

MINUTES

CITY COUNCIL MEETING

Portageville City Hall

OLD BOARD

May 7, 2025

CALL TO ORDER

*** This meeting was originally scheduled for Monday, May 5, 2025, but postponed due to not having a quorum.

A meeting of the City of Portageville Board of Aldermen was held on Wednesday, May 7, 2025, at City Hall, 301 E Main St. Mayor Cook called the meeting to order at 6:00 p.m.

ROLL CALL

Council Members Present

Alderman Adams

Alderman Faulk

Alderman Hollingshead

Council Members Absent

Following roll call, the City Clerk reported that a quorum was present.

Also present were:

Rachel Wrather, City Clerk

Carol Bowden

Denis McCrate

Norman Womack

Freddie Hill

Jonathan Thacker

JJ Singleton

Terry Wheeler

Chris Stinnett

Jimmy Wyman

Angela Lunbeck

George DeLisle

Kevin Guthrie

Marcos Reyes

Scott Patterson

Gail Lunbeck

Kris Simmons

Rob Smith

Ryan Dicus

Joey Walters

Roosevelt Mosby

APPROVAL OF AGENDA

Moved by Alderman Adams, seconded by Alderman Faulk and unanimously carried, to approve the agenda as submitted.

APPROVAL OF MINUTES

Regular Mtg.- April 7, 2025

Midmonth/ Budget- April 21, 2025

Special Mtg.- April 25, 2025

Mayor Cook asked members of the Council if they had read a copy of the Minutes made available to them three days prior to the meeting. All answered in the affirmative.

Mayor Cook asked if there were any additions or deletions to the minutes. There were none.

Moved by Alderman Faulk, seconded by Alderman Adams and unanimously carried, to approve the submitted minutes for the month of April.

ORDINANCES OR RESOLUTIONS

There were none.

PUBLIC FORUM

Mayor Cook asked if there were any visitors present who would like to address the Board of Aldermen.

Bridget Hamm had called to be placed on the agenda, but was not present for the meeting.

DEPARTMENTAL REPORTS

FREDDIE HILL- CHIEF OF POLICE

Turned in a written report for the month of April.

Hill stated that the #75 car had underwent some repairs. Alderman Faulk asked about the #72 car maintenance report that stated three quarts of oil had been placed in the vehicle due to it being low of oil. Discussion followed. Hill stated he believed it was due to neglect and the situation had been rectified.

GEORGE DELISLE- FIRE CHIEF

Turned in a written report for the month of April.

Delisle reported that they had a new member join the volunteer fire department. Maintenance and truck testing was taking place in May. Delisle also reported that the Rural Fire Department purchased a thermal imaging camera.

PARK BOARD

Turned in a written report for the month of April.

JONATHAN THACKER- STREET & SOLID WASTE SUPERINTENDENT

Turned in a written report for the month of April.

Thacker stated that he had spoken with Bob Johnson on Margaret Street and MoDot about installing a pipe to evacuate if necessary due to excessive flooding. Discussion followed. The issue was tabled to June 2025.

Diesel Purchase

Thacker stated that he needed to purchase Diesel. Motion to purchase was made by Alderman Faulk. Alderman Hollingshead seconded. All members voted in favor.

Stop Sign Purchase

Thacker stated that he needed to purchase stop signs at a cost of approximately \$250 for 10 signs. Motion was made by Alderman

Faulk and seconded by Alderman Hollingshead. All members voted in favor.

Alderman Hollingshead asked Thacker how the City taking back mowing of all the City parks would affect his department this summer. Discussion followed. Thacker stated that he would manage as long as mowers held up.

JONATHAN THACKER- CODE ENFORCEMENT

Turned in a written report for the month of April.

Discussion was held about issuing tickets for property that is not mowed. Chris Stinnett, Municipal Judge, told Thacker that if he couldn't get anyone to come to the door to serve paperwork or certified letters weren't picked up, issue a ticket to the Municipal Court and a summons to appear would be issued through the court system.

JIMMY WYMAN- WATER SUPERINTENDENT

Turned in a written report for the month of April.

Discussion was held over recent DNR inspection. Wyman stated that the clarifier had been down for over a year and he was working on getting all the other violations straightened out.

Alderman Faulk stated that the SBCA at the Water plant needed to be tested when the Fire Department gets their units done. Fire Chief DeLisle stated to get it to him and he will have it tested with the Fire Department air packs.

KEVIN GUTHRIE- SEWER SUPERINTENDENT

Turned in a written report for the month of April.

Guthrie stated that he was working with Johnson Screen and Vandaventer Engineering about a plan to repair the grit chamber.

Alderman Hollingshead asked if there was a plan B on repairing the grit chamber. Guthrie said he would look into it. EPA inspection was completed and went well. Guthrie stated that the brakes and rotors needed repaired on his truck at an approximate cost of \$539.00 by Thacker Auto Tire & Detail. Discussion followed. Alderman Adams made a motion to have the brakes and rotors repaired by Thacker Auto Tire & Detail. Alderman Hollingshead seconded. All members voted in favor.

SCOTT PATTERSON - PRETREATMENT

Patterson was present and stated that EPA Inspection had went well. He stated there were procedural changes that they would like to see and that the City of Portageville was the only city within our region not charging the industrial pre-treatment customers fees to pay for the pre-treatment program. It will be 90 days before the full report will come back.

ROOSEVELT MOSBY- ANIMAL CONTROL OFFICER

Turned in a written report for the month of April.

Mosby stated that the Department of Ag came in for an inspection and all went well. He is also still working on installing the storage building.

PLANNING AND ZONING

Turned in a written report for the month of April.

They accepted the resignation of Michael Allred from the Planning and Zoning Board, leaving a vacancy for a new member.

PROJECT REPORTS

WATER TREATMENT PLANT

No report was submitted for the month of April.

OLD BUSINESS

APPROVAL OF FY2026 BUDGET

Mayor Cook presented the operating budget for the fiscal year ending April 30, 2026, and asked for a motion to approve. Motion was made by Alderman Faulk and seconded by Alderman Adams. All members voted in favor.

CERTIFICATION OF ELECTION RESULTS

Mayor Cook presented the official certification of election results of the April General Municipal Election and asked for a motion to accept. Motion was made Alderman Faulk. Alderman Adams seconded. All members voted in favor.

APPROVAL OF
FINANCIAL REPORTS
Municipal Court

CHRIS STINNETT, MUNICIPAL COURT JUDGE

Stinnett turned in a written report for the month of April as follows:

Fines Collected/ Clerk Fees	\$1539.09
Inmate Security	\$8.00
Crime Victim Compensation	\$1.14
LET Fund	\$8.00
TOTAL	\$1556.23

City Collector
City Treasurer

CAROL BOWDEN, CITY COLLECTOR

RACHEL WRATHER, CITY TREASURER

Bowden and Wrather turned in a written report for the month of April as follows:

Turned over to City Treasurer:	\$148,385.46
Received from City Collector:	

Park Fund	\$1,017.25
General Fund	\$5,638.64
Health Fund	\$1,340.70
Street Fund	\$120.00
Solid Waste Fund	\$35,189.34
Water & Sewer Fund	\$104,279.53
Meter Deposits	\$800.00
TOTAL	\$148,385.46
Received from City Clerk:	
General Fund	\$266,284.09
Street Fund	\$12,455.60
Sales Tax	\$62,182.50
TOTAL	\$340,922.19
Interest on Deposits	\$10.24
TOTAL DEPOSITS	\$490.874.12
<i>(Court, Collector, Clerk, & Interest)</i>	

Mayor Cook entertained a motion to approve Municipal Court Judge, City Collector and City Treasurer reports for the month of April. Motion was made by Alderman Hollingshead and seconded by Alderman Faulk. All members voted in favor.

APPROVAL OF BILLS

A list of outstanding bills was given to the Board of Aldermen for the month of April. After checking the bills, Mayor Cook asked for a motion. Motion was made by Alderman Adams and seconded by Alderman Faulk. All members voted in favor.

MAYOR AND COUNCIL COMMENTS

Mayor Cook asked if there were any comments from any members of the Board of Aldermen.
There were none.

ADJOURNMENT

There being no further business, moved by Alderman Hollingshead, seconded by Alderman Faulk and unanimously carried, to adjourn at 6:51 p.m.

CITY COUNCIL MEETING
Portageville City Hall
NEW BOARD
May 7, 2025

CALL TO ORDER

Mayor Cook called the meeting to order and advised the newly elected officials to be sworn in by Rachel Wrather, City Clerk. Newly elected officials are as follows:

OATH OF OFFICE FOR
NEW OFFICIALS

Michael Cook Jr., Mayor
Denis McCrate, Alderman Ward 1
Rob Smith, Alderman Ward 2

ROLL CALL

Council Members Present

Alderman Faulk
Alderman Cook
Alderman Hollingshead

Council Members Absent

Alderman Adams

Following roll call, the City Clerk reported that a quorum was present.

Also present were:

Rachel Wrather, City Clerk

Carol Bowden

Denis McCrate

Norman Womack

Freddie Hill

Jonathan Thacker

JJ Singleton

Terry Wheeler

Chris Stinnett

Jimmy Wyman

Angela Lunbeck

George DeLisle

Kevin Guthrie

Marcos Reyes

Scott Patterson

Gail Lunbeck

Kris Simmons

Rob Smith

Ryan Dicus

Joey Walters

Roosevelt Mosby

NEW BUSINESS

APPOINTMENT OF ALDERMAN WARD 2 VACANCY

Mayor Cook nominated Kris Simmons to fill the vacancy of Alderman Ward 2 left when Michael Cook Jr. was elected Mayor. Alderman McCrate made a motion to appoint Kris Simmons as Alderman Ward 2 for the remainder of Michael Cook Jr.'s term. Alderman Faulk seconded. All members voted in favor.

APPOINTMENT OF COMMITTEES, MAYOR PRO-TEM & CITY
ATTORNEY

Mayor Cook presented the proposed changes to the Appointment of Committees for review.

DEPARTMENT	CHAIRMAN	CO-CHAIRMAN
FINANCE	ALDERMAN MCCRATE	ALDERMAN SMITH
WASTEWATER	ALDERMAN FAULK	ALDERMAN MCCRATE

WATER	ALDERMAN MCCRATE	ALDERMAN FAULK
HEALTH	ALDERMAN SMITH	ALDERMAN SIMMONS
STREET	ALDERMAN SIMMONS	ALDERMAN MCCRATE
SOLID WASTE	ALDERMAN MCCRATE	ALDERMAN SIMMONS
POLICE	ALDERMAN FAULK	ALDERMAN MCCRATE
FIRE	ALDERMAN SMITH	ALDERMAN FAULK
PARK	ALDERMAN SMITH	ALDERMAN SIMMONS
ECONOMIC DEVEL.	ALDERMAN SMITH	ALDERMAN MCCRATE
PLANNING & ZONING	ALDERMAN SIMMONS	ALDERMAN FAULK
MAYOR PROTEM	ALDERMAN MCCRATE	
CITY ATTORNEY	TERRY MCVEY	

Mayor Cook asked for a motion to approve the Appointment of Committees, Mayor Pro-Tem and City Attorney as submitted. Motion was made by Alderman McCrate and seconded by Alderman Faulk. All members voted in favor.

LIQUOR LICENSE APPROVAL

Mayor Cook asked for a motion to approve the following liquor licenses for the 2026 fiscal year.

Motion was made by Alderman Faulk to approve an Original Package and a Sunday Original Package liquor license for Buddy's Package & Quick Shop, 403 N. Highway 61, Managing Officer, Karen S. Gowan. Alderman Smith seconded. All members voted in favor.

Motion was made by Alderman McCrate to approve an Original Package and a Sunday Original Package liquor license for Reliance Stations LLC DBA Portageville Truck Stop, 166 E State Hwy 162, Managing Officer, Zameer Merchant. Alderman Faulk seconded. All members voted in favor.

Motion was made by Alderman Faulk to approve an Original Package and a Sunday Original Package liquor license for Casey's Marketing Company, 101 E. State Hwy 162, Managing Officer, Douglas M. Reed. Alderman Simmons seconded. All members voted in favor.

Motion was made by Alderman Simmons to approve an Original Liquor by the Drink liquor license for Klipfel's Korner, 112A Highway 61 South, Managing Officer, Theodore J. Klipfel. Alderman McCrate seconded. All members voted in favor.

Motion was made by Alderman McCrate to approve an Original Package and a Sunday Original Package liquor license for Portageville

Food Rite, 703 US Hwy 61 North, Managing Officer, Harold G. Edgar. Alderman Faulk seconded. All members voted in favor.

Motion was made by Alderman McCrate to approve an Original Package and a Sunday Original Package liquor license for Janki Inc. dba Jay's Corner, 126 East Main Street, Managing Officer, Janak Kikani. Alderman Smith seconded. All members voted in favor.

Motion was made by Alderman McCrate to approve an Original Package and a Sunday Original Package liquor license for Chrisman Oil dba 4-Way Quick Shop, 200 US Hwy 61 North, Managing Officer, Terry Burleson. Alderman Faulk seconded. All members voted in favor.

Motion was made by Alderman McCrate to approve an Original Liquor by the Drink liquor license with Sunday Sales license for San Jose, 67 E St Hwy 162, Managing Officer, Ana Angel. Alderman Simmons seconded. All members voted in favor.

Motion was made by Alderman Simmons to approve an Original Package and a Sunday Original Package liquor license for Family Dollar LLC, 135 E St Hwy 162, Managing Officer, Anthony Visconti. Alderman Faulk seconded. All members voted in favor.

Motion was made by Alderman McCrate to approve an Original Liquor by the Drink liquor license with Sunday Sales license for The Hippo Café LLC, 608 US Hwy 61 N, Managing Officer, Marcos Rey Contreras. Alderman Simmons seconded. All members voted in favor.

UPDATE SIGNERS ON BANK ACCOUNTS – FSCB, FSB&T

Mayor Cook stated that the signers for accounts at First State Community Bank and First State Bank and Trust needed to be updated with the appointment of the new board. Discussion followed. Mayor Cook asked for a motion to remove James C. Hollingshead as a signer and appoint Denis McCrate, Mayor Pro-Tem, as a signer on all city accounts. Motion was made by Alderman Faulk. Alderman Smith seconded. All members voted in favor. Rachel Wrather, City Clerk/Treasurer, and <Michael Cook, Jr., Mayor, will remain as signers on all city accounts.

PLANNING AND ZONING COMMITTEE APPOINTMENTS

Mayor Cook presented the nominations for appointments to the Planning and Zoning Committee which reappointed Greg Gowan and Martha LeSieur to a four-year term ending April 30, 2029. Discussion followed. Motion was made by Alderman Smith and seconded by Alderman McCrate. All members voted in favor.

SEWER DEPT- PUMP QUOTE

Mayor Cook asked Kevin Guthrie, Sewer Superintendent, to speak about the pump he was asking to purchase. Guthrie explained that it was for the lift station at the intersection of 9th Street and Delisle Avenue. Discussion followed. Mayor Cook asked for a motion to purchase a Barmesa Cutter Pump, 3 HP, from Arkansas Process & Control LLC in the amount of \$3244.00. Motion was made by Alderman Faulk. Alderman McCrate seconded. All members voted in favor.

POLICE DEPT- #73 TIRE QUOTE

Mayor Cook presented a state bid quotes for tires from Thacker Auto Tire & Detail for a set of four tires, mounted and balanced, for Police Department Unit #73. Mayor Cook stated that Thacker had asked about other tires at a cheaper cost because it was taking so long for him to receive his rebate from the state. Discussion followed. Three quotes would be needed in order to not utilize state bid pricing. The issue was tabled until the next meeting.

OPTION TO OPT OUT OF EMPLOYER PAID HEALTHCARE BENEFIT

Mayor Cook stated that there were full-time City employees who did not utilize their health insurance benefit and they had approached the City about opting out of coverage. After discussion with Terry McVey, City Attorney, he stated that the employee could sign a form electing not to receive coverage. Discussion followed. Mayor Cook asked for a motion to allow employees to opt out of health insurance if they had other coverage aside from the City. Motion was made by Alderman Faulk. Alderman Simmons seconded. All members voted in favor.

ELECTED OFFICIALS TRAINING

Mayor Cook asked if any members of the Board of Aldermen were interested in attending Missouri Municipal Leagues' elected officials training to be held in Columbia in June. Alderman Smith and Alderman Simmons would both like to register for in-person training and Alderman McCrate would like to register for virtual training. Motion to approve registrations was made by Alderman McCrate. Alderman Faulk seconded. All members voted in favor.

MAYOR AND COUNCIL COMMENTS

There were no comments; however, Municipal Judge Chris Stinnett took this opportunity to introduce the new board to Ryan Dicus, Prosecuting Attorney for the City of Portageville.

EXECUTIVE SESSION

There was none.

OPEN SESSION- DATE OF NEXT MEETING

The next regularly scheduled Board Meeting is Monday, June 2, 2025 at 6:00 p.m. at City Hall, 301 E Main, Portageville.

ADJOURNMENT

There being no further business, moved by Alderman McCrate, seconded by Alderman Smith and unanimously carried, to adjourn at 7:20 p.m.



Rachel Wrather
City Clerk



Michael Cook Jr.
Mayor

