



CITY OF JACKSON
MAYOR & BOARD OF ALDERMEN REGULAR MEETING
Monday, December 18, 2023 at 6:00 PM
Board Chambers, City Hall, 101 Court St.

AGENDA

CALL TO ORDER

INTRODUCTION OF GUESTS/VISITORS

ADOPTION OF AGENDA

1. Motion adopting the Regular Meeting Agenda.

PUBLIC HEARINGS

2. Hearing to discuss the City of Jackson's submission of an application for the Fiscal Year 2023 Community Development Block Grant (CDBG) Program for public infrastructure improvements in the Jackson North Industrial Park.
3. Hearing to consider the proposed 2024 City of Jackson Annual Budget, which also includes proposed sewer utility service rate adjustments and other utility service rate adjustments.

APPROVAL OF MINUTES

4. Motion approving the Minutes of the Regular Meeting of December 4, 2023.

FINANCIAL AFFAIRS

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

ACTION ITEMS

Power, Light, and Water Committee

8. Motion changing the date of the Mayor & Board of Aldermen Regular Meeting and Study Session from Monday, February 19, 2024, to Tuesday, February 20, 2024, at 6:00 p.m., in observance of the Presidents' Day holiday.
9. Motion extending a contractual agreement with the Jackson Area Chamber of Commerce for two years, per existing contract terms, relative to providing services.
10. Motion extending a contractual agreement with the Jackson Area Chamber of Commerce for one year, per existing contract terms, relative to the position of Director of Retail Development.

11. Motion extending a contractual agreement with SEMO Redi for one year, per existing contract terms, relative to the solicitation of business, industry, and commerce.
12. Motion approving the appointment of Mayor Dwain Hahs to serve as the City's representative on the SEMO Redi Board of Directors, for a one-year term, beginning January, 2024.
13. Motion approving the 2024 City of Jackson solid waste, sewer, water, and electric utility service rate schedule.
14. Bill proposing an Ordinance approving the 2024 City of Jackson Annual Budget.
15. Bill proposing an Ordinance approving the 2024 City of Jackson Employee Compensation Plan.

Street, Sewer, and Cemetery Committee

16. Motion approving Change Order No. 1, in the amount of \$2,611.88, to Steve's Hauling & Excavating, LLC, of Oak Ridge Missouri, relative to the Old Cape Road East Culvert Replacement Project.
17. Motion approving Change Order No. 2, in the amount of \$10,500.00, to Herzog Excavating & Demolition, LLC, of Perryville, Missouri, relative to the Disposal of Stockpiled Brush Program.
18. Motion setting a public hearing for Tuesday, January 16, 2024, at 6:00 p.m., to consider a text amendment to Chapter 65 (Zoning) of the Code of Ordinances, relative to tow companies.
19. Motion accepting a Park Memorial & Donation Form, in the amount of \$30,000.00, from Midwest Sterilization Corporation, Inc., of Jackson, Missouri, for improvements at the Litz Park Pavilion and Restroom Building Project.
20. Motion accepting a Park Memorial & Donation Form, in the amount of \$110,000.00, from Midwest Sterilization Corporation, Inc., of Jackson, Missouri, for improvements at the Jackson Civic Center Pavilion Project.
21. Motion accepting the bid of Mark Sander Construction Company, LLC, of Benton, Missouri, in the amount of \$32,335.00, relative to the Civic Center Pavilion Project.
22. Bill proposing an Ordinance authorizing a contractual agreement with Mark Sander Construction Company, LLC, relative to the Civic Center Pavilion Project.
23. Resolution stating the City of Jackson's intent to seek funding through the Community Development Block Grant Program and authorizing the Mayor to pursue activities in an attempt to secure funding.
24. Bill proposing an Ordinance authorizing the internal transfer of \$120,000.00 from the City of Jackson's Economic Development Reserve Fund to the Community Development Block Grant Fund, relative to infrastructure improvements at the Jackson North Industrial Park.

NON-AGENDA CITIZEN INPUT

INFORMATION ITEMS

25. Report by Mayor
26. Reports by Board Members
27. Report by City Attorney
28. Report by City Administrator
29. Discussion of future agenda items

EXECUTIVE SESSION

Motion to have executive session. Authority is Section 610.021(12), Revised Statutes of Missouri, relating to contracts.

ADJOURN

Posted on 12/15/2023 at 4:00 PM.

Public Hearing Notice

The City of Jackson, Missouri will hold a public hearing on Monday, December 18, 2023, at 6:00 p.m., in the Board of Aldermen Chambers of City Hall located at 101 Court Street to discuss the City's submission of an application for the Fiscal Year 2023 Community Development Block Grant (CDBG) Program for industrial infrastructure to assist a company to locate to the area. The city is interested in obtaining all citizens' input regarding on-going community development needs within the city. As part of the hearing process, citizens will be asked to verbally assist in the completion of a Needs Assessment document. The document will detail what the residents feel are the strengths and weaknesses of the community. The city needs as much local participation as possible in order to reflect the true desires of the community as a whole, as well as the comments relating to the proposed project application. The State has established a maximum application request for funding including the improvement of public works, public facilities, and other allowed by law. At least 51% of the funds must be used to benefit low-and-moderate income persons. No displacement of persons will be proposed.

The city is proposing to make public infrastructure improvements to the Jackson North Industrial Park which includes public road and stormwater improvements, along with public sanitary sewer and water extensions. The total project cost is estimated to be \$908,000 with approximately \$120,000 in local match, with \$788,000 in grant funds to make up the balance. The project, if funded, will benefit a minimum of 51% low/moderate income persons. All citizens, including those in the targeted area, are encouraged to attend in order to comment on the proposed activities.

For more information on the proposed project, contact Rodney Bollinger, Administrative Services Director, at 573-243-3568, or by email at rbollinger@jacksonmo.org. If you need special accommodation for the public hearing including LEP assistance, please contact Rodney Bollinger by December 14, 2023, at 4:00 p.m. The meeting will be held at an accessible location and the city will make every effort possible to provide reasonable accommodations.

Publication Dates: December 6 and 13, 2023

NOTICE OF PUBLIC HEARING
CITY OF JACKSON, MISSOURI

Notice is hereby given that the Mayor and the Board of Aldermen of the City of Jackson, Missouri, will hold a Public Hearing on Monday, December 18, 2023, at 6:00 P.M., at the Board of Aldermen Chambers, City Hall, 101 Court Street, Jackson, Missouri. The purpose of the hearing will be to consider the proposed 2024 City of Jackson Annual Budget, for the year ending December 31, 2024, which also includes proposed sewer utility service rate adjustments and other utility service rate adjustments.

A copy of the proposed budget is available for public inspection at City Hall between 8:00 A.M. and 5:00 P.M. All interested persons are encouraged to attend this hearing, to present their statements and comments regarding this proposed budget.

Publish on
December 6, 2023

Liza Walker
City Clerk/Treasurer



CITY OF JACKSON
MAYOR & BOARD OF ALDERMEN REGULAR MEETING
Monday, December 4, 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)
November 20, 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, November 20, 2023. Ayes-8; Nays-0; Absent-0.

Motion to Approve Bills of December,)
2023)

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

Motion to Set a Public Hearing for)
Monday, December 18, 2023, to)
Discuss the City of Jackson's)
Submission of an Application for the)
Fiscal Year 2023 CDBG Program for)
Public Infrastructure Improvements in)
the Jackson North Industrial Park)

Motion made by Alderman Reiminger, seconded by Alderman Seabaugh, to set a public hearing for Monday, December 18, 2023, at 6:00 p.m., to discuss the City of Jackson's submission of an application for the Fiscal Year 2023 Community Development Block Grant (CDBG) Program for public infrastructure improvements in the Jackson North Industrial Park. Ayes-8; Nays-0; Absent-0.

Motion to Accept the Bid of Freedom)
Security, LLC, of Ste. Genevieve,)
Missouri, relative to the Civic Center)
Security Cameras Project)

Motion made by Alderman Reiminger, seconded by Alderwoman Williams, to accept the bid of Freedom Security, LLC, of Ste. Genevieve, Missouri, in the amount of \$26,745.31, relative to the Civic Center Security Cameras Project. Ayes-8; Nays-0; Absent-0.



CITY OF JACKSON
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MINUTES

Ordinance No. 23-95 Re: To Authorize a)
Contractual Agreement with Freedom)
Security, LLC, of Ste. Genevieve,)
Missouri, relative to the Civic Center)
Security Cameras Project)

The matter of authorizing a contractual agreement with Freedom Security, LLC, of Ste. Genevieve, Missouri, relative to the Civic Center Security Cameras Project, came on for consideration. Alderman Reiminger introduced Bill No. 23-97, being for an ordinance entitled as follows:

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF JACKSON, MISSOURI, TO EXECUTE A CONTRACT BY AND BETWEEN THE CITY OF JACKSON, MISSOURI, AND FREEDOM SECURITY, LLC, OF STE. GENEVIEVE, MISSOURI, RELATIVE TO THE CIVIC CENTER SECURITY CAMERAS PROJECT; FURTHER SAID ORDINANCE SHALL AUTHORIZE AND DIRECT THE CITY CLERK TO ATTEST THE SIGNATURE OF THE MAYOR.

Motion made by Alderman Reiminger, seconded by Alderman Sander, Bill No. 23-97 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 Alderman Sander, Bill No. 23-97 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. 23-95 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. 23-97

ORDINANCE NO. 23-95

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF JACKSON, MISSOURI, TO EXECUTE A CONTRACT BY AND BETWEEN THE CITY OF JACKSON, MISSOURI, AND FREEDOM SECURITY, LLC, OF STE. GENEVIEVE, MISSOURI, RELATIVE TO THE CIVIC CENTER SECURITY CAMERAS 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 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 **Freedom Security, LLC, of Ste.**



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Genevieve, 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: December 4, 2023.

SECOND READING: December 4, 2023.

PASSED AND APPROVED this 4th day of December, 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. 23-96 Re: To Accept the)
Dedication of Water Line Easement)
Deeds from Charles Edward Ross and)
Brenda Kay Ross, relative to the Water)
System Facility Plan Implementation)
Project – Phase 2, Project 2E)

The matter of accepting the dedication of Water Line Easement Deeds from Charles Edward Ross and Brenda Kay Ross, Trustees of The Ross Real Estate Revocable Trust 2014, u/t/a dated August 27, 2014, relative to the Water System Facility Plan Implementation Project – Phase 2, Project 2E, came on for consideration. Alderman Reiminger introduced Bill No. 23-98, being for an ordinance entitled as follows:

AN ORDINANCE AUTHORIZING THE MAYOR AND THE CITY CLERK TO ATTEST TO THE CITY'S ACCEPTANCE OF CERTAIN PROPERTY DEEDED TO



CITY OF JACKSON
MAYOR & BOARD OF ALDERMEN REGULAR MEETING
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MINUTES

THE CITY, WHICH SAID PROPERTY IS PARTICULARLY SET FORTH IN THE ATTACHED WATER LINE EASEMENT DEEDS.

Motion made by Alderman Reiminger, seconded by Alderman Seabaugh, Bill No. 23-98 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 Alderman Seabaugh, Bill No. 23-98 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. 23-96 and was signed and approved by Mayor Dwain L. Hahs and attested by the City Clerk. On roll call: Alderwoman Williams-aye; Alderman Seabaugh-aye; Alderman Hitt-aye; Alderman Reiminger-aye; Alderman Sander-aye; Alderman Baker-aye; Alderwoman Young-aye; and Alderwoman Liley-aye.

BILL NO. 23-98

ORDINANCE NO. 23-96

AN ORDINANCE AUTHORIZING THE MAYOR AND THE CITY CLERK TO ATTEST TO THE CITY'S ACCEPTANCE OF CERTAIN PROPERTY DEEDED TO THE CITY, WHICH SAID PROPERTY IS PARTICULARLY SET FORTH IN THE ATTACHED WATER LINE EASEMENT DEEDS.

WHEREAS, **Charles Edward Ross and Brenda Kay Ross, Trustees of The Ross Real Estate Revocable Trust 2014, u/t/a dated August 27, 2014**, of the County of Cape Girardeau, State of Missouri, deeded to the City of Jackson, Missouri, the property described in the Water Line Easement Deeds, attached hereto.

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, do hereby accept the Deeds which are attached hereto, subject to all of the terms and conditions therein expressed.

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 Deeds.

Section 3. The City Clerk of the City of Jackson, Missouri, is hereby directed to file a copy of said Deeds 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: December 4, 2023.

SECOND READING: December 4, 2023.



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PASSED AND APPROVED this 4th day of December, 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 the Preliminary Plat)
of Eagle View Subdivision, as submitted)
by Robert and Belinda Phillips)

Motion made by Alderwoman Liley, seconded by Alderman Baker, to approve the Preliminary Plat of Eagle View Subdivision, as submitted by Robert and Belinda Phillips. Ayes-8; Nays-0; Absent-0.

Motion to Approve Task Order)
Authorization No. 23-14, to Koehler)
Engineering & Land Surveying, Inc., of)
Cape Girardeau, Missouri, relative to)
Providing Design Phase Engineering)
Services under the Industrial Drive)
Roadway Improvements Project in the)
Soccer Park)

Motion made by Alderwoman Liley, seconded by Alderman Hitt, to approve Task Order Authorization No. 23-14, in the amount of \$7,900.00, to Koehler Engineering & Land Surveying, Inc., of Cape Girardeau, Missouri, relative to providing design phase engineering services under the Industrial Drive Roadway Improvements Project in the Soccer Park. Ayes-8; Nays-0; Absent-0.

Motion to Accept the Bid of SAK)
Construction, LLC, of O'Fallon, Missouri,))
Relative to the 2023 Annual Sanitary)
Sewer Lining Program)

Motion made by Alderwoman Liley, seconded by Alderwoman Young, to accept the bid of SAK Construction, LLC, of O'Fallon, Missouri, in the amount of \$192,508.00, relative to the 2023 Annual Sanitary Sewer Lining Program. Ayes-8; Nays-0; Absent-0.

Ordinance No. 23-97 Re: To Authorize a)
Contractual Agreement with SAK)
Construction, LLC, of O'Fallon, Missouri,))
relative to the 2023 Annual Sanitary)
Sewer Lining Program)

The matter of authorizing a contractual agreement with SAK Construction, LLC, relative to the 2023 Annual Sanitary Sewer Lining Program, came on for consideration. Alderwoman Liley introduced Bill No. 23-99, being for an ordinance entitled as follows:

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF JACKSON,
MISSOURI, TO EXECUTE A CONTRACT BY AND BETWEEN THE CITY OF**



CITY OF JACKSON

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MINUTES

JACKSON, MISSOURI, AND SAK CONSTRUCTION, LLC, OF O'FALLON, MISSOURI, RELATIVE TO THE 2023 ANNUAL SANITARY SEWER LINING PROGRAM; 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. 23-99 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. 23-99 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. 23-97 and was signed and approved by Mayor Dwain L. Hahs and attested by the City Clerk. On roll call: Alderman Sander-aye; Alderwoman Williams-aye; Alderwoman Liley-aye; Alderman Hitt-aye; Alderman Baker-aye; Alderwoman Young-aye; Alderman Seabaugh-aye; and Alderman Reiminger-aye.

BILL NO. 23-99

ORDINANCE NO. 23-97

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF JACKSON, MISSOURI, TO EXECUTE A CONTRACT BY AND BETWEEN THE CITY OF JACKSON, MISSOURI, AND SAK CONSTRUCTION, LLC, OF O'FALLON, MISSOURI, RELATIVE TO THE 2023 ANNUAL SANITARY SEWER LINING PROGRAM; 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 **SAK Construction, LLC, of O'Fallon, 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.



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MINUTES

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: December 4, 2023.

SECOND READING: December 4, 2023.

PASSED AND APPROVED this 4th day of December, 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

City Administrator James Roach)
requests Closed Session)

Now comes forth City Administrator James Roach to request to proceed into closed session for one contractual item in accordance with Section 610.021(12) RSMo.

Motion to Recess the Meeting to Study)
Session)

On a motion by Alderman Baker, seconded by Alderwoman Liley, to recess the meeting at 6:13 P.M., to convene to the Study Session. Ayes-8; Nays-0; Absent-0.

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Returned to Open Session at 6:13 P.M., from Study Session.

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

Meeting concluded at 6:13 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 contractual item in accordance with Section 610.021(12) RSMo and that the meeting will stand adjourned upon the adjournment of the closed session. On roll call: Alderwoman Young-aye; Alderman Seabaugh-aye; Alderwoman Liley-aye; Alderman Sander-aye; Alderman Reiminger-aye; Alderman Baker-aye; Alderman Hitt-aye; and Alderwoman Williams-aye. Ayes-8; Nays-0; Absent-0.



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MINUTES

ATTEST:

Mayor

City Clerk

CITY COLLECTOR'S REPORT FOR NOVEMBER 2023

DESCRIPTION	ELECTRIC FUND	WATER FUND	WASTEWATER FUND	LANDFILL FUND	GEN. REV. FUND	TOTAL
Service Charges (includes internal transfers)	1,242,436.20	284,173.90	222,270.43	62,158.90	-	1,811,039.43
Penalties	5,484.85	1,555.25	1,236.06	328.55	-	8,604.71
Sales Tax	34,628.35	8,416.56	-	-	-	43,044.91
Disconnect Fees	300.00	-	-	-	-	300.00
Returned Transaction Fees	600.00	-	-	-	-	600.00
Customer Relocation Fees	-	-	-	-	250.00	250.00
Trash Stickers	-	-	-	1,445.00	-	1,445.00
UTILITY COLLECTIONS	1,283,449.40	294,145.71	223,506.49	63,932.45	250.00	1,865,284.05
Adjustments - Services	-	-	-	-	-	-
Adjustments - Penalties	-	-	-	-	-	-
Adjustments - Taxes	-	-	-	-	-	-
Adjustments - Service Fees	-	-	-	-	-	-
NET UTILITY COLLECTIONS	1,283,449.40	294,145.71	223,506.49	63,932.45	250.00	1,865,284.05
Business/Contractor Licenses	-	-	-	-	295.00	295.00
Event Fees/Misc. Charges	-	-	-	-	-	-
NON-UTILITY COLLECTIONS	-	-	-	-	295.00	295.00
Misc. Adjustments	-	-	-	-	-	-
Interest on Collector's bank account	-	-	-	-	-	853.57
Cash in bank	-	-	-	-	-	1,866,432.62
Missouri Sales Tax payment	(34,628.35)	(8,416.56)	-	-	-	(43,044.91)
TO CITY TREASURER					\$	1,823,387.71

Respectfully Submitted,



City Collector



CITY CLERK'S REPORT FOR THE MONTH OF NOVEMBER, 2023

ELECTRIC

Sale of Merchandise	0.00	
Cable TV Pole Rental	0.00	
Electric Meters	200.00	
Electric Service Lines	0.00	
Returned Check Fees	0.00	
URD Services	0.00	
Sales Tax Commission	1,092.21	
Labor and Equipment Use	0.00	
Miscellaneous-Scrap Metal	<u>0.00</u>	
TOTAL		1,292.21

CEMETERY

Sale of Lots	4,500.00	
Sale of Niches	0.00	
Grave Openings	6,475.00	
Niche Openings	0.00	
Weekend/Holiday Grave Openings/Inurnments	0.00	
Disinterments/Disinurnments	<u>0.00</u>	
TOTAL		10,975.00

WATER & SEWER

WATER

Water Taps & Water Meters	345.00	
Sale of Merchandise	0.00	
Miscellaneous-Scrap Metal	<u>0.00</u>	
TOTAL		345.00

WASTEWATER

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

GENERAL REVENUE

Building Permits	532.60	
Electric Permits	140.00	
Gas Permits	20.00	
Plumbing/Sewer Permits	200.00	
Sewer Tap Permits	0.00	
Public Hearing & Plat Recording	300.00	
Stormwater Review Fees	0.00	
Street Repair or Mowing	0.00	
Gas Franchise	19,335.32	
Sale of Merchandise	0.00	
Community Room	0.00	
Cable TV Franchise	31,531.78	
Copies	411.30	
Telephone Franchise Fees	10,964.85	
Fire Cost Recovery	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		64,639.57

INMATE SECURITY FUND

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

PARK

Misc. Park Rentals	0.00	
Rent - Howard St. House	1,080.00	
Ballfield Rentals	30.00	
Pavilion Rentals	<u>50.00</u>	
TOTAL		1,160.00

TRUST & AGENCY

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

PARK FOUNDATION

Donations	1,307.11	
Civic Center Donations	<u>0.00</u>	
TOTAL		1,307.11

RECREATIONAL DEVELOPMENT

Pool Concession Receipts	0.00	
Swimming Pool Gate Receipts	0.00	
Basketball Entry Fees	3,400.00	
Basketball Sponsor Fees	2,600.00	
Softball Entry Fees	0.00	
Softball Sponsor Fees	0.00	
Softball Tournament Fees	0.00	
Volleyball Entry Fees	0.00	
Reimb./Donations/Special Events	930.00	
Baseball Concessions	0.00	
Baseball Entry Fees	0.00	
Baseball Sponsor Fees	<u>0.00</u>	
TOTAL		6,930.00

LANDFILL

Refuse Collections	530.00	
Recyclables	918.27	
E-Cycle TV/Monitor Fees	100.00	
Royalties	<u>0.00</u>	
TOTAL		1,548.27

RECREATIONAL SALES TAX FUND

Civic Center Rentals	8,467.25	
Civic Center Programs	515.00	
Civic Center Membership Fees	0.00	
Civic Center Entry Fees	781.75	
Civic Center Concessions	<u>74.00</u>	
TOTAL		9,838.00

HEALTH INSURANCE FUND

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

STORMWATER FUND

Stormwater Credit	0.00	
Stormwater Maintenance	<u>11.04</u>	
TOTAL		11.04

TRANSPORTATION SALES TAX

Rent - Donna Drive Extension	<u>1,337.50</u>	
TOTAL		1,337.50

REPORT TOTAL \$100,560.70

Water & Light Deposit Accounts

NOVEMBER, 2023

Beginning Balance November 1, 2023:	\$279,076.72
TOTAL DEPOSITS	\$9,395.80
TOTAL REFUNDS	\$9,489.72
Ending Balance November 30, 2023:	\$278,982.80

Balance Consists of :

Checking Account for US Bank	\$68,982.80
Investments	\$210,000.00
	<hr/>
	\$278,982.80

CITY TREASURER'S REPORT FOR NOVEMBER, 2023

FUND	FUND BALANCES		TRANSFER OF		FUND BALANCES		CASH BALANCE
	11-01-2023	RECEIPTS	FUNDS	DISBURSEMENTS	11-30-2023	INVESTMENTS	11-30-2023
ELECTRIC FUND							
Operation & Maintenance	-	1,286,838.16	(175,171.29)	1,111,666.87	-	-	-
Electric Surplus	3,338,750.35	-	152,866.30	12,676.40	3,478,940.25	2,177,834.40	1,301,105.85
Electric Capital Projects Fund	4,191,093.29	-	-	147,960.60	4,043,132.69	4,000,000.00	43,132.69
General Revenue	2,144,151.52	82,619.99	(304,961.66)	695,657.24	1,226,152.61	1,200,000.00	26,152.61
Landfill Fund	590,363.82	65,510.79	(7,669.36)	39,559.27	608,645.98	525,000.00	83,645.98
City Park Fund	73,227.40	1,851.47	(6,158.17)	50,010.23	18,910.47	-	18,910.47
Public Park Foundation Fund	141,958.65	1,307.11	-	1,164.92	142,100.84	140,000.00	2,100.84
Cemetery Fund	886,534.95	11,400.76	(5,115.07)	11,340.48	881,480.16	870,000.00	11,480.16
Band Fund	-	425.76	-	425.76	-	-	-
Stormwater Maintenance Fund	292,234.33	11.04	-	-	292,245.37	266,000.00	26,245.37
ARPA Fund	2,630,893.59	19,776.60	-	175,550.24	2,475,119.95	2,475,000.00	119.95
Road Use Tax Fund	840,477.61	73,976.54	210,833.34	35,386.00	1,089,901.49	684,000.00	405,901.49
Sales Tax Fund	2,184,962.39	244,565.58	-	4,480.00	2,425,047.97	2,034,336.79	390,711.18
Fire Protection Sales Tax Fund	62,481.99	54,468.04	-	-	116,950.03	-	116,950.03
Recreation Sales Tax	189,060.18	64,306.05	(1,932.55)	25,969.21	225,464.47	50,000.00	175,464.47
Public Safety Sales Tax	119,179.05	108,935.82	-	-	228,114.87	-	228,114.87
Trust and Agency Fund	1,103,467.54	12,666.97	15,221.95	22,953.57	1,108,402.89	1,080,000.00	28,402.89
Recreational Development	6,513.45	6,930.00	1,115.00	5,986.19	8,572.26	-	8,572.26
Transportation Sales Tax	589,458.12	114,659.91	-	56,866.70	647,251.33	300,000.00	347,251.33
I-55 Corridor Special Alloc.	1,262.55	-	-	-	1,262.55	-	1,262.55
Capital Projects Construction	2,036,528.43	1,574.44	-	66,002.50	1,972,100.37	1,850,000.00	122,100.37
Economic Development Reserve	1,000,000.00	6,598.78	-	-	1,006,598.78	1,000,000.00	6,598.78
CDBG Grant Fund	-	-	-	-	-	-	-
Health Insurance Fund	1,051,327.60	1,980.30	142,648.52	165,204.21	1,030,752.21	800,000.00	230,752.21
Inmate Security Fund	16,395.62	88.50	-	-	16,484.12	-	16,484.12
Equitable Sharing Fund	3,617.07	-	-	-	3,617.07	-	3,617.07
WATER & SEWER FUND							
Water Operation & Maint.	-	347,047.94	(261,606.37)	85,441.57	-	-	-
Water Replacement	756,540.50	-	-	-	756,540.50	725,000.00	31,540.50
Water & Sewer Revenue Bond	188,026.94	-	-	-	188,026.94	175,000.00	13,026.94
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	10,103,844.00	350.00	347,913.46	681,916.74	9,770,190.72	9,217,312.65	552,878.07
Wastewater Operation & Maint.	-	233,640.45	(108,784.10)	124,856.35	-	-	-
Wastewater Replacement	1,070,930.74	-	-	1,895.30	1,069,035.44	1,053,927.24	15,108.20
W & S Construction Fund	4,104,972.03	-	800.00	800.00	4,104,972.03	200,000.00	3,904,972.03
TOTALS	39,828,253.71	2,741,531.00	-	3,523,770.35	39,046,014.36	30,933,411.08	8,112,603.28

Respectfully Submitted,

Cash on Hand 1,475.00
 General Account 6,284,123.50
 Collectors Account 1,823,387.71
 Equitable Sharing Fund 3,617.07

Liza Walker, City Clerk/Treasurer (signed)

TOTAL 8,112,603.28



City Utilities

**Proposed Rates
(Effective with 2/1/2024 Billing)**

Water (In-Town)		Rate
Minimum Charge	\$	20.25
All Usage (per 1000 gal)	\$	4.00
Water (Out-of-Town)		Rate
Minimum Charge	\$	40.48
All usage (per 1000 gal)	\$	6.49
Electric (Residential)		Rate
All usage (per kWh)	\$	0.0997
Minimum charge - single phase	\$	16.39
Minimum charge - three phase	\$	21.83
Electric (Small General)		Rate
All usage (per kWh)	\$	0.1028
Minimum charge - single phase	\$	19.12
Minimum charge - three phase	\$	24.59
<i>To qualify for Large General, minimum KW demand total must be 100 and minimum kwh must be 30,000 monthly.</i>		
Electric (Large General) *		Rate
All usage (per kWh)	\$	0.0473
Demand Chg (per KW)	\$	17.04
Minimum charge	\$	191.22
<i>To qualify for Industrial, minimum KW demand total must be 300 and minimum kwh must be 30,000 monthly.</i>		
Electric (Industrial) *		Rate
All kWh per kWh	\$	0.0473
Demand Chg (per kVA)	\$	12.76
Minimum charge	\$	191.22
Security Lighting		Rate
Monthly Charge		\$13.25 - 58.18
Sewer (related to/same as WA usage)		Rate
Minimum charge	\$	16.59
All usage (per 1000 gal)	\$	3.80
Solid Waste Pick-Up (for single family/duplex residential)		Rate
Per Billing Cycle	\$	11.82

* Additional 2% discount on energy and demand charges available for qualifying primary service customers

The 6.5% increase for electric, sewer, and water (minimum charges only) and for trash is tied to the Consumer Price Index adjustment, issued annually by the Missouri State Tax Commission.

Utility rates are approved annually as a motion by the Board of Aldermen in December.

BILL NO. 23-__

ORDINANCE NO. 23-__

AN ORDINANCE APPROVING THE 2024 BUDGET AS AMENDED, FOR THE CITY OF JACKSON, MISSOURI, AS MADE AND PROVIDED IN SECTION 67.010, ET SEQ, RSMO.

WHEREAS, the Budget Officer of the City of Jackson, Missouri, has heretofore presented to the Mayor and Board of Aldermen, a proposed budget for the City of Jackson, Missouri, and

WHEREAS, the Mayor and Board of Aldermen of the City of Jackson, Missouri, after due consideration of said proposed budget, deem certain amendments necessary thereto; and

WHEREAS, the Budget Officer of the City of Jackson, Missouri, has heretofore presented to the Mayor and Board of Aldermen, an amended budget for the 2024 calendar year of the City of Jackson, Missouri, and

WHEREAS, the Mayor and Board of Aldermen of the City of Jackson, Missouri, being mindful of the requirements of Section 67.010, et seq., RSMo, deem it desirable to approve said budget by ordinance.

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 hereby amend the 2024 proposed budget as submitted by the city budget officer and as heretofore amended by the Mayor and Board of Aldermen of the City of Jackson, Missouri.

Section 2. That in accordance with Section 37.030, the Mayor and Board of Aldermen are mindful of the limitations on amendment of the budget for the calendar year 2024 as made and provided in said section.

Section 3. That the Mayor and Board of Aldermen of the City of Jackson, Missouri, have approved the amended budget for the year 2024 for the City of Jackson, Missouri, being mindful of

the provisions of Section 67.010, RSMo., and that said section requires that any changes in expenditures set forth in this approved budget can only be effectuated upon showing that said increase in expenditures is necessary and proper, and that said increase in expenditures be approved by formal ordinance of the Mayor and Board of Aldermen of the City of Jackson, Missouri.

Section 4. That attached hereto, marked Exhibit A, and incorporated herein as if fully set forth in the amended budget for the calendar year 2024, for the City of Jackson, Missouri, as amended heretofore by the Mayor and Board of Aldermen.

Section 3. That this Ordinance is to take effect and be in full force and effect from and after its passage and approval.

FIRST READING: December 18, 2023.

SECOND READING: December 18, 2023.

PASSED AND APPROVED this 18th day of December, 2023, by a vote of _ ayes, _ nays, _ abstentions and _ absent.

CITY OF JACKSON, MISSOURI

(SEAL)

BY: _____
Mayor

ATTEST:

City Clerk

BILL NO. 23-__

ORDINANCE NO. 23-__

AN ORDINANCE AMENDING PAY PLAN, HEREINAFTER KNOWN AS “WAGE AND SALARY ADMINISTRATION PLAN” FOR THE CITY OF JACKSON, MISSOURI, FOR OFFICERS AND EMPLOYEES OF THE CITY; ESTABLISHING MEANS AND METHOD OF ADMINISTRATION PLAN; AND ESTABLISHING THE CITY PAY PLAN FOR THE FISCAL YEAR 2024

WHEREAS, the City Administrator for the City of Jackson, Missouri, with the advice and assistance of a private consultant and his staff have previously proposed to the City, an amended pay plan to provide for equitable advancement, credit for time in service, establishing procedures for administration of same, establishing procedures for advancement, and adjusting overall current wage levels of the city employees; and

WHEREAS, the City Administrator and consultant have previously established a method of classification of all job positions in the City and providing job descriptions and physical and educational requirements therefore; and,

WHEREAS, the City Administrator and consultant have previously designed a method for equitable implementation of same;

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

Section 1. That in accordance with the provision of Section 3-100 of the Code of Ordinances of the City of Jackson, Missouri, an amended pay plan is here, readopted and the same is marked Exhibit A and is attached hereto and incorporated herein by reference.

Section 2. That in accordance with Section 3-100, the City Clerk shall keep on file and have available for public inspection during regular business hours the “Wage and Salary Administration Plan”.

Section 3. That the “Wage and Salary Administration Plan Employees Compensation Guidelines” previously developed by the staff and staff consultant, marked Exhibit B and incorporated herein, are hereby adopted by the City of Jackson, Missouri, and shall be available in the office of the City Clerk as provided in Sec. 3-100 of the Code of Ordinances.

Section 4. That in accordance with Section 3-100 of the Code of Ordinances of the City of Jackson, Missouri, Chapter 67 of the Revised Statutes of Missouri and the City’s “Wage and Salary Administration Plan”, the Board of Aldermen hereby adopt as the official pay plan for the 2024 fiscal year the plan set forth in the revised “2024 Pay Plan for the City of Jackson, Missouri”, which is attached hereto, marked Exhibit C and incorporated herein.

Section 5. That this Ordinance shall take effect and be in force and effect from and after its passage and approval and the accompanying “2024 Pay Plan for City of Jackson” shall be effective the 1st day of January, 2024.

FIRST READING: December 18, 2023.

SECOND READING: December 18, 2023.

PASSED AND APPROVED this 18th day of December, 2023, by a vote of _ ayes, _ nays, _ abstentions and _ absent.

CITY OF JACKSON, MISSOURI

(SEAL)

BY: _____

Mayor

ATTEST:

City Clerk

PUBLIC WORKS MEMORANDUM



City of Jackson

TO: Mayor and Board of Aldermen

FROM: Janet Sanders, Director of Public Works

DATE: December 1, 2023

RE: Change Order No. 1 (final quantities) – Old Cape Road East
Culvert Replacement

Attached is Change Order No. 1 which represents final quantities and full payment for the project. The increase is due to additional aggregate needed to replace soft subgrade under the culvert and additional tonnage of asphalt.

Completion of this project was a street patch over the trench in the existing asphalt street. With the 2024 asphalt program it will be milled and capped for a smoother final surface.

If you have questions, please contact me at jsanders@jacksonmo.org or 573-243-2300 x2031.



City of Jackson

CHANGE ORDER

PROJECT:

DATE OF ISSUANCE:

CHANGE ORDER NO.:

OWNER: City of Jackson – 101 Court Street, Jackson, Missouri 63755

CONTRACTOR:

Steve's Hauling and Excavating, LLC

THIS CHANGE ORDER MODIFIES THE ORIGINAL CONTRACT AS FOLLOWS:

See Attachments

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$25,800.60	Original Contract End Date: Not specified
Previous Change Orders: 0	Net Change from Previous Change Orders: 0
Contract Price prior to this Change Order: \$25,800.60	Contract End Date prior to this Change Order: Not specified
Net Increase (Decrease) of this Change Order: \$2,611.88	Net Increase (Decrease) of this Change Order: \$2,611.88
Contract Price with all approved Change Orders: \$28,412.48	Contract End Date with all approve Change Orders: December 18, 2023

Recommended By: *Sandra Sanders*
Project Manager

December 18, 2023
Date

Approved By: _____
Mayor of the City of Jackson

Date

Accepted By: *[Signature]*
Authorized Representative
of the Contractor

12-15-23
Date



MEMO

To: Mayor Dwain Hahs and Members of the Board of Aldermen
From: Rodney Bollinger, Director of Administrative Services
Date: Wednesday, November 29, 2023
Re: Disposal of Stockpiled Brush Program

Back in July of this year, Herzog Excavating & Demolition, LLC, of Perryville, Missouri, was hired to complete work on the annual Disposal of Stockpiled Brush Program. The City's stockpiled brush is stored on the tract located behind Mondri on N. High St. (Highway 61) in the Jackson North Industrial Park. The original contract was set up to run through the end of 2023, allowing the City and contractor to negotiate additional work.

Since completion of the original program this summer, another significant pile of brush has accumulated. This proposal is an additional fee to remove the new pile of brush from the site.

With the contractor's good history of working with the City of Jackson on this program and reasonable fee for this additional work, I recommend to the Board of Aldermen this change order be accepted.



City of Jackson

CHANGE ORDER

PROGRAM: Disposal of Stockpiled Brush

DATE OF ISSUANCE: December 18, 2023

CHANGE ORDER NO.: 2

OWNER: City of Jackson – 101 Court Street, Jackson, Missouri 63755

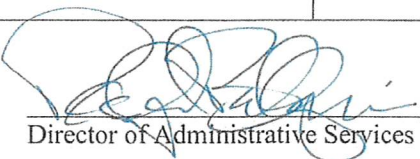
CONTRACTOR: Herzog Excavating & Demolition, LLC – 24 Green Meadows Ln., Perryville, Missouri 63775

THIS CHANGE ORDER MODIFIES THE ORIGINAL CONTRACT AS FOLLOWS:


This is an additional cost to remove a new pile of brush from the site.

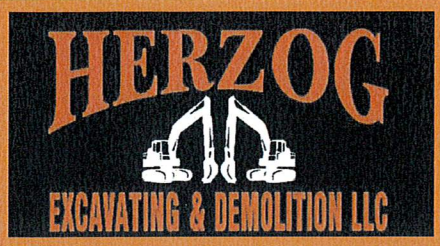
See Attachments

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$28,600.00	Original Contract End Date: December 31, 2023
Previous Change Orders: \$5,500.00	Net Change from Previous Change Orders: 0
Contract Price prior to this Change Order: \$34,100.00	Contract End Date prior to this Change Order: December 31, 2023
Net Increase (Decrease) of this Change Order: \$10,500.00	Net Increase (Decrease) of this Change Order: 0
Contract Price with all approved Change Orders: \$44,600.00	Contract End Date with all approve Change Orders: December 31, 2023

Recommended By:  12/5/2023
 Director of Administrative Services Date

Approved By: _____
 Mayor, City of Jackson Date

Accepted By:  12/8/2023
 Authorized Representative of the Contractor Date



Herzog Excavating & Demolition LLC

24 Green Meadows Ln

Perryville, MO 63775

jlherzog16@hotmail.com

November 24, 2023

City Of Jackson

101 Court St.

Jackson, Missouri 63755

Disposal of Stockpiled Brush Program

The bid proposal for the brush clean up and disposal located at the city dumpsite at the end of Cane Creek Road in Jackson Missouri, 63755, is the amount of \$10,500.00.

The cleanup and disposal of the brush pile (brush pile is roughly ½ size of original pile that was removed) is the amount of \$8,500.00.

The cleanup and disposal of the grass clippings, as well as the cleanup and disposal of the extra chippings is the amount of \$2,000.00.

The total amount proposed for this project is \$10,500.00.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Joseph Herzog", with a long horizontal flourish extending to the right.

Herzog Excavating & Demolition LLC



MEMO

To: Mayor and Board of Aldermen
From: Jason Lipe, Parks and Recreation Director
Date: Thursday, December 14, 2023
Re: Public Park Foundation Donation – Midwest Sterilization

Midwest Sterilization Corporation, Inc. would like to donate \$110,000 toward the Civic Center Pavilion Project, and an additional \$30,000 toward the Litz Park Pavilion and Restroom Project. At the Monday, December 11 Park Board meeting, the board passed a motion recommending acceptance of these donations from Midwest Sterilization Corporation, Inc.



PARK DONATION & MEMORIAL FORM

Donor name or organization: MIDWEST STERILIZATION CORPORATION, INC.
Address: 1204 LENCO AVE. City, State, Zip: JACKSON, MO 63755
Phone 573-243-8456 E-mail: _____

Pre-approved donation list of new items: (please check appropriate item)

- Tree
- Picnic Table
- Metal Bench
- Planter
- Litter Receptacle
- Drinking Fountain
- Other

Proposed location: Jackson City Litz Park
1740 Ridge Road, Jackson, MO 63755

Description of request: Public Park Foundation for Pavilion and Restroom

Estimated value of donation: \$30,000.00

Maintenance plan of donation: \$0.00

Note: For major projects, the City reserves the right to require construction plans, specifications and other appropriate items.

Signature: *Karen E. Eldridge*
Date: 12-7-2023

Return to:
Jason Lipe, Director
Parks & Recreation Department
381 E. Deerwood Dr.
Jackson, MO 63755



MEMO

To: Mayor and Board of Aldermen
From: Jason Lipe, Parks and Recreation Director
Date: Thursday, December 14, 2023
Re: Public Park Foundation Donation – Midwest Sterilization

Midwest Sterilization Corporation, Inc. would like to donate \$110,000 toward the Civic Center Pavilion Project, and an additional \$30,000 toward the Litz Park Pavilion and Restroom Project. At the Monday, December 11 Park Board meeting, the board passed a motion recommending acceptance of these donations from Midwest Sterilization Corporation, Inc.



PARK DONATION & MEMORIAL FORM

Donor name or organization: MIDWEST STERILIZATION CORPORATION, INC.
Address: 1204 LENCO AVE. City, State, Zip: JACKSON, MO 63755
Phone 573-243-8456 E-mail: _____

Pre-approved donation list of new items: (please check appropriate item)

- Tree
- Picnic Table
- Metal Bench
- Planter
- Litter Receptacle
- Drinking Fountain
- Other

Proposed location: Jackson Civic Center
381 E Deerwood Dr, Jackson, MO 63755

Description of request: Public Park Foundation for pavilion project

Estimated value of donation: \$110,000.00

Maintenance plan of donation: \$0.00

Note: For major projects, the City reserves the right to require construction plans, specifications and other appropriate items.

Signature: Karen E. Eldridge
Date: 12-7-2023

Return to:
Jason Lipe, Director
Parks & Recreation Department
381 E. Deerwood Dr.
Jackson, MO 63755



MEMO

To: Mayor and Board of Aldermen
From: Jason Lipe, Parks and Recreation Director
Date: Friday, December 15, 2023
Re: Civic Center Pavilion Bid Tabulation

City staff solicited quotes for the installation of a pavilion at the Civic Center. Two bids were submitted, with Mark Sander Construction Company, Inc. submitting the lowest bid. Staff has reviewed the bids along with the consulting engineer.



Civic Center Pavilion Project
Bid Opening 10:30 AM, November 22, 2023

Company	Base Bid
Mark Sander Construction Company Inc	\$32,335. ⁰⁰
Parkscape Solutions	\$105,310. ⁰⁰

Witness: Kacie Wailey
Opened By: Rodney Bollinger

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 MARK SANDER CONSTRUCTION COMPANY, LLC, OF BENTON, MISSOURI, RELATIVE TO THE CIVIC CENTER PAVILION 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 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 **Mark Sander Construction Company, LLC, of Benton, 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: December 18, 2023.

SECOND READING: December 18, 2023.

PASSED AND APPROVED this 18th day of December, 2023, by a vote of _ ayes, _ nays, _ abstentions and _ absent.

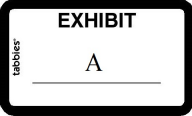
CITY OF JACKSON, MISSOURI

(SEAL)

BY: _____
Mayor

ATTEST:

City Clerk



CONTRACT AGREEMENT

THIS CONTRACT (the “**Contract**”) is entered into this _____ day of November, 2023, by and between the **CITY OF JACKSON, MISSOURI**, Owner of the Project, hereinafter referred to as “**City**”, and **Mark Sander Construction Company, LLC** hereinafter referred to as “**Contractor**,” in connection with that work or improvement known as the Civic Center Pavilion installation to be completed for the City located at the Jackson Civic Center.

WHEREAS, the City has selected the aforesaid Contractor for the Project and by Ordinance No. _____ has awarded the Contractor the Contract for the amount named in the proposal/bid from the Contractor dated November 22, 2023, a copy of which is incorporated herein.

NOW, THEREFORE, the parties agree as follows:

- A. The Contract Documents for the Project include the Specifications and Proposal Documents which are attached hereto and made a part hereof as Exhibit A. The Contract Documents may also consist of such special provisions, addendums, appendices, plans, and specifications as may be necessary for the Project.
- B. The Contractor shall perform the Work in compliance with the Contract Documents.
- C. The Contractor shall supply all labor, materials, equipment, and supervision necessary to complete all of the Work as described in the Contract Documents.
- D. The Work shall be commenced and completed according to the Project schedule, subject to such extensions and modifications as are made pursuant to the Contract Documents.
- E. The City shall pay the Contractor for performance of the Work, subject to additions and deductions as provided in the Contract Documents, the Contract Price of Thirty-two thousand, three hundred thirty-five dollars (\$32,335).

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

CITY:

City of Jackson, Missouri

Dwain Hahs, Mayor

ATTEST:

Liza Walker, City Clerk

Address:
101 Court Street
Jackson, Missouri 63755

CONTRACTOR:

Mark Sander Construction Company, LLC
Contractor Name

Mark R Sander
Signature

Mark R Sander
Printed Name

owner / president
Title

ATTEST:

Signature

Printed Name

Title

Address:

613 County Highway 241

Benton, MO 63736

**CITY OF JACKSON, MISSOURI
CIVIC CENTER PAVILION PROJECT
SPECIFICATIONS AND PROPOSAL DOCUMENTS**

These Specifications are included in and are a part of the Proposal Documents for this program.

SCOPE OF WORK: The Civic Center Pavilion Project will include a 24'x30' Pavilion including all parts and installation.

LOCATION OF WORK: Jackson Civic Center – 381 E. Deerwood Drive. See Exhibit A for the Location Map.

MATERIAL SPECIFICATIONS:

The building Package includes:

- (8) Posts in the Ground (4' Longer than Sidewall Height)
- (8) 3'H Clipstone Post Wraps with Split Caps
- (8) Color Match Post Wraps
- Trusses Sheeted Exterior Side (LEW & REW)
- Sidewall Sheeted Exterior Side (FSW & BSW 0 Even with Trusses)

Dimensions: 24x30x10

Metal must be AZ50

WORK DAYS/TIMES: All work shall be performed during the work week of Monday through Friday from 7:00 a.m. through 6:00 p.m.

NOT-TO-EXCEED CONTRACT PRICE: The Contractor shall furnish all labor, equipment, and materials for the Program and to perform all related work as provided for and in accordance with the specifications and proposal documents for a cost-not-to-exceed price as indicated on the proposal sheet. The total compensation to be paid to the Contractor for the performance of the work is a maximum amount and may be reduced during the course of performance of the work based upon the individual unit price values provided to the City by the Contractor on the proposal sheet, subject to the approval of the Parks & Recreation Director.

NO GUARANTEE OF WORK: Any award of a proposal shall not obligate the City in any way to use any of the services listed herein or to use the Contractor for any certain period of time. In addition, the City shall not be liable for damages to the Contractor in the event that the City does not use any services proposal herein.

COMMUNICATIONS: The Contractor shall be responsive to City communications via phone, text, email, or in person.

PERMITS AND LICENSES: The Contractor shall, at its own cost, secure all permits and licenses required by City Code and State Statute and give all notices necessary and incidental to lawful prosecution of the work.

LAWS TO BE OBSERVED: The Contractor shall at all times observe and comply with the, all Federal and State Laws and regulations, and all shall comply with all orders and decrees which exist at the present or which may be enacted later, or bodies or tribunals having jurisdiction or authority over the work and no plea of misunderstanding or ignorance will be considered.

CONTRACTOR'S UNDERSTANDING: It is understood and agreed that the Contractor has, by careful examination, satisfied himself/herself as to the nature and location of the work, the confirmation of the ground, the character, quality, and quantities of the work necessary, the character of the equipment and facilities needed for the execution of work, the general and local conditions, and all other matters which can in any way affect the work under this contract.

PROTECTION OF WORK AND PROPERTY: Reasonable care shall be taken when working in the vicinity of people, vehicles, buildings, and property.

COMPLETION DATE: The Contractor shall complete all work within 120 days of contract award, unless otherwise agreed to in writing by both Contractor and City.

PAYMENT: Payment shall be made in one (1) lump sum following the completion of the Project.

REQUIRED INSURANCE: Successful contractor must furnish proof of public liability, property damage, and workmen's compensation insurance. Minimum amounts for public liability and property damage shall be \$1,000,000 per occurrence and \$2,000,000 aggregate. Insufficient or lapsed insurance coverage at any time will be good cause for termination of this agreement, at which time the contract may be awarded to the next lowest bidder.

To the fullest extent permitted by law, Contractor agrees to indemnify, defend and hold harmless the City of Jackson, its officers, agents, volunteers, lessees, invitees, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to the use of City's facilities, buildings, equipment or infrastructure under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of Contractor its officers, agents and volunteers, or anyone directly or indirectly employed or hired by the Contractor or anyone for whose acts the Contractor may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees. All coverage shall be on an "occurrence" basis and not "claims made." An endorsement on the required form supplied by the Owner naming the Owner as an additional insured shall also be required.

No provision of this agreement shall constitute a waiver of the City of Jackson's right to assert a defense based on sovereign immunity, official immunity, or any other immunity available under law.

BID SHEET: The Contractor must prepare and submit a completed Bid Sheet. By signing, the contractor acknowledges the agreement with the general specifications, conditions, and contract requirements.

QUALIFICATIONS: To ensure a high-quality level of operations during this program, Bidders must demonstrate minimum experience and qualifications. Upon request, bidders must provide evidence of experience in successfully operating and managing this type of business.

CHOICE OF LAWS AND VENUE: This Contract shall be governed by the laws of the State of Missouri and the venue for any dispute between the parties shall be in the Circuit Court of Cape Girardeau County, Missouri.

WARRANTY: Contractor will issue a one-year labor and material warranty for workmanship. If there is a failure, the Contractor will provide free labor and material to correct these problem(s).

ENTIRE AGREEMENT: This Contract contains the entire agreement between the parties and supersedes all prior or contemporaneous written or oral communications. This Contract may not be changed or terminated only by an instrument in writing signed by the party against whom enforcement of such change or termination sought. No breach of any agreement, warranty, or representation shall be deemed waived unless expressly waived in writing by the party who asserts such breach.

SUCCESSORS AND ASSIGNS: The terms, covenants, and conditions of this Contract shall be binding upon and shall inure to the benefit of the successors and permitted assigns of the respective parties to this Contract.

OCCUPATION SAFETY AND HEALTH ADMINISTRATION (OSHA) TRAINING: In accordance with Section 292.675 of the Revised Statutes of Missouri, Contractors and Subcontractors who agree to provide Work under this Contract must provide a ten-hour OSHA construction safety program or other similar program approved by the Department of Labor and Industrial Relations of the State of Missouri to be completed by their on-site employees within 60 days of beginning Work under this Contract. Documentation of compliance with this provision shall be provided to the Owner within 65 days of beginning Work under this Contract.

VERIFICATION OF EMPLOYMENT ELIGIBILITY: Notice is hereby given that Section 285.530 of the Revised Statutes of Missouri requires that no business entity or employer shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri. Any business entity providing work under any contract in excess of \$5,000.00 shall participate in a federal work authorization program (such as E-Verify) and shall provide documentation of such participation to the Owner.

EXHIBIT INDEX

EXHIBIT A – Location Map



RESOLUTION NO. 2023-_____

RESOLUTION

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF JACKSON, MISSOURI, STATING INTENT TO SEEK FUNDING THROUGH THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, RELATIVE TO INFRASTRUCTURE IMPROVEMENTS AT THE JACKSON NORTH INDUSTRIAL PARK.

WHEREAS, the City of Jackson, Missouri, is applying for state assistance from the Missouri Department of Economic Development for the purpose of infrastructure improvements at the Jackson North Industrial Park; and

WHEREAS, Title I of the Housing and Community Development Act of 1974 does state as its primary objective “the development of viable urban communities, by providing decent housing and suitable living environment and expanding economic opportunities principally for persons of low and moderate income”; and

WHEREAS, Title I does offer to communities the opportunity of monetary assistance in accomplishing its stated primary objectives; and

WHEREAS, The Missouri Department of Economic Development is designated to award Community Development Block Grant funding under Title I; and

WHEREAS, The City of Jackson, Missouri does have areas of need which may be addressed through the Community Development Block Grant Program.

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

1. The City of Jackson, Missouri desires to participate with the Missouri Department of Economic Development in the improvement of our community under the activities authorized pursuant to the Housing and Community Development Act of 1974.

2. Mayor Dwain L. Hahs, of the City of Jackson, Missouri, is authorized to sign the application for state assistance and any other official project documents that are necessary to obtain such assistance, including any applications, agreements, contracts, or other documents that are required by the State of Missouri.

3. The City of Jackson, Missouri is authorized to prepare and submit documents which are necessary in applying for funding and establishing an administrative organization to implement activities pursuant to the aforementioned act.

4. The City of Jackson, Missouri will dedicate \$94,747.00 of local cash funds and \$25,253.00 of in-kind (land donation) to be used in this project.

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 December 18, 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 18th day of December, 2023, by a vote of _____ ayes, _____ nays, _____ abstentions, and _____ absent.

CITY OF JACKSON, MISSOURI

BY: _____
Dwain L. Hahs, Mayor

ATTEST:

Liza Walker, City Clerk

BILL NO. 23_____

ORDINANCE NO. 23_____

AN ORDINANCE AUTHORIZING THE INTERNAL TRANSFER OF FUNDS FROM THE ECONOMIC DEVELOPMENT RESERVE FUND RELATIVE TO INFRASTRUCTURE IMPROVEMENTS.

WHEREAS, Section 79.100 of the Missouri Revised Statutes grants the Mayor and Board of Aldermen the authority to care, manage and control city finances and to enact ordinances deemed expedient for the benefit of trade and commerce; and

WHEREAS, pursuant to said authority, the Mayor and Board of Aldermen of the City of Jackson, Missouri approved the establishment of a reserved fund titled the “Economic Development Reserve Fund” (the “Fund”); and

WHEREAS, said Bill and Ordinance establishing this Fund requires that any and all future expenditures from the Fund shall be by proper motion and ordinance approved by a majority of the duly elected Board Members; and

WHEREAS, the Mayor and Board of Aldermen conclude that an internal transfer from the Fund to the Community Development Block Grant Fund is necessary for improvement of infrastructure at the Jackson North Industrial Park and in doing so will benefit trade and commerce within the City.

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

Section 1. The Mayor and Board of Aldermen of the City of Jackson, Missouri, approve the internal transfer of One Hundred Twenty Thousand Dollars (\$120,000.00) from the Fund to the Community Development Block Grant Fund for infrastructure improvements at the Jackson North Industrial Park.

Section 2. It is the belief of the Mayor and the Board of Aldermen that it is in the best interest of the citizens of the City of Jackson, Missouri for the transfer of said funds for the reasons herein stated.

Section 3. 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 4. That this ordinance shall take effect and be in force from and after its passage and approval.

FIRST READING: _____.

SECOND READING: _____.

PASSED AND APPROVED this _____ day of _____, 2023, by a vote of _____ ayes, _____ nays, _____ abstentions, and _____ absent.

CITY OF JACKSON, MISSOURI

(SEAL)

BY: _____
Mayor

ATTEST:

City Clerk