



**CITY OF JACKSON**  
**MAYOR & BOARD OF ALDERMEN REGULAR MEETING**

**Monday, October 16, 2023 at 6:00 PM**  
**Board Chambers, City Hall, 101 Court St.**

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**AGENDA**

**CALL TO ORDER**

**INTRODUCTION OF GUESTS/VISITORS**

**ADOPTION OF AGENDA**

1. Motion adopting the Regular Meeting Agenda.

**APPROVAL OF MINUTES**

2. Motion approving the Minutes of the Regular Meeting of October 2, 2023.

**FINANCIAL AFFAIRS**

3. Motion approving payment of the semimonthly bills.
4. Motion approving the City Collector's Report.
5. Motion approving the City Clerk's and Treasurer's Reports.

**ACTION ITEMS**

**Power, Light, and Water Committee**

6. Motion approving Statement of Work Q-43723-1, in the amount of \$3,996.70, to CivicPlus, LLC, of Manhattan, Kansas, relative to providing additional online code hosting services under the Website Redesign and Hosting Services Project.
7. Motion accepting a proposal from SoutheastHEALTH, of Cape Girardeau, Missouri, relative to providing services under the 2024 Employee Medical Insurance Benefit Plan.
8. Bill proposing an Ordinance authorizing a contractual agreement with SoutheastHEALTH, relative to providing services under the 2024 Employee Medical Insurance Benefit Plan.

**Street, Sewer, and Cemetery Committee**

9. Motion setting a public hearing for Monday, November 6, 2023, at 6:00 p.m., to consider a request to vacate a portion of the Royal Drive public right-of-way in Forest Acres Subdivision, as requested by Christopher and Kelly Kasten and Zeno and Liza Walker.
10. Motion setting a public hearing for Monday, November 6, 2023, at 6:00 p.m., to consider a text amendment to Chapter 65 (Zoning) of the Code of Ordinances, relative to attached or painted signs.

## **NON-AGENDA CITIZEN INPUT**

### **INFORMATION ITEMS**

11. Report by Mayor
12. Reports by Board Members
13. Report by City Attorney
14. Report by City Administrator
15. Discussion of future agenda items

### **EXECUTIVE SESSION**

*Motion to have executive session. Authority is Section 610.21(2), Revised Statutes of Missouri, relating to real estate; and Section 610.21(3), Revised Statutes of Missouri, relating to personnel.*

### **ADJOURN**

Posted on 10/13/2023 at 4:00 P.M.



**CITY OF JACKSON**  
**MAYOR & BOARD OF ALDERMEN REGULAR MEETING**  
**Monday, October 2, 2023 at 6:00 PM**  
**Board Chambers, City Hall, 101 Court St.**

## MINUTES

The Board of Aldermen met in the Regular Session with Mayor Dwain L. Hahs in the chair and the following Board Members present: Joe Bob Baker, Mike Seabaugh, David Reiminger, Paul Sander, Wanda Young, David Hitt, Shana Williams, and Katy Liley. Present-8; Absent-0.

The meeting is opened by Mayor Dwain L. Hahs with the Pledge of Allegiance and a Moment of Silent Prayer.

Mayor Dwain L. Hahs to recognize           )  
 Guests and Visitors                               )

Now comes forth Mayor Dwain L. Hahs to welcome guests and visitors.

Motion to Adopt the Agenda                       )

Motion made by Alderman Baker, seconded by Alderwoman Liley, to adopt the agenda, as presented. Ayes-8; Nays-0; Absent-0.

Motion to Approve the Minutes of the           )  
 September 18, 2023, Regular Board           )  
 Meeting   )

Motion made by Alderwoman Liley, seconded by Alderman Hitt, to approve the minutes of the preceding Regular Board Meeting of Monday, September 18, 2023. Ayes-8; Nays-0; Absent-0.

Motion to Approve Bills of October, 2023)

Now is presented the Semimonthly Bills Report, in the various funds for the month of October, 2023. Motion made by Alderman Hitt, seconded by Alderwoman Young, to approve the payment of the Semimonthly Bills in the various funds for October, 2023. Ayes-8; Nays-0; Absent-0.

Motion to Set the Annual City of                       )  
 Jackson Christmas Party on Thursday,           )  
 December 7, 2023, at the Jackson               )  
 Civic Center   )

Motion made by Alderman Reiminger, seconded by Alderman Seabaugh, to set the annual City of Jackson Christmas Party for elected officials, appointed officials, and



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employees, on Thursday, December 7, 2023, from 11:00 a.m. to 1:00 p.m., at the Jackson Civic Center. Ayes-8; Nays-0; Absent-0.

Ordinance No. 23-77 Re: To Call for a )  
 General Municipal Election on Tuesday, )  
 April 2, 2024, to fill the Offices of the )  
 Board of Aldermen )

The matter of calling for a General Municipal Election on Tuesday, April 2, 2024, to fill the Offices of the Board of Aldermen, came on for consideration. Alderman Reiminger introduced Bill No. 23-79, being for an ordinance entitled as follows:

**AN ORDINANCE CALLING A GENERAL ELECTION TO FILL THE OFFICES OF ALDERMAN WARD I, ALDERMAN WARD II, ALDERMAN WARD III, AND ALDERMAN WARD IV; ESTABLISHING FILING DEADLINE FOR SAID OFFICES; PROVIDING SAMPLE BALLOT; PROVIDING SAMPLE NOTICE; REQUESTING ELECTION AUTHORITY TO PROCEED WITH ELECTION; ALL IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 19 OF THE CITY CODE OF ORDINANCES AND CHAPTER 115 OF THE REVISED STATUTES OF MISSOURI, 2000, AS AMENDED; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH.**

Motion made by Alderman Reiminger, seconded by Alderwoman Williams, Bill No. 23-79 was placed on its first reading and was read by title, considered and discussed and was duly passed by unanimous vote. On a motion by Alderman Reiminger, seconded by Alderwoman Williams, Bill No. 23-79 was placed on its second reading and final passage and was read by title, considered discussed, and was duly passed. The Mayor thereupon declared said Bill duly passed and the Bill was then duly numbered Ordinance No. 23-77 and was signed and approved by Mayor Dwain L. Hahs and attested by the City Clerk. On roll call: Alderman Seabaugh-aye; Alderman Hitt-aye; Alderman Reiminger-aye; Alderman Sander-aye; Alderman Baker-aye; Alderwoman Young-aye; Alderwoman Williams-aye; and Alderwoman Liley-aye.

**BILL NO. 23-79**

**ORDINANCE NO. 23-77**

**AN ORDINANCE CALLING A GENERAL ELECTION TO FILL THE OFFICES OF ALDERMAN WARD I, ALDERMAN WARD II, ALDERMAN WARD III, AND ALDERMAN WARD IV; ESTABLISHING FILING DEADLINE FOR SAID OFFICES; PROVIDING SAMPLE BALLOT; PROVIDING SAMPLE NOTICE; REQUESTING ELECTION AUTHORITY TO PROCEED WITH ELECTION; ALL IN**



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**ACCORDANCE WITH THE PROVISIONS OF CHAPTER 19 OF THE CITY CODE OF ORDINANCES AND CHAPTER 115 OF THE REVISED STATUTES OF MISSOURI, 2000, AS AMENDED; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH.**

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF JACKSON, MISSOURI, AS FOLLOW:

Section 1. That the Mayor and the Board of Aldermen of the City of Jackson, Missouri, hereby call an election to be held on the date and the times hereinafter set forth.

Section 2. That the Mayor and the Board of Aldermen, Jackson, Missouri, in accordance with the provisions of Chapter 19 of the City Code of Ordinances and Chapter 115 of the Revised Statutes of Missouri, 2000, as amended, hereby direct the City Clerk to file official notice of general election to fill the offices of Alderman Ward I, Alderman Ward II, Alderman Ward III, and Alderman Ward IV. Said notice shall include the following information:

Agency Calling the Election: City of Jackson, Missouri

Name of Office to be Filed: Alderman Ward I  
 Alderman Ward II  
 Alderman Ward III  
 Alderman Ward IV

Date of Election: April 2, 2024

Period Within Which A Candidate Must File:  
 8:00 A.M., Tuesday, December 5, 2023, to  
 5:00 P.M., Tuesday, December 26, 2023

Said notice shall be delivered to the County Clerk no later than 5:00 P.M. on January 23, 2024, the tenth Tuesday prior to the election.

A sample notice of the calling of said election is attached hereto, marked Exhibit A and incorporated herein by reference. It is intended that said sample notice shall be forwarded to the County Clerk for his use as reference only.

Section 3. The City Clerk shall, before the seventeenth Tuesday prior to any election at which offices are to be filled, notify the general public of the opening filing date, the office or



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offices to be filled, the proper place for filing and the closing filing date of the election. Such notification shall be accomplished by a legal notice published in at least one (1) newspaper of general circulation in the city. The City Clerk shall keep a permanent record of the names of the candidates, the office for which they seek election and the dates of the filings; and the order in which the candidates' names shall appear on the ballot as determined under section 19-4 of this Code.

Section 4. That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

Section 6. This ordinance shall take effect and be in force from and after its passage and approval.

FIRST READING: October 2, 2023.

SECOND READING: October 2, 2023.

PASSED AND APPROVED this 2nd day of October, 2023, by a vote of 8 ayes, 0 nays, 0 abstentions and 0 absent.

CITY OF JACKSON, MISSOURI

(SEAL)

By: Dwain L. Hahs (signed)  
Mayor

ATTEST:

Liza Walker (signed)  
City Clerk

Motion to Approve Revised Change )  
 Order No. 2 to RIHC Contracting, of )  
 Perryville, Missouri, relative to the )  
 Kimbeland Pump Station Improvements )  
 Project )



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## **MINUTES**

Motion made by Alderwoman Liley, seconded by Alderman Baker, to approve Revised Change Order No. 2, correcting the project engineer's error in the substantial and final completion dates, to RIHC Contracting (Robinson Industrial, Heavy & Commercial Contracting, Inc.), of Perryville, Missouri, relative to the Kimbeland Pump Station Improvements Project. Ayes-8; Nays-0; Absent-0.

Motion to Approve Change Order No. 3 )  
 to Mike Light Cement Finishing, Inc., of )  
 Perryville, Missouri, relative to the 2023 )  
 Concrete Pavement Improvement )  
 Program )

Motion made by Alderwoman Liley, seconded by Alderman Hitt, to approve Change Order No. 3, in the amount of \$2,000.01, to Mike Light Cement Finishing, Inc., of Perryville, Missouri, relative to the 2023 Concrete Pavement Improvement Program. Ayes-8; Nays-0; Absent-0.

Resolution No. 2023-05: A Resolution )  
 to Support a Grant Application to the )  
 Missouri Department of Natural )  
 Resources, relative to the Litz Park )  
 Pavilion/Restroom Building Project )

### **RESOLUTION NO. 2023-05**

### **RESOLUTION**

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF JACKSON, MISSOURI, EXPRESSING AND CONFIRMING SUPPORT FOR AN APPLICATION TO THE MISSOURI STATE PARKS – A DIVISION OF THE MISSOURI DEPARTMENT OF NATURAL RESOURCES UNDER ITS LAND & WATER CONSERVATION FUND PROGRAM, RELATIVE TO THE LITZ PARK PAVILION/RESTROOM BUILDING PROJECT.**

WHEREAS, the City of Jackson, Missouri, is applying for federal assistance from the Land & Water Conservation Fund Program for the purpose of constructing the Litz Park Pavilion/Restroom Building Project.

NOW, THEREFORE, BE IT RESOLVED THAT:



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1. Mayor Dwain L. Hahs, of the City of Jackson, Missouri, is authorized to sign the application for federal assistance and any other official project documents that are necessary to obtain such assistance, including any agreements, contracts, or other documents that are required by the State of Missouri or the U.S. Department of the Interior, National Park Service.
2. The City of Jackson, Missouri currently has the written commitment for 50% matching share for the project elements that are identified in the application and will allocate the necessary funds to complete the project.
3. In the event a grant is awarded, the City of Jackson, Missouri will commit the necessary financial resources to operate and maintain the completed project in a safe and attractive manner for public access in perpetuity.
4. In the event a grant is awarded, the City of Jackson, Missouri is prepared to complete the project within the time period identified on the signed project agreement.
5. In the event a grant is awarded, the City of Jackson, Missouri will comply with all rules and regulations of the Land & Water Conservation Fund Program, applicable Executive Orders, and all state laws that govern the grant applicant during the performance of the project, and stewardship requirements when the project is complete.

**PASSED AND RESOLVED BY MAYOR AND BOARD OF ALDERMEN.**

The undersigned hereby certifies that she is the duly authorized City Clerk and custodian of the books and records and seal of the City of Jackson, duly formed pursuant to the laws of the State of Missouri, and that the foregoing is a true record of a resolution duly adopted at a meeting of the Mayor and Board of Aldermen, that said meeting was held in accordance with state and local laws on October 2, 2023 and that the said resolution is now in full force and effect without modification or rescission.

IN WITNESS WHEREOF, I have executed my name as City Clerk and have affixed the seal of the City of Jackson, Missouri, this this 2<sup>nd</sup> day of October, 2023, by a vote of 8 ayes, 0 nays, 0 abstentions and 0 absent.

CITY OF JACKSON, MISSOURI

(SEAL)

By: Dwain L. Hahs (signed)  
 Mayor

ATTEST:

Liza Walker (signed)  
 City Clerk



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Motion made by Alderwoman Liley, seconded by Alderwoman Young, to support a grant application to the Missouri Department of Natural Resources, under the Land and Water Conservation Fund (LWCF) Program, relative to the Litz Park Pavilion/Restroom Building Project. Ayes-8; Nays-0; Absent-0.

Ordinance No. 23-78 Re: To Authorize )  
 an Off-System Bridge Program )  
 Agreement with the Missouri Highways )  
 and Transportation Commission, )  
 relative to the Sunset Drive Bridge )  
 Replacement Project )

The matter of authorizing an Off-System Bridge Program Agreement with the Missouri Highways and Transportation Commission, relative to the Sunset Drive Bridge Replacement Project, came on for consideration. Alderwoman Liley introduced Bill No. 23-80, being for an ordinance entitled as follows:

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF JACKSON, MISSOURI, TO EXECUTE AN *OFF-SYSTEM BRIDGE PROGRAM AGREEMENT* BY AND BETWEEN THE CITY OF JACKSON, MISSOURI, AND *THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION*, RELATIVE TO THE *SUNSET DRIVE BRIDGE REPLACEMENT PROJECT*; FURTHER SAID ORDINANCE SHALL AUTHORIZE AND DIRECT THE CITY CLERK TO ATTEST THE SIGNATURE OF THE MAYOR.**

Motion made by Alderwoman Liley, seconded by Alderman Baker, Bill No. 23-80 was placed on its first reading and was read by title, considered and discussed and was duly passed by unanimous vote. On a motion by Alderwoman Liley, seconded by Alderman Baker, Bill No. 23-80 was placed on its second reading and final passage and was read by title, considered discussed, and was duly passed. The Mayor thereupon declared said Bill duly passed and the Bill was then duly numbered Ordinance No. 23-78 and was signed and approved by Mayor Dwain L. Hahs and attested by the City Clerk. On roll call: Alderwoman Williams-aye; Alderwoman Liley-aye; Alderman Hitt-aye; Alderman Sander-aye; Alderman Baker-aye; Alderwoman Young-aye; Alderman Seabaugh-aye; and Alderman Reiminger-aye.

**BILL NO. 23-80**

**ORDINANCE NO. 23-78**

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF JACKSON, MISSOURI, TO EXECUTE AN *OFF-SYSTEM BRIDGE PROGRAM AGREEMENT* BY AND BETWEEN THE CITY OF JACKSON, MISSOURI, AND *THE MISSOURI***



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***HIGHWAYS AND TRANSPORTATION COMMISSION, RELATIVE TO THE SUNSET DRIVE BRIDGE REPLACEMENT PROJECT; FURTHER SAID ORDINANCE SHALL AUTHORIZE AND DIRECT THE CITY CLERK TO ATTEST THE SIGNATURE OF THE MAYOR.***

WHEREAS, the Mayor and Board of Aldermen have been presented an agreement marked Exhibit A and attached hereto and incorporated herein as if fully set forth; and

WHEREAS, the Mayor and Board of Aldermen of the City of Jackson, Missouri, deem it advisable to enter into said agreement.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF JACKSON, MISSOURI, AS FOLLOW:

Section 1. That the Mayor and Board of Aldermen of the City of Jackson, Missouri, approve the agreement marked Exhibit A and attached hereto and incorporated herein as if fully set forth between the City of Jackson, a municipal corporation, and the **Missouri Highways and Transportation Commission**. It is the belief of the Mayor and Board of Aldermen that it is in the best interest of the citizens of the City of Jackson, Missouri, that the City enters into said agreement.

Section 2. That the Mayor is hereby authorized and directed to execute said agreement for and on behalf of the City of Jackson, Missouri.

Section 3. That the City Clerk of the City of Jackson is hereby authorized and directed to attest to the signature of the Mayor on the attached agreement.

Section 4. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent



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jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

Section 5. That this Ordinance shall take effect and be in force from and after its passage and approval.

FIRST READING: October 2, 2023.

SECOND READING: October 2, 2023.

PASSED AND APPROVED this 2nd day of October, 2023, by a vote of 8 ayes, 0 nays, 0 abstentions and 0 absent.

CITY OF JACKSON, MISSOURI

(SEAL)

By: Dwain L. Hahs (signed)  
 Mayor

ATTEST:

Liza Walker (signed)  
 City Clerk

Ordinance No. 23-79 Re: To Approve a )  
 Resubdivision of Lot No. 1 of Green )  
 Meadows Commercial Park No. 5, as )  
 Submitted by Appleton Valley Farm, Inc.)

The matter of approving a Resubdivision of Lot No. 1 of Green Meadows Commercial Park No. 5, as submitted by Appleton Valley Farm, Inc., came on for consideration. Alderwoman Liley introduced Bill No. 23-81, being for an ordinance entitled as follows:

**AN ORDINANCE ACCEPTING THE PLAT OF GREEN MEADOWS COMMERCIAL PARK NO. 5, A RESUBDIVISION OF LOT NO. 1; ACCEPTING DEDICATION OF EASEMENTS, STREETS AND PROPERTIES DESCRIBED; ACCEPTING RESTRICTIONS, IF ANY, FILED THEREWITH; AUTHORIZING THE RECORDING OF SAID PLAT; ACCEPTING IMPROVEMENTS CONSTRUCTED OR TO BE CONSTRUCTED AND INDICATED ON SAID PLAT; REPEALING ALL ORDINANCES IN CONFLICT THEREWITH.**



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Motion made by Alderwoman Liley, seconded by Alderman Hitt, Bill No. 23-81 was placed on its first reading and was read by title, considered and discussed and was duly passed by unanimous vote. On a motion by Alderwoman Liley, seconded by Alderman Hitt, Bill No. 23-81 was placed on its second reading and final passage and was read by title, considered discussed, and was duly passed. The Mayor thereupon declared said Bill duly passed and the Bill was then duly numbered Ordinance No. 23-79 and was signed and approved by Mayor Dwain L. Hahs and attested by the City Clerk. On roll call: Alderman Sander-aye; Alderman Reiminger-aye; Alderman Baker-aye; Alderman Hitt-aye; Alderwoman Young-aye; Alderwoman Williams-aye; Alderman Seabaugh-aye; and Alderwoman Liley-aye.

### BILL NO. 23-81

### ORDINANCE NO. 23-79

**AN ORDINANCE ACCEPTING THE PLAT OF GREEN MEADOWS COMMERCIAL PARK NO. 5, A RESUBDIVISION OF LOT NO. 1; ACCEPTING DEDICATION OF EASEMENTS, STREETS AND PROPERTIES DESCRIBED; ACCEPTING RESTRICTIONS, IF ANY, FILED THEREWITH; AUTHORIZING THE RECORDING OF SAID PLAT; ACCEPTING IMPROVEMENTS CONSTRUCTED OR TO BE CONSTRUCTED AND INDICATED ON SAID PLAT; REPEALING ALL ORDINANCES IN CONFLICT THEREWITH.**

WHEREAS, Appleton Valley Farm, Inc., has platted Green Meadows Commercial Park No. 5, a Resubdivision of Lot No. 1, as located within the corporate limits of the City of Jackson, Missouri; and,

WHEREAS, the developer has designed the required improvements and has committed to construct said improvements; and,

WHEREAS, the developer has complied with all of the city ordinances and, in particular, Chapter 57 of the Code of Ordinances of the City of Jackson, Missouri.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF JACKSON, MISSOURI, AS FOLLOW:



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Section 1. That the Mayor and Board of Aldermen of the City of Jackson, Missouri, do hereby accept the final plat of Green Meadows Commercial Park No. 5, a Resubdivision of Lot No. 1, which is attached hereto as Exhibit A, including all easements, right-of-way streets and improvements indicated thereon and subject to the terms and conditions expressed therein.

Section 2. That the Mayor and City Clerk of the City of Jackson, Missouri, are hereby authorized to do all acts and execute all instruments appropriate and necessary to accept said plat.

Section 3. The City Clerk of the City of Jackson, Missouri, is hereby directed to file a copy of said plat with the Recorder of Deeds, Cape Girardeau County, Missouri.

Section 4. This ordinance shall take effect and be in force from and after its passage and approval.

FIRST READING: October 2, 2023.

SECOND READING: October 2, 2023.

PASSED AND APPROVED this 2nd day of October, 2023, by a vote of 8 ayes, 0 nays, 0 abstentions and 0 absent.

(SEAL)

ATTEST:

Liza Walker (signed)  
City Clerk

CITY OF JACKSON, MISSOURI

By: Dwain L. Hahs (signed)  
Mayor

Southeast Missourian Reporter Jeff )  
Long Introduces Christopher Borro )



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**MINUTES**

Now comes forth Southeast Missourian Reporter Jeff Long to introduce his replacement, Christopher Borro, who will take over as a reporter for the Southeast Missourian this month.

City Administrator James Roach                     )  
 requests Closed Session                                 )

Now comes forth City Administrator James Roach to request to proceed into closed session for one litigation matter in accordance with Section 610.021(1), two items of real estate in accordance with Section 610.021(2) RSMo, and two personnel matters in accordance with Section 610.021(3).

Motion to Recess the Meeting to Study    )  
 Session   )

On a motion by Alderman Baker, seconded by Alderwoman Liley, to recess the meeting at 6:15 P.M., to convene to the Study Session. Ayes-8; Nays-0; Absent-0.

-----  
 Returned to Open Session at 6:40 P.M., from Study Session.

Motion to Proceed into Closed Session    )  
 and to Adjourn the Meeting                     )

Meeting concluded at 6:40 P.M. On a motion by Alderman Baker, seconded by Alderwoman Liley, it is ordered that the Board now convene into closed session for one litigation matter in accordance with Section 610.021(1), two items of real estate in accordance with Section 610.021(2) RSMo, and two personnel matters in accordance with Section 610.021(3) and that the meeting will stand adjourned upon the adjournment of the closed session. On roll call: Alderwoman Young-aye; Alderman Seabaugh-aye; Alderman Sander-aye; Alderman Baker-aye; Alderwoman Liley-aye; Alderman Hitt-aye; Alderman Reiminger-aye; and Alderwoman Williams-aye. Ayes-8; Nays-0; Absent-0.

**ATTEST:**

\_\_\_\_\_  
**Mayor**



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**MINUTES**

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**City Clerk**

## CITY COLLECTOR'S REPORT FOR SEPTEMBER 2023

DESCRIPTION	ELECTRIC FUND	WATER FUND	WASTEWATER FUND	LANDFILL FUND	GEN. REV. FUND	TOTAL
Service Charges (includes internal transfers)	1,543,033.42	270,324.50	216,603.67	61,698.35	-	2,091,659.94
Penalties	10,885.96	1,676.71	1,354.77	354.83	-	14,272.27
Sales Tax	44,754.20	7,986.89	-	-	-	52,741.09
Disconnect Fees	5,822.80	-	-	-	-	5,822.80
Returned Transaction Fees	510.00	-	-	-	-	510.00
Customer Relocation Fees	-	-	-	-	150.00	150.00
Trash Stickers	-	-	-	1,041.00	-	1,041.00
<b>UTILITY COLLECTIONS</b>	<b>1,605,006.38</b>	<b>279,988.10</b>	<b>217,958.44</b>	<b>63,094.18</b>	<b>150.00</b>	<b>2,166,197.10</b>
Adjustments - Services	-	-	-	-	-	-
Adjustments - Penalties	-	-	-	-	-	-
Adjustments - Taxes	-	-	-	-	-	-
Adjustments - Service Fees	-	-	-	-	-	-
<b>NET UTILITY COLLECTIONS</b>	<b>1,605,006.38</b>	<b>279,988.10</b>	<b>217,958.44</b>	<b>63,094.18</b>	<b>150.00</b>	<b>2,166,197.10</b>
Business/Contractor Licenses	-	-	-	-	407.50	407.50
Event Fees/Misc. Charges	50.00	-	-	-	-	50.00
<b>NON-UTILITY COLLECTIONS</b>	<b>50.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>407.50</b>	<b>457.50</b>
Misc. Adjustments	-	-	-	-	-	-
Interest on Collector's bank account	-	-	-	-	-	715.11
Cash in bank	-	-	-	-	-	2,167,369.71
Missouri Sales Tax payment	(44,754.20)	(7,986.89)	-	-	-	(52,741.09)
<b>TO CITY TREASURER</b>					<b>\$</b>	<b>2,114,628.62</b>

Respectfully Submitted,



City Collector



## **CITY CLERK'S REPORT FOR THE MONTH OF SEPTEMBER, 2023**

### **ELECTRIC**

Sale of Merchandise	0.00	
Cable TV Pole Rental	0.00	
Electric Meters	975.00	
Electric Service Lines	1,200.00	
Returned Check Fees	0.00	
URD Services	23,599.95	
Sales Tax Commission	1,185.08	
Labor and Equipment Use	0.00	
Miscellaneous-Scrap Metal	<u>0.00</u>	
TOTAL		26,960.03

### **CEMETERY**

Sale of Lots	1,500.00	
Sale of Niches	1,500.00	
Grave Openings	1,425.00	
Niche Openings	0.00	
Weekend/Holiday Grave Openings/Inurnments	0.00	
Disinterments/Disinurnments	<u>0.00</u>	
TOTAL		4,425.00

### **WATER & SEWER**

#### **WATER**

Water Taps & Water Meters	5,730.00	
Sale of Merchandise	0.00	
Miscellaneous-Scrap Metal	<u>0.00</u>	
TOTAL		5,730.00

#### **WASTEWATER**

Wastewater Miscellaneous	0.00	
Industrial Discharge Permit	<u>0.00</u>	
TOTAL		0.00

### **GENERAL REVENUE**

Building Permits	553.00	
Electric Permits	140.00	
Gas Permits	80.00	
Plumbing/Sewer Permits	360.00	
Sewer Tap Permits	720.00	
Public Hearing & Plat Recording	0.00	
Stormwater Review Fees	175.00	
Street Repair or Mowing	0.00	
Gas Franchise	9,122.18	
Sale of Merchandise	0.00	
Community Room	0.00	
Cable TV Franchise	0.00	
Copies	0.00	
Telephone Franchise Fees	8,657.74	
Fire Cost Recovery	1,766.29	
Court Fines	0.00	
Court Costs	0.00	
Fingerprint Fee	0.00	
Court Postage	0.00	
Court Warrant Fees	0.00	
Crime Victims Compensation	0.00	
Interest Earned	0.00	
Jail Expense Reimbursement	0.00	
Cell Tower Rental	1,058.00	
Health Insurance Reimbursement	145.72	
Street Repair or Scrap Metal	<u>0.00</u>	
TOTAL		22,777.93

**INMATE SECURITY FUND**

Inmate Security Court Costs	<u>0.00</u>	
TOTAL		0.00

**PARK**

Misc. Park Rentals	0.00	
Rent - Howard St. House	768.00	
Ballfield Rentals	1,340.00	
Pavilion Rentals	<u>475.00</u>	
TOTAL		2,583.00

**TRUST & AGENCY**

July 4th Receipts	0.00	
Farmers Market Fees	<u>0.00</u>	
TOTAL		0.00

**PARK FOUNDATION**

Donations	100.00	
Civic Center Donations	<u>0.00</u>	
TOTAL		100.00

**RECREATIONAL DEVELOPMENT**

Pool Concession Receipts	0.00	
Swimming Pool Gate Receipts	1,786.00	
Softball Entry Fees	0.00	
Softball Sponsor Fees	0.00	
Softball Tournament Fees	0.00	
Reimb./Donations/Special Events	0.00	
Baseball Concessions	0.00	
Baseball Entry Fees	1,950.00	
Baseball Sponsor Fees	<u>0.00</u>	
TOTAL		3,736.00

**LANDFILL**

Refuse Collections	230.00	
Recyclables	1,048.23	
E-Cycle TV/Monitor Fees	135.00	
Royalties	<u>0.00</u>	
TOTAL		1,413.23

**RECREATIONAL SALES TAX FUND**

Civic Center Rentals	8,787.50	
Civic Center Programs	0.00	
Civic Center Membership Fees	0.00	
Civic Center Entry Fees	439.50	
Civic Center Concessions	<u>73.25</u>	
TOTAL		9,300.25

**HEALTH INSURANCE FUND**

Health Insurance Reimbursement	<u>1,177.00</u>	
TOTAL		1,177.00

**STORMWATER FUND**

Stormwater Credit	0.00	
Stormwater Maintenance	<u>210.48</u>	
TOTAL		210.48

**TRANSPORTATION SALES TAX**

Rent - Donna Drive Extension	<u>1,282.50</u>	
TOTAL		1,282.50

REPORT TOTAL \$79,695.42

## ***Water & Light Deposit Accounts***

SEPTEMBER, 2023

<b>Beginning Balance September 1, 2023:</b>	\$284,721.01
<b>TOTAL DEPOSITS</b>	\$13,135.36
<b>TOTAL REFUNDS</b>	\$16,058.06
<b>Ending Balance September 30, 2023:</b>	\$281,798.31

*Balance Consists of :*

Checking Account for US Bank	\$71,798.31
Investments	\$210,000.00
	<b>\$281,798.31</b>

## CITY TREASURER'S REPORT FOR SEPTEMBER, 2023

Item 5.

FUND	FUND BALANCES 09-01-2023	RECEIPTS	TRANSFER OF FUNDS	DISBURSEMENTS	FUND BALANCES 09-30-2023	INVESTMENTS	CASH BALANCE 09-30-2023
<b>ELECTRIC FUND</b>							
Operation & Maintenance	-	1,590,312.64	(293,498.62)	1,296,814.02	-	-	-
Electric Surplus	2,755,633.88	-	270,715.92	24,715.85	3,001,633.95	1,440,228.34	1,561,405.61
Electric Capital Projects Fund	4,338,566.54	-	-	147,473.25	4,191,093.29	4,100,000.00	91,093.29
<b>General Revenue</b>	2,958,506.66	34,340.46	459,508.64	582,606.22	2,869,749.54	2,850,000.00	19,749.54
<b>Landfill Fund</b>	557,703.20	64,528.81	(5,949.62)	40,338.25	575,944.14	485,000.00	90,944.14
<b>City Park Fund</b>	164,396.74	3,481.61	(6,222.99)	37,312.55	124,342.81	110,000.00	14,342.81
<b>Public Park Foundation Fund</b>	143,779.48	100.00	-	2,010.48	141,869.00	125,000.00	16,869.00
<b>Cemetery Fund</b>	915,762.83	4,978.32	(5,247.38)	11,973.86	903,519.91	900,000.00	3,519.91
<b>Band Fund</b>	-	553.32	-	553.32	-	-	-
<b>Stormwater Maintenance Fund</b>	289,835.63	210.48	-	-	290,046.11	266,000.00	24,046.11
<b>ARPA Fund</b>	2,686,490.33	8,936.42	-	107,147.13	2,588,279.62	2,550,000.00	38,279.62
<b>Road Use Tax Fund</b>	725,135.89	71,235.55	(19,166.66)	388.70	776,816.08	684,000.00	92,816.08
<b>Sales Tax Fund</b>	1,994,865.08	236,468.15	-	143,651.65	2,087,681.58	1,571,000.00	516,681.58
<b>Fire Protection Sales Tax Fund</b>	129,325.80	56,140.75	(182,133.55)	-	3,333.00	-	3,333.00
<b>Recreation Sales Tax</b>	121,374.84	65,440.99	(829.40)	34,120.66	151,865.77	50,000.00	101,865.77
<b>Public Safety Sales Tax</b>	252,910.11	111,983.49	(355,471.50)	8,422.10	1,000.00	-	1,000.00
<b>Trust and Agency Fund</b>	1,099,531.19	3,669.07	20,338.32	34,775.30	1,088,763.28	1,080,000.00	8,763.28
<b>Recreational Development</b>	24,709.39	3,736.00	(2,213.35)	12,121.98	14,110.06	-	14,110.06
<b>Transportation Sales Tax</b>	353,615.58	137,555.64	-	33,065.98	458,105.24	300,000.00	158,105.24
<b>I-55 Corridor Special Alloc.</b>	1,262.55	-	-	-	1,262.55	-	1,262.55
<b>Capital Projects Construction</b>	2,030,858.82	3,347.05	-	-	2,034,205.87	1,766,011.55	268,194.32
<b>Economic Development Reserve</b>	1,000,000.00	-	-	-	1,000,000.00	1,000,000.00	-
<b>CDBG Grant Fund</b>	-	-	-	-	-	-	-
<b>Health Insurance Fund</b>	1,000,426.24	22,732.60	138,909.86	173,937.24	988,131.46	-	988,131.46
<b>Inmate Security Fund</b>	16,245.12	64.00	-	-	16,309.12	-	16,309.12
<b>Equitable Sharing Fund</b>	3,617.07	-	-	-	3,617.07	-	3,617.07
<b>WATER &amp; SEWER FUND</b>							
Water Operation & Maint.	-	283,661.62	(189,663.13)	93,998.49	-	-	-
Water Replacement	756,540.50	-	-	-	756,540.50	725,000.00	31,540.50
Water & Sewer Revenue Bond	219,380.80	-	-	-	219,380.80	190,000.00	29,380.80
Water & Sewer Deprec. Res.	30,000.00	-	-	-	30,000.00	30,000.00	-
Water & Sewer Bond Reserve	50,000.00	-	-	-	50,000.00	50,000.00	-
Water & Sewer Contingent	30,000.00	-	-	-	30,000.00	30,000.00	-
Water & Sewer Surplus	9,552,390.72	-	333,090.53	11,355.50	9,874,125.75	9,349,494.14	524,631.61
Wastewater Operation & Maint.	-	218,171.87	(162,167.07)	56,004.80	-	-	-
Wastewater Replacement	1,077,658.74	-	-	6,728.00	1,070,930.74	1,066,442.41	4,488.33
<b>W &amp; S Construction Fund</b>	4,311,421.33	-	-	214,908.50	4,096,512.83	200,000.00	3,896,512.83
<b>TOTALS</b>	<b>39,591,945.06</b>	<b>2,921,648.84</b>	<b>-</b>	<b>3,074,423.83</b>	<b>39,439,170.07</b>	<b>30,918,176.44</b>	<b>8,520,993.63</b>

Respectfully Submitted,

Cash on Hand	1,475.00
General Account	6,401,272.94
Collectors Account	2,114,628.62
Equitable Sharing Fund	3,617.07

Liza Walker, City Clerk/Treasurer (signed)

<b>TOTAL</b>	<b>8,520,993.63</b>
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# Memo



To: Mayor and Board of Aldermen  
From: Liza Walker, City Clerk/Treasurer  
Date: Friday, September 29, 2023  
Re: CivicPlus Supplementation for Code of Ordinances

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Please see attached Statement of Work regarding changes to the City of Jackson's codification process.

CivicPlus has purchased Municode and is simplifying the supplementation fee structure. This change will benefit the City's budget forecasting by setting a flat annual rate based on historic average page count.

**CivicPlus**

302 South 4th St. Suite 500  
Manhattan, KS 66502  
US

**Quote #:**

Q-43723-1

**Date:**

5/31/2023 10:16 AM

**Customer:**

JACKSON, MISSOURI

Product Name	DESCRIPTION	QTY
Full-Service Supplementation Subscription	Full Service Supplementation Subscription	1.00
Online Code Hosting Renewal	Online Code Hosting	1.00
Annual Recurring Supplement Services - Initial Term		USD 3,996.70

1. This Statement of Work ("SOW") is between City of Jackson ("Customer") and CivicPlus, LLC ("CivicPlus"), the acquirer and sole owner of Municode, LLC f/k/a Municipal Code Corporation, and incorporates and is subject to the terms and conditions located at Addendum 1 attached to this SOW.
2. This SOW shall begin on 11/1/2023 ("Effective Date") and all the services provided to Customer listed in the above line items (the "Services") shall align to renew annually on each anniversary of the Effective Date ("Renewal Date"). Unless terminated, Customer shall be invoiced for the Annual Recurring Services on each Renewal Date of each calendar year subject to 5% annual increase. Customer will pay all invoices within 30 days of the date of such invoice.

## Acceptance

Item 6.

By signing below, the parties are agreeing to be bound by the covenants and obligations specified in this SOW.

IN WITNESS WHEREOF, the parties have caused this SOW to be executed by their duly authorized representatives as of the dates below.

Client

CivicPlus

By:

By:



Name:

Name:

Amy Vikander

Title:

Title:

Senior Vice President of Customer Success

Date:

Date:

<p>This agreement ("Agreement") is explicitly agreed to by the Customer listed on the Statement of Work. All terms used in this Agreement that are not otherwise defined shall have the definition ascribed to it in the Statement of Work.</p> <p>1. Scope of Services. The Services provided to Customer under this Agreement are set forth in the CivicPlus Statement of Work signed by the parties (the "SOW"). Customer may purchase additional services for additional cost at any time upon mutual written consent of the Parties, including but not limited to updating the frequency of Supplement updates, additional labor required because of delays, errors or omissions on the part of Customer.</p> <p>2. Limitations of Services. Annual Recurring Supplement Service does NOT include:</p> <p>a. Additional copies, reprints, binders and tab orders;</p> <p>b. Documents drafted in InDesign or that contain form-based code requirements, are subject to additional editorial fees;</p> <p>c. Legal work, creation of fee schedules, gender neutral review/implementation, external linking;</p> <p>d. Codifying a newly adopted term change legislation. This may be subject to a one-time additional editorial fee. Material to be reviewed upon receipt;</p> <p>e. Online Code hosting and online features, this is listed separately.</p> <p>For services outside the scope of the Annual Recurring Supplement Services, a per page rate of \$23 will be applied.</p> <p>3. Each document for processing should be its own individual file, named by its ordinance number. Customer should send in all documents to CivicPlus as MS WORD versions or a convertible PDF version.</p>	<p>4. Term and Termination. This Agreement shall remain in full force and effect for an initial period of one year commencing on the Effective Date ("Initial Term"), at the end of the Initial Term, this Agreement shall automatically renew for additional one-year terms (each a "Renewal Term"). If either Party does not intend to renew this Agreement, they shall provide sixty days prior notice to the end of the then-current term. Either party may terminate this Agreement for cause in the event the other party materially breaches any term of this Agreement and does not substantially cure such breach within thirty days after receiving notice of such breach. A delinquent Customer account remaining past due for longer than 90 days is a material breach by Customer and is grounds for CivicPlus termination.</p> <p>5. Compensation. Unless otherwise stated in an SOW signed by the Customer, the Customer shall pay CivicPlus for the Services annually at the start of each Renewal Term, within 30 days of the date an invoice is sent.</p> <p>6. Integration. This Agreement sets forth the entire agreement between and among the parties with respect to the Services. This Agreement supersedes all prior written or oral agreements between the parties or their predecessors-in-interest with respect to all or any part of the subject matter hereof.</p> <p>7. Limitation of Liability. CivicPlus' liability arising out of or related to this Agreement, or any associated SOW, will not exceed five times the amounts paid by Customer for the Services in the year prior to such claim of liability. In no event will CivicPlus be liable to Customer for any consequential, indirect, special, incidental, or punitive damages arising out of or related to this Agreement. If applicable law limits the application of the provisions of this Limitation of Liability section, CivicPlus' liability will be limited to the maximum extent permissible.</p> <p>8. Ownership. Customer shall own all right, title, and interest in and to the code created under this Agreement. Customer is responsible for providing all necessary and correct documentation, materials and communication in a timely manner in order to enable CivicPlus to perform the Services and acknowledges CivicPlus cannot begin performance of the Services until all necessary documentation, materials and communication is received.</p> <p>9. Customer acknowledges that any legal analysis provided by CivicPlus is provided to Customer for their use and direction. However, Customer agrees the Services provided for herein do not review legal codes for legal sufficiency, draw legal conclusions, provide legal advice, opinions or recommendations about Customer's legal rights, remedies, defenses, options, selection of forms, or strategies, or apply the law to the facts of any particular situation or establish an attorney-Customer relationship. CivicPlus is not a law firm and may not perform services performed by an attorney, and the Services contemplated herein do not constitute a substitute for the advice or services of an attorney.</p> <p>10. In the event either party is unable to perform its obligations under the terms of this Agreement because of acts of God, strikes, damage or other causes reasonably beyond its control, such party shall not be liable for damages to the other for any damages resulting from such failure to perform or otherwise from such causes.</p>
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**Organization**

URL

Street Address

Address 2

City

State

Postal Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays). Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for ensuring CivicPlus has current updates.

**Emergency Contact & Mobile Phone****Emergency Contact & Mobile Phone****Emergency Contact & Mobile Phone****Billing Contact**

E-Mail

Phone

Ext.

Fax

Billing Address

Address 2

City

State

Postal Code

Tax ID #

Sales Tax Exempt #

Billing Terms

Account Rep

Info Required on Invoice (PO or Job #)

Are you utilizing any external funding for your project (ex. FEMA, CARES): Y [ ] or N [ ]

Please list all external sources: \_\_\_\_\_

**Contract Contact**

Email

Phone

Ext.

Fax

**Project Contact**

Email

Phone

Ext.

Fax

## AGREEMENT AMENDMENT

THIS AMENDMENT is entered into this \_\_\_\_ day of October, 2023 by and between City of Jackson, Missouri ("Employer") and Southeast Hospital d/b/a SoutheastHEALTH ("SEH").

WHEREAS, the parties are contracted each to the other pursuant to the Agreement dated November 16, 2020, executed between the parties.

WHEREAS, the parties desire to amend the Agreement,

NOW THEREFORE, the parties agree to modify the Agreement as follows:

1. Section 3.02 Term, Renewal is deleted in its entirety and replaced with the following:

This Agreement shall commence on January 1, 2024 for a Term of three (3) years.

2. Exhibit A Payment Rates, Rates Referenced to Medicare is deleted in its entirety and replaced with the following:

The Base Rate for Services shall be the applicable amount identified below, times the rate for the applicable code published by CMS for the Medicare program:

### **Calendar Year 2024 & 2025**

- Primary Care: 1.75
- Outpatient Services: 2.25
- Inpatient Services: 2.25
- Specialty Services: 2.25
- Anesthesia Services: 2.25

### **Calendar Year 2026**

- Primary Care: 1.75
- Outpatient Services: 2.5
- Inpatient Services: 2.5
- Specialty Services: 2.5
- Anesthesia Services: 2.5

3. This Amendment is effective January 1, 2024.
4. All other provisions of the Agreement not affected by this Amendment shall remain in effect.

WHEREFORE, the parties have executed this Amendment as of the date first written above.

**SoutheastHEALTH:**

**City of Jackson, Missouri:**

\_\_\_\_\_  
Kenneth Bateman, President & CEO

\_\_\_\_\_  
By: \_\_\_\_\_

BILL NO. 23-\_\_

ORDINANCE NO. 23-\_\_

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF JACKSON, MISSOURI, TO EXECUTE A CONTRACT BY AND BETWEEN THE CITY OF JACKSON, MISSOURI, AND *SoutheastHEALTH, OF CAPE GIRARDEAU, MISSOURI*, RELATIVE TO PROVIDING SERVICES UNDER THE 2024 EMPLOYEE MEDICAL INSURANCE BENEFIT PLAN; FURTHER SAID ORDINANCE SHALL AUTHORIZE AND DIRECT THE CITY CLERK TO ATTEST THE SIGNATURE OF THE MAYOR.**

WHEREAS, the Mayor and Board of Aldermen have been presented a contract marked Exhibit A and attached hereto and incorporated herein as if fully set forth; and

WHEREAS, the Mayor and Board of Aldermen of the City of Jackson, Missouri, deem it advisable to enter into said contract.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF JACKSON, MISSOURI, AS FOLLOW:

Section 1. That the Mayor and Board of Aldermen of the City of Jackson, Missouri, approve the contract marked Exhibit A and attached hereto and incorporated herein as if fully set forth between the City of Jackson, a municipal corporation, and **SoutheastHEALTH, of Cape Girardeau, Missouri**. It is the belief of the Mayor and Board of Aldermen that it is in the best interest of the citizens of the City of Jackson, Missouri, that the City enters into said contract.

Section 2. That the Mayor is hereby authorized and directed to execute said contract for and on behalf of the City of Jackson, Missouri.

Section 3. That the City Clerk of the City of Jackson is hereby authorized and directed to attest to the signature of the Mayor on the attached contract.

Section 4. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion

shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

Section 5. That this Ordinance shall take effect and be in force from and after its passage and approval.

FIRST READING: October 16, 2023.

SECOND READING: October 16, 2023.

PASSED AND APPROVED this 16th day of October, 2023, by a vote of \_ ayes, \_ nays, \_ abstentions and \_ absent.

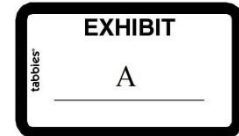
CITY OF JACKSON, MISSOURI

(SEAL)

ATTEST:

BY: \_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk



## AGREEMENT AMENDMENT

THIS AMENDMENT is entered into this \_\_\_\_ day of October, 2023 by and between City of Jackson, Missouri ("Employer") and Southeast Hospital d/b/a SoutheastHEALTH ("SEH").

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- Inpatient Services: 2.25
- Specialty Services: 2.25
- Anesthesia Services: 2.25

### **Calendar Year 2026**

- Primary Care: 1.75
- Outpatient Services: 2.5
- Inpatient Services: 2.5
- Specialty Services: 2.5
- Anesthesia Services: 2.5

3. This Amendment is effective January 1, 2024.
4. All other provisions of the Agreement not affected by this Amendment shall remain in effect.

WHEREFORE, the parties have executed this Amendment as of the date first written above.

**SoutheastHEALTH:**

**City of Jackson, Missouri:**

\_\_\_\_\_  
Kenneth Bateman, President & CEO

\_\_\_\_\_  
By: \_\_\_\_\_