



Otterville, Missouri

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Board of Alderman

Regular Meeting

City of Otterville

Board of Alderman

When: Wednesday January 8, 2025 @ 6pm

Where: City Hall

Mayor Lake declared meeting open at 6:00 pm

Roll Call: Alderman Sean Main; here, Alderman John Meyer; here, Alderman David Young; here, Alderman Mark Cole; here, Mayor Deborah Lake; here, City Clerk Ruth Stuedle; here.

Guest Present: Ronnie Hirst and Brian Hazlett.

Mayor Lake requested a motion to approve the agenda with the addition of Ordinance 479. Alderman John Meyer made a motion to approve the agenda. Alderman David Young second, all present in favor, motion passed.

Mayor Lake requested a motion to approve monthly bills. Alderman Sean Main made the motion to approve the monthly bills, Alderman Mark Cole second all present in favor, motion passed.

Mayor Lake requested a motion to approve the minutes of the December 4, 2024 meeting. Alderman David Young made a motion to approve the minutes, Alderman Mark Cole second all present in favor, motion passed.

Mayor's Comments: Mayor Lake informed the board that the Late fee income for the year 2024 is a total of \$7,010.83. Also the City has collected \$31,780.88 for sewer Equipment and Maintenance. The Board made the decision to move the amount of \$31,780.88 to a Money Market Account at the Otterville Bank. Also going to move the Water Utility balance of \$7,122.00

from the General Account to a money market account. Alderman Mark Cole made a motion to move this money collected in 2024 from the General Account to money market accounts with the Bank of Otterville. Alderman John Meyer second the motion all in favor Motion passed.

Mayor Lake informed the Board Savings accounts were left open to receive interest earned should be closed and move the Money Market accounts that were open: Street Savings 882-2816 in the amount of \$104.87 to Money Market account 568732; Water Tower Savings 882-2840 in the amount of \$102.29 to Money Market Account 568740; replacement Extension Sewer 882-2840 in the amount of \$105.53 to Money Market Account 568724; General Savings 883-0830 in the amount of \$100.93 to Money Market Account 568716. Alderman Mark Cole motioned to close savings account and move the monies to Money Market accounts, Alderman Sean Main second motion all in favor.

Mayor Lake also informed the Board that the first response has been sent to DNR. She is working on the next response.

Old Business:

Blue Tractor: After searching for paperwork when the Blue Tractor was purchased and there is nothing in the files, Alderman David Young made a request to put out sealed bid request for the tractor for 30 days. Alderman Sean Main second all in favor. Mayor Lake with get this notice published.

New Business:

The City Employee Handbook was reviewed and the only change that was needed was to remove December 26th as a holiday. Alderman Sean Main made a motion to remove this holiday from the Handbook, Alderman John Meyer second, all in favor motion passed.

Detail Police Car: Police Office Brian Hazlett presented a bid to the board to add Police, The City of Otterville to the car. There is a bid of \$375 for this work to be done in Macon, Mo. Alderman Mark Cole made a motion to accept this bid, Alderman John Meyer second all in favor.

Street Signs: There are one way signs by the school that need updated; Jake Brake signs that need to be installed due to the new ordinance. Four signs will be ordered and posted to bring attention to the City Ordinance. Police officer Brian Hazlett has posted a notice to business's: Mini Mart, Deon's Inn, MFA and the school that no parking is allowed within 10 feet of the highway.

The water billing policy was tabled until next meeting.

The Water billing Ordinance 001-2025 was tabled until next meeting.

Quick Books Software: Mayor Lake addressed the fact that Quick Books software for the City accounting program was only installed on the City Clerk computer. She would like to have this program installed on her computer so that she can monitor and use accounting functions also.

There is a special fee until February for this software of \$495.00. Alderman David Young made the motion that we purchase the software for the Mayor's computer. Alderman Mark Cole second motion passed. Quickbooks software is moving from a Desktop program into an on line program in 2025. We will wait until the W2's and 1099 forms have been completed until the change is made.

CD Street Due 1/25 in the amount of \$63,395.72. After discussion Alderman Mark Cole made a motion to renew this CD for a 6 month period, Alderman John Meyer second all in favor, motion passed.

Mayor Lake requested a motion to move this meeting to closed session to discuss legal issues and employee related issues. Alderman Mark Cole made a motion to move to closed session Alderman Sean Main second, Roll Call: Sean Main, Yes; John Meyer, Yes; David Young, Yes; Mark Cole Yes. Motion Passed.

Meeting moved to closed session at 6:29 PM.

Mayor Lake called the meeting to order at 6:50 PM

Roll call Alderman Sean Main, here; Alderman John Meyer, here; Alderman David Young, here; Alderman Mark Cole, here, Mayor Lake here; City Clerk Ruth Stuedle here.

Mayor Lake asked for a motion to close the meeting. Motion made by Alderman David Young, second by Alderman Sean Main, all present in favor motion passed. Meeting adjourned at 6:50PM.

Ruth Stuedle, City Clerk

Date

Deborah Lake, Mayor

Date