



**City of Mexico, Missouri
City Council Meeting Agenda**

**City Hall – 300 N. Coal Street
3rd Floor Council Chambers
Mexico, Missouri 65265**

January 8, 2018 ▪ 7:00 p.m.

1. Call to Order

2. Roll Call

3. Approval of Minutes

- A. December 11, 2017 – Work Session
- B. December 11, 2017 – Regular Session

4. Resolutions (Reading and Passage)

- A. Bill No. 2018 – 01. A Resolution Authorizing the City Manager to Execute an Extension to the City’s On-Call Engineering Services Agreement with Bartlett & West, Inc. Reading and Passage.
- B. Bill No. 2018 – 02. A Resolution Authorizing the City Manager to Enter Into An Agreement with Austin Peters Group, Inc. for Professional Services for a Comprehensive Wage and Benefit Study. Reading and Passage.
- C. Bill No. 2018 – 03. A Resolution Authorizing the City Manager to Sign Change Order No. 1 with Heggemann, Inc. Reading and Passage.

5. Other Business

- A. Claims

6. Comments

- A. Council
- B. Public (*Please state name and address for the record and keep comments to a maximum of three minutes*).

7. Adjournment

**CITY OF MEXICO, MISSOURI
CITY COUNCIL MEETING MINUTES
DECEMBER 11, 2017**

The Council of the City of Mexico, Missouri met in work session on December 11, 2017 at 6:00 p.m. in the Council Chambers of City Hall, with the following members present: Mayor Chris Miller; Council Member Steve Nichols; Council Member Ron Loesch. Also present were Bruce Slagle, City Manager; Roger Haynes, Deputy City Manager; Russell Runge, Assistant City Manager/Economic Development; Kensey Russell, Public Works Director; Rita Jackson, Community Development Director; Chad Shoemaker, Parks & Recreation Director; Chief Susan Rockett, Public Safety Department; Drew Williford, City Civil Engineer; Patrick Shaw, IT Specialist; Lou Leonatti, City Attorney; Marcy LeCount, City Clerk; as well as members of the media and interested citizens. Absent, Chairman Pro Tem Chris Williams; Council Member Dr. Ayanna Shivers.

The Meeting was called to order with Mayor Miller presiding.

COUNCIL DISCUSSION – ECONOMIC DEVELOPMENT UPDATE

City Manager Slagle called upon Assistant City Manager/Economic Development Runge to provide the report.

Chairman Pro Tem Williams arrived at 6:09 p.m.

Assistant City Manager Runge thanked Council’s support for Economic Development activities and provided a department report for the 2017 calendar year. Assistant City Manager Runge provided an overview of the department’s 2017 activities which included reports on new and existing industries, new businesses and airport improvements. Assistant City Manager Runge provided information on data for businesses that expanded within the community and future projects.

Council Member Shivers arrived at 6:25 p.m.

City Manager Slagle provided additional Economic Development information including employment rate; housing development opportunities; current County projects and community beautification.

AQUATIC CENTER ALTERNATIVES

City Manager Slagle discussed with Council Members the proposed aquatic center and asked Council Members for direction. City Manager Slagle presented Council Members with information on how to move the project forward on a contract to build and put out an RFP and present designs to Council with costs associated with the projects. Discussion was held regarding costs associated with an RFP and an anticipated range of \$50,000 - \$70,000. City Staff and Council Members held discussion regarding costs, designs and survey results. Mayor Miller asked that Staff present property locations for the aquatic center at the next meeting.

OTHER BUSINESS – CONSIDERATION OF FUTURE DISCUSSION ITEMS

None

PROJECT UPDATES

None

ADJOURNMENT

Mayor Miller moved to close the open session. The motion was seconded by Chairman Pro Tem Williams. The Chair called for a vote and motion carried with the vote as follows: Ayes, Miller, Nichols, Loesch, Shivers, Williams. Nays, none.

The City Council Work Session Meeting was adjourned.

Mayor

City Clerk

APPROVED BY COUNCIL JANUARY 8, 2018

**CITY OF MEXICO, MISSOURI
CITY COUNCIL MEETING MINUTES
DECEMBER 11, 2017**

The Council of the City of Mexico, Missouri met in regular session on December 11, 2017 at 7:00 p.m. in the Council Chambers of City Hall, with the following members present: Mayor Chris Miller; Chairman Pro Tem Chris Williams; Council Member Steve Nichols; Council Member Ron Loesch; Council Member Dr. Ayanna Shivers. Also present were Bruce Slagle, City Manager; Roger Haynes, Deputy City Manager; Russell Runge, Assistant City Manager/Economic Development; Kensey Russell, Public Works Director; Chad Shoemaker, Parks & Recreation Director; Rita Jackson, Community Development Director; Chief Susan Rockett, Public Safety Department; Louis Leonatti, City Attorney; Drew Williford, City Civil Engineer; Patrick Shaw, IT Specialist; Marcy LeCount, City Clerk; as well as members of the media and interested citizens.

The Meeting was called to order with Mayor Miller presiding.

APPROVAL OF MINUTES – NOVEMBER 27, 2017 – WORK SESSION MEETING

Chairman Pro Tem Williams moved for approval of the November 27, 2017 work session minutes as presented. Council Member Loesch seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Williams, Shivers, Loesch, Miller. Nays, none. Abstain, Nichols. The Minutes were approved as presented.

APPROVAL OF MINUTES – NOVEMBER 27, 2017 – REGULAR SESSION MEETING

Chairman Pro Tem Williams moved for approval of the November 27, 2017 regular session minutes as presented. Council Member Loesch seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Williams, Shivers, Loesch, Miller. Nays, none. Abstain, Nichols. The Minutes were approved as presented.

OTHER BUSINESS

Discussion of December 25, 2017 Meeting

City Manager Slagle stated that the Council will need to discuss holding the December 25, 2017 meeting due to the Christmas Holiday. If Council decides to cancel the meeting, Council will need to allow Staff to prepay necessary bills for city operation.

Chairman Pro Tem Williams moved to cancel the December 25, 2017 and to allow Staff to prepay necessary bills for city operation. Councilman Nichols seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Williams, Shivers, Nichols, Loesch, Miller. Nays, None.

Claims

The list of claims was presented for approval.

Chairman Pro Tem Williams moved for approval of the list of claims as presented. Council Member Nichols seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Williams, Shivers, Nichols, Loesch, Miller. Nays, none.

The list of claims was approved.

COUNCIL COMMENTS

Council Member Loesch congratulated all individuals involved in the recent Presser Performing Arts Center's production of Peter Pan. Council Member Loesch also announced that he would not be filing for a fifth term to serve as a City Council Member. Council Member Loesch stated that he was pleased to serve for 12 years.

Chairman Pro Tem Williams made positive comments regarding the Presser Performing Arts Center's production of Peter Pan, the recent Christmas Parade and Living Windows. Chairman Pro Tem Williams stated that he has enjoyed his time serving with Council Member Loesch.

Council Member Nichols stated that he was unable to attend the Presser Performing Arts Center's Peter Pan production but has been amazed at how much talent is in Mexico.

Council Member Shivers commented on Presser Performing Arts Center's recent production. Council Member Shivers announced that her non-profit organization will be opening next year in the downtown area to provide tutoring services for youth.

Mayor Miller made positive comments on Presser Performing Arts Center's production of Peter Pan. Mayor Miller also commented on the Christmas Parade with entries steadily increasing each year.

PUBLIC COMMENTS

Amy Higgins, Member of First Christian Church, Mexico, Missouri – invited Council Members to attend the 60th living nativity scene that is held each year. Council Members are invited to attend the “behind the scenes” preparation.

Irish Shoemaker, 5 Branchwood, commented on the city's water park project. Shoemaker made comments regarding supervision concerns, survey results, sanitation, infections and behavior choices. Shoemaker also inquired about the Community Block Grant program.

ADJOURNMENT INTO EXECUTIVE SESSION PURSUANT TO THE REVISED STATUTES OF MISSOURI §

610.021 (2) REAL ESTATE

Mayor Miller moved to adjourn into executive session pursuant to the Revised Statutes of Missouri §610.021 (2) Real Estate. The motion was seconded by Chairman Pro Tem Williams. The Chair called for a vote as follows: Ayes, Williams, Shivers, Nichols, Loesch, Miller. Nays, none.

ADJOURNMENT INTO OPEN SESSION

No Discussion/Comments

ADJOURNMENT

Mayor Miller moved to adjourn the meeting. The motion was seconded by Chairman Pro Tem Williams. The Chair called for a vote and motion carried with the vote as follows: Ayes, Nichols, Loesch, Shivers, Williams, Miller. Nays, none. The City Council Regular Session Meeting was adjourned.

MAYOR

CITY CLERK

APPROVED BY COUNCIL JANUARY 8, 2018

CITY OF MEXICO, MISSOURI
OFFICE OF PUBLIC WORKS DIRECTOR/CITY ENGINEER

Agenda: January 8, 2018

Members of City Council
City of Mexico, Missouri

RE: A Resolution Authorizing the City Manager to Execute an
Extension to the City's On-Call Engineering Services
Agreement with Bartlett & West, Inc.

Dear City Council Members:

Council approved a contract for on-call engineering services with Bartlett & West, Inc. in January 2016. The original contract provided the City of Mexico three, one-year renewal options. This would be the second option for renewal.

Staff conducted an annual performance review meeting with Bartlett & West, Inc. on December 19, 2017. Staff is satisfied with the work Bartlett & West, Inc. has completed the past year.

Staff recommends that Council proceed with reading and passage of the attached Resolution authorizing an extension to the on-call engineering services agreement with Bartlett & West, Inc.

Respectfully submitted,

J. Kensey Russell, PE.LS.
Public Works Director/City Engineer

JKR
Attachments

Reviewed by: Bruce R. Slagle, City Manager

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN
EXTENSION TO THE CITY’S ON-CALL ENGINEERING SERVICES AGREEMENT
WITH BARTLETT & WEST, INC.**

WHEREAS, it is time for a contract renewal of the professional services provided by Bartlett & West, Inc.; and

WHEREAS, Bartlett & West, Inc. of Jefferson City, MO has continued satisfactory work in the last year.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MEXICO, MISSOURI, AS FOLLOWS:

Section 1. The City Manager is authorizing an extension to the on-call engineering services agreement with Bartlett & West, Inc.

Section 2. This Resolution shall be in full force and effect from and after the time of its passage.

PASSED THIS 8TH DAY OF JANUARY 2018.

MAYOR

ATTEST:

CITY CLERK

**CITY OF MEXICO, MISSOURI
OFFICE OF DEPUTY CITY MANAGER**

Agenda: January 8, 2018

Members of City Council
City of Mexico, Missouri

RE: A Resolution Authorizing the City Manager to Enter Into An Agreement
with Austin Peters Group, Inc. for Professional Services for a
Comprehensive Wage and Benefit Study

Dear City Council Members:

Through direction provided by City Council, Staff has sought professional services to conduct a comprehensive wage and benefit study. This study has an overall objective of keeping the City's total compensation plan market-competitive. The last wage and benefit study was authorized in April of 2008. Payment for these services will be sourced through project reserve within the General Fund.

An advertisement for the Request for Proposals was placed in the *Mexico Ledger*, posted on the City's website, and mailed directly to six consulting firms.

The study shall review and revise as needed the City's current classification system, pay and benefits for all full-time employees. The final product shall provide the following:

- Review the City's job descriptions and classification system based on job content analysis and make recommendations as may be deemed applicable.
- Review each employment position to verify FSLA and ADA compliance.
- Collect salary and benefit data to produce a recommended pay plan based on job analysis, job evaluation, context, and survey data.
- Develop a cost study and implementation plan providing multiple strategies incorporating recommended and approved changes to pay structures while remaining flexible to fiscal restraints.
- Meeting with governing body to report outcome of the study and review recommendations.
- Train designated personnel in each step of classification and pay plan development to help ensure implementation and maintenance of the plan.

The City of Mexico received four responses of which two were selected for interviews.

<u>Consulting Company</u>	<u>Fee for Services</u>
Austin Peters Group, Inc. Overland Park, Kansas	\$27,590
Springsted Inc. St. Paul, Minnesota	\$31,320
CBIZ Human Capital Services St. Louis, Missouri	not interviewed
McGrath Consulting Group Wonder Lake, Illinois	not interviewed

Based on the RFP response, interview, and quality of references reviewed, Staff believes the Austin Peters Group, Inc. will provide the City a thorough and comprehensive study.

Staff recommends that Council proceed with reading and passage of the attached Resolution authorizing the City Manager to enter into an agreement with Austin Peters Group, Inc. for professional services for the completion of a comprehensive wage and benefit study for an agreed upon price of \$27,590.

Respectfully submitted,

Roger D. Haynes
Deputy City Manager

RDH

Attachment Reviewed by: Bruce Slagle, City Manager

BILL NO. 2018 – 02

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT
WITH AUSTIN PETERS GROUP, INC. FOR PROFESSIONAL SERVICES FOR A
COMPREHENSIVE WAGE AND BENEFIT STUDY**

WHEREAS, Members of City Council have directed Staff to seek professional services to conduct a comprehensive wage and benefit study; and

WHEREAS, an advertisement for Request for Proposals was placed with four responses received; and

WHEREAS, Austin Peters Group, Inc. has been selected based on the RFP response, interview and quality of references reviewed.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MEXICO, MISSOURI, AS FOLLOWS:

Section 1. The City Manager is authorized to enter into an agreement with Austin Peters Group, Inc. for professional services for the completion of a comprehensive wage and benefit study for an agreed upon price of \$27,590.

Section 2. This Resolution shall be in full force and effect from and after the time of its passage.

PASSED THIS 8TH DAY OF JANUARY 2018.

MAYOR

ATTEST:

CITY CLERK

CITY OF MEXICO, MISSOURI
OFFICE OF PUBLIC WORKS DIRECTOR/CITY ENGINEER

Agenda: January 8, 2018

Members of City Council
City of Mexico, Missouri

RE: A Resolution Authorizing the City Manager to Sign
Change Order No. 1 with Heggemann, Inc.

Dear City Council Members:

Council approved a contract with Heggemann Inc. on September 25, 2017, for the installation of aeration blowers at the wastewater plant for \$110,754. The original completion date was scheduled for December 31, 2017.

During installation of the blowers, 2 valves in the air distribution system were found to be defective. Change Order No. 1 will be for the replacement and labor to install the valves along with high temperature gaskets. The cost of Change Order No. 1 is \$11,147.95.

The Change Order will also include additional time for completion and delivery time of the valves. The budget of the project was \$500,000. To date \$362,244 has been obligated, and this Change Order will not exceed the project budget.

Staff recommends Council proceed with reading and passage of the attached Resolution authorizing the City Manager to sign Change Order No. 1 to the Heggemann, Inc. contract.

Respectfully submitted,

J. Kensey Russell, PE.LS.
Public Works Director/City Engineer

JKR

Attachments

Reviewed by: Bruce R. Slagle, City Manager

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN
CHANGE ORDER NO. 1 WITH HEGGEMANN, INC.**

WHEREAS, a contract with Heggemann Inc. was approved on September 25, 2017 for the installation of aeration blowers at the wastewater plant; and

WHEREAS, additional repairs are needed and Change Order No. 1 will allow the replacement and labor to install the valves and high temperature gaskets.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MEXICO, MISSOURI, AS FOLLOWS:

- Section 1. The City Manager is authorized to sign Change Order No. 1 with Heggemann, Inc. in the amount of \$11,147.95.
- Section 2. This Resolution shall be in full force and effect from and after the time of its passage.

PASSED THIS 8TH DAY OF JANUARY 2018.

MAYOR

ATTEST:

CITY CLERK