

City of Merriam Woods  
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Minutes of Board of Aldermen  
January 11, 2022

An open meeting of the Board of Aldermen was held on Tuesday, January 11, 2022, in the City of Merriam Woods Complex.

Mayor Rusty Ault called the meeting to order at 6:03 p.m.

Pledge of Allegiance

**Roll Call:**

**Mayor: Rusty Ault – present**

**Alderman Ward 1: Sheila Karges – absent**

**Alderman Ward 1: Vacancy**

**Alderman Ward 2: Terri Conner – present**

**Alderman Ward 2: Rhonda Merriman – late arrival**

**Alderman Ward 3: Nikki Hendrick – present**

**Alderman Ward 3: Louella Kamkar - present**

**A Quorum was established for the meeting.**

City Attorney – Joe Allen – absent

City Clerk – Nicole Rodman – present, taking notes

Chief of Police – Nathan Atchison – present, assisting City Clerk

**Minutes:**

Terri made a motion to approve minutes from December 14, 2021 meeting. Nikki seconded. All in favor. Motion approved.

**Monthly Reports:**

**Administration / City Hall / Treasury –**

- Louella advised that she has been coming into the office to help with daily functions while Nicole transitions into her new position as City Clerk.
- Chief advised PD used 231.6 gallons of fuel, Public Works used 11.2 gallons. Total usage of 242.8 gallons.
- For the month of December 2021, The City saw an income of \$127,604.02. Total expenses of 77,267.70. Remaining balance was positive at \$50,336.32.
- Road fund currently sitting at \$148,290.77 after the latest disbursement from levy of \$28,588.81. \$9,757.71 was spent in December for gravel and materials for the roads including the new broom for paving in Spring.

- Financials for January/February may look bad due this time of year being a time for renewals etc.
- Business/Animal Licenses are due by the end of January 2022. 2022 Animal Tags have been ordered and will be sent out to those who obtain Animal licenses prior to their arrival.
- City Hall is transitioning away from the PO Box. Should result in \$72-\$102/yr savings.
- City discontinued renting modem for City Hall internet by purchasing one for approximately \$50-\$60. Should result in approximately \$150/yr savings in rental fees.
- City Hall is working to wirelessly connect the Public Works Building. This will allow the City to discontinue internet service to the Public Works Building and to utilize the City Hall internet connection. Should result in approximately \$1,320/yr savings.
- Pursuing options to transition from inkjet printer as main printer in City Hall to a Laser Printer. Almost \$1,000 spent on ink last year. Toner is cheaper and lasts longer.
- Updates made to the Credit Card Payment System in City Hall. Should result in more accurate reporting of how funds from payments should be designated
- Financials appear to be working well since having Stone Financial take over accounting. Still fine tuning the process of submitting and picking up paperwork from Stone
- Water usage for customers continuing to be estimated until new water meters come in.
- Clothing and Food Bank remain operational for those in need. Always accepting donations.
- Chief reminded everyone to sign up for Merriam Woods Mass Notification System. Information available on City and PD website as well as in City Hall.

#### **Public Works –**

- Gary stated Public Works has been working on repairing roads. Current gravel pile is frozen due to no covered storage. Suppliers are overwhelmed right now and unable to get fresh loads in. Fresh supply will be delayed.
- Gary reported he is currently \$17,750 under budget for what was requested for obtaining supplies and equipment related to paving roads

#### **Law Enforcement / Animal Control –**

- Chief reported for December 2021, there were 133 calls for service.
  - 93 answered by MWPD
  - 40 answered by TCSO
  - 0 animals brought in
  - 3 Ordinance Violations
- For the 2021 year, there were a total of 1,194 calls for service. 271 citations/summons issued
- Brakes and Rotors on Chief's car came in at \$604.27, under the approved amount of \$610
- Tires for Chief's car came in at \$592.61, under the approved amount of \$600
- 2 Old Police Vehicles have been removed from City Insurance
- Chief stated that in 2022 the Police Department will begin holding landlords of problem properties responsible, not just the tenants. If tenants are cited, landlords will be cited as well.
- Chief stated that in 2022 Derelict Vehicles will be strictly enforced at the end of January.

- Owners can avoid violation/summons by placing a tarp or car cover over inoperable or improperly registered vehicles that may remain in that state for a period of time
- Chief stated that after January, Business/Animal licenses will be strictly enforced with few warnings given for violations.
- Chief stated the PD is still actively accepting applications for Reserve/Part-Time Officer Positions.
  - 1 potential Reserve applicant has been interviewed, pending completion of background investigation and conditional offer of employment
- 1 part-time officer should be moving to full time status in the middle of January
- Police Department should begin the process to become accredited this year. Will be a lengthy process but should result in substantial reduction in insurance rates for the Police Department once process is completed.
- Chief at the inquiry of Alderman Merriman provided an update on K-9 Zoey. Chief reported that Zoey's health is improving and is now on a change of diet. As of now, Zoey has plenty of service left for the Community of Merriam Woods.

Rhonda made a motion to approve reports. Louella seconded. All in favor. Motion carried.

#### New Business:

- **Bank Account Creation** - Louella made a motion to open 2 new bank accounts. 1 designated for Grants/Federal Funding. 1 designated for Police Training Fund. Both accounts will have all current signers with Chief added only to Police Training Fund Account. Rhonda seconded. All in favor. Motion carried.
- **Add Nicole Rodman, City Clerk as signer to Bank Accounts** – Rhonda made a motion to add Nicole Rodman as a signer to the Bank Accounts. Terri seconded. All in favor. Motion carried.
- **Part-Time/Utility Clerk Position Advertisement** – Nikki made a motion to advertise the position on Indeed for free. Rhonda seconded. All in favor. Motion carried. Louella and Rusty will work on the advertisement and contacting existing applicants.
- **Lift Station #7 in need of Upgrades/Overhaul** – Rhonda made a motion to spend up to \$5,000 on materials needed to help lighten load on Station #7 and begin sealing manholes. Louella seconded. All in favor. Motion carried.
- **Tires for Trailer** – Rhonda made a motion to spend up to \$2,500 to get trailer updated (tires, wiring, hitch) and in working condition for paver. Terri seconded. All in favor. Motion carried. Funding will come out of Road Fund Account.

Terri made a motion to close the Open Session, pursuant to RSMo 610.021 (1) legal matters and (3) personnel matters. Louella seconded. All in favor. Motion carried. The Open Meeting closed at 7:04 p.m.

Rhonda made a motion to reopen the Open Session. Nikki seconded. All in favor. The Open Session reopened at 7:29 p.m.

Employee evaluations/raises were discussed during Closed Session.

Rhonda made a motion to adjourn. Nikki seconded. All in favor. The meeting adjourned at 7:30 p.m.