

**MINUTES**  
**NEOSHO CITY COUNCIL**  
**January 19, 2021 – 7:00 p.m.**  
**Neosho Council Chambers**  
**203 E. Main St., Neosho, MO**

**OPEN & CALL TO ORDER**

Mayor Allen called the meeting to order at 7 p.m.

**OPENING PRAYER & PLEDGE OF ALLEGIANCE**

Mark Taylor gave the opening prayer and Mayor Allen led the Pledge of Allegiance.

**ROLL CALL**

COUNCIL PRESENT:

Carmin Allen, Tyler DeWitt, Angela Thomas, William Doubek, and Tom Workman were present

COUNCIL ABSENT:

None were absent.

CITY OFFICERS PRESENT:

Jordan Paul, City Attorney; David Kennedy, City Manager; Cheyenne Wright, City Clerk. Minutes taken by Clerk.

**APPROVAL AND CONSENT OF AGENDA**

Mayor Allen asked to remove the Proclamation for Habitat for Humanity due to them being unable to attend tonight.

Councilman Doubek made a motion to approve and consent the agenda with the removal of the Proclamation; Councilman Workman seconded.

Roll call vote:

Carmin Allen – Yes

Tyler DeWitt - Yes

William Doubek – Yes

Angela Thomas – Yes

Tom Workman – Yes

Motion carried.

**APPROVAL OF THE MINUTES**

*January 5, 2021 Open Session Minutes*

*January 5, 2021 Closed Session Minutes*

Councilman Doubek made a motion to approve the January 5, 2021 open and closed session Council Minutes; Councilman DeWitt seconded.

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### Roll call vote:

Tyler DeWitt - Yes  
William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes

Motion carried.

### **VISITOR'S BUSINESS**

1. Mark Taylor gave an update on the Christmas Dinner at the Civic Center for December of 2020. He stated that they were able to help 320 people this year.
2. Terry Neff addressed Council regarding the unit that Sam's Cellar is wanting to place outside of their business. He is in opposition of this being placed in our Historic District and taking up City Property to do so, by taking parking spots.

### **CORRESPONDENCE**

1. The Redings Mill Fire Department sent in a letter of thanks to the Neosho Fire Department. This was read in its entirety by City Clerk Wright.
2. A voicemail from Denny Kruse was read in its entirety by City Clerk Wright thanking Jeff Adams, Golf Course Pro Shop Manager.

### **BIDS**

#### **Airport Timber**

Rachel Holcomb addressed Council stating that 22 requests for bids were sent out and we received one bid back from Luke Miller in the amount of \$32,790.00. Staff requests Council approve this bid amount for the Airport Timber.

Councilman Doubek made a motion to the bid in the amount of \$32,790.00 from Luke Miller for the Airport Timber; Councilwoman Thomas seconded.

### Roll call vote:

William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes  
Tyler DeWitt - Yes

Motion carried.

### **UNFINISHED BUSINESS**

#### **Bill No. 2021- 01: Branco Agreement for the Golf Course Restroom Project**

AN ORDINANCE authorizing the City of Neosho to enter into an Agreement with Branco Enterprises, Inc., a



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Missouri Corporation, for the purpose of making improvements at the Neosho Municipal Golf Course for the not to exceed price of Seventy-Five Thousand and 00/100 Dollars (\$75,000.00); and authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

*Bill No. 2021-01 was read in title only by Attorney Paul.*

Clint Dalbom, Parks/Recreation and Golf Course Director addressed Council stating that this is to approve the contract with Branco INC of Neosho to move forward with the improvement of existing bathrooms on the Neosho Golf Course and bring them up to ADA standards and to also construct a new ADA restroom on the south edge of the golf course. The bids for the restroom improvements were brought to Council on December 1<sup>st</sup>, 2020. Council approved the bid from Branco, INC of Neosho for that project.

Staff recommends Council approving the contract for the bathrooms and to allow staff to move forward with this project once final reading is done.

Councilwoman Thomas made a motion to approve Bill No. 2021-01 Agreement with Branco Enterprises for the Restoration and Build of Bathrooms at the Neosho Golf Course; Councilman Workman seconded.

Roll call vote:

Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes  
Tyler DeWitt - Yes  
William Doubek – Yes

Motion carried.

### **Bill No. 2021- 02: Newton County Central Dispatch Contract**

AN ORDINANCE authorizing the City of Neosho, Missouri, to enter into an Agreement with the County of Newton, Missouri, for the purpose of providing dispatch services; and authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

*Bill No. 2021-02 was read in title only by Attorney Paul.*

Jason Baird, Neosho Police Chief, addressed Council stating that the purpose of this agenda item is to provide dispatching and answering services for the City of Neosho including all related computer networking interfacing with State and Federal services. We have contracted with Central Dispatch since 1995 for the complete service allowing us to be free of the expense and management of equipment and staffing to provide this valuable service.

Councilman DeWitt made a motion to approve Bill No. 2021-02 Newton County Central Dispatch Contract; Councilman Workman seconded.

Roll call vote:

Tom Workman – Yes  
Carmin Allen – Yes  
Tyler DeWitt - Yes  
William Doubek – Yes  
Angela Thomas – Yes

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Motion carried.

### **Public Hearing for Bill No. 2021-03 Special Obligation Refunding Bonds**

Public Hearing opened at 7:14 p.m.

There was no one to speak on this item.

Public Hearing closed at 7:15 p.m.

### **Bill No. 2021- 03: Special Obligation Refunding Bonds**

*Bill No. 2021-03 was read in title only by Attorney Paul.*

Daphne Pevahouse, Director of Finance, addressed Council stating that the purpose of this item is to authorize the issuance of the Special Obligation Refunding Bonds Series 2021. The City has two outstanding debt obligations that can be prepaid beginning April 2021:

- Series 2013 Special Obligation Bonds, outstanding in the amount of \$1.83 million with an average interest rate of 3.17%
- Series 2014 Certificates of Participation, outstanding in the amount of \$1.84 million with an average interest rate of 3.10%
- Both series of securities have final maturities in 2027. At current bond market interest rate levels, the City could save approximately \$160,000 total 2021-2027 by refinancing the two series of obligations.
- \$90,000 by refinancing the Series 2013 Special Obligation Bonds
- \$70,000 by refinancing the Series 2014 Certificates of Participation

Councilman Workman made a motion to approve Bill No. 2021-03 Special Obligation Refunding Bond, Series 2021; Councilman DeWitt seconded.

#### Roll call vote:

Carmin Allen – Yes

Tyler DeWitt – Yes

William Doubek – Yes

Angela Thomas – Yes

Tom Workman – Yes

Motion carried.

### **NEW BUSINESS**

### **Public Hearing for Bill No. 2020-1013 Repealing Chapter 523**

Public Hearing opened at 7:16 p.m.

There was no one to speak on this item.



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Public Hearing Closed at 7:17 p.m.

### **Bill No. 2020-1013: Repealing Chapter 523 International Energy Conservation Code**

AN ORDINANCE REPEALING CHAPTER 523 INTERNATIONAL ENERGY CONSERVATION CODE.

*Bill No. 2020-1013 was read in title only by Attorney Paul.*

City Manager Kennedy addressed Council stating that the purpose of this agenda item is to repeal the international energy conservation codes that were put into place in 2019 due to it coming to the attention of City Staff that these codes are putting unnecessary burdens on property owners and contractors. Staff has reached out to other communities about their energy codes and have found that some have not adopted this code or adopted it with amendments.

Councilman DeWitt made a motion to approve Bill No. 2020-1013 Repealing Chapter 523 International Energy Conservation Code; Councilman Workman seconded.

#### Roll call vote:

Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes

Motion carried.

### **Public Hearing for Bill No. 2020-1014 Amending Ch. 521**

Public Hearing opened at 7:18 p.m.

There was no one present to speak.

Public Hearing closed at 7:19 p.m.

### **Bill No. 2020-1014: Amending Chapter 521 International Building Code**

AN ORDINANCE AMENDING CHAPTER 521 INTERNATIONAL EXISTING BUILDING CODE, BY REPEALING CHAPTER 521 INTERNATIONAL EXISTING BUILDING CODE, AND ENACTING A NEW CHAPTER 521 INTERNATIONAL BUILDING CODE.

*Bill No. 2020-1014 was read in title only by Attorney Paul.*

City Manager Kennedy addressed Council stating that the purpose of this agenda item is to amend the building codes that were put into place in 2019 due to it coming to the attention of City Staff that these codes are putting unnecessary burdens on property owners and contractors. Staff has reached out to other communities about their building codes and have found that they have adopted this code with amendments. City staff feel that these amendments will still hold builders to high standards without causing undue burden.

Councilman DeWitt made a motion to approve Bill No. 2020-1014 Amending Chapter 521 Building Code;

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Councilman Workman seconded.

Roll call vote:

William Doubek – Yes

Angela Thomas – Yes

Tom Workman – Yes

Carmin Allen – Yes

Tyler DeWitt – Yes

Motion carried.

**Public Hearing for Bill No. 2020-1015 Amending Ch. 505**

Public Hearing opened at 7:20 p.m.

There was no one present to speak.

Public Hearing closed at 7:21 p.m.

**Bill No. 2020-1015: Amending Chapter 505 Electric Code**

AN ORDINANCE AMENDING CHAPTER 505 ELECTRIC CODE, BY ENACTING A NEW SECTION 505.011 AMENDMENTS TO NATIONAL ELECTRIC CODE.

*Bill No. 2020-1015 was read in title only by Attorney Paul.*

City Manager Kennedy addressed Council stating that the purpose of this agenda item is to amend the electric codes that were put into place in 2019 due to it coming to the attention of City Staff that these codes are putting unnecessary burdens on property owners and contractors. Staff has reached out to other communities about their electric codes and have found that they have adopted this code with amendments. City staff feel that these amendments will still hold builders to high standards without causing undue burden.

Councilman DeWitt made a motion to approve Bill No. 2020-1015 Amending Chapter 505 Energy Code; Councilman Workman seconded.

Roll call vote:

Angela Thomas – Yes

Tom Workman – Yes

Carmin Allen – Yes

Tyler DeWitt – Yes

William Doubek – Yes

Motion carried.

**Bill No. 2021-04: Use Tax Ballot Language for April 6, 2021 Election, 1<sup>st</sup> Reading**

AN ORDINANCE CALLING AN ELECTION IN THE CITY OF NEOSHO, MISSOURI ON THE QUESTION OF WHETHER THE CITY SHALL IMPOSE A LOCAL USE TAX ON OUT-OF-STATE PURCHASES AT A



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RATE EQUAL TO THE RATE OF THE LOCAL SALES TAXES IN EFFECT IN THE CITY; AND CONTAINING AN EMERGENCY CLAUSE.

*Bill No. 2021-04 was read in title only by Attorney Paul.*

City Attorney Paul addressed Council stating that this is the ballot language that is going under Emergency Measure to comply with the election authority's final date of submission of January 26, 2021.

Councilman Doubek made a motion to approve Bill No. 2021-04 Use Tax Ballot Language for April 6, 2021 Election; Councilwoman Thomas seconded.

Roll call vote:

Tom Workman – Yes  
Carmin Allen – Yes  
Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes

Motion carried.

**Bill No. 2021-04: Use Tax Ballot Language for April 6, 2021 Election, 2<sup>nd</sup> & 3<sup>rd</sup> Readings, under emergency measure**

AN ORDINANCE CALLING AN ELECTION IN THE CITY OF NEOSHO, MISSOURI ON THE QUESTION OF WHETHER THE CITY SHALL IMPOSE A LOCAL USE TAX ON OUT-OF-STATE PURCHASES AT A RATE EQUAL TO THE RATE OF THE LOCAL SALES TAXES IN EFFECT IN THE CITY; AND CONTAINING AN EMERGENCY CLAUSE.

*Bill No. 2021-04 was read in title only by Attorney Paul.*

City Attorney Paul addressed Council stating that this is the ballot language that is going under Emergency Measure to comply with the election authority's final date of submission of January 26, 2021.

Councilman Doubek made a motion to approve Bill No. 2021-04 Use Tax Ballot Language for April 6, 2021 Election; Councilwoman Thomas seconded.

Roll call vote:

Carmin Allen – Yes  
Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes

Motion carried.

**Bill No. 2021-05: Contract with Riverside Fireworks**

AN ORDINANCE authorizing the City of Neosho to enter into an Agreement with Riverside Fireworks, LLC, an Arkansas Limited Liability Company, for the purpose of providing display fireworks for Independence Day

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for the not to exceed price of Ten Thousand and 00/100 Dollars (\$10,000.00); and authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

*Bill No. 2021-05 was read in title only by Attorney Paul.*

Rachel Holcomb addressed Council stating that this is the contract with Riverside Fireworks for the 2021 Celebrate Neosho event. Staff recommends approving this contract.

Councilman DeWitt made a motion to approve Bill No. 2021-05 Contract with Riverside Fireworks; Councilwoman Thomas seconded.

Roll call vote:

Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes

Motion carried.

### **Bill No. 2021-06: YMCA Contract-Neosho Soccer Program**

AN ORDINANCE authorizing the City of Neosho to enter into an Agreement with Tri-State Family Young Men's Christian Association, a Missouri Non-Profit Corporation, for the purpose of managing and operating a portion of the real property and improvements commonly known as Morse Park for a youth soccer program; and authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

*Bill No. 2021-06 was read in title only by Attorney Paul.*

Clint Dalbom, Parks and Golf Director addressed Council stating that this is to move forward with the YMCA taking over the soccer program. This has been discussed in past meetings. This will be a huge benefit for the citizens of Neosho.

Councilman Doubek made a motion to approve Bill No. 2021-06 Contract with YMCA for Soccer Program; Mayor Allen seconded.

Roll call vote:

William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes  
Tyler DeWitt – Yes

Motion carried.

### **Bill No. 2021-07: Fuel Tank for the Airport Contract with Mid-State Petroleum Equipment**

AN ORDINANCE authorizing the City of Neosho to enter into an Agreement with Mid-State Petroleum Equipment, Inc., a Missouri Corporation, for the purpose of installing two new fuel tanks at the Neosho Hugh



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Robertson Airport for the not to exceed price of Forty Thousand Eighty-Eight and 38/100 Dollars (\$40,088.38); and authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

*Bill No. 2021-07 was read in title only by Attorney Paul.*

Rachel Holcomb, Director of Economic Development, addressed Council stating that this contract is for the fuel tanks at the Airport.

Staff recommends approving the contract with Mid-State Petroleum Equipment.

Councilman DeWitt made a motion to approve Bill No. 2021-07 Contract with Mid-State Petroleum Equipment for the Airport fuel tanks; Councilman Doubek seconded.

Roll call vote:

Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes  
Tyler DeWitt – Yes  
William Doubek – Yes

Motion carried.

**Bill No. 2021-08: Amending Section 110.100 Forfeiture of Office Rules for City Board and Commissions**

AN ORDINANCE amending Title I Government Code, Chapter 110 Officers and Employees, Article I Generally, Section 110.100 Forfeiture of Office Rules for City Board and Commission Members, by repealing Section 110.100 Forfeiture of Office Rules for City Board and Commission Members and enacting a new Section 110.100 Forfeiture of Office Rules for City Board and Commission Members.

*Bill No. 2021-08 was read in title only by Attorney Paul.*

Attorney Paul addressed Council stating that while City Clerk Wright was reading through the code regarding the removal of one of the Golf Board members, she found that a stated in the code that the Council must first ask to remove the member from a board and then request a resolution bill be brought to the next Council Meeting for approval. I feel that this is unnecessary since it only takes a majority vote from the Council to appoint a member, it should also only take a majority vote to remove a member. This is to amend that section of the code.

Councilman DeWitt made a motion to approve Bill No. 2021-08: Amending Section 110.100 Forfeiture of Office Rules for City Board and Commissions; Councilman Workman seconded.

Roll call vote:

Tom Workman – Yes  
Carmin Allen – Yes  
Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes

Motion carried.

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### **Bill No. 2021-10: Amending Bill No. 2020-1009 to include Youth Golf Association**

AN ORDINANCE amending Title II Public Health, Safety and Welfare, Chapter 235 Parks and Recreation, Article II Golf Course, Section 235.030 Fees at the Neosho Municipal Golf Course, by repealing Section 235.030 Fees at the Neosho Municipal Golf Course and enacting a new Section 235.030 Fees at the Neosho Municipal Golf Course.

*Bill No. 2021-10 was read in title only by Attorney Paul.*

Parks and Golf Director Dalbom addressed Council stating that this Ordinance is to amend the fees to include the Youth Golf Association.

Councilman Doubek made a motion to approve Bill No. 2021-10 Amending Bill No. 2020-1009 to include Youth Golf Association; Councilman DeWitt seconded.

#### Roll call vote:

Carmin Allen – Yes

Tyler DeWitt – Yes

William Doubek – Yes

Angela Thomas – Yes

Tom Workman – Yes

Motion carried.

### **Sam's Cellar Discussion**

Attorney Paul explained his issues with proceeding with the plans drawn up by John Houseman for Sam's Cellar outdoor seating. Generally speaking, the City owns the sidewalk and street. Therefore, although the proposal has been framed in terms of a special use permit, the business is really asking to lease the sidewalk and street. This would also be setting a precedent allowing adjacent property owners to locate permanent structures on the sidewalk or street. There are a number of City ordinances that disallow obstruction of the sidewalk and limit parking on the street.

Mayor Allen stated that as this is presented, he cannot support it.

Council would like to see other plans, such as how the Clay Cup is set up.

Councilman DeWitt stated that he does like this idea for expansion on the square, however the storage container is probably not the best idea but using more of an outdoor seating area. The storage container is intrusive upon the City and is not the most viable option.

Council requested that John Houseman come back to Council with a different plan for the outdoor seating that is less intrusive.

### **Request to Apply for Region M Grant**

Public Works Director Siler addressed Council stating that the purpose of this agenda item is to seek monies that would benefit the City of Neosho Regional Recycle Center. Region M is a solid waste management district that covers the counties of Newton, McDonald, Vernon, Barton and Jasper. Annual grant funding is based on



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allocation to the district by the DNR-SWMP. Use of grant monies (if approved by Region M) can go towards labor costs, E-waste disposal, and other expenses.

Councilwoman Thomas made a motion to approve applying for the Region M Grant; Councilman Workman seconded.

#### Roll call vote:

Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes

Motion carried.

### **Application for the Region M Grant**

Public Works Director Siler addressed Council stating that the purpose of this agenda item is to approve the application to be submitted to Region M for Grant Monies.

FTE Salary Total	\$39,000
FTE Fringe Total	\$23,056.40
E-Waste	\$8,000
Bailing Wire	\$1,200
Total	\$71,256.40

Councilwoman Thomas made a motion to approve the Region M Grant Application; Councilman Workman seconded.

#### Roll call vote:

William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes  
Tyler DeWitt – Yes

Motion carried.

### **Amendment to Liberty Utilities Contract**

Public Works Director Siler addressed Council stating that the purpose of this agenda item is to amend the contract with Liberty Utilities. These agreements are for non-working city streetlights that have been replaced due to head failure of Mercury Vapor lights and replaced with LED lights along High Street, Reid Road and on Oak Ridge. This will be a monthly increase of \$1.70 for each light.

Councilman Doubek made a motion to approve the amendments to the Liberty Utilities Contract; Mayor Allen seconded.

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### Roll call vote:

Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes  
Tyler DeWitt – Yes  
William Doubek – Yes

Motion carried.

### **Proposed Wastewater/Water Filtration Budget**

Finance Director Pevahouse addressed Council stating that the purpose of this agenda item is to inform Council of the cost to the City for taking this operation all back in-house verses going out for bids for this service. I have worked on the budget adding these operations into the City's budget and this would be a savings of \$100,000.

Mayor Allen asked why the last contract was signed six months prior to him coming onto Council.

Shawn Middendorf with Alliance Water Resources addressed Council stating that the purpose of the renewal being signed early is their employees. If the contract is six months out from expiration, they want to ensure to their employees that they will still have a job when the contract comes up for renewal.

Councilwoman Thomas asked about the maintenance and repairs of the computer boards and wanted to know why it has taken two years to almost get completed. It has not even been completed yet.

Ken Brady with Alliance Water Resources addressed Council stating that they have switched over relays, we had some issues with the electrician we were using, and now we are going out for bid to replace everything.

Councilwoman Thomas asked why this has taken so long to complete.

Ken Brady stated that they are waiting to receive the bids back. The one quote they have received took six weeks to get.

City Manager Kennedy stated that the infrastructure has not been maintained and taken care of. Staff would like for Council to give direction on staying with Alliance, going out for bid or bringing the operations back in house.

By a consensus of the Council to go out for bids.

### **Request to Apply for Recreational Trails Grant Program**

Parks and Golf Director Dalbom addressed Council stating that the purpose of this agenda item is to seek Council's approval of applying for a recreational trail grant. This program is offered through the Missouri Department of Natural Resources, Missouri State Parks. It is designed to be an 80/20 matched grant to help communities complete trail projects. The money is from the US Department of the Interior and is administered by the Missouri State Parks. If successful, the money will be distributed in December of 2021.

Councilman Workman made a motion to approve the request to apply for the recreational trail grant; Councilman Doubek seconded.



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### Roll call vote:

Tom Workman – Yes  
Carmin Allen – Yes  
Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes

Motion carried.

### **Memorial Tree and Bench Program**

Parks and Golf Director Dalbom addressed Council stating that the purpose of this agenda item is to seek Council's approval of moving forward with the Memorial Tree and Bench Program for the Neosho Parks. Several citizens of this area have asked for permission to place a bench or other items or plant a tree to honor someone or something that has contributed to the Neosho community. There will only be a defined number of items offered to sponsor each year. There are parameters that must be met to qualify, and request will be handled on a first come, first served basis.

Councilman Doubek made a motion to approve the Memorial Tree and Bench Program; Mayor Allen seconded.

### Roll call vote:

Carmin Allen – Yes  
Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes

Motion carried.

### **Handicapped Parking at Lafayette and Main Street**

Public Works Director Siler addressed Council stating that the purpose of this agenda item is to place a handicap parallel parking spot in front of 220 E. Main Street. On January 7<sup>th</sup>, the Traffic Commission met to approve a parallel parking spot located in front of 220 E. Main Street. A study was done by the Public Works Director, Nate Siler, who agreed a parking spot could be converted to handicap parking. It is the recommendation of the traffic commission to convert one parking spot in front of 220 E. Main Street to a parallel handicap parking spot.

Councilman Doubek made a motion to approve the handicap parking spot in front of 220 E. Main Street; Councilman Workman seconded.

### Roll call vote:

Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes

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Motion carried.

### **Request for Stop Signs in the New Subdivision at Reid Road**

Public Works Director Siler addressed Council stating that the purpose of this agenda item is to ask permission to place two stop signs in the new subdivision on Reid Road. The first one located at Pine View Street/Sycamore Lane, and the second one at Sycamore Lane/Reid Road. On January 11<sup>th</sup>, the Traffic Commission met about the need for the stop signs due to high traffic in that area. The cost of the stop signs is to be paid by the developer. It is the recommendation of the Traffic Commission to put in these stop signs.

Councilman DeWitt made a motion to approve the amendments to the Liberty Utilities Contract; Councilwoman Thomas seconded.

#### Roll call vote:

Tom Workman – Yes  
Carmin Allen – Yes  
Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes

Motion carried.

### **Fall Festival Application**

Economic Development Director Holcomb addressed Council stating that the purpose of this agenda item is to approve the vendor application for the Fall Festival. As Fall Festival becomes more of an attraction for the City of Neosho, staff has been directed to bring the festival back to its foundation. Staff has outlined more specifically what type of vendors they would like to see at the festival. We are also going to add the help of the Fall Festival Committee to review applications. No fees have changed.

Councilman Doubek made a motion to approve the Fall Festival Application; Mayor Allen seconded.

#### Roll call vote:

Carmin Allen – Yes  
Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes

Motion carried.

### **Airport Projects**

Economic Development Director Holcomb addressed Council stating that the purpose of this agenda item is to approve a project for the Airport in 2021. The Hugh Robinson Airport receives non-primary entitlement funds from the FAA through MoDOT Aviation in the amount of \$150K/year. If these funds are not used in four (4) years, they expire and are put into a discretionary fund account that is used to help all the airports in Missouri to do projects they may not have otherwise had the money to do.



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- We have \$141,309 of 2018 NPE (city match \$15,701) Total of \$157,010 This will expire September 30, 2021. These funds must be obligated, not spent by then. This means we can do a project but budget for in it in our next year's budget.
- We have \$150K for 2019 (city match \$16,666) total of \$166,666
- We have \$166,666 for 2020 (no city match required)
- This means our total to spend is \$607,975 NPE, \$49,033 City Match, and \$657,008 total funds.

The Airport Board met on December 8, 2020 and voted to pursue five twin sized T-hangars and a taxiway. We do not have the funds to do design and construction together, so Lochner, Airport Consultant, proposed a plan to break the two up and do the design for the T-hangars and taxiway and then do the construction during the next budget season. Staff would like to know if this is a project Council agrees to pursue.

By a consensus of the Council to follow the guidance of the Airport Board and move forward on this project.

### **CLOSED SESSION**

There being no further business, Mayor Allen asked for a motion to close the meeting pursuant to:

1. Section 610.021 (1) RSMo,...Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between public governmental body or its representatives and its attorneys.
2. Section 610.021 (2) RSMo...Leasing, purchasing, or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration, therefore.

Councilman Doubek made a motion to go into closed; Councilman Workman seconded.

#### Roll call vote:

Tyler DeWitt – Yes  
William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes

Motion carried.

Mayor Allen closed the meeting at 9:11 p.m.

The meeting reconvened in regular session at 9:40 p.m. and announced that two votes were taken.

### **ADJOURN**

Mayor Allen asked if there was any further business to come before Council, with no response, he asked for a motion to adjourn; a motion was made by Councilman Doubek; seconded by Councilman DeWitt.

#### Roll call vote:

William Doubek – Yes  
Angela Thomas – Yes  
Tom Workman – Yes  
Carmin Allen – Yes

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Tyler DeWitt – Yes

Motion carried.

Mayor Allen adjourned the regular session meeting at 9:41 p.m.

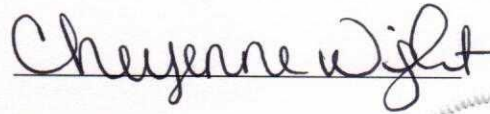
**APPROVED**

**NEOSHO CITY COUNCIL**

A stylized handwritten signature in black ink, consisting of a large, sweeping 'M' followed by a series of loops and a final flourish.

**Mayor**

**ATTEST**

A handwritten signature in black ink that reads 'Cheyenne Wight' in a cursive script.

**City Clerk**





**Neosho**  
**Memorial Contribution Program**

**Contact Information:**

Parks Department  
203 E. Main Street

Neosho, MO 64850

Phone: 417-451-8050

Sponsored by Neosho Parks & Recreation and Friends of the Park, the Memorial/Heritage Tree and Bench Program allows groups and individuals to donate trees or benches to commemorate special events, honor individuals, or as memorials to loved ones to be placed on City-owned park land. Trees and benches purchased through the program are planted and/or placed in city parks, trails, golf courses, and playgrounds. Exact placement is at the discretion of the Parks and Recreation Department. The City of Neosho must approve any verbiage used on the plaques. Plaques will be no larger than 6 inches by 6 inches in size. Payment is due at the time order is placed. These donations qualify as a charitable contribution tax deduction. (For more information on charitable contributions see [IRS Publication #526opens pdf file.](#))

**Trees**

Cost of the tree program is **\$400.00** per tree. This includes the tree, plaque, and continued maintenance of the tree (fertilizer, pruning, mulching, etc., for a maximum of 10 years.). Trees can be ordered any time, but planting will be in the early spring. There will be **8 trees available to sponsor each year.**

Types of Trees	
White Oak	Bald Cypress
Swamp White Oak	Redbud
Northern Red Oak	Flowering Dogwood
Red Maple	River Birch
Sugar Maple	Hawthorn





### A Memorial Bench

These will be placed in perpetuity is a unique way to celebrate family, friends, and important events. The cost for a Memorial bench is **\$450.00**, there will be **6 of these benches available each year**. A list will be kept on a first come, first served basis. The installation price includes labor, materials, maintenance, and a 6" X 6" plaque. Benches will be installed at approved sites in Neosho's Parks.

- Morse Park Trail
- Scenic Park
- Hawthorn Park



Newly Placed Bench

Benches will be a standard rubber coated steel and should have a 25+ year lifespan.

### Doggie Doo Stations

These items will **be limited to 2 per year** at a cost of **\$525.00**. They will include a 6"X 6" Plaque with the name of the honoree inscribed. These will be place strategically throughout the parks with a limited total number.



Doggie Doo Station

### Bicycle Racks

Bicycle racks are available to sponsor at a rate of **\$500.00 each**. They are strategically located around town as needed for bicycle traffic and parking near businesses. These are limited **to 6 total per year**.



Contact:

Neosho Parks Director 203 E. Main St.

Neosho, MO 64850

[www.neoshomo.org](http://www.neoshomo.org)



Payment is due at the time the order is placed. Printable order form.

## Neosho

### Memorial Contribution Program Form

Tree Species \_\_\_\_\_

Location \_\_\_\_\_

Bench \_\_\_\_\_

Location \_\_\_\_\_

Doggie Doo Station \_\_\_\_\_

Location \_\_\_\_\_

Bicycle Rack \_\_\_\_\_

Location \_\_\_\_\_

Name on the Memorial \_\_\_\_\_

Total Price \_\_\_\_\_

Make Checks payable to, City of Neosho

Payment is due at the time the order is placed. Trees planted and benches installed in the early spring of each year.

# Neosho Fall Festival

## ARTS & CRAFTS VENDOR APPLICATION 2021

OCTOBER 2, 2021

Please Print Neatly

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ (Required as this is how staff will communicate with you)

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell #: \_\_\_\_\_ Alternate phone #: \_\_\_\_\_

Space Type:

☐ 10X10 Canopy ☐ Truck/Trailer

Participant Type:			#Spaces	Total	Products/Offerings
<input type="checkbox"/> Food Vendor	\$60	X	_____	= _____	_____
<input type="checkbox"/> Non-food Vendor	\$40	X	_____	= _____	_____
<input type="checkbox"/> Non-profit	\$40	X	_____	= _____	_____
<input type="checkbox"/> Other	\$ _____	X	_____	= _____	_____

### Add-ons

110V, 20A (GFI only): \$10 X \_\_\_\_\_ = \_\_\_\_\_

110V, 30A RV: \$20 X \_\_\_\_\_ = \_\_\_\_\_

220V, 50A: \$30 X \_\_\_\_\_ = \_\_\_\_\_

City Water: \$10 X \_\_\_\_\_ = \_\_\_\_\_

ALL BOOTH FEES MUST BE PAID BY SEPT. 1 OR SPOT FORFEITED

TOTAL DUE \$ \_\_\_\_\_

Returning Vendor: Circle One – Yes or No

What was your 2020 Space # \_\_\_\_\_

Attach photos of your craft and you in your workspace, **new photos must be submitted each year**, please include up to maximum **5 photos** per application. You may also **submit photos by email**.

All applications must be received by September 1, 2021 to allow the Neosho Fall Festival Committee to review each application. The committee will notify you via email whether your application has been approved. If approved, you will need to pay the appropriate fee by **September 17, 2021** or your space(s) can/will be assigned to another crafter.

By submitting this application to the Neosho Fall Festival committee, the undersigned acknowledges receiving, reading, and fully understanding all the guidelines and regulations of the steering committee. I understand that submission of this application with the required attachments and fees does not guarantee my admission to the festival as a vendor. I further understand that if I violate any of the guidelines and regulations of the committee I may be excluded or rejected from the festival, and my booth rental fee will be forfeited.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Make check or money order payable to and mail to:

City of Neosho/Fall Festival

203 E. Main St., Neosho, MO 64850

417-451-8050 Website: [www.neoshomo.org](http://www.neoshomo.org)

EMAIL

Amt Due \$ \_\_\_\_\_

Amt Paid \$ \_\_\_\_\_

Date \_\_\_\_\_ Check # \_\_\_\_\_

Committee Approved Y/N \_\_\_\_\_

Returning Vendor Y/N \_\_\_\_\_



# City of Neosho Fall Festival



1. Any craft vendor who wishes to participate in the festival must submit an application with all the following:
  - a. Photographs of the items to be sold. Photographs will be used in the festival. All items must be clearly represented as it is sold by the Fall Festival.
  - b. A sample written description of the crafting process used by the vendor.
2. If a vendor must cancel his/her booth space by September 17, 2021 or later at the vendor's merchandise is excluded or rejected from the festival after the festival has begun due to misrepresentation of the craft by the vendor or because the craft does not meet the guidelines, monies will be forfeited.
3. The criteria for acceptance include, but is not limited to, space availability, suitability to other vendors, products to be sold, history with town events and the best interests of the festival.
4. Artist/Vendor Categories:
  - a. Artists: Photography/Digital, Painting/Drawing, Mixed Media, Sculpture, Woodwork, Pottery/Ceramics, Baskets & Gourds, Glasswork, Jewelry, Fiber/Leather, Art from Recycled Items
  - b. Crafters: Soap/Dye, Candles, Clay Products, Candles, Clay Products, Embroidery, Quilts, Clothing, Accessories/Hair Products, Weaving, Cottage & Modern Food, Farmers
  - c. Food Vendor: Preparing and selling food on-site for immediate consumption either out of a truck, trailer, or tent.
  - d. Non-Profit Vendor: Must provide proof of status with tax-exempt status. Space is very limited.
  - e. Entertainment: Bouncy Items, Face Painting, Rock/Climbing, Magician, etc.
5. Fall Festival is a one-day festival. To attract good crowds, we ask that vendors keep their booths open all day of the festival. If you do not keep your booth open the entire day (even in inclement weather), we cannot guarantee that you will have a booth space next year.
6. No vendor will be permitted to exceed their assigned 10' x 10' booth space. If a vendor uses anything that exceeds beyond the allowed 10' x 10' space, the vendor must rent an additional booth space. No vendor may block any sidewalk or designated walkway.
7. All vendors' applications are now reviewed and approved by the festival committee. Applications will be reviewed based on the following criteria: Items, Vendor's past performance, and more.

# City of Neosho Fall Festival

11. Fall Festival will be held October 2, 2021. Booth assignments and a packet of information will be available at noon or after September 23, 2021.
12. Booths cannot be set up until after 4p.m. on Friday (October 1st) or after 6:00 a.m. on Saturday (October 2nd). This is done in consideration of the businesses on and around the Square, and their customers and employees, which will be conducting normal business until that time.
13. Booths must be **open by 10 a.m. on Saturday** (October 2nd) and must be kept open until **6 p.m.**, weather permitting. Your **booth space must be emptied by 6 p.m.** You are required to pick up all trash and debris from your booth space prior to leaving.



203 E. Main St., Neosho, MO 64850  
417-451-8050

Email:

Website: [www.neoshomo.org](http://www.neoshomo.org)