

**CITY COUNCIL MINUTES**  
**JANUARY 25, 2022**

The Council of the City of Fulton, Missouri, met in Regular Session on Tuesday, January 25, 2022 in the Council Chambers of City Hall located at 18 E. 4th Street. Present and presiding were: Mayor Lowe Cannell; Darrell Dunlap, Interim Director of Administration/Superintendent of Utilities; Courtney L. Doyle, City Clerk; and William Ladwig, Police Chief. The meeting was called to order by Mayor Cannell at 6:30 p.m. Roll call was taken by the City Clerk, and members of the Council present were: Braun, Combs, Nelson, Rehklau, Simmons, Stone, Washington, and West. Also present were: Kathy Holschlag, Chief Financial Officer; Kyle Bruemmer, City Engineer; Dennis Houchins, Planning & Protective Services Director; Clay Caswell, Parks & Recreation Director; Kevin Coffelt, Fire Chief; Robert Boone, Assistant Director of Administration; Michelle Maupin, Human Resources Director; Rev. Bruce Williamson; Darin Wernig and Mike Haldeman, Audio/Video; Michael Shine of *The Fulton Sun*; and visitor: Arron Pauley.

**INVOCATION:**

Invocation was given by Rev. Williamson.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Rev. Williamson.

**COMMENTS FROM VISITORS:**

Mayor Cannell asked any attendees not listed on tonight's agenda, but whom wished to address the Council, to please come to the podium, state their name, address and area of concern, and to keep comments under five (5) minutes. A digital timer was administered and monitored by the City Clerk.

There were none.

**APPROVAL OF THE CONSENT AGENDA:**

The following items were distributed to each member of the City Council for review and study as a part of their council packet. Mayor Cannell presented each item and stated the Council may choose to remove any item from the Consent Agenda for discussion at this time.

- a. Approval of the City Council meeting minutes of November 23, 2021.
- b. Approval of the City Council meeting minutes of November 30, 2021.
- c. Approval of the City Council meeting minutes of December 14, 2021.
- d. Approval of the City Council meeting minutes of January 4, 2022.
- e. Approval of the City Council meeting minutes of January 18, 2022.
- f. Approval of the Director of Administration report of December 2021.

Councilman West requested to remove the Director of Administration report from the Consent Agenda for further discussion.

Motion was offered by Councilman Braun and seconded by Councilman Stone to approve the remaining items on the Consent Agenda, as presented. Motion carried with eight members of the Council voting in favor.

**CONSENT AGENDA ITEMS FOR DISCUSSION:**

- f. Approval of the Director of Administration Report of December.

Councilman West stated there were no monthly expenses (including utility costs at Legends Rec-Plex) outlined in the Parks & Recreation report, and he would like to see them reflected. Clay Caswell, Parks & Recreation Director, noted this has always been a timing issue, and expenses are reflected in the monthly financial report. Kathy Holschlag, Chief Financial Officer, estimated the Rec-Plex's utilities costs to be an average of \$6,000-7,000 per month.

Councilman Braun asked why the city is billing utilities to individual facilities. Holschlag noted the city charges all departments for utility costs, and beginning with the January bill, departments will be able to monitor their usage/billing for the various facilities. This will allow departments to monitor usage and incentivize conserving energy.

City Clerk Courtney Doyle invited Police Chief Ladwig forward to inform the City Council of equipment the department recently acquired from the Missouri Highway Patrol. Chief Ladwig noted the department was informed of surplus property available to law enforcement agencies at no cost, and Fulton Police Department was the first department to arrive and obtain a large amount of useful equipment. Chief Ladwig estimated the department obtained between \$5,000-7,000 in safety and operational equipment that will allow the department to focus funds towards other much-needed items this year.

Motion was offered by Councilman West and seconded by Councilman Braun to approve the Director of Administration report for the month of December as presented. Motion carried with eight members of the Council voting in favor.

**PRESENTATION AND ACCEPTANCE OF THE DECEMBER FINANCIAL REPORT:**

The Financial Report for the month of December was presented for acceptance, and Kathy Holschlag, Chief Financial Officer, was present to answer any questions from the Council.

Holschlag stated the city has recorded eleven months of sales tax collections, and numbers lie 9.6% ahead of 2020 figures; this percentage represents nearly \$378,000 in additional sales tax revenue. Holschlag urged the Council to bear in mind that the rate of inflation reduces the lead significantly.

Holschlag noted December was a three-payroll month, and a portion of the first payroll in January was accrued back for one week worked in December. The City recorded \$750,000 in property tax collections and approximately \$38,000 in city sticker fees. The use tax has brought in approximately \$492,000 over an eleven-month period.

Councilman West noted the general fund was over budget. Holschlag reported the Police and Fire Departments experienced significant COVID outbreaks throughout 2021 leading to a large number of overtime hours.

Following brief discussion, motion was offered by Councilman West and seconded by Councilwoman Rehlau to accept the Financial Report for the month of December as presented. Motion carried with eight members

of the Council voting in favor.

**UNFINISHED BUSINESS:**

- a. Smart Grid update.

Darrell Dunlap, Superintendent of Utilities, stated the city pulled four routes electronically. Of the approximately 2,000 meters pulled electronically, there were few misreads noted. Utility IT Staff is working on the remaining two routes that have water, gas, and electric. The city hopes to be able to bill from these remaining routes in February.

- b. Legends Rec-Plex update.

Clay Caswell, Parks & Recreation Director, reported increased traffic, improved operations, additional programs, and growing membership numbers at the facility. In the seven months the facility has been open, 17,000 visitors have come through the doors. Program registrations are now available online through the city's websites, and the department hopes to be able to include facility reservations in the future although Caswell cautioned there are logistical issues with making facility reservations available online.

**NEW BUSINESS:**

- a. Garnett Garrett, President of the Callaway Cruisers Car Club, will be present to request the following street closures for car shows:
    - i. June 4, 2022, 3:00-8:00 p.m. – Ravine Street between First & Second Streets\*
    - ii. August 6, 2022, 3:00-8:00 p.m. – Fifth Street between Court & Nichols Streets\*
- \*These requests have been reviewed and approved by Chief Ladwig

Unfortunately, Mr. Garrett was not present at the meeting to present this request. Much discussion followed regarding the Council's desire to move away from disrupting traffic for a car show and their hopes for the group to utilize a parking lot in the future.

Motion was offered by Councilman Braun and seconded by Councilwoman Rehlau to authorize the events as requested. Motion carried with eight members of the Council voting in favor.

**COUNCIL CONCERNS:**

Councilwoman Nelson stated she recently met Courtney Harrison, Executive Director of SERVE. The organization is doing wonderful work within the community and needs donations to assist with continuing operations. Councilwoman Nelson encouraged anyone who is able to assist or set up a fundraiser to do so.

Councilman Washington stated he would like to see the city establish a warming center to help those who are displaced or homeless.

Councilman Braun asked that the Council begin reviewing fees again at a future meeting.

Councilman Stone stated the cold weather is hard on the city's streets and encouraged everyone to look for areas that could be repaired. Councilman Stone would like to see the city place large recycling receptacles from mid-December to mid-January. Councilman Braun also recommended omitting yard waste collection during the winter months.

## RESOLUTIONS:

Resolution No. 3431 was presented for adoption by Councilman Stone.

- a. Resolution No. 3431: A Resolution authorizing the Mayor, on behalf of the City of Fulton, Missouri, to make application and sign all necessary documents in relation to the Local Violent Crime Prevention Grant issued through the Missouri Department of Public Safety and establishing an effective date.

Motion was offered by Councilman Stone and seconded by Councilman West to adopt Resolution No. 3431 at tonight's Council meeting. Motion carried with eight members of the Council voting in favor.

Resolution No. 3432 was presented for adoption by Councilman Braun.

- b. Resolution No. 3432: A Resolution authorizing the destruction of city records that have met retention requirements in accordance with RSMo. Chapter 109 and applicable State retention schedules.

Motion was offered by Councilman Braun and seconded by Councilman Rehklau to adopt Resolution No. 3432 at tonight's Council meeting.

City Clerk Doyle noted that this is an annual request to destroy records in accordance with state law. Doyle noted these records consist of non-violent offenses that are primarily traffic-related. Motion carried with eight members of the Council voting in favor.

Resolution No. 3433 was presented for adoption by Councilman Combs.

- c. Resolution No. 3433: A Resolution authorizing the Mayor, on behalf of the City of Fulton, Missouri, to sign all necessary documents in relation to the First Addendum to the Pole Attachment License Agreement with Callabyte Technology, LLC., and establishing an effective date.

Motion was offered by Councilman Combs and seconded by Councilman Braun to adopt Resolution No. 3433 at tonight's Council meeting. The original agreement between the City and Callabyte was adopted in 2018; prices for conduit were not clearly established at that time.

During their recent meeting, the Public Utility Board recommended the City Council authorize this resolution. Motion carried with eight members of the Council voting in favor.

Resolution No. 3434 was presented for adoption by Councilman Washington.

- d. Resolution No. 3434: A Resolution authorizing the Mayor, on behalf of the City of Fulton, Missouri, to sign all necessary documents in relation to a Contract with Fletcher-Reinhardt Company of Bridgeton, Missouri, for services pertaining to Substation Transformer Testing and other associated services.

Motion was offered by Councilman Washington and seconded by Councilman West to adopt Resolution No. 3434 at tonight's Council meeting. Darrell Dunlap, Interim Director of Administration/Superintendent of Utilities noted the city does oil testing on the transformers annually. These services will also include electronic testing; any repairs will incur an additional fee. There are no anticipated outages.

During their recent meeting, the Public Utility Board recommended the City Council authorize this resolution. Motion carried with eight members of the Council voting in favor.

Resolution No. 3435 was presented for adoption by Councilwoman Nelson.

- e. Resolution No. 3435: A Resolution authorizing the Mayor, on behalf of the City of Fulton, Missouri, to sign all necessary documents in relation to a Contract with B&N Inspection of St. Louis, Missouri, for Water Tower and Tank inspection, testing, planning, and other associated services.

Motion was offered by Councilwoman Nelson and seconded by Councilman Stone to adopt Resolution No. 3435 at tonight's Council meeting.

Kyle Bruemmer, City Engineer, noted B&N assessed the tanks and reviewed the items that were visible and did not require more extensive review. B&N assisted the city with establishing what work needed to be completed in comparison to desired modifications whilst also considering DNR requirements. B&N will put together the project plans and specs and will then assist once repairs are complete.

Dunlap noted the elevated tank has a golf ball sized hole. At this time, the city believes there will be increased costs to address this issue; costs are estimated to be approximately \$150,000-200,000.

During their recent meeting, the Public Utility Board recommended the City Council authorize this resolution. Motion carried with eight members of the Council voting in favor.

#### **ORDINANCES:**

There were no ordinances for consideration at this meeting.

#### **ANNOUNCEMENTS:**

- a. The next meeting of the City Council will be held Tuesday, February 8, 2022. A Work Session will commence at 6:30 p.m. with Regular Session to follow at 7:00 p.m.

#### **EXECUTIVE SESSION:**

Mayor Cannell said there was a need to enter into an Executive Session pursuant to 610.021, Subsection Two (2), RSMO, to discuss hiring, firing, disciplining, or promotion of an employee of a public governmental body.

Motion was offered by Councilman Braun and seconded by Councilwoman Rehkla to enter into Executive Session.

Roll call vote of the members of the Council was as follows: Combs, YES; Nelson, YES; Rehkla, YES; Simmons, YES; Stone, YES; Washington, YES; West, YES; Braun, YES. Motion carried with eight members of the Council voting in favor.

The Council exited to the Executive Conference Room and entered the Executive Session at 7:29 p.m.

The Council reentered the Council Chambers at 9:13 p.m. Motion was offered by Councilwoman Nelson and seconded by Councilman West to exit Executive Session.

Roll call vote of the members of the Council was as follows: Nelson, YES; Rehklau, YES; Simmons, YES; Stone, YES; Washington, YES; West, YES; Braun, YES; Combs, YES. Motion carried with eight members of the Council voting in favor.

The Council exited Executive Session at 9:13 p.m.

**ADJOURNMENT:**

There being no further business to come before the Council, motion was offered by Councilman Braun and seconded by Councilman West to adjourn this meeting. Motion carried with eight members of the Council voting in favor. The meeting adjourned at 9:13 p.m.

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Lowe Cannell, Mayor

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Courtney L. Doyle, CMC/MRCC  
City Clerk