

T.N.
Posted On JAN 22 2025

**REGULAR
BOARD OF
ALDERMEN
MEETING**

**Tuesday
February 4, 2025
7:00 P.M.**

**At
Cleveland Community Building
211 W. Main Street**

BILLS/ORDINANCES ON AGENDA ARE AVAILABLE FOR PUBLIC VIEW

**CITY OF CLEVELAND, MISSOURI
BOARD OF ALDERMEN MEETING
AGENDA**

February 4, 2025 - 7:00 p.m.

CALL MEETING TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA:

- 1. APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 21, 2025**
- 2. APPROVAL OF MINUTES OF EXECUTIVE SESSION OF JANUARY 21, 2025**
- 3. REVIEW OF THE EXPENSE REPORT**

COMMENTS FROM THE PUBLIC

**NEW BUSINESS- Utility Billing Software-S.U.B.S from MRWA
City's Website and New Email Addresses**

**INTRODUCTION/ADOPTION OF RESOLUTIONS/ORDINANCES (Roll Call Vote)
S.U.B.S Subscription Resolution**

UNFINISHED BUSINESS- None

REPORT OF OFFICERS—MEMBERS—COMMITTEES

Mayor Roberson
Alderman Hull
Alderman Muller
Alderman B. Hull
Alderman Walker
Alderman Williams
Alderman Goben

ADJOURNMENT

EXECUTIVE SESSION

The Cleveland Board of Aldermen may enter an executive session during this meeting if such action is approved by a majority of the Aldermen present, with quorum, to discuss legal or privileged matters under Section 610.021(1) to discuss matters pertaining to the leasing, purchase or sale of real estate, according to Missouri statute 610.021.2, and to discuss matters pertaining to personnel actions under Section 610.021(3) and that the record be closed.

Posted On FEB 3 - 2025 ^{T.N}

CITY OF CLEVELAND

211 W. MAIN CLEVELAND, MO 64734

REGULAR BOARD OF ALDERMEN MEETING

February 4, 2025

Mayor Roberson called the meeting to order at 7:00 p.m.

ROLL CALL FOR ALDERMEN IN ATTENDANCE: Hull, Muller, Walker, B. Hull, Goben, Williams

PUBLIC IN ATTENDANCE: None

CITY EMPLOYEES IN ATTENDANCE: City Clerk Nawaz, Chief of Police Vick

PLEDGE OF ALLEGIANCE: Recited by all in presence.

CONSENT AGENDA:

- 1. APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 21, 2025**
- 2. APPROVAL OF MINUTES OF EXECUTIVE SESSION OF JANUARY 21, 2025**
- 3. REVIEW OF THE EXPENSE REPORT (attachment)**

Mayor Roberson asked for comments and questions for the consent agenda. There being no questions or objections, the consent agenda was unanimously approved.

NEW BUSINESS:

Utility Billing Software—Small Utility Billing Service (S.U.B.S.) by Missouri Rural Water Association (MRWA)

Mayor Roberson informed that since the last update to “gWorks” there has been several issues with printing the water bills accurately; the technical support is terrible in response time and resolving the issues. City Clerk and Assistant City Clerk have collected water billing software information from several cities and have narrowed it down to S.U.B.S., a software that is designed for small communities; it is user-friendly, and support seems to be very responsive and quick.

Mayor Roberson informed the Board that S.U.B.S. is through MRWA, free to members cities with a \$400.00 yearly maintenance fee. City Clerk explained the features of the said software.

Discussion held about security; Mayor Roberson informed that system gets locked after three failed log-in attempts, server redundancy is practiced, personal data (i.e., social security numbers and credit card info) is not stored on the servers/hard drives. Said software has prebuilt integration with Neptune (automated water meters) used by the City.

Alderman Goben had questions: how many users allowed to work simultaneously, what happens to City's data if City moves to a different software, support response time and how to approach them (email or phone call), two factor authentication available?

Later, at the end of the meeting, Mayor Roberson called Valarie Main, Technical, Managerial, Financial (TMF) Specialist of MRWA. Ms. Main answered Alderman Goben's questions satisfactorily.

INTRODUCTION/ADOPTION OF RESOLUTIONS/ORDINANCES

S.U.B.S. Subscription Resolution 2025-1

Mayor Roberson read aloud the resolution to subscribe to S.U. B. S.

Alderman Goben moved to approve Resolution No. 2025-1. Seconded by Alderman Williams. Motion passed unanimously.

6 ayes; Muller, Hull, B. Hull, Walker, Williams, Goben
0 nays

City's Website and New Email Addresses

New Domain: Mayor Roberson informed that City is migrating from Fairpoint email domain since it is redundant and behind times; Mayor has done some research; bought a domain and now the email addresses are under clevelandmo.com.

City's Website: Mayor Roberson informed the Board that after research he has created a website hosted by Municipal Impact. Mayor Roberson has populated several fields and uploaded documents. Mayor Roberson stated that he wanted the Board to see it before it is launched. Mayor Roberson presented a walkthrough of website; Board members liked it and thanked Mayor Roberson.

REPORT OF OFFICERS—MEMBERS—COMMITTEES

Mayor Roberson: Informed that after looking at all that it entailed, he has decided to not pursue with Confluence River - Acquisition of Water/Wastewater Systems at this time.

Alderman Hull: Noting to report currently; asked if water bills were mailed? City Clerk informed that water bills were mailed but 76 bills did not print.

Alderman Muller: Informed about:

1. **BAIRD Investment Account:** Financial Advisor Alderman Muller informed that a \$75,000 CD has been rolled over with the Safra National Bank at 4.250% due on 9/14/2025. Alderman Muller informed that a couple of CDs will become due in April and May of 2025; City's CDs are laddered, and it seems that the interest rates would not be changing for a while.
2. **Pothole Mix:** Alderman Muller informed that Lone Pine resident Dan Ackermann told him about a pallet of Cold Patch (60 bags) that came up for auction at Cargo Largo.

Alderman Muller told Ackermann to get the pallet at a decent price. Ackermann won the *bid for \$12 .00 a bag. The cost on the internet seems to average about \$25.00 a bag. City bought the last batch of cold patch at the rate of \$24.00 a bag. Alderman Muller informed that a finder's fee was paid to Ackermann to cover his cost of going to get it and bring it back to the City.

3. Purchase Policy: Alderman Muller stated that although City got a good deal, but City's purchasing policy was deviated; he would like to modify the policy to accommodate* such purchases. Alderman Muller informed that he with the help of Dan Ackermann and Ryan Zellar has stacked the cold patch bags in City's storage shed.
4. Gutter Repairs: Alderman Muller informed that he is trying to get bids for the City Hall gutter repairs; front and east side gutters need replacement; he is having difficulty to find bidders for the said job.

Alderman B. Hull: Asked about the timeline and procedure of street repairs, now that City has purchased the cold patch. Discussion was held regarding the suitable temperature, proper way of filling potholes, use of wheat burner, applying tar, etc.

Alderman Muller stated that in past Musselman and Hall Contractors had done some patch work and crack sealing for the City, other times, it was handled in-house with volunteered labor. Discussion was held about the large potholes; specifically, a large one at Meadow Brooke Subdivision. Mayor Roberson stated that weather permitting Randy Maynard and Ryan Zellar will take care of the critical potholes.

Mayor Roberson stated that he plans to meet with the County Commissioner to explore the possibility of partnering with County to do the City's street repairs. Mayor Roberson stated he would like to see if "League of Cities" can be activated again to form a consortium to bundle the street bids, etc.

Alderman Walker: Nothing to report currently.

Alderman Williams: Informed the Board that the recent sewer line choking issue at Meadow Brooke Subdivision was due to the baby wipes stuck in the line; pressure built by the successive backup points caused the breakdown of four grinder pumps. Alderman Williams expressed concern over the discovery during the repair that original fittings were substandard and asked if a preemptive measure will be taken to make sure appropriate fittings are used? Alderman Muller stated that the substandard fittings will be upgraded at each repair event. Discussion held regarding additional "sewer cleanout" valves to access blockages within the line.

Alderman Goben: Nothing to report currently.

Chief Vick: Reported that January was a quieter month, mainly due to the weather.

Missouri Local Government Employees Retirement System (LAGERS): Alderman Muller informed that City has received Supplemental Actuarial Valuation of Alternate benefit from LAGERS. Alderman Muller stated that he would like to review it more before a decision is made; would confer with former Mayor Masterson as well since she had helped to initially set it

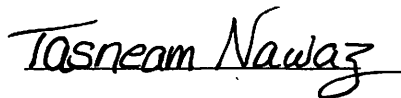
up. Mayor Roberson informed that recently he talked to LAGERS management since City had to pay \$900.00 for past police employees to cover the cost of retirement benefit due to the past employees getting hired by an entity with higher level of LAGERS. Mayor Roberson stated that it seems that City has to make up for a bad investment made by LAGERS to keep sufficient funds in retirement account.

ADJOURNMENT: Alderman Goben moved to adjourn at 8:21 pm. Seconded by Alderman Walker. Motion passed unanimously.

6 ayes; Muller, Hull, B. Hull, Walker, Williams, Goben
0 nays



Mayor Roberson



City Clerk, Nawaz

March 4, 2025

Date of Approval

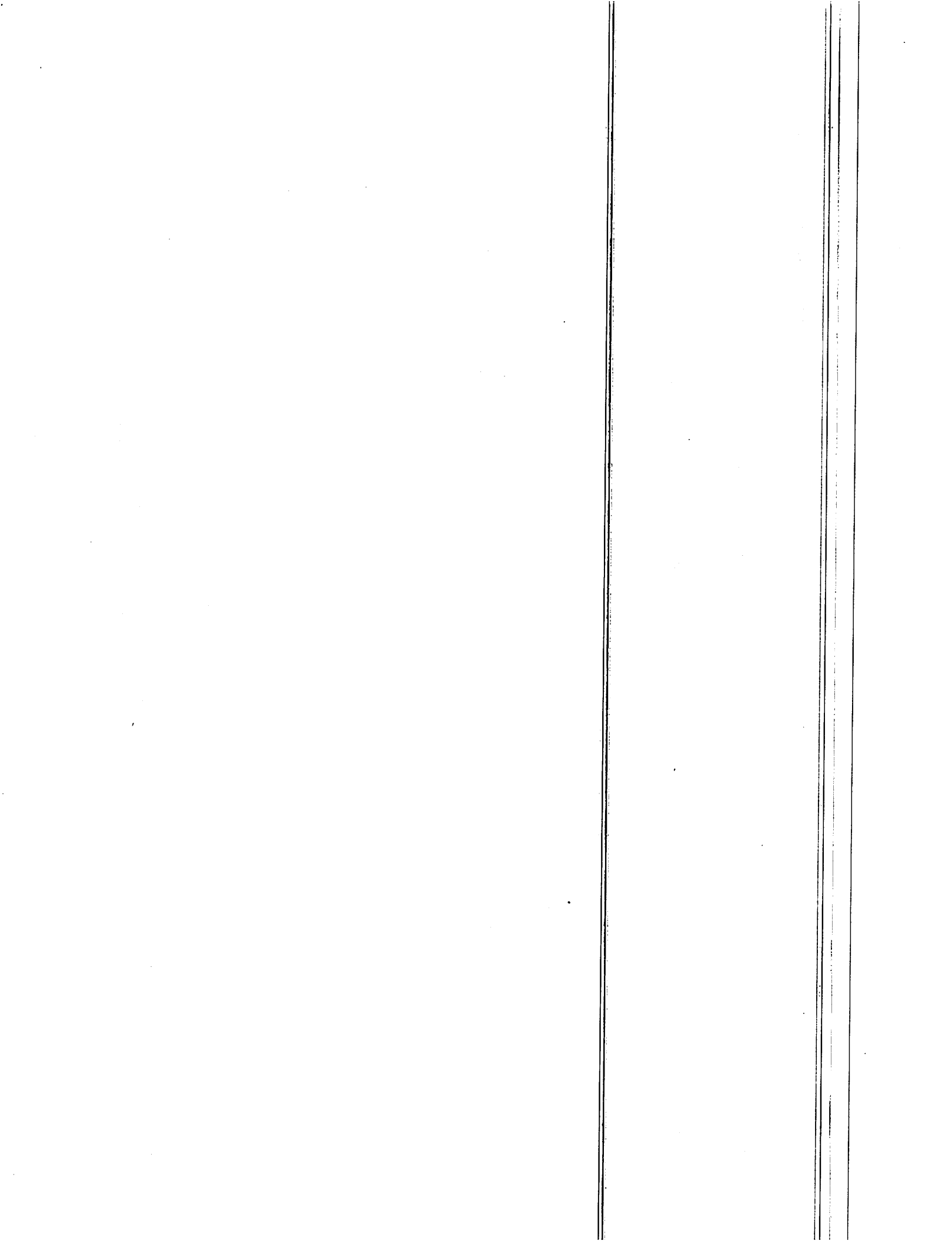
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02/04/25

Accrual Basis

CITY OF CLEVELAND, MISSOURI
Expenses by Vendor With Class For Board Review
January 22 through February 4, 2025

Type	Date	Num	Split	Memo	Class	Account	Amount
CASS CO. SHERIFF'S OFFICE							
Bill	02/04/2025	1085	12000 · Gener...	Annual Dispatching Fee and Dispatch Incidents (619 Total)	POLICE...	39999 · Dispatching	7,428.00
Total CASS CO. SHERIFF'S OFFICE							7,428.00
HAYNES EQUIPMENT							
Bill	02/04/2025	30284...	12000 · Gener...	24312 Meadowbrooke Ln.,1201 W 244th, 24400 Meado...	WATER...	28160 · Grinder Pump Repair	4,839.33
Total HAYNES EQUIPMENT							4,839.33
LLOYD HAROLD							
Bill	01/27/2025	2059	12000 · Gener...	Flow totals to be on mission, installation of meter readin...	WATER...	28121 · Sewer System Repairs	2,625.00
Total LLOYD HAROLD							2,625.00
LSCV CPA'S							
Bill	02/04/2025	86740	12000 · Gener...	December 2024 Financial Statements, W2's prepared a...	GENER...	17800 · Legal/Accounting - General	634.58
Bill	02/04/2025	86740	12000 · Gener...	December 2024 Financial Statements, W2's prepared a...	WATER...	27800 · Legal/Accounting - Water/S...	634.59
Bill	02/04/2025	86740	12000 · Gener...	December 2024 Financial Statements, W2's prepared a...	POLICE...	37800 · Legal/Accounting - Police	634.58
Total LSCV CPA'S							1,903.75
MARC							
Bill	01/27/2025	S-I-00...	12000 · Gener...	SWMD HHW program FY 2025	GENER...	17250 · Dues & Subscriptions - Gen...	722.07
Total MARC							722.07
MISSOURI DEPARTMENT OF REVENUE							
Bill	01/22/2025	1224	12000 · Gener...	Reporting period 12/2024	GENER...	18500 · Taxes - Employment - Gene...	1,062.00
Total MISSOURI DEPARTMENT OF REVENUE							1,062.00
PWSD #2							
Bill	01/22/2025	15105	12000 · Gener...	Service dates 11/18/2024 to 12/17/2024	WATER...	27030 · Water Cost	7,810.83
Total PWSD #2							7,810.83
Randy E. Maynard							
Bill	02/03/2025	012025	12000 · Gener...	For the month of January 2025	WATER...	27850 · Mileage - Water/Sewer	161.00
Total Randy E. Maynard							161.00
Rotor-Rooter							
Bill	01/22/2025	01162...	12000 · Gener...	Hydro Jet Sewerline at 1201 E. 244th St in Meadowbrook	WATER...	28121 · Sewer System Repairs	1,400.00
Total Rotor-Rooter							1,400.00
STARK BORING CO.,INC							
Bill	01/22/2025	01162...	12000 · Gener...	Mobilized Emergency break. Excavated and cut out DW...	WATER...	28121 · Sewer System Repairs	3,528.00
Bill	02/04/2025	48844...	12000 · Gener...	1300 E 244th St., 24312 Meadowbrook Ln. and 24620 S...	WATER...	28121 · Sewer System Repairs	13,772.50



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02/04/25

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Expenses by Vendor With Class For Board Review
January 22 through February 4, 2025

Type	Date	Num	Split	Memo	Class	Account	Amount
Total STARK BORING CO.,INC							17,300.50
TRIBUNE and TIMES							
Bill	02/04/2025	37296	12000 · Gener...	6 month financials for paper	GENER...	17980 · Publishing - General	94.88
Total TRIBUNE and TIMES							94.88
WASTE MANAGEMENT							
Bill	01/22/2025	19457...	12000 · Gener...	1 yard and 96 gallon recycle tote	GENER...	18650 · Trash - General	71.75
Total WASTE MANAGEMENT							71.75
TOTAL							45,419.11

