave the invocation.

**APPROVAL OF THE AGENDA**

Mayor Riedel requested any changes needed to the agenda, be noted at this time. No changes were noted.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, that the agenda be approved as presented. Upon roll being called, the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Mayor Riedel, yea. Motion carried.

**APPROVAL OF MINUTES**

Mayor Riedel requested any changes to the minutes of the regularly scheduled City Council meetings held on February 9 and 23, 2014, as well as Executive Session minutes held on February 23, 2014, be noted at this time.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, that the minutes be approved as presented. Upon roll being called, the vote was as follows; Councilman Riggs, yea; Councilwoman Martin, yea; Mayor Riedel, yea. Motion carried.

**CITIZENS TO BE HEARD**

Mayor Riedel welcomed citizens and stated this the time for persons to address the Council on items not on the agenda. Any persons wishing to speak were requested to stand and state their name and address for the record.

No persons appeared to be heard.

**PRESENTATIONS AND PROCLAMATIONS**

Mike Williams, Hochschild, Bloom & Company, LLP, was present to review with the City Council the audit report on the financial status of the City of Maryville for the fiscal year 2013-2014. Financial standings and comparisons to the past years were reviewed to determine the gain or loss of each. No deficiencies were found in the report and there were no instances of non-compliance noted. The Federal grant report was completed with no findings related to financial statements to be reported in accordance with Government Auditing Standards.

**TREASURER'S REPORT**

Councilman Funston arrived at 7:15 p.m.

Dir., Finance Denise Town reported that during the month of February 2015, the City received non-reoccurring funds from Suddenlink Cable TV Quarterly Franchise distribution (\$21,676.68); Centurylink Telephone Franchise Settlement (\$87,782.30); CenturyLink Franchise Telephone Quarterly 911 distribution (\$23,911.65); MoDOT Reimbursement Request No. 2 for Runway Rehabilitation Project (\$18,865.00).

Non-reoccurring disbursements for the month of February 2015 included payments to David E. Ross, pay estimate #17 on the Wastewater Treatment Plant Improvement Project (\$576,874.83); HDR Engineering, Wastewater Treatment Plant Improvement Project for engineering services (\$30,277.96); Joe Machen Ford-3 Ford F250 Pickup for Water/Sewer Maintenance, Public Safety Department and Street Maintenance, (\$93, 893.00); Law Office of White Goss – Kawasaki Chapter 100 Bonds (\$11,088.00); JViation for engineering services for airport runway rehabilitation project (\$24,830.66); UMB Bank, Principal on 2013 Streets COP’s Issued (\$255,000.00); UMB Bank, Interest on 2013 Streets COP’s Issued (\$27,550.00); UMB Bank, Principal for 2009 GO Bonds Issued (\$225,000.00) and UMB Bank for interest on 2009 GO Bonds Issued (\$72,749.38), and UMB Bank, for Hy-Vee TIF PILOT Water/Sewer COP Issue (\$103,540.82)

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, to approve the Treasurer’s Report as presented. Upon roll being called, the vote was as follows: Councilman Funston, yea; Councilwoman Martin, yea; Councilman Riggs, yea; Mayor Riedel, yea. Motion carried.

**PAYMENT VENDOR SCHEDULE**

Motion was made by Councilman Funston, seconded by Councilman Riggs, to approve the payment of bills, as presented. Upon roll being called, the vote was as follows: Councilman Funston, yea; Councilwoman Martin, yea; Councilman Riggs, yea; Mayor Riedel, yea. Motion carried.

**AN ORDINANCE TO ACKNOWLEDGE A PETITION TO ANNEX PROPERTY OWNED BY DOUBLE B. DEVELOPMENT LLC AND SCHEDULE A PUBLIC HEARING.**

The City Clerk presented a bill, Bill No. 2015’18 for an ordinance entitled:

**AN ORDINANCE TO ACKNOWLEDGE THE PRESENTATION OF A PETITION TO ANNEX CERTAIN REAL ESTATE, OWNED BY DOUBLE B. DEVELOPMENT, LLC, A MISSOURI LIMITED LIABILITY COMPANY, SCHEDULING A PUBLIC HEARING ON SAID PETITION DIRECTING THAT NOTICE OF SAID HEARING BE PUBLISHED IN THE MARYVILLE DAILY FORUM.**

Bill and Bonita Ingels, owners of Double “B” Development, have submitted a petition for voluntary annexation of one and 16/100 (1.16) acres of property located at the south end of Serenity Loop. The property is contiguous with the city limits in that area. City utilities are available for future development of this property, some of which were stubbed over previously as the owner had intent of eventually annexing and developing the lots.

Missouri Revised Statutes Section 71.012 outlines voluntary annexation procedures for cities regarding unincorporated areas that are contiguous and adjacent to existing corporate limits. The section provides that upon presentation of a petition, the City Council shall hold a public hearing concerning the proposed annexation not less than fourteen (14), nor more than sixty (60) days after the petition for annexation is received. The hearing shall be held not less than seven (7) days after notice is provided in newspapers of the general circulation. No extension of city services will be required with the annexation.

Voluntary annexation of the property will generate additional property tax revenue to the City of Maryville, Parks and Recreation, and the Maryville Public Library. Estimates are currently minimal and will be presented to the City Council at the public hearing.

Staff recommended approving the proposed ordinance to acknowledge a petition to annex certain real estate owned by Double B. Development, LLC, A Missouri Limited Liability Company and schedule a public hearing for March 30, 2015.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

A motion was made by Councilwoman Martin, seconded by Councilman Riggs, to approve Council Bill No. 2015'18 to execute an Ordinance to Acknowledge a Petition to Annex Property Owned by Double B. Development LLC and Schedule a Public Hearing for March 30, 2015. Upon roll being called the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Funston, yea, Mayor Riedel, yea. Motion carried.

Said bill was then identified as Ordinance No. 7720 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk.

**A RESOLUTION TO APPROVE A LOT SPLIT FOR PROPERTY LOCATED AT 1306 SOUTH MAIN STREET OWNED BY MARY MART CORPORATION.**

The City Clerk presented a bill, Bill No. 2015'19 for a resolution entitled:

**A RESOLUTION AUTHORIZING A LOT SPLIT OF PROPERTY LOCATED AT 1306 SOUTH MAIN STREET OWNED BY MARY MART CORPORATION, MARYVILLE, MISSOURI**

On February 20, 2015, staff received a lot split application from Mary Mart Corporation Vice President, Mark Watkins. The proposed lot split divides ten and 4/10 (10.4) acres area into two separate tracts. Tract 1 is a six and 54/100 (6.54) acre commercial lot featuring the Mary Mart Shopping Center and Tract 2 is a three and 86/100 (3.86) acre commercial lot with a current agricultural use located west of the center. The split also provides for two (2) ingress/egress easements across the northern and southern portions of Tract 1 for direct access to Tract 2. The purpose of the lot split is to separate the commercially used property so it could be put on the open market.

In accordance with the Municipal Ordinance 410.060, a lot split need not be approved by the Planning and Zoning Commission, but shall be approved by resolution of the Council prior to recording. The property is currently zoned C-3 Commercial.

The lot split should not impact the current Community Improvement District (CID) as the retail portion is incorporated by Tract 1 and meets all requirements per the City code.

Staff recommended approving the proposed resolution as presented and stated that the lot split request meets the requirements of the Maryville Municipal Code.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Funston, seconded by Councilwoman Martin, to execute a Resolution to approve a lot split for property located at 1306 South Main Street owned by Mary Mart Corporation. Upon roll being called the vote was as follows: Councilman Riggs, yea; Councilman Funston, yea; Councilwoman Martin, yea; Mayor Riedel, yea. Motion carried.

Said bill was identified as Resolution No. 626 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk.

**AN ORDINANCE TO EXECUTE A CONTRACT WITH KELLER CONSTRUCTION COMPANY, INC. FOR THE 2015 ASPHALT MILL & OVERLAY PROJECT.**

The City Clerk presented a bill, Bill No. 2015'20 for an ordinance entitled:

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MARYVILLE, MISSOURI, TO EXECUTE A CONTRACT WITH KELLER CONSTRUCTION COMPANY, INC., FOR THE PURPOSE OF PROVIDING ASPHALT MILLING AND OVERLAY SERVICES, FOR THE 2015 ASPHALT MILL & OVERLAY PROJECT, MARYVILLE, MISSOURI.**

On August 25, 2014, the City Council adopted specific short-term and long-term goals by resolution. These goals were developed in July as a part of the strategic planning process and were used as guidance during the preparation of the FY15 Budget. One of those adopted goals is to “Establish and fund an annual overlay/street maintenance program”. As a result the approved FY15 Budget includes four hundred thousand dollars (\$400,000) from the General Fund and one hundred fifty thousand dollars (\$150,000) from the Mozingo Recreation Fund for overlay efforts.

After a review of street conditions by Public Works Director CE Goodall and Street Superintendent Jay Cacek, a preliminary list of street segments for repair was presented to the City Council for discussion on January 26, 2015. It was decided to prepare a Request for Proposals (RFP) to include a significant number of street segments as a base bid and numerous alternates. Staff felt that an immediate RFP release could encourage competitive bids due to volume, timing, and market factors.

The Request for Proposals contained eleven (11) roadway sections as a base bid including two (2) segments at Mozingo Lake Recreation Park for a two inch (2”) asphalt overlay. Seven (7) additional alternate segments were also included which contained two (2) significant four inch (4”) overlay areas a Mozingo Lake Recreation Park. Bids were opened on February 26, 2015. Base bid results were as follows: Katy Drive - \$21,420; Prather Ave. - \$44,640; W. 9<sup>th</sup> Street - \$34,680; W. 8<sup>th</sup> Street - \$30,770; East 4<sup>th</sup> Street (Vine to Davis) - \$34,595; North Ray Ave (3<sup>rd</sup> to 4<sup>th</sup> Street) - \$13,430; N. Munn (College to 1<sup>st</sup> Street) - \$36,400; S. Munn (1<sup>st</sup> to Edwards) - \$42,000; W. Crestview - \$72,000; O’Riley Road (*Mozingo*)- \$19,550; Ridge Road (*Mozingo*) - \$36,380; resulting in a total amount of \$385,865.00.

Bid Alternate No. 1 included 4<sup>th</sup> Street (Dunn Street to Grand Avenue) - \$59,040; East Edwards Street (300 to 500 block) - \$18,870; South Avenue (Main to W. City Limits) - \$118,170; South Saunders Street (Torrance Street to South Avenue) - \$46,320.00; Carefree Drive (Galaxie Dr. to West Serenity Loop) - \$22,960; Carefree Drive (Galaxie Drive to West Serenity Loop) - \$22,960; and Davis Street (1<sup>st</sup> Street to East Edwards Street) - \$32,000. It was proposed that only 4<sup>th</sup> Street (Dunn Avenue to Grand Avenue and South Avenue (Main Street to the west city limits) be included in the 2015

asphalt overlay project for an amount of one hundred seventy-seven dollars two hundred ten dollars (\$177,210) from Bid Alternate No. 1.

Bid Alternate No. 2 was recommended to be all inclusive of the 2015 Asphalt Mill and Overlay Project which includes the following Mozingo Roads: the Reserved RV Roads, with four inches (4") of overlay - \$68,580.00; Songbird Road, with four inches (4") of overlay - \$13,500; the parking lot at Family Cabins 6 & 7 - \$21,060; and road repair at Mozingo (per 100 ton) - \$8,000, resulting in a total of one hundred eleven thousand one hundred forty dollars (\$111,140).

The recommended 2015 Asphalt Mill and Overlay Project was an estimated six hundred seventy-four thousand two hundred fifteen dollars (\$674,215). Although other contractors showed interest during the bid process, only one bid was provided by Keller Construction Company, Inc. The company performs quality work and has been hired by the City of Maryville for the last several years. Keller Construction Company, Inc. is also a subcontractor on the 4th Street Improvement Project for the overlay portion this spring.

Staff recommends taking advantage of the bids presented for the 2015 Asphalt Overlay Project. More specifically staff recommends proceeding on all segments listed in the "Base Bid" and "Alternate No. 2" at Mozingo Lake Recreation Park. Staff also recommends proceeding on two (2) major street segments in the "Alternate No. 1" list. 4th Street (College) from Dunn Avenue to Grand Avenue is in poor condition through the heart of the Northwest Missouri State University campus. In the 2013 Asphalt Overlay Project, staff partnered with the University to overlay College Drive from Grand to Icon Road. In this partnership Northwest Missouri State University has agreed to contribute twenty-three thousand nine hundred forty-four dollars (\$23,944) towards the overlay of parking areas along 4th Street's north side and the extension of bearcat paws featured on the 4th Street Improvement Project.

The second segment in "Alternate No. 2" recommended by staff is South Avenue from Main Street to the west city limits. South Avenue is a highly utilized east-west arterial connecting commercial areas, education, and the western half of the community. The poor condition of the roadway presents a challenge for motorists, but for snow removal efforts by the Street Maintenance Department. If selected, staff will discuss efforts with Polk Township to extend the overlay along South Avenue to the concrete portion closer to Icon Road.

The FY 2015 Budget contains four hundred thousand dollars (\$400,000) for asphalt mill and overlay in the General Fund and an additional one hundred fifty thousand dollars (\$150,000) in the Mozingo Recreation Fund. The recommended bids above would impact the General Fund four hundred eighty-three thousand two hundred one dollar (\$483,201) with NWMSU reimbursement of twenty-three thousand nine hundred forty-four dollars (\$23,944) and one hundred sixty-seven thousand seventy dollars (\$167,070) to the Mozingo Recreation Fund. After adoption of the FY15 Budget, a significant financial savings was realized with the transfer of health insurance to UnitedHealthcare. The premium reduction, along with a twenty percent (20%) budgeted increase, equates to a savings of two hundred eleven thousand seventy-nine dollars (\$211,079) to the General Fund and forty-three thousand six hundred sixty-three dollars (\$43,663) to the Mozingo Recreation Fund.

Staff recommended approval the proposed ordinance to execute a contract with Keller Construction Company, Inc. for the purpose of providing asphalt milling and overlay services for the 2015 Asphalt Mill & Overlay Project in a not-to-exceed amount of six hundred seventy-four thousand two hundred fifteen dollars (\$674,215.00).

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, to approve the proposed ordinance to execute a Contract with Keller Construction Company, Inc. for the 2015 Asphalt Mill & Overlay Project. Upon roll being called the vote was as follows: Councilman Funston, yea; Councilwoman Martin, yea; Councilman Riggs, yea; Mayor Riedel, yea; Motion carried.

Said bill was then identified as Ordinance No. 7721 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk. The agreement was identified as Contract No. 2015-11.

**AN ORDINANCE TO EXECUTE CHANGE ORDER NO. 2 WITH DAVID E. ROSS CONSTRUCTION COMPANY FOR CONSTRUCTION OF THE MARYVILLE WASTEWATER TREATMENT PLANT**

The City Clerk presented a bill, Bill No. 2015'21 for an ordinance entitled:

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MARYVILLE, MISSOURI, TO EXECUTE CHANGE ORDER NO. 2, OF A CONTRACT BETWEEN THE CITY OF MARYVILLE, MISSOURI AND DAVID E. ROSS CONSTRUCTION COMPANY, FOR THE CONSTRUCTION OF THE MARYVILLE WASTEWATER TREATMENT PLANT, MARYVILLE, MISSOURI.**

On July 22, 2013, the City of Maryville approved a bid from David E. Ross Construction Company for construction of a new wastewater treatment facility in an amount of eleven million four hundred thirty-eight thousand eight hundred dollars (\$11,438,800). The contractor has worked diligently with HDR Engineering, Inc. and City staff to keep the project on schedule and under budget and on the timeline agreed to with the Department of Natural Resources (DNR).

On August 11, 2014, the City Council approved Change Order No. 1 for the project which resulted in a decrease of fifty-eight thousand two hundred sixty-five thousand and 30/100 dollars (\$58,265.30). The change order included a major alteration to the East Lift Station which staff off set by changing the proposed parking area and drive from concrete to gravel. Change Order No. 1 also included an additional sixty (60) days added to the contract to account for weather days accrued between July 2013 and February 2014 when work could not be accomplished. With the project nearing completion, David E. Ross Construction Company has submitted Change Order #2 for consideration. Change Order #2 results in an addition of eighty-nine thousand one hundred thirty and 23/100 dollars (\$89,130.23) to the construction contract. A breakdown of the proposed changes are as follows: Change in Permanent Road to Steins property (\$14,129.00); Modification to upgrade electrical components at East Lift Station (\$62,943.32); Structure change at the UV Disinfection Structure (\$1,610.73); Change in SCADA scope of work (\$2,152.82); Change in parking to add paved parking at the Operations and Headwork's Building (\$12,600); and to add an additional thirty (30) days to the contract due to weather days from March 2014 through January 2015. The additional time still falls within the timeframe allotted by the Department of Natural Resources for compliance.

Change Order No. 2 revises the total construction contract with David E. Ross Construction Company to eleven million four hundred sixty-nine thousand six hundred sixty-four and 93/100 dollars (\$11,469,664.93). The revised

contract amount equals twenty-sevenths of a percent (0.27%) or thirty thousand eight hundred sixty-four and 93/100 dollars (\$30,864.93) increase to the multi-million project.

The FY15 Budget includes five million nine hundred sixty-three thousand six hundred forty-seven (\$5,963,647) in the Wastewater Construction Fund for completion of the Maryville Wastewater Treatment Plant Project. The ordinance to approve the construction contract with David E. Ross Construction Company included the administrative ability to approve change orders up to a total of two percent (2%) of the contract amount or two hundred twenty-eight thousand seven hundred seventy-six dollars (\$228,776). On a project of this magnitude and under the tight timeframe for operation by DNR, granting administrative approval of minor change orders was critical for project completion. The Change Order No. 2 increase of thirty thousand eight hundred sixty-four and 93/100 dollars (\$30,864.93) is well within administrative ability per the ordinance.

Staff recommends approving the proposed ordinance to execute Change Order #2 with David E. Ross Construction Company in an amount of eighty-nine thousand one hundred thirty and 23/100 dollars (\$89,130.23) and an additional thirty (30) working days to the construction schedule. According to Change Order No. 2, the substantial completion date would be amended to May 10, 2015. The revised timeframe still allows ample time for PeopleService, Inc. and City staff to get the plant operational by the July 1, 2015 mandated DNR schedule of compliance.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, to approve an ordinance to execute Change Order No. 2 with David E. Ross Construction Company for Construction of the Maryville Wastewater Treatment Plant. Upon roll being called the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Funston, yea; Mayor Riedel, yea; Motion carried.

Said bill was then identified as Ordinance No. 7722 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk. The agreement was identified as Original Contract No. 2013-40.

**AN ORDINANCE TO EXECUTE AN ENGINEERING SERVICES CONTRACT WITH SNYDER AND ASSOCIATES, INC. FOR THE SPOOFHOUND TRAIL EXTENSION, PROJECT NO. TAP-4300(109).**

The City Clerk presented a bill, Bill No. 2015'22 for an ordinance entitled:

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MARYVILLE, MISSOURI, TO EXECUTE AN ENGINEERING SERVICES CONTRACT WITH SNYDER AND ASSOCIATES, INC., FOR THE SPOOFHOUND TRAIL EXTENSION, PROJECT NO. TAP-4300(109), MARYVILLE, MISSOURI.**

The City of Maryville was notified by the Missouri Department of Transportation (MoDOT) on January 12, 2015 that the Transportation Enhancement (TE) Committee has selected the City's application for Transportation Alternative Program funds for the Spoofohound Trail Extension, Project No. TAP-4300 (109). Transportation Alternative Program (TAP) funds are authorized under the Moving Ahead for Progress in the 21st Century Act (MAP-21) to provide for a variety of alternative transportation projects. The TAP replaces the funding from the pre-MAP-21 programs

including Transportation Enhancements, Recreational Trails, Safe Routes to School, and Scenic Byways, wrapping them into a single funding source.

The Spoofhound Trail Extension, Project No. TAP-4300 (109) seeks to enhance the City of Maryville's pedestrian and bicycle system by extending an eight (8) foot wide concrete trail approximately 900 linear feet. The project will complete a crucial gap in the network by connecting two (2) prior Transportation Enhancement (TE) funded projects, a Safe Routes to School Trail, and a trail installed with the City's reconstruction of Munn Avenue last year. Construction of the final piece would allow public use of over one and one half (1.5) miles of uninterrupted off-street concrete trails. The entire project is located on property owned by the Maryville R-II School District and would require the minor relocation of access points to ensure continuous public use. The trail extension will be designed as American's with Disabilities Act (ADA) compliant and further encourage more students to walk or bike to school by connecting the High School entry points with the Maryville Middle School and adjacent neighborhoods. The project also connects patients and visitors at St. Francis Hospital to a lengthy trail network heading toward Northwest Missouri State University along Munn Avenue.

The proposed ordinance executes an Engineering Services Contract (ESC) with Snyder and Associates, Inc. for design and construction phase engineering services. According to Missouri Department of Transportation (MoDOT) Local Public Agency (LPA) manual, Section 136.4.2.4.3., allows for the selection of an On-Call Consultant from MoDOT's approved list without advertisement. The process is administered by MoDOT and quality assurance is provided by the Missouri ACEC and Missouri FHWA. The proposed project is considered a short trail extension (900 lf.) and does not contain significant elevation or property owner concerns. Due to those reasons, staff recommends selection of Snyder and Associates, Inc. from the On-Call Consultant List.

The total estimate for engineering and construction of the Spoofhound Trail Extension is one hundred sixty-three thousand six hundred seventy-eight dollars (\$163,678). The TAP agreement provides a federal share of the total project at eighty percent (80%) in a not-to-exceed amount of one hundred thirty thousand nine hundred forty-two dollars (\$130,942). The proposed ESC is for a total amount not-to-exceed thirty thousand nine hundred thirty-one and 77/100 dollars (\$30,931.77) with seventeen thousand seven hundred five and 10/100 dollars (\$17,705.10) scheduled for the design phase and thirteen thousand two hundred twenty-six and 67/100 (\$13,226.67). These costs are eligible for eighty percent (80%) reimbursement from TAP. Although the FY15 Budget does not include funds for this project, the Capital Improvement Fund contains reserve amounts satisfactory for the local match. Code Enforcement Officer, Ben Roed, has completed seventy-five percent (75%) of classes required to become a certified project inspector by MoDOT. Mr. Roed will shadow Snyder's construction phase of the project to obtain hands on experience. Once the employee is certified and fully trained, the City will no longer be required to spend financial resources on the inspection of MoDOT funded projects.

Staff recommends approving the ordinance to enter into an Engineering Services Contract with Snyder and Associates, Inc. for the Spoofhound Trail Extension, Project No. TAP-4300(109). The proposed project will physically connect four (4) previous trail projects to assist pedestrians with additional infrastructure and alternative modes of transportation. The City of Maryville and Snyder and Associates, Inc. will work in conjunction with the Maryville R-II School District to ensure the design reflects both community and student needs. Snyder & Associates, Inc. has performed engineering services at a high level for the City of Maryville in the past, including most recently the Munn Avenue Trail Extension Project, from South Avenue to Victory Lane.



Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, to approval of an Ordinance to Execute an Engineering Services Contract with Snyder and Associates, Inc., for the Spoofohound Trail Extension, Project No. TAP-4300(109). Upon roll being called the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Shipley, absent; Councilman Funston, yea; Mayor Riedel, yea; Motion carried.

Said bill was then identified as Ordinance No. 7723 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk. The agreement was identified as Contract No. 2015-12.

**AN ORDINANCE TO EXECUTE A CONTRACT WITH ALLIED SYSTEMS, INC. FOR THE EMERGENCY PURCHASE AND INSTALLATION OF AN ELECTRICAL BACKPLATE PANEL FOR THE SOUTHWEST LIFT STATION**

The City Clerk presented a bill, Bill No. 2015'23 for an ordinance entitled:

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MARYVILLE, MISSOURI, TO EXECUTE A CONTRACT WITH ALLIED SYSTEMS, INC., FOR THE EMERGENCY PURCHASE AND INSTALLATION OF AN ELECTRICAL BACKPLATE PANEL FOR THE SOUTHWEST LIFT STATION, MARYVILLE, MISSOURI.**

The Southwest Lift Station is a crucial part of the Maryville sanitary sewer collection system. The FY15 Budget includes \$25,000 for the electrical/control panel replacement at this lift station. During the time that quotes were being compiled the existing panel has malfunctioned causing another pump to burn up. Currently, the lift station is running on a 21.5 HP pump and a 30 HP pump, with the 70 HP pump in need of further repair. A new electrical backplate panel will prevent future pump issues and return the unit to normal operation. The proposed unit also includes a callout system in order to notify staff if/when there are issues to ensure a rapid response. Staff inspects the station daily at a minimum daily; however without a callout system, there is no way to know of a malfunction.

Due to the emergency situation this has created, staff recommends waiving the official bid process and proceeding with an emergency installation by Allied Systems, Inc. in an amount not-to-exceed eleven thousand five hundred ninety-eight and 95/100 dollars (\$11,598.95).The bid includes an additional four hundred fifty dollars (\$450) to expedite the repair and have the electrical backplate on site the week of March 16, 2015 instead of the week of March 30, 2015.

Staff recommends approving the proposed ordinance with Allied Systems, Inc. to purchase and install a new electrical backplate for the Southwest Lift Station for a cost not-to-exceed eleven thousand five hundred ninety-eight and 95/100 dollars (\$11,598.95). The repair was budgeted for this fiscal year; however has become emergency in nature.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, to approval of an Ordinance to execute a contract with Allied Systems, Inc. for the emergency purchase and installation of an electrical backplate panel for the Southwest Lift Station. Upon roll being called the vote was as follows: Councilman Riggs, yea; Councilman Funston, yea; Councilwoman Martin, yea; Mayor Riedel, yea; Motion carried.

Said bill was then identified as Ordinance No. 7724 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk. The agreement was identified as Contract No. 2015-13.

**AN ORDINANCE TO EXECUTE A CONTRACT WITH ALLIED SYSTEMS, INC. FOR THE EMERGENCY REPAIR OF THE 70 HP HOMA PUMP AT THE SOUTHWEST LIFT STATION.**

The City Clerk presented a bill, Bill No. 2015'24 for an ordinance entitled:

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MARYVILLE, MISSOURI, TO EXECUTE A CONTRACT WITH ALLIED SYSTEMS, INC., FOR THE EMERGENCY REPAIR OF THE 70 HP HOMA PUMP AT THE SOUTHWEST LIFT STATION, MARYVILLE, MISSOURI.**

The Southwest Lift Station is a crucial part of the Maryville sanitary sewer collection system. The existing electrical panel has malfunctioned causing the 70 HP pump major problems requiring repair. Currently, the lift station is running on a 21.5 HP pump and a 30 HP pump which will be insufficient during a high volume weather event. Due to the emergency situation this has created, staff recommends waiving the official bid process and proceeding with an emergency repair by Allied Systems, Inc. in an amount not-to-exceed eleven thousand three hundred seventy-one thousand dollars (\$11,371.00).

Staff recommends approving the proposed ordinance with Allied Systems, Inc. for an emergency repair of the 70 HP Homa pump at the Southwest Lift Station for an amount not-to-exceed \$11,371.00. Repair of the pump is essential for the lift station to run properly and meet sanitary sewer needs during wet weather events.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Funston, seconded by Councilwoman Martin, to approval of an ordinance to execute a contract with Allied Systems, Inc. for the emergency repair of the 70 HP Homa Pump at the Southwest Lift Station. Upon roll being called the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Funston, yea; Mayor Riedel, yea; Motion carried.

Said bill was then identified as Ordinance No. 7725 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk. The agreement was identified as Contract No. 2015-14.

**AN ORDINANCE TO EXECUTE A CONTRACT WITH WHITE CLOUD ENGINEERING & CONSTRUCTION COMPANY, INC. FOR THE DESIGN-BUILD OF IMPROVEMENTS TO THE SANITARY SEWER SYSTEM AT MOZINGO LAKE RECREATION PARK.**

The City Clerk presented a bill, Bill No. 2015'25 for an ordinance entitled:

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MARYVILLE, MISSOURI, TO EXECUTE A CONTRACT WITH WHITE CLOUD ENGINEERING AND CONSTRUCTION COMPANY, INC. FOR THE DESIGN-BUILD OF IMPROVEMENTS TO THE SANITARY SEWER SYSTEM AT MOZINGO LAKE RECREATION PARK, MARYVILLE, MISSOURI.**

Due to Councilman Funston's previous employment with White Cloud Engineering and Construction Company, Inc., he has recused himself from discussion or vote on this item by leaving the Council Chambers.

The City of Maryville recently released a Request for Proposals (RFP) for the design and build of improvements to the Mozingo Sanitary Sewer Treatment Facility. The RFP submittal period ended on March 5, 2015 and the City received a total of one (1) response for the design/build project.

The existing sanitary sewer system utilizes a Septic Tank/Recirculating Sand Filter/Disinfection System with the plant located adjacent to Highway 136. The current system is permitted for the treatment of eight thousand (8,000) gallons per day. This project is a design-build for final disposal of ten thousand (10,000) gallons per day of effluent from the sewer plant. The project does not include any modification of the existing plant. The desired improvement will serve anticipated peak wastewater flows and expansion to accommodate future growth while meeting compliance with all Missouri Department of Natural Resources (MDNR) regulations and effluent limits. The current sanitary sewer system is under Missouri State Operating Permit (MSOP) MO-0129194.

The City received one (1) bid response for this project from White Cloud Engineering & Construction, Inc. with a bid amount of one hundred four thousand four hundred forty-four dollars (\$104,444.00). The firm is very familiar with the waste treatment needs of Mozingo Lake Recreation Park and has for many years maintained the current waste treatment facility. A small pump station, return and supply lines, and electrical connections are included. The type of disposal field selected is referred to as drip irrigation, which will take about 1 acre of undisturbed ground. White Cloud Engineering & Construction, Inc. researched other types of disposal systems and determined that the zero discharge system is the most appropriate for the park. The main benefits of this type of system are that it will increase the overall system capacity for Mozingo, which will comfortably allow future developments. Additionally, zero discharge systems are a preferred system by the Missouri Department of Natural Resources to address discharge issues such as ammonia release into clean water. With the zero discharge system, there will be no release of ammonia or any other related particles, into the downstream water system.

If approved, White Cloud would begin immediately with the design of the proposed system, beginning with a soil morphology test to determine design criteria. Design and permitting of the project is anticipated to take approximately 4-5 months with construction taking approximately six (6) weeks and scheduled for the fall 2015.

The FY15 Budget has a budgeted line item of one hundred thousand dollars (\$100,000) in the Mozingo Recreation Fund for the design-build of the improvements to the sanitary sewer system at Mozingo Lake Recreation Park. White Cloud Engineering Construction Company, Inc. has proposed a fee of one hundred four thousand four hundred forty-four dollars (\$104,444.00) for the completion of the project. While the bid is over the budgeted amount, it is less than 5%. The Mozingo Recreation Fund has sufficient reserves to cover the additional four thousand four hundred forty-four dollars (\$4,444).

Staff recommends approving the proposed ordinance to execute a contract with White Cloud Engineering & Construction Company, Inc. for the design-build of sanitary sewer improvements at Mozingo Lake Recreation Park in an amount not-to-exceed one hundred four thousand four hundred forty-four dollars (\$104,444). The proposed project will

increase the capacity of the sewer treatment facility from to ten thousand (10,000) gpd. The increased capacity will help to facilitate any future developments with the park.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, to approval of an Ordinance to execute a contract with White Cloud Engineering & Construction Company, Inc. for the design-build of improvements to the sanitary sewer system at Mozingo Lake Recreation Park. Upon roll being called the vote was as follows: Councilman Funston, abstain; Councilwoman Martin, yea; Councilman Riggs, yea; Mayor Riedel, yea; Motion carried.

Said bill was then identified as Ordinance No. 7726 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk. The agreement was identified as Contract No. 2015-15.

**AN ORDINANCE TO EXECUTE A CONTRACT WITH SFS ARCHITECTURE FOR ARCHITECTURAL DESIGN SERVICES FOR A WELCOME CENTER AT MOZINGO LAKE RECREATION PARK.**

The City Clerk presented a bill, Bill No. 2015'26 for an ordinance entitled:

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MARYVILLE, MISSOURI, TO EXECUTE A CONTRACT WITH SFS ARCHITECTURE FOR ARCHITECTURAL DESIGN SERVICES FOR A WELCOME CENTER AT MOZINGO LAKE RECREATION PARK, MARYVILLE, MISSOURI.**

In October, 2014 the City of Maryville approved the Mozingo Lake Recreation Park Master Plan. A central component of the Master Plan and one of the most significant structures to be added to the property is a new visitor's center/administration office building. This facility is to be located along the entry road into the park and house an information desk, rental headquarters, gift shop, convenience store, storage facilities, and offices for administration.

For the general public, the structure will be the Welcome Center for Mozingo Lake Recreation Park. Park patrons will utilize the facility as a go-to place for check-in, information, recommendations, rental equipment, reservations, and concessions. Visitors will be encouraged to stop at the center when first entering the site in order to check into their cabin or purchase a permit to boat on the lake. The Welcome Center will also offer convenience store items such as dry foods and bottled drinks, small bait shop, gift shop, interpretive wall, permit counter, game room, and restrooms. The basement floor of the building will be open for storage and storm shelter needs. The Welcome Center will also provide office space for the park operations manager, maintenance manager, recreation coordinator, MOERA representative, receptionist, and up to four (4) interns. A conference room will be included to accommodate meetings for ten-to-twelve people.

The City of Maryville recently released a Request for Proposals (RFP) for architectural design services for a Welcome Center at Mozingo Lake Recreation Park. The City received a total of ten (10) responses for the project. A nine (9) member committee reviewed each submittal with two (2) firms receiving interviews. The committee determined that SFS Architecture of Kansas City, MO has the background and experience that most closely matched the needs outlined in the RFP.

The Scope of Services (SOS) proposed by SFS Architecture include a Pre-Design Site Visit at which a work plan and schedule will be developed. SOS also includes preliminary design that includes topographic survey, geotechnical survey, preliminary and final design concepts (3-D architectural plans, site plan, landscaping plan, floor plan), and a final project cost estimate.

The FY15 Mozingo Fund Budget has a budgeted line item of thirty thousand (\$30,000) to be used towards design services. Of that thirty thousand dollars (\$30,000), a minimum of fifteen thousand dollars (\$15,000) was earmarked for the design of the welcome center. An additional fifteen thousand dollars (\$15,000) was included should a more extensive design of the welcome center be required, or for use towards the design of the “Point Pavilion”. At this time, staff is recommending utilizing the full amount towards the design of the Welcome Center to bring the design of the welcome center to the point of construction documents.

While engineering services are billed per hour, SFS has proposed nine and one half percent (9.5%) of construction cost rate. The estimated construction cost budget is between two hundred fifty thousand and four hundred thousand dollars (\$250,000 - \$400,000). The standard AIA contract with SFS Architecture is proposed as a “not-to-exceed” amount of thirty thousand dollars (\$30,000).

Staff recommends approving the proposed ordinance to execute a contract with SFS Architecture for architectural design services for the Welcome Center at Mozingo Lake Recreation Park in an amount not-to-exceed thirty thousand dollars (\$30,000). The welcome center has been identified in the Mozingo Master Plan as a critical development towards improving operations and customer service.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, 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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Riggs, seconded by Councilwoman Martin, to approve an ordinance to execute a contract with SFS Architecture for architectural design services for a Welcome Center at Mozingo Lake Recreation Park. Upon roll being called the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Funston, yea; Mayor Riedel, yea; Motion carried.

Said bill was then identified as Ordinance No. 7727 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk. The agreement was identified as Contract No. 2015-16.

## **REPORTS**

### **I. NWMSU/Student Senate Liaison**

Dannen Merrill was not present.

### **II. CITY MANAGER**

- *Tree City USA Designation* – The City of Maryville has been named a 2014 Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management. Maryville achieved the recognition by meeting the program’s four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least two dollars (\$2) per capita and an Arbor Day observance and proclamation. The Tree City USA program is sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest

Service and the National Association of State Foresters. The recognition marks Maryville's 17<sup>th</sup> Annual Tree City USA designation.

- *Board of Code Appeals Meeting* – The Board of Code Appeals will meet on March 26, 2015 at 5:00 p.m. in the City Council Chambers. The board will address three (3) structures tagged as dangerous and unsafe buildings. The structures are located at 212 W. 2<sup>nd</sup> Street, 1321 E. 2<sup>nd</sup> Street, and 202 S. Hester Street. The board of Code Appeals will hold a hearing and then make a written Findings of Fact based upon evidence offered at the hearing as to whether or not the building in question is a “dangerous building” as defined by Section 530.010 of the Municipal Code of Maryville. If the determination is made, the property owner will have sixty (60) days to repair/remove the structure before the City can act under Section 530.010.
- *2<sup>nd</sup> City Council Meeting in March* – The regularly scheduled City Council meeting for March 23, 2015 has been moved to March 30, 2015 at 7:00 p.m. The move will ensure all council members are present for what appears to be a crucial and lengthy agenda of City business.
- *CCTV Inspection Trailer Unit RFP* – The City of Maryville is requesting proposals for a CCTV installation trailer unit. The closed circuit television unit will be used to assist the newly formed Sewer Maintenance Division of Public Works with identifying problem areas in the city's wastewater system. The unit will be capable of videoing six inch (6”) lines and larger and will assist in preparing solutions for items found in the smoke testing report. The smoke testing report identifying numerous areas of inflow and infiltration (I&I) of storm water into the sanitary sewer system. An option pre-bid meeting will be held Wednesday, March 11, 2015 at 10:00 a.m. Bids are due by 1:00 p.m. on Wednesday, March 25, 2015. The unit will be funded from the sizeable I&I line item included in the FY15 Budget.
- *Water Patrol & Rescue Boat RFP* – The City of Maryville has initiated a Request for Proposals (RFP) process to identify a vendor qualified to provide a water patrol and rescue boat with a trailer. Maryville Public Safety is responsible for all water patrol and rescue operations on the one thousand (1,000) acre lake at Mozingo Lake Recreation Park. The current boat has served well; however nearing the end of its useful life. Bids are due no later than 4:00 p.m. on Wednesday, March 18, 2015.
- *Maryville Public Safety Milkbone Award* – On February 27, 2015, the Maryville Middle School's Student Council Recognition Committee honored Maryville Public Safety with the Golden Milkbone Award. Students honored numerous police and dispatchers for the impact they have on our community at the school's general assembly. Students noted general community protection, weather alerts, job shadow experiences, Santa Cops for Kids and the Kickball Fundraiser as justification for the award.
- *Maryville Parks and Recreation Department Fellow Award* – Rod Auxier, Director of Maryville Parks and Recreation Department, was awarded the eighty-fifth (58<sup>th</sup>) winner of the Fellow Award at the Missouri Park and Recreation Association State Conference this past week. This is the highest award given by the association and is a great honor. The Fellow Award is given to individuals that have rendered outstanding service to recreation and/or parks in the state of Missouri. Fellow Award recipients are distinguished by having at least ten (10) years of service as an administrator in the parks and recreation field, demonstrate distinctive and innovative leadership, and have consistently advanced the field of parks and recreation through published professional research, writing, and speeches.

- *Watson 9 at Mozingo Lake Recreation Park* – Tom Watson visited the Mozingo Lake Recreation Park clubhouse on Wednesday, January 18, 2015 for an hour long interview with Northwest Missouri State University President Dr. John Jasinski. The interview will air on KXCV/KRNW on March 10, 2015. The topics of conversation included how Tom Watson first became interested in golf, career highlights, and golf tips for youth golfers. This interview was also videotaped and when clips are available will be available for viewing online.
- *Pizza Ranch* - South Cross Properties, LLC is pleased to announce their intent to construct a new Pizza Ranch restaurant in Maryville, MO. South Cross Properties, LLC has been partnering with the City of Maryville and Nodaway County Economic Development to facilitate the project for the last several months. Pizza Ranch will be located on a 2.24 acre tract of land north of the new Casey’s General Store at the intersection of Highway 71 Bypass and East First Street. The new fast casual family restaurant will focus on legendary pizza, chicken, salad bar, desert, and buffet. The facility will be six thousand (6,000) square feet and create approximately sixty to eighty (60-80) jobs in the local economy. South Cross Properties, LLC is excited to be coming to Maryville. Co-Owner and General Manager Joel Wissler will be making his home in Maryville and running day-to-day operations of the restaurant. Pizza Ranch is headquartered in Orange City, Iowa with over one hundred eighty (180) locations across thirteen (13) states including Iowa, Minnesota, South Dakota, North Dakota, Wisconsin, Michigan, Nebraska, Illinois, Kansas, Missouri, Montana, Wyoming, and Colorado. The company was founded by Adrie Groeneweg in 1981 in Hull, Iowa. The Maryville City Council entered into a Development Agreement with prior owner Maryville East Side Development, LLC in June 2014 to facilitate proper infrastructure extensions to encourage development of the site. The new Maryville facility is looking to open for business during the third quarter of 2015.

**CITY COUNCIL**

- *Pizza Ranch* – Mayor Riedel asked for people to be welcoming of the new business.

**ADJOURNMENT**

Motion was then made by Councilwoman Martin, seconded by Councilman Riggs, to adjourn the meeting. Upon roll being called, the vote was as follows: Councilman Riggs, yea; Councilman Funston, yea; Councilwoman Martin, yea; Mayor Riedel, yea. Motion carried. Meeting was adjourned at 8:34 p.m.

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Renee Riedel, Mayor

ATTEST:

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Sheila Smail, City Clerk