CONSENT AGENDA

The attached items are listed on the Consent Agenda

A Consent Agenda allows the City Council to consider and approve routine items of business without discussion. Any member of the City Council, the City staff or the public may request removal of any item from the consent agenda and that it be considered under the Regular Agenda if discussion or debate of the item is desired. Items not removed from the consent agenda will stand approved upon motion by any Councilmember, second and unanimous vote to approve the consent agenda as published or modified

Items removed from the Consent Agenda will be considered at the beginning of New Business

CITY OF CAMERON
MINUTES
August 16, 2021

Code Enforcement Work Session

Dennis M. Clark	P
Becky Curtis	P
Julie Ausmus	P
Roy Estes	P
Jon Ingram	P

Staff Present: City Manager Rasmussen, City Clerk Blades, Utility Director Johnson, Community Developer Wymes, Building Inspector Beckwith, Finance Director Weigand, Police Chief Bashor and Counselor Corcoran.

The Cameron City Council and City Staff met for a Work Session at 5:00 p.m. at Cameron City Hall, 205 North Main Street in Cameron, Missouri.

DISCUSSION ITEMS

City Manager Rasmussen distributed a handout on code enforcement. Community Developer Wymes discussed the reasons for code enforcement as well as the three priorities of code enforcement:

1. Building Inspections
2. Public Safety Inspections
3. Nuisance Violation Inspections

The enforcement philosophies for code enforcement, complaint driven, most egregious first, and quadrant or zone-based were discussed. Developer Wymes stated he is not a fan of code enforcement which is solely complaint driven as it tends to pit neighbors against each other.

Councilmember Curtis noted that doing business inspections will be a new function that City staff has not been doing for several years if ever. Developer Wymes also added that regarding building inspections, he would like to outsource some of the tasks for large commercial projects but keep the small projects in-house.

A discussion ensued regarding how job responsibilities might be split up between the inspectors. Inspector Beckwith responded that staff is wanting direction from Council regarding how they want to pursue nuisance violations so that an accurate job description can be created for the currently vacant position.

Regarding the code enforcement priorities, Councilmember Ausmus stated she felt public safety inspections should be the first on the list. City Manager Rasmussen discussed scheduling and time constraints for building inspections as opposed to routine inspections. Mayor Clark added the possibility of outsourcing some business inspections, staggering the inspection schedules of

business licenses and additional fees required for this task. Councilmember Estes stated that initial business inspections will take longer to complete than renewals and questioned if staff will have any time left for nuisance violations after the first two priorities are undertaken. Councilmember Estes also questioned what other Cities do for nuisance violations. City Manager Rasmussen gave the results of a small poll of comparable cities. Councilmember Ausmus requested staff follow-up and find out how many inspectors those comparable cities have.

City Clerk Blades offered that the City currently has approximately 547 active business licenses and of those, about 224 would require an inspection for business license renewal. The remaining licenses being for businesses located outside the city limits or of a home-based nature.

A discussion was held regarding a code enforcement board of appeals. Councilmember Ausmus stated this board should be a last resort and not a first step in the code enforcement process. Councilmember Ausmus also felt that consistency between the two inspectors may be the biggest problem to overcome.

City Manager Rasmussen suggested that Staff draft a Resolution for code enforcement and provide it to Council for review and comment. Councilmember Curtis stated she would like nuisance violations to be a combination of complaint driven and staff initiated. Councilmember Estes stated that Staff could follow-up on nuisance violations as time in their schedule allows. Further discussion ensued on the grievance or board of appeals and there was a consensus of the Council that such a board be utilized for code enforcement. Mayor Clark stated that this board would not just be interpreting the code for appeal cases but also providing feedback to Council if the codes need to be amended. Councilmember Ingram stated he likes the idea of staff using a quadrant or zone approach to identifying nuisances while also responding to complaints. He also was in favor of using the Board of Adjustment as the appeal board with the possibility of adding extra citizens for the appeal processes. Councilmember Ausmus would like to see nuisances addressed with the most egregious violations first and is not in favor of an appeals committee. Councilmember Estes added that the time available will dictate how aggressive code enforcement can be. We should deal with the complaints and go from there. Mayor Clark stated he agreed with Councilmember Estes and that we will learn as we go. Nuisances will be triaged based on circumstances and time constraints. He would rather wait and see before a decision is made on the board of appeals.

There being no further business, the work session adjourned at 5:55 p.m.

_____
Mayor Dennis M. Clark

ATTEST:

_____
City Clerk

CITY OF CAMERON
MINUTES
August 16, 2021

REGULAR SESSION

Dennis M. Clark	P
Becky Curtis	P
Julie Ausmus	P
Roy Estes	P
Jon Ingram	P

The City Council of the City of Cameron, Missouri met in Regular Session on Monday, the 16th day of August 2021, at 6:05 p.m. at Cameron City Hall. Mayor Dennis M. Clark led the Pledge of Allegiance to the flag of the United States of America.

Mayor Dennis M. Clark presided with the following Councilmembers present: Becky Curtis, Julie Ausmus, Roy Estes and Jon Ingram. Absent: None.

Present were City Manager Stephen Rasmussen, Utility Director Zac Johnson, Finance Director Carmen Weigand, Public Works Director Drew Bontrager, Community Development Director Tim Wymes, Police Chief Bashor, Fire Chief O'Donnell, Attorney for the City Padraic Corcoran, Building Inspector Beckwith and City Clerk Shellie J. Blades.

PUBLIC PARTICIPATION WITH COUNCIL

Mark Garges, 315 Oak – Spoke in reference to the earlier work session on code enforcement and advised Council that some businesses have their own inspection requirements, such as nursing homes, which are very thorough, and suggested Council consider allowing those inspections in lieu of a separate city inspection for business licenses. He also noted that many commercial insurance providers also have inspection processes in place that may be utilized as well.

CONSENT AGENDA

Motion was made by Councilmember Ausmus and seconded by Councilmember Ingram to approve the Consent Agenda. Motion passed by unanimous voice vote.

a. Motion to approve the Minutes of the August 2, 2021 Council/EDOC Work Session.
b. Motion to approve the Minutes of the August 2, 2021 Regular Session.

CITY MANAGER'S REPORT

City Manager Rasmussen:

- ✓ Informed Council a meeting was held last Thursday with the City, MoDOT, Cameron Regional Medical Center and Love's Travel Stop to discuss possible improvements to BB Highway. If we are able to partner with MoDOT and pay 50% of a project's costs then MoDOT may move the project to a Tier 1 status and pay the other 50%.
- ✓ Staff had hoped to have a fee increase Ordinance on tonight's agenda since these additional fees are included in the new budget revenues. However, after discussion with Counselor Corcoran and City Staff, the Ordinance is more involved than originally anticipated and will be forthcoming on a future agenda.
- ✓ Manager Rasmussen showed photos of the Eagle Lake spillway which Council has voted to fund $27,000 toward bridging the spillway expanse for a primitive trail around the lake. Photos of an available bridge from MoDOT as well as a railway flat car bridge from a private citizen were discussed as potential options for this project. Staff will continue to research these options and bring complete details back to Council soon.
- ✓ Staff has scheduled a Finance Committee Meeting for Wednesday, August 18, 2021 at 5:00 p.m. to discuss expected fund from the American Recovery Plan Act.

EDOC / TERRY RUMERY UPDATE

Terry Rumery:

- ✓ Provided a brief status update of potential economic development prospects for the Cameron area.

UNFINISHED BUSINESS

Bill 2021-24, **AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS** was read by title on second reading by City Clerk Blades. Copies of said Bill 2021-24 were available for the public. Motion was made by Councilmember Ausmus and seconded by Councilmember Estes to pass said bill on second reading by Roll Call. Discussion. None. "Aye": Councilmembers: Clark, Curtis, Ausmus, Estes and Ingram. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6192**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2021-25, **AN ORDINANCE APPROVING THE DOWNTOWN CAMERON REDEVELOPMENT PLAN PURSUANT TO CHAPTER 353 OF THE REVISED STATUTES OF MISSOURI, ESTABLISHING THE REDEVELOPMENT AREA DESCRIBED THEREIN AS A BLIGHTED AREA, AND APPROVING THE DOWNTOWN CAMERON REDEVELOPMENT PLAN POLICY** was read by title on second reading by City Clerk Blades. Copies of said Bill 2021-25 were available for the public. Motion was made by Councilmember Ausmus and seconded by Councilmember Ingram to pass said bill on second reading by Roll Call. Discussion. None. "Aye": Councilmembers: Clark, Curtis, Ausmus, Estes and Ingram. "Nay" none. The Mayor thereupon declared said bill duly adopted

and said bill was numbered **ORDINANCE 6193**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2021-26, **AN ORDINANCE APPROVING THE CITY OF CAMERON, MISSOURI BUDGET OF THE ENSUING FISCAL YEAR OCTOBER 1, 2021 TO SEPTEMBER 30, 2022** was read by title on second reading by City Clerk Blades. Copies of said Bill 2021-26 were available for the public. Motion was made by Councilmember Ausmus and seconded by Councilmember Ingram to pass said bill on second reading by Roll Call. Discussion. Councilmember Ingram inquired if this reading would finalize next year's budget and was answered in the affirmative. "Aye": Councilmembers: Clark, Curtis, Ausmus, Estes and Ingram. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6194**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2021-27, **AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF PUBLIC INFRASTRUCTURE IMPROVEMENTS DEVELOPED BY MANION PROPERTIES, LLC IN WESTON ESTATES PHASE II SUBDIVISION ORIGINAL PLAT AS PUBLIC DOMAIN FOR THE CITY OF CAMERON** was read by title on second reading by City Clerk Blades. Copies of said Bill 2021-27 were available for the public. Motion was made by Councilmember Ingram and seconded by Councilmember Ausmus to pass said bill on second reading by Roll Call. Discussion. None. "Aye": Councilmembers: Clark, Curtis, Ausmus, Estes and Ingram. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6195**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2021-28, **AN ORDINANCE IMPOSING A CITY SALES TAX FOR TRANSPORTATION PURPOSES IN THE CITY OF CAMERON, MISSOURI, AND CALLING AN ELECTION ON SUCH TAX TO BE HELD ON NOVEMBER 2, 2021** was read by title on second reading by City Clerk Blades. Copies of said Bill 2021-28 were available for the public. Motion was made by Councilmember Ausmus and seconded by Councilmember Ingram to pass said bill on second reading by Roll Call. Discussion. None. "Aye": Councilmembers: Clark, Curtis, Ausmus, Estes and Ingram. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6196**, was thereupon signed by the Mayor and attested by the City Clerk.

Discussion – Utility Service Lines/Private Insurance Carrier, Jim Ocker & Mark Baker: Insurance agents Ocker and Baker informed Council of the additional coverage available on most homeowners policies and distributed a handout. This additional insurance provides coverage for whatever is the homeowners responsibility for utility lines, such as from the main to the home in the City of Cameron. The coverage includes pipe, wires, valves, etc. The coverage is usually limited to a maximum between $10,00-$20,000 depending on the age of the house. The cost for such insurance is approximately $30 - $50 annually. The insurance coverage intent is to put the homeowner back to where they were before the adverse event happened. For example, if there is a break in a water line, the insurance will repair the line but will not replace the entire water line. Councilmember Curtis asked Utility Director Johnson for examples of situations that this type of insurance would apply. Director Johnson stated the City gets notifications from Dig-Rite often of citizens digging up their service lines for such types of repairs. Mayor Clark added there are two

issues regarding service lines, customer service line repairs and line loss throughout the City which is currently estimated to be at approximately 30%.

NEW BUSINESS

Public Hearing – 2021 Tax Levy: At 6:36 p.m., motion was made by Councilmember Ausmus and seconded by Councilmember Estes to enter a public hearing by roll call to discuss the 2021 tax levy. Motion passed by roll call vote: "Aye:" Councilmember Clark, Curtis, Ausmus, Estes and Ingram. "Nay:" none.

City Clerk Blades explained that a public notice must be advertised at least 7 days in advance of the public hearing to set the tax levy. After the public notice was sent to press, the Clinton County Clerk advised of updated valuations. For this reason, the final updated valuations need to be read into the official record since there was no time to update what was published:

Real Estate valuations:	$61,882,416.00
Personal Property valuations:	$17,159,405.00
TOTAL valuations:	$79,041,821.00

The tax levies calculated by the State Auditor's Office take into account the previous year's levies and valuations as well as the consumer price index. The tax rate ceiling for 2021 as provided by the State Auditor's Office is:

General Fund:	$0.6658	per $100 valuation
Park Fund:	$0.1621	per $100 valuation
Library Fund:	$0.1852	per $100 valuation
Band Fund:	$0.0922	per $100 valuation
TOTAL LEVY:	$1.1053	per $100 valuation

The proposed total levy of $1.1053 is approximately $0.02 less than the 2020 tax levy, however, the total valuations are up just over five million dollars. The result should be an approximate revenue increase of 4.9% from 2020.

There being no further comments from Council or the public, motion was made at 6:41 p.m. to exit the public hearing by roll call by Councilmember Ingram and seconded by Councilmember Curtis. Motion passed with "Aye:" Councilmembers Clark, Curtis, Ausmus, Estes & Ingram. "Nay:" none.

Bill 2021-29, **AN ORDINANCE LEVYING TAX UPON ALL PROPERTY TAXABLE IN THE CITY OF CAMERON, MISSOURI, FOR THE YEAR 2021, AND FIXING THE RATE THEREOF** was read by title by City Clerk Blades. Copies of said Bill 2021-29 were available for the public. Motion was made by Councilmember Ausmus and seconded by Councilmember Estes to pass said bill on first reading. Discussion. City Clerk Blades explained a full reading is requested because the levy must be certified to each county (Clinton, DeKalb and Caldwell) prior to September 1. Motion carried unanimously.

Motion was made by Councilmember Ausmus and seconded by Councilmember Estes to suspend the rules and place said bill on second reading by Roll Call vote. Discussion. None. "Aye": Councilmembers: Clark, Curtis, Ausmus, Estes and Ingram. "Nay" none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6197**, was thereupon signed by the Mayor and attested by the City Clerk.

PUBLIC PARTICIPATION WITH COUNCIL

Sue Manion, 602 Lana Drive – Spoke regarding the earlier discussion on utility service lines. A heavy rain event at the first of July caused three feet of sewer to back up in a property of theirs at 323 S. Cherry. Their plumbing contractor indicated they believed the City's sewer main was the problem and Sue turned the information over to Director Johnson. The City's insurance carrier denied the claim, however, her insurance carrier covered. The maximum coverage for the event was exceeded and Sue presented the City a bill. Ms. Manion said she was glad that Manager Rasmussen stated the City would take care of the excess cost and suggested that the City needs to be proactive with the maintenance of the utility lines. She went on to say that the City lets things fall apart and they need to start fixing stuff.

MISCELLANEOUS-STAFF

City Clerk Blades:

- ✓ Advised Council she will be out of the office next week on vacation.
- ✓ Reminded Council of the upcoming MML Conference as well as the Chamber Banquet and asked that members contact her if their schedules will allow them to attend these functions.

Utility Director Johnson:

- ✓ Governor Parsons has declared August 15th through 21st as Water and Waste Water Professionals Week and wanted to recognize the professionals in this category who both work for and contract with the City of Cameron for these services.

MISCELLANEOUS-COUNCIL

Councilmember Ingram:

- ✓ Stated he was disappointed because he felt the Code Enforcement Work Session did not accomplish its purpose. He would like staff to continue the dialogue with Council to get these questions answered.

Councilmember Ausmus:

- ✓ Stated her agreement with Councilmember Ingram.

Councilmember Curtis:

- ✓ Also agrees with the other Councilmembers sentiments and stated they are learning as they go.

Mayor Clark:

- ✓ Regarding Ms. Manion's comments – Mayor Clark stated that staff has latitude on utility rates and line loss. There may be a need to increase rates to help pay for improvements to the infrastructure.

On motion made by Councilmember Ingram and seconded by Councilmember Estes, Council adjourned to Executive Session at 6:53 p.m. by roll call vote to discuss Attorney-Client Communications [RSMo 610.021(1)] "Aye:" Councilmembers Clark, Curtis, Ausmus, Estes and Ingram. "Nay:" none.

* * * * * * *

There being no further business on motion made by Councilmember Ausmus and seconded by Councilmember Ingram, the meeting was adjourned at 7:22 p.m. on unanimous voice vote.

APPROVED:

_____
Mayor Dennis M. Clark

ATTEST:

_____
City Clerk

CONSENT AGENDA ITEM

TO: Mayor and City Council

FROM: Shellie J. Blades, City Clerk

DATE: June 21, 2021

RE: Caterer's Permit Approval

Issue:

Scott Falke of Levi Garrison & Sons Brewing Company has applied and paid the appropriate fee for a Caterer's Permit for Old School Oktoberfest to be held on Saturday, September 18, 2021 at The Old School in Cameron from noon until 10:00 p.m. As always, the City of Cameron caterer permit is only valid in conjunction with the appropriate State liquor licenses.

Recommendation:

Staff recommends approval.