

MINUTES

CITY COUNCIL MEETING Portageville City Hall June 2, 2025

CALL TO ORDER

A meeting of the City of Portageville Board of Aldermen was held on Monday, June 2, 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 McCrate
Alderman Faulk
Alderman Simmons
Alderman Smith

Council Members Absent

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

Also present were:

Rachel Wrather, City Clerk
Carol Bowden
Al DeLisle
Kevin Guthrie
George DeLisle
Gail Lunbeck
Shirley Estes
Jim McCleish
Jimmy Wyman
Jan Holmes
Lovie Holmes

Terry McVey, City Attorney
Jonathan Thacker
Terry Wheeler
Freddie Hill
Angela Lunbeck
Scott Patterson
Rob Osborn
Roosevelt Mosby
Joey Walters
Queenie Holmes

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES
PH Building Commission- 5/7/25
Reg. Meeting- 5/7/25
Special Meeting- 5/8/25

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 McCrate, seconded by Alderman Smith and unanimously carried, to approve the submitted minutes for the month of May.

ORDINANCES OR RESOLUTIONS

Resolution 2025-2: Authorized Signer DRA Grant

Mayor Cook introduced Resolution 2025-2:

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PORTAGEVILLE CONCERNING ACCEPTANCE AND COMPLIANCE WITH VARIOUS REQUIREMENTS TO OBTAIN FINANCIAL ASSISTANCE FROM DELTA REGIONAL AUTHORITY (DRA) FOR FY 2025 AND AUTHORIZING THE MAYOR TO SIGN AND PERFORM ALL DUTIES OF SAID AWARD.

Mayor Cook entertained a motion for the First Reading of Resolution 2025-2. A motion was made by Alderman McCrate and seconded by Alderman Faulk. Voting was as follows: Alderman McCrate, yea; Alderman Faulk, yea; Alderman Simmons, yea; Alderman Smith, yea. Motion passes.

Mayor Cook entertained a motion for the Second Reading of Resolution 2025-2. A motion was made by Alderman Faulk and seconded by Alderman Smith. A roll call vote was taken. Alderman McCrate, yea; Alderman Faulk, yea; Alderman Smith, yea; Alderman Simmons, yea. Motion passes.

After hearing Resolution 2025-2 read two times, passed, and approved, Mayor Cook declared Resolution 2025-2 passed this 2nd day of June, 2025.

Resolution 2025-3:

Mayor Cook introduced Resolution 2025-3:

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PORTAGEVILLE AUTHORIZING THE FILING OF AN APPLICATION AND ASSOCIATED TASKS WITH THE MISSOURI DEPARTMENT OF NATURAL RESOURCES, FINANCIAL ASSISTANCE CENTER'S FUNDING PROGRAMS FOR LOANS AND/OR GRANTS UNDER THE MISSOURI CLEAN WATER LAW OR THE MISSOURI SAFE DRINKING WATER LAW

Mayor Cook entertained a motion for the First Reading of Resolution 2025-3. A motion was made by Alderman McCrate and seconded by Alderman Faulk. Voting was as follows: Alderman McCrate, yea; Alderman Faulk, yea; Alderman Simmons, yea; Alderman Smith, yea. Motion passes.

Mayor Cook entertained a motion for the Second Reading of Resolution 2025-3. A motion was made by Alderman Faulk and seconded by Alderman Smith. A roll call vote was taken.

Alderman McCrate, yea; Alderman Faulk, yea; Alderman Smith, yea; Alderman Simmons, yea. Motion passes.

After hearing Resolution 2025-3 read two times, passed, and approved, Mayor Cook declared Resolution 2025-3 passed this 2nd day of June, 2025.

PUBLIC FORUM

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

Rob Osborn with RESRG Automotive was present to discuss traffic control through Portageville and present proposed signage. A plant tour was also discussed for the future.

DEPARTMENTAL REPORTS

FREDDIE HILL- CHIEF OF POLICE

Turned in a written report for the month of May.

Chief Hill discussed permits for recreational off-highway vehicles.

GEORGE DELISLE- FIRE CHIEF

Turned in a written report for the month of May.

DeLisle discussed a possible donation of a generator from the New Madrid Power Plant.

PARK BOARD

No report was submitted for the month of May.

Mayor Cook informed the Board of Alderman that Henon Thacker had resigned as Park Board President. Marcus Partin, Vice-President, had assumed the role until their next meeting.

JONATHAN THACKER- STREET & SOLID WASTE SUPERINTENDENT

Turned in a written report for the month of May.

Mower Frame Repair

Thacker reported that he had a mower with a broken frame and the cost to repair from Ron's Small Engine was approximately \$1100.00. Discussion followed. Alderman Faulk stated that since the City had taken back the mowing of the City Parks, that he would like to check with the Park Board to see if they could help. Mayor Cook asked for a motion to repair the broken mower frame. Motion was made by Alderman McCrate and seconded by Alderman Faulk. All members voted in favor.

Thacker also informed the Board that the air was out in the Bobcat.

JONATHAN THACKER- CODE ENFORCEMENT

Turned in a written report for the month of May.

Thacker was asked about the property on DeLisle Avenue that had not been cleaned up from a house fire. Thacker stated that letters had been sent but there was no response.

Thacker was also asked about the abandoned trailer home on the corner of West 7th Street and Huffman Ave.

JIMMY WYMAN- WATER SUPERINTENDENT

Turned in a written report for the month of May.

Multiple meters are not reading correctly due to no signal. Wyman will investigate the issue.

KEVIN GUTHRIE- SEWER SUPERINTENDENT

Turned in a written report for the month of May.

Guthrie reported that the gearbox on the auger was repaired by the seal was not fixed. Vandavanter Engineering has the broken auger and is working on a repair quote. The system is still by-passing right now.

Enviro-Clear Class

Guthrie asked to take an advanced sewer treatment class offered by Enviro-Clear at a cost of \$750.00. Sewer vouchers are available to use toward it. Discussion followed. Motion was made by Alderman Faulk to approve the class for Guthrie. Alderman McCrate seconded. All members voted in favor.

SCOTT PATTERSON - PRETREATMENT

Turned in a written report for the month of May.

ROOSEVELT MOSBY – ANIMAL CONTROL

Turned in a written report for the month of May.

PLANNING AND ZONING

P&Z Meeting Time Change

Turned in a written report for the month of May.

It was noted in their report that Planning and Zoning requested to change their meeting time to the third Wednesday of each month beginning at 5:30 p.m. Discussion followed. Mayor Cook asked for a motion to approve the change in meeting time. Motion was made by Alderman McCrate. Alderman Smith seconded. All members voted in favor.

PROJECT REPORTS

WATER TREATMENT PLANT

Turned in a written report for the month of May.

Jim McCleish and Daniel Kingree with Horner Shifrin was present to update the Board on the Water Treatment Plant. Plans and specifications for the prefab plant had been approved and sent out to bids. Bid opening was scheduled for July 8, 2025 at 1:00 p.m. at City Hall. Daniel Kingree stated that a rate increase schedule may be necessary before construction final approval. Discussion was had about touring Butler County #3 which is a very similar plant to what we will have.

OLD BUSINESS

AT&T DAMAGED LINE

Mayor Cook asked Terry McVey, City Attorney, if we had heard anything new regarding the damaged line with AT&T. McVey responded that there was no new information. The issue was removed from future agendas until there is a new development.

HOUSING AUTHORITY SIGN REQUEST- HUFFMAN AVE

Mayor Cook informed the Board of Alderman that Police Chief Freddie Hill had requested a child at play sign to be placed on Huffman Avenue across from the entrance to the Housing Authority. Discussion followed. Motion was made by Alderman Faulk to approve the placement of the requested sign. Alderman Simmons seconded. All members voted in favor.

DAEOC VOLUNTARY ANNEXATION

Mayor Cook stated that DAEOC had verbally requested annexation of 77 Skyview Rd but had not returned their petition for annexation. The issue was tabled until the June 2, 2025 meeting.

POLICE DEPT- UNIT #73 TIRE QUOTE

Mayor Cook stated that Unit #73 for the Police Department was currently out of commission. The issue was tabled and removed from the agenda.

WWTP GRIT SCREW INSPECTION/ REPAIR- FORMAL VOTE

Mayor Cook informed everyone that an email vote had been taken on allowing Vandevanter Engineering to further inspect the Auger/ Grit Chamber at the Sewer Plant and prepare for transport, if necessary, at a cost not to exceed \$1900.00. He explained that Vandevanter Engineering had called and offered the discount rate since they were already scheduled to be in the area. A formal vote was needed. Alderman McCrate made a motion to approve Vandevanter Engineering to inspect and transport for a price not to exceed \$1900.00. Alderman Smith seconded. All members voted in favor.

NEW BUSINESS

MEMORANDUM OF UNDERSTANDING- SRO 2025-2026 SCHOOL YEAR

Mayor Cook presented the Memorandum of Understanding (MOU) between the Portageville School District and the City of Portageville for the School Resource Officer during the upcoming 2025-2026 School year. The school had requested a change to Section V removing the line that states the officer's time with the school ends at the end of summer school. The school would like to continue to utilize the officer for school related functions during the summer months. Discussion followed. After reviewing the proposed changes, the Board of Aldermen agreed to leave the MOU as is and not to

accept the proposed change from the school. The MOU was sent back to the school for review.

MEMORANDUM OF UNDERSTANDING- MUNICIPAL COURT AGREEMENT WITH MARSTON

Mayor Cook informed the Board that it was time to review the agreement with the City of Marston that combined the Municipal Court Services. Discussion followed. Alderman McCrate made a motion to draft an ordinance for another year. Alderman Faulk seconded. All members voted in favor.

MOWING OF CITY PARKS

Mayor Cook stated that he would like to see the Street Department take back mowing of the City parks. Discussion followed. Alderman Faulk made a motion to allow the City Street Department to take back mowing responsibilities of the City parks. Alderman Simmons seconded. All members voted in favor.

ORDINANCE REVIEW- RECREATIONAL OFF-HIGHWAY VEHICLES- GF

Mayor Cook asked Alderman Faulk if he would like to address the ordinance review of recreational off-highway vehicles. Alderman Faulk stated that he wanted to review the ordinance because citizens are not getting permits, proper signage and there have been noise complaints. There have also been situations relating to electric bikes and scooters that our current ordinance did not address. Chief Hill also talked about the law affecting recreational off-highway vehicles on public roadways. Discussion followed. Terry McVey, City Attorney, will research state law and present his findings at the next meeting. The issue was tabled until June 2, 2025.

ORDINANCE REVIEW- STREET CUT PRICING- MC

Mayor Cook reviewed the ordinance for street cut pricing but asked to table the issue until further pricing information could be obtained. The issue was table until a later date.

ORDINANCE REVIEW- BUSINESS LICENSE- GF

Mayor Cook explained that Alderman Faulk had asked to review the cost of business license for business owners who held multiple businesses in Portageville but at different locations. Terry McVey, City Attorney, explained that a license is determined by physical location and each location requires a separate license. The question arose over whether or not the same tax id number was used for multiple locations and McVey stated that it did not play a role in determining licensing. He reiterated that each location would require a business license. Discussion followed. Alderman McCrate made a motion to revise the ordinance so that business owners with multiple

locations would receive a discount of half-off on additional licenses after one is paid at full price. Alderman Simmons seconded. All members voted in favor.

ORDINANCE REVIEW- SOLID WASTE DISPOSAL- GF

Mayor Cook asked Alderman Faulk to speak on solid waste disposal. Alderman Faulk stated that citizens were not following the policy and trash cans were being always left out by the road for pickup. Discussion followed. Mayor Cook asked that the policy regarding trash containers be republished on the City website.

ORDINANCE REVIEW- WEED DEBRIS & VEGETATION- GF

Mayor Cook asked Alderman Faulk to speak on weed, debris and vegetation ordinance review. Alderman Faulk stated that people are not following the policy and asked Terry McVey, City Attorney, what options we had. Discussion followed. The Code Enforcement Officer has the option to summon the property owner to Municipal Court for a fine to be incurred after a letter is sent certified mail or served and the time frame has been met. If the mowing is too grown up, after the time frame he can choose to have the Street Department abate the problem and place a lien on the property taxes.

ORDINANCE REVIEW- DANGEROUS BUILDINGS- GF

Mayor Cook asked Alderman Faulk to speak on the Dangerous Building ordinance review. Alderman Faulk asked Terry McVey, City Attorney, if there was a more efficient way to rectify dangerous buildings. Discussion followed. McVey stated there was not.

WATER TOWER INSPECTION- PITTSBURG TANKS

Mayor Cook presented a proposal from Pittsburg Tanks for the inspection of the water storage tanks at a cost of \$3825.00. This is a requirement to be completed in 2025. Discussion followed. Alderman Faulk made a motion to accept the proposal from Pittsburg Tank at a cost of \$3825.00. Alderman Simmons seconded. All members voted in favor.

TREE REMOVAL- 209 WEST 3RD STREET

Mayor Cook stated that this issue had reached a resolution before the meeting, so no discussion was needed.

LIQUOR LICENSE- HUNGRY HIPPO CAFÉ LLC UNTIL JUNE 30, 2025

Mayor Cook stated that the City had received a request from Maros Rey Contreras, owner of the Hungry Hippo Café LLC, located at 608 Us Highway 61 North, for a liquor by the drink and Sunday Sales license to be effective immediately and last through June 30, 2025. Discussion followed. Motion to accept was made by Alderman

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

FIREWORKS SALES LICENSE

Mayor Cook presented two applications for Firework Sales within the City of Portageville. They were as follows: Ashlie Patton at 102 West Main Street and Spencer Walls at 301 Highway 61 North.

Mayor Cook asked for a motion to approve the application of Ashlie Patton. Motion was made by Alderman McCrate and seconded by Alderman Smith. All members voted in favor.

Mayor Cook asked for a motion to approve the application of Spencer Walls. Motion was made by Alderman Faulk and seconded by Alderman McCrate. All members voted in favor.

SEWER DEPT- BARMESA SEWAGE PUMP REPAIR (2 PUMPS)

Mayor Cook informed the Board that Kevin Guthrie, Sewer Superintendent, had presented quotes from Heartland Electric Works for the repair of 2 Barmesa Sewage pumps at a combined cost of \$2550.00. Discussion followed. Alderman McCrate made a motion to approve the repair at the above-mentioned price. Alderman Faulk seconded. All members voted in favor.

FIIX WORKORDER PROGRAM RENEWAL

Mayor Cook presented a renewal for Fiix Software, which is the workorder program the City utilizes, at a cost of \$900.00. Discussion followed. Alderman McCrate approved the renewal. Alderman Smith seconded. All members voted in favor.

MO FEDERATION OF POLICE CHIEF CONFERENCE CRONAN

Mayor Cook stated that Officer Bruce Cronan would like to attend the Missouri Federation of Police Chiefs Conference to obtain credit hours. Discussion followed. Alderman Smith made a motion to approve Cronan's attendance. Alderman McCrate 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 May as follows:

Fines Collected/ Clerk Fees	\$1007.00
Inmate Security	\$22.00
Crime Victim Compensation	\$4.07
LET Fund	\$22.00
TOTAL	\$1055.07

CAROL BOWDEN, CITY COLLECTOR
 RACHEL WRATHER, CITY TREASURER

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

Turned over to City Treasurer:	\$158,842.87
Received from City Collector:	
Park Fund	\$546.98
General Fund	\$7,178.17
Health Fund	\$836.37
Street Fund	\$137.00
Solid Waste Fund	\$36,364.59
Water & Sewer Fund	\$113,059.76
Meter Deposits	\$720.00
TOTAL	\$158,842.87
Received from City Clerk:	
General Fund	\$61,142.28
Street Fund	\$15,880.08
Sales Tax	\$66,843.18
TOTAL	\$143,865.54
Interest on Deposits	\$12.52
TOTAL DEPOSITS	\$303,776.00
<i>(Court, Collector, Clerk, & Interest)</i>	

City Collector
 City Treasurer

Mayor Cook entertained a motion to approve Municipal Court Judge, City Collector and City Treasurer reports for the month of May. Motion was made by Alderman McCrate 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 May. After checking the bills, Mayor Cook asked for a motion. Motion was made by Alderman McCrate 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.

EXECUTIVE SESSION

There was none.

OPEN SESSION/
DATE OF NEXT MEETING

The next regularly schedule Monthly Meeting will be held at City Hall,
301 E Main Portageville, on Monday, July 7, 2025, at 6:00 p.m.

ADJOURNMENT

There being no further business, moved by Alderman Simmons,
seconded by Alderman Faulk and unanimously carried, to adjourn at
8:25 p.m.



Rachel Wrather
City Clerk



Michael Cook Jr.
Mayor