

**City Board Meeting Agenda
City of St. Elmo
March 6, 2024 - 6:00 p.m.
At the City Hall**

Order of Business

Call to Order

Roll Call

Pledge of Allegiance

Approval of Board Minutes

Approval of Treasurer's Report

Visitors:

Reports and Communications from the Mayor and Other City Officers:

- Zoning Appointment

Reports of Standing Committees:

Chairman Report of Finance, Kenneth Gammon

- Audit Bid
- Personnel -- hiring office help
- Set a Finance meeting in April

Chairman Report of Public Works, Peg McKinney

- Drain problem by Mitchco

Chairman Report of Parks, Local Improvements & Zoning, Bob Wells

- Fall Zone Edging at Deken Park
- Trees at Deken Park
- Veterans Memorial Usage Agreement

Chairman Report of Public Safety, James D. Russell

- 2023 Holidays
- Tahoe Transmission

Communications, Petitions, Resolutions, Orders and Ordinances:

- A Resolution authorizing changes to the Appropriation Ordinance # 1076

Unfinished Business:

New Business:

Executive Session:

Adjourn or Recess:

City Board Meeting Minutes
City of St. Elmo
March 6, 2024 - 6:00 p.m.
At the City Hall

The City Council met in regular session Wednesday, March 6, 2024 at 6:03 p.m. at the City Hall with the following City Officials present: Mayor Kimberly Baron, Alderman Sandra Mace, Fred Wagner, JD Russell, Peg McKinney, and Kenneth Gammon. Absent was Robert Wells. Also present was Treasurer Mary Magnus, Chief of Police Jeremy Scruggs, Public Works Supt. Josh Ledbetter and Clerk Kim Karnes.

Pledge of Allegiance

Approval of Board Minutes

Motion #1) Moved by Fred Wagner and seconded by Kenneth Gammon to approve the February 7, 2024 Board Meeting minutes.

Ayes: Fred Wagner, Sandra Mace, Kenneth Gammon, Peg McKinney, JD Russell

Absent: Bob Wells

Approval of Treasurer's Report

Motion #2) Moved by JD Russell and seconded by Kenneth Gammon to approve the February 2024 Treasurer's Report and to pay the bills.

Ayes: Sandra Mace, Kenneth Gammon, Peg McKinney, JD Russell, Fred Wagner

Absent: Bob Wells

Visitors: Ordinance Officer, Terry Hodapp, Mark Hoskins with the Banner Ordinance Officer, Terry Hodapp, gave an update of the issuance of letters for residents that have ordinance violations. He also met with Chief Scruggs and the Fire Chief, Doug, to discuss illegal burns on properties.

Reports and Communications from the Mayor and Other City Officers:

- Zoning Appointment

Motion #3) Moved by JD Russell and seconded by Fred Wagner to approve the Mayoral reappointment of Maxwell (Skip) Heaton as Zoning Board Member for a 5 year term till March 2029.

Ayes: Kenneth Gammon, Peg McKinney, JD Russell, Fred Wagner, Sandra Mace

Absent: Bob Wells

Reports of Standing Committees:

Chairman Report of Finance, Kenneth Gammon

- Audit Bid

Motion #4) Moved by Kenneth Gammon and seconded by Sandra Mace to approve hiring Kemper CPA Group for the audit of fiscal years 2024 in the amount of \$24,150 & 2025 in the amount to be within minimum of 3% increase to a maximum of 7.5% increase.

Ayes: Peg McKinney, JD Russell, Fred Wagner, Sandra Mace, Kenneth Gammon

Absent: Bob Wells

- Personnel -- hiring office help

Motion #5) Moved by Kenneth Gammon and seconded by Sandra Mace to approve hiring Michelle Oldfield as Full Time Bookkeeper/Secretary at \$18.00 per hour effective April 1, 2024.

Ayes: JD Russell, Fred Wagner, Sandra Mace, Kenneth Gammon, Peg McKinney

Absent: Bob Wells

- Set a Finance meeting in April-meeting will be April 24th at 6 p.m.

Chairman Report of Public Works, Peg McKinney

- Drain problem by Mitchco

Motion #6) Moved by Peg McKinney and seconded by Kenneth Gammon to approve the estimate from K & C Excavating in the amount of \$25,490.00 for the repair of the drain problem by Mitchco.

Ayes: Fred Wagner, Sandra Mace, Kenneth Gammon, Peg McKinney, JD Russell

Absent: Bob Wells

Chairman Report of Parks, Local Improvements & Zoning, Bob Wells

- Fall Zone Edging at Deken Park

Motion #7) Moved by JD Russell and seconded by Fred Wagner to approve the purchase of the Fall Zone Edging at Deken Park in the amount up to \$2,500.00.

Ayes: Sandra Mace, Kenneth Gammon, Peg McKinney, JD Russell, Fred Wagner

Absent: Bob Wells

- Trees at Deken Park

Motion #8) Moved by Fred Wagner and seconded by JD Russell to approve the estimate from Buff's Tree Service in the amount of \$18,000.00 to remove trees at Deken Park.

Ayes: Kenneth Gammon, Peg McKinney, JD Russell, Fred Wagner, Sandra Mace

Absent: Bob Wells

- Veterans Memorial Usage Agreement – Kim signed the agreement

Chairman Report of Public Safety, James D. Russell

- 2023 Holidays

Motion #9) Moved by JD Russell and seconded by Fred Wagner to approve allowing the Police Dept. employee to carry over their holiday time till March 31st this year.

Ayes: Peg McKinney, JD Russell, Fred Wagner, Sandra Mace, Kenneth Gammon

Absent: Bob Wells

- Tahoe Transmission

Motion #10) Moved by JD Russell and seconded by Fred Wagner to approve the quote from Hy-Tech Transmissions in the amount of \$4,614.50 to remove and replace the Tahoe transmission.

Ayes: JD Russell, Fred Wagner, Sandra Mace, Kenneth Gammon, Peg McKinney

Absent: Bob Wells

Communications, Petitions, Resolutions, Orders and Ordinances:

- A Resolution authorizing changes to the Appropriation Ordinance # 1076

Motion #11) Moved by JD Russell and seconded by Kenneth Gammon to pass **Resolution No. 2024-002 Resolution Authorizing changes to the Appropriation Ordinance #1076.**

Ayes: Fred Wagner, Sandra Mace, Kenneth Gammon, Peg McKinney, JD Russell

Absent: Bob Wells

Unfinished Business:

New Business: Starting with April all meeting will be at the conference room building.

Executive Session:

Adjourn or Recess:

Motion #12) Moved by JD Russell and seconded by Kenneth Gammon to adjourn the meeting at 7:24 p.m.

Ayes: Sandra Mace, Kenneth Gammon, Peg McKinney, JD Russell, Fred Wagner

Absent: Bob Wells

Kim Karnes, City Clerk