

REGULAR CITY COUNCIL MEETING
FEBRUARY 28, 2022

The regular Sikeston City Council meeting of February 28, 2022 was called to order at 5:00 p.m. at City Hall located at 105 E. Center St., Sikeston. Present at the meeting were: Mayor Greg Turnbow, Brian Self, Ryan Merideth, Vest Baker, David Teachout and Onethia Williams. Staff in attendance were: City Manager Jonathan Douglass, City Counselor Tabatha Thurman, City Clerk Rhonda Council, Finance Director Karen Bailey, HR Director Amanda Groves, Public Works Director Jay Lancaster, Street Superintendent Brian Dial, Street Supervisor Darren Martin, Parks Director Dustin Care, Public Safety Director James McMillen and Interim Community Development Director Amy Gosnell.

APPROVAL OF CITY COUNCIL MINUTES

City Council minutes for November 29 and December 6, 2021 and January 27 and January 31, 2022 were presented for approval. Councilman Merideth moved to approve the minutes as presented. Councilman Baker seconded the motion and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

ACCEPTANCE OF BOARD AND COMMISSION MINUTES

Boards and Commission minutes were presented for approval. Councilman Self moved to approve the minutes as presented. Councilman Teachout seconded the motion and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

ITEMS OF BUSINESS

Declaration of Surplus Revenues for the 60/61 TIF Agreement with Six Thirty-Two LLC

On October 15, 2012, the City entered into an agreement with Six Thirty Two LLC for the development of Lot One of Hospitality Subdivision and has adopted tax increment financing (TIF). The City agreed to reimburse Six Thirty Two LLC for verified Reimbursable Project Costs, up to a maximum of \$431,262.00. The City used TIF revenue, which is incremental real property taxes and economic activity taxes described in Sections 99.845.1(2)(a) and 99.845.3 of the Revised Statutes of Missouri, to reimburse these project costs. Six Thirty Two LLC submitted a Certificate of Reimbursable Costs for \$421,463.00. The City has paid the Reimbursable Project Costs in full.

Staff is requesting Council declare remaining (surplus) funds received from EATS and PILOT monies as surplus. PILOT funds for the Colton's property will be returned to New Madrid County and EATS funds will be returned on a pro rata basis to the City of Sikeston, New Madrid County and the New Madrid County Ambulance District.

Councilman Baker motioned declare the remaining funds received from EATS and PILOT monies as surplus and return PILOT funds for Colton's property to New Madrid County and EATS funds returned on a pro rata basis to the City of Sikeston, New Madrid County and the New Madrid County Ambulance District. Councilman Merideth seconded the motion and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye, Williams Aye, and Turnbow Aye, thereby being passed.

Receive Annual Financial Audit

The audit for the Fiscal Year 2021 financial have been completed by our auditing firm Beussink, Hey, Roe & Stroeder, LLC. Some highlights of the financial statements and auditor's report include the following:

- In the auditor's opinion, the City's financial statements "present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Sikeston, Missouri as of June 30, 2021, and the respective changes in modified cash basis financial position for the year then ended in accordance with the modified cash basis of accounting described in Note 1." (see p. 2).
- The audit "did not identify any deficiencies in internal controls that we consider to be material weaknesses" (p. 4-5), but did identify the following deficiencies (p. 44)
 - Lack of control over payroll information allowed three payroll checks to be incorrect.
 - Expenditures for the Main and Malone TIF District exceeded budgetary limits. Every year the City Council approves a budget amendment near the end of the fiscal year to account for unbudgeted expenditures that were approved throughout the year. A payment made in May 2021 was not considered in the calculation of the year end balance and total expenditures exceeded the budgetary limits.
- Total revenues exceeded budget by approximately \$2,204,000, ((p. 10)
- Net position increased by \$2,130,000 compared to \$970,000 increase the previous fiscal year. (p. 6)
- Long term debt was decreased by \$298,233. (p. 26)

Councilman motioned to receive the FY2021 financial audit. The motion was seconded by Councilman Teachout, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye, Williams Aye, and Turnbow Aye, thereby being passed.

Authorization to Purchase SecurID

The City currently carries cyber insurance. When city staff submitted the renewal of the application for our cyber insurance policy, we were informed we would be automatically declined from carriers unless we implemented multi-factor access for the following:

- (1) Remote access to the network and cloud services (including 3rd party vendors)
- (2) Remote access to email
- (3) Back-ups
- (4) Privileged/Admin Users

Broadtek of Cape Girardeau, MO submitted a quote for SecurID software and installation in the amount of \$29,860.80 for three years. After three (3) years, the annual subscription license fee for smart phones will cost about \$2,500 per year. Councilman Merideth motioned to award the purchase of SecurID to Broadtek in the amount of \$29,860.80 for three years. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

Resolution 22-02-01, Code of Ethics

RESOLUTION 22-02-01

A RESOLUTION OF THE CITY OF SIKESTON, MISSOURI, adopting a Code of Ethics.

WHEREAS, the purpose of the City of Sikeston Code Ethics is to strengthen the quality of government through ethical principles which shall govern the conduct of the City's elected and appointed officials, and employees, who shall:

Be dedicated to the concepts of effective and democratic local government. Officials and staff shall honor and respect the principles of good citizenship by scrupulously observing the letter and spirit of laws, rules and regulations.

Affirm the dignity and worth of the services rendered by government and maintain a sense of social responsibility as a trusted public servant.

Be dedicated to the highest ideals of honor and integrity in all public and personal relationships. Officials and staff shall conduct themselves so as to maintain public confidence in city government and in the performance of the public trust. Officials and staff shall conduct their official and personal affairs in such a manner as to give the clear impression that they cannot be improperly influenced in the performance of their official duties.

Recognize that the chief function of local government at all times is to serve the best interests of all the public. Officials and staff shall treat their office as a public trust, only using the power and resources of public office to advance public interests, and not to attain personal benefit or pursue any other private interest incompatible with the public good.

Keep the community informed on municipal affairs; encourage communication between the citizens and all municipal officers; emphasize friendly and courteous service to the public; and seek to improve the quality and image of public service. Officials and staff shall assure that government is conducted openly, efficiently, equitably and honorable in a manner that permits the citizenry to make informed judgements and hold city officials accountable. Officials and staff shall safeguard public confidence in the integrity of city government by being honest, fair, caring and respectful and by avoiding conduct creating the appearance of impropriety or which is otherwise unbefitting a public official.

Seek no favor; believe that personal benefit or profit secured by confidential information or by issue of public time is dishonest.

- Business Interests. Officials and staff shall have no beneficial interest in any contract which may be made by, through or under his or her supervision, or for the benefit of his or her office, or accept directly or indirectly, any compensation, gratuity or reward in connection with such contract unless allowed under State law.
- Private Employment. Officials and staff shall not engage in, solicit, negotiate for, or promise to accept private employment or render services for private interests or conduct a private business when such employment, service or business creates a conflict with or impairs the property discharge of their official duties.
- Gifts. Officials and employees shall not directly or indirectly solicit any gift or accept or receive any gift whether it be money, services, loan, travel, entertainment, hospitality, promise, or any other form – under the following circumstances: (a) it could be reasonably

inferred or expected that the gift was intended to influence the performance of official duties; or (b) the gift was intended to serve as a reward for any official action on the official's or employee's part.

- Investments in Conflict with Official Duties. Officials and employees shall not invest or hold any investment, directly or indirectly, in any financial business, commercial or other private transaction that creates a conflict with their official duties.
- Personal Relationships. Personal relationships shall be disclosed in any instance where there could be the appearance of a conflict of interest.
- Business Relationships. Officials and staff shall not use staff time, equipment, or facilities for marketing or soliciting for private business activities.
- Reference Checking. Reference checking and responding to agency requests are a normal function of municipal business and is not prohibited if it does not adversely affect the operation of the City.

Not knowingly violate any Missouri statutes, City ordinance or regulation while performing their duties.

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Sikeston, Missouri, that it adopts this Code of Ethics.

Because the City will receive more than \$750,000 in Federal Grant money, the adoption of a Code of Ethics will meet the requirements in the event of an audit.

Councilman Baker motioned to approve Resolution 22-02-01, Code of Ethics. The motion was seconded by Councilman Teachout, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

Approval of Grant Policies and Procedures for Federal Awards Administration

This fiscal year, the City of Sikeston will receive more than \$750,000 in Federal Grant monies. This triggers a single audit which requires certain policies and procedures to be in place. Grant Policies and Procedures outlines the City of Sikeston's process for complying with Federal Grant requirements. This policy covers the administration of Federal Grants applied for and received by the City of Sikeston.

Councilman Merideth motioned to approve the grant policies and procedures for Federal Awards Administration. The motion was seconded by Councilwoman Williams, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

Authorization to Purchase Pickup Truck for Public Works-Airport Division

The Department of Public Works seeks to purchase a ¾ ton Chevy Silverado truck for the Airport Division from Don Brown Chevrolet of St. Louis MO in the amount of \$37,732.00 and includes all attachments. This purchase is included in the FY22 budget.

Councilman Self motioned to award the purchase of a ¾ ton Chevy Silverado truck for the Airport Division from Don Brown Chevrolet of St. Louis at the state contract price of \$37,732.00. The motion was seconded by Councilman Baker, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

Approve Purchase of Leaf Vacuum Truck

Street Division seeks to purchase a 2021 Titan Spartan Pro Plus Chassis Mount Leaf Vacuum Truck from Key Equipment & Supply Company in the amount of \$197,953.65. This is a demo truck with 6,000 miles and 60 hours of service on it and will come with a one (1) year warranty and an additional six (6) month extended warranty.

Councilman Merideth moved to authorize the purchase of the 2021 Titan Spartan Pro Plus Chassis Mount Leaf Vacuum Truck from Key Equipment in the amount of \$197,953.65, which will include the one-year warranty and additional six month extended warranty. The motion was seconded by Councilman Teachout, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

Award Bid for Lincoln Park Splashpad

Staff requested proposals for the Lincoln Park splashpad beginning in December 2021 to see the different designs and options that would fit within the budget and three companies submitted designs for this project. The group voted that RJR Enterprises, Inc.'s Option 1 Design was chosen as the best option for Lincoln Park. RJR Enterprises, Inc.'s Option 1 design totaled \$140,000 which is \$5,000 over the original budget that was approved for this fiscal year; however, the additional costs will be covered by other unused funds within the Parks' Capital Improvement Fund. Work is anticipated to be completed within 120 days of submitted approvals for the design.

Councilman Self motioned to award the bid for Option 1 Design for the Lincoln Park splashpad to RJR Enterprises, Inc. The motion was seconded by Councilwoman Williams, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

Award Multiple Bids for Mowing Contracts

Staff opened bids for contractual mowing services on Wednesday, February 16 for the 2022-2023 contract period with seven mowing contractors submitting bids. Amounts shown are per mowing prices.

Bootheel Exteriors, LLC – Dudley Park, \$190; Industrial Park, \$370; R.S. Matthews Park, \$220; Roberta Rowe Park, \$210; Rose Parkway ROW, \$200; Rotary Park, \$200; US61 Hwy ROW, \$90.

J & B Lawn Care Services, LLC – Bollweevil Blvd., \$50; Malone ROW East, \$350; Legion Park/Malone ROW West: \$250; P.A.W.S., \$90.

Nance Handyman Services – Central Park, \$100; Clayton Park, \$100; Lincoln Memorial Park, \$225; Mary Lou Montgomery Park, \$100.

Young's Lawn Care – Allen Blvd. median, \$95; Broadway, \$95; Cemetery, \$500; Davis Blvd., \$95; Malone Park, \$65; North End Park, \$30; Plantation Blvd., \$120; Tanglewood Blvd., \$50; Veteran's Park, \$150.

2022-2023 contracts total \$89,895.00 per mowing season or \$179,790.00 for the term of the two-year contract.

In addition, we requested bids from the vendors for an “emergency mowing” quote – an hourly rate to mow derelict properties on which Code Enforcement has received complaints with a response time of two business days. **Nance Handyman Services** bid \$30 per hour and will be first on the call list.

Councilwoman Williams motioned to award the mowing contracts with their quoted bids to the listed contractors. The motion was seconded by Councilman Teachout, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

Amendment of Unilever Option on North Industrial Park Land

In December 2017 the City of Sikeston and Unilever executed a land swap wherein the City took possession of the vacated Unilever south plant on County Line Rd and Unilever was granted an option to acquire 16.85 acres just south of their plant on Rose Parkway in the north industrial park. The option was valid for three years with the possibility of extending for an additional two years, which extension has already been approved by the City Council through December 21, 2022. Unilever has now proposed an amendment to that option that says the City will provide reasonable consideration to incentives and approvals needed from the City after the option is exercised by Unilever. The city attorney and city staff have reviewed the proposed amendment and have no objections.

Councilman Self motioned to approve the amendment to Unilever's option regarding the land on North Industrial Park. The motion was seconded by Councilman Baker, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

Other Items

Councilman Merideth mentioned landscape maintenance being needed at City monuments and if this could be done by staff or an outside source.

The meeting for March 7th has been cancelled due to lack of agenda items.

Tearle Johnson from PACT (Police and Community Together) reminded Council of the community meeting being hosted by Department of Public Safety scheduled for Tuesday, March 1 at Lincoln University to discuss the increased violence in our city.

ADJOURNMENT INTO EXECUTIVE SESSION

There being no further business before the City Council, Councilman Merideth moved to adjourn into Executive Session. The motion was seconded by Councilman Teachout and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

Mayor Turnbow called the Executive Session to order. Present were: Mayor Turnbow and Councilmembers Ryan Merideth, Brian Self, Onethia Williams, Vest Baker and David Teachout. Staff present were: City Manager Jonathan Douglass, City Counselor Tabatha Thurman, City Clerk Rhonda Council, Finance Director Karen Bailey and Public Safety Director James McMillen.

No action was taken.

ADJOURNMENT OUT OF EXECUTIVE SESSION

Councilman Merideth moved to adjourn from executive session. The motion was seconded by Councilman Self and the following roll call vote recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,
Williams Aye, and Turnbow Aye, thereby being passed.

ADJOURNMENT

There being no further business before the City Council, Councilman Teachout moved to adjourn. The motion was seconded by Councilwoman Merideth and the following roll call vote was recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,
Williams Aye, and Turnbow Absent, thereby being passed.

APPROVED:

GREG TURNBOW, MAYOR

ATTEST:

RHONDA COUNCIL, CITY CLERK

SEAL: