

**MINUTES
HOUSTON CITY COUNCIL
REGULAR MEETING
MONDAY DECEMBER 4, 2017**

DRAFT

The Houston City Council met in regular session at 6:30 p.m. on Monday, November 6, 2017 at Houston City Hall Council Chambers, 601 S Grand Avenue with the following members present: Alderman Joe Honeycutt, Alderman Donnie Wilson, Alderman Jeremy St John, Alderwoman Viki Narancich, Alderwoman Kim Bittle and City Administrator Tona Bowen, Deputy City Clerk Heather Spensler were also present.

Mayor Tottingham established a quorum and called the meeting to order at 6:35 p.m. Mayor Tottingham led council in the pledge of allegiance.

The motion was made by Alderman Wilson and seconded by Alderman St. John to approve the minutes from the November 20, 2017 regular meeting. Motion passed with five yes votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

The motion was made by Alderman Wilson and seconded by Alderwoman Bittle to approve the minutes from the November 20, 2017 closed session meeting. Motion passed with five yes votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

The motion was made by Alderwoman Narancich and seconded by Alderman St. John to approve payment for payroll of November 27, 2017. Motion passed with five yes votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

The motion was made by Alderwoman Bittle and seconded by Alderman Honeycutt to approve payment of invoices for December 1 & 4, 2017 (\$93,844.01) as presented. Motion passed with five yes votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

Guests: Mike Williams, Chalky Wells, Brad Evans and Chief Tim Ceplina.

Chief Tim Ceplina expressed gratitude from himself and his department to council on the purchase of new plate carrier vests. These vest do not expire and provide more protection to the officers.

The motion was made by Alderman St. John and seconded by Alderman Wilson to approve Bill 206R to become Resolution 2017-206R (Title VI). Motion passed with five yes votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

Bill 116 to become Ordinance 2017-116. The motion was made by Alderman St. John and seconded by Alderman Wilson to place Bill 116 on second reading by title only. Motion passed with five yes votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

The motion was made by Alderman Wilson and seconded by Alderwoman Narancich to approve Bill 116 as Ordinance 2017-116 and place on the April 3rd, 2018 ballot. Motion passed with five yes roll call votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

Bill 118 to become Ordinance 2017-118. An Ordinance pertaining to firearms in city buildings. (Bill 118 has been posted) The motion was made by Alderman Honeycutt and seconded by Alderman St. John to place Bill 118 on first reading title only. Motion passed with five yes votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

Owners of property at 201 E Highway 17 would like request it be rezoned from Residential to Highway Business, Council agreed to send it to Planning and Zoning Committee.

City Administrator Update:
Monday, December 4, 2017

I have completed the application for the employees insurance and the General Liability policies for next year.

I have contacted the paper and posted the City Clerk Position and the Parks and Recreation Director positions. I would suggest we appoint a temporary City Clerk so we can get into the bank move funds and add a signer onto the checking accounts.

I attended the City Administrator meeting to discuss the Sales Use Tax. The City has the ability to educate their citizens on the importance of collection of this revenue. It is imperative we are all educated; we are in discussions with local business making sure they know it is not additional work for them, and start gathering support. Vendors in other states collect this revenue on the City's behalf and send it to Missouri Department of Revenue.

I plan to review the contracts we have in place for our pole rentals in light of TRAIN being sold to Intercounty.

Elaine is still working with FEMA to receive awards for the items needed to be fixed due to the flooding in May. We have received our first payment from SEMA for debris removal throughout the City. We are still waiting for approval on the other items.

We are still planning a benefit meeting for Monday and Tuesday December 11 and 12th. At this meeting we will have health insurance enrollments, AFLAC and hopefully the 457-deferred compensation plan.

I still have the following items I am focusing on:

- Budget
- Job Descriptions
- Employee Manual
- Forecast
- Insurance – We have selected a plan through Burch Insurance through Cox. The employees are excited about the change and have expressed appreciation for the benefits they receive.
- Water Bottler
- Dairy Building

Thanks,

Tona

The motion was made by Alderman St. John and seconded by Alderwoman Narancich to close this part of the meeting pursuant to Section 610.021. Motion passed with five roll call votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

The motion was made by Alderman St. John and seconded by Alderman Wilson to return to open session. Motion was passed with five yes votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

The motion was made by Alderman Wilson and seconded by Alderwoman Narancich to accept Mayor Tottingham's request to appoint Deputy City Clerk Heather Sponsler as temp Clerk with past Clerk duties and pay. Motion was passed with five yes votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

The motion was made by Alderman St. John and seconded Alderman Wilson to have Deputy City Clerk put on all bank accounts. Motion was passed with five yes votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

Miscellaneous:

Alderman Honeycutt and airport committee had met in regards to fuel at the airport. One quote was received from Mid-South Steel Products. This will be further discussed next meeting.

The motion was made by Alderman St. John and seconded by Alderman Wilson to adjourn at 7:48 p.m. Motion passed with five yes votes.

	Aye	Nay	Abstaining	Not Present
Alderman Honeycutt	x			
Alderman Wilson	x			
Alderman St John	x			
Alderwoman Walker				x
Alderwoman Narancich	x			
Alderwoman Bittle	x			

Minutes Taken By

Mayor

Attest:

Deputy City Clerk