

January 4, 2021
Tipton City Council Meeting

The city council meeting was called to order at 6 p.m. Answering roll call were Mayor Joe Lutz, Aldermen Randy Clifford, Mark Hampton, Don Basinger, Mike Kelley and Counselor Cydney Mayfield. Supt. of Public Works Jeff Koechner, Fire Chief Aaron Fassler, Police Chief Edward Wiecken and City Clerk Jennifer Schmidt were also present.

Hampton moved to accept the minutes of the December 7, 2020 open meeting and nuisance hearing. Seconded by Basinger, roll call vote: Basinger, yes; Kelley, yes; Clifford, yes; Hampton, yes.

The following updates were made:

1. Koechner met with the sewer committee, Kelley and Clifford, to discuss options with the sewer lagoon electrical. Koechner hasn't received all necessary information from the electrician for the council to review.
2. Crider went over the code enforcement report, stating a hearing is needed for 147 W Cooper St.
3. The property and building committee, Kelley and Clifford, met and proposed that the library building rent be increased to \$100/month or for the library board to start maintaining the lawn and snow removal. Clifford met with the library board and they were not interested in performing any lawn maintenance or snow removal. Library board members Jeanne Edwards, Reta Bestgen and Nancy Bookout were present. Edwards explained they are providing a service to the community and feel more comfortable paying \$10/month because they are still in their infancy. Bestgen stated the rent increase will affect the number of books available to patrons and other services. Hampton questioned why the City doesn't charge TRA for use of the fields. Schmidt explained that TRA is responsible for all of their expenses at the little league field and the park fields when they use them. Clifford moved to renew the library building contract at \$100/month. Seconded by Basinger, roll call vote: Kelley, yes; Clifford, yes; Hampton, no; Basinger, yes.
4. Mayfield reported that the City discovered there is a beneficiary deed recorded on 501 E Morgan St listing Loren Kidder as the heir. The title company does not list those on their reports if the owner's death certificate is not recorded. The City will obtain a death certificate for Ethyl Kidder, file it at the recorder's office and see if Loren will sign a quit title deed. Lutz stated the Wilson property should be reviewed as a nuisance property.
5. Clifford moved to reopen city hall to the public. Seconded by Hampton, roll call vote was taken: Basinger, yes; Kelley, yes; Clifford, yes; Hampton, yes.

In new business, Bill 21-01 was prepared to authorize the calling of a special meeting and the method of notification. Kelley moved to read Bill 21-01 by title. Seconded by Basinger, roll call vote: Basinger, yes; Kelley, yes; Clifford, yes; Hampton, yes. Mayor Lutz read Bill 21-01 by title. Basinger moved to read Bill 21-01 by title a second time. Seconded by Hampton, roll call vote: Clifford, yes; Kelley, yes; Basinger, yes; Hampton, yes. Mayor Lutz read Bill 21-01 by title a second time. Roll call vote for its passage: Hampton, yes; Clifford, yes; Kelley, yes; Basinger, yes.

Kelley moved to reappoint Dylan Cooper as the park activity director for 2 years. Seconded by Hampton, roll call vote: Clifford, no; Hampton, yes; Basinger, yes; Kelley, yes.

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The FY2020 audit report was sent to the council in December to review. Hampton moved to approve the FY2020 audit report prepared by Gerding, Korte & Chitwood. Seconded by Basinger, roll call vote was taken: Kelley, yes; Basinger, yes; Hampton, yes; Clifford, yes.

Hampton moved to dispose of the following records that have met their record retention per the MO Secretary of State: October 2014 – September 2015 Accounts Payable, General Ledger/Trial Balance, A/P Invoices, Work Papers, Voided Checks, Audit Paperwork, Accounts Receivable, Bank Statements, Bids Received, Credit Card Statements, 2014 Delinquent Tax Books, 2015 Tax Books, MO DNR BacT Lab Reports, Sales Tax Distribution Reports, Telecommunication Franchise Distributions, Business License, Dog Tags, Telecommunications Broadcast Contract, MCI Long Distance Contract, Cash Receipts, Utility Billing Registers, Service Orders, Turn On's/Off's, Meter Reading Edits, Meter Books, Meter Deposits, Month End Reports, Balance Adjustments, Daily Deposits & Receipts, Notes, Work Orders, Delinquents, Water & Sewer Taps, Address Changes, Consumption Revenue Reports, Collectors Reports, Meter Change Outs, Neptune Reports, Bank Reconciliations and Transaction Posts, Sales Tax, Ameren Outage Reports, Building Permits, Camping Permits, Clean Water Reports, Primacy Fee Reports, Aug 2014 – Sept 2019 Phone Message Book, 2011 Utility System Conversion Report, Tipton Manor Bond Statements and Supporting Documents (2001), 2015 Payroll Processing & Reports, 2015 Timesheets/Worksheets, 941, SUTA Reports, Lager Reports. 2009 Federal Withholdings, Lagers, Missouri Withholdings, Payroll Worksheets, Quarterly 941's, Quarterly SUTA's, Timesheets, Vacation/Sick Leave Sheets, W-2's/1099's, Mirma - 2015 Building Inspections, Cross Connection Inspections, Dept. Training Schedule, Driver's License Checks (DOR), Evaluation, Hold Harmless, Inventory Lists, Jobsite Inspections, Loss Control Recommendations, Monthly Safety Meeting Sign Up Sheets, Newsletters, Park and Playground Inspections, Shelter House Reservation Book, Payroll Stuffers, Phone Message Books (11.12.13 – 3.17.15 & 12.28.12 – 6.16.15), Membership Quarterly Safety Meeting Agendas and Minutes, Renewal Questionnaire, Property Schedule, Street Sign and Vehicle Inspections, Payroll Verification, HUB Special Event Insurance Policies, 2014-15 Mirma Comprehensive Financial Report, June 30, 2015 Actuarial Evaluation, 2002 – 2010 Claim Files, 2001 – 2012 Employee Road Tests, Mirma – 2009 Building Inspections, Cross Connection Inspections, Dept. Training Schedule, DOR Driver's License Records, Evaluation, Hold Harmless Agreements, Inventory Lists, Jobsite Inspections, Loss Control Recommendations, Monthly Safety Meetings, Newsletters, Park Inspections, Payroll Stuffers, Phone Message Books, Property Schedules, Renewal Questionnaire, Safety Meeting Agendas and Minutes, Smoke Tests, Street Sign Inspections and Repairs, Vehicle Inspections, 2008 Certificate of Insurances. Seconded by Basinger, roll call vote: Kelley, yes; Basinger, yes; Hampton, yes; Clifford, yes.

Hampton moved to pay the bills. Seconded by Kelley, roll call vote: Kelley, yes; Hampton, yes; Basinger, yes; Clifford, no.

Basinger moved to adjourn. Seconded by Hampton, roll call vote: Hampton, yes; Clifford, yes; Kelley, yes; Basinger, yes. The meeting adjourned at 6:23 p.m.