

## NOTICE REGULAR MONTHLY MEETING

Notice is hereby given that the Board of Aldermen of the City of Seligman, Missouri, will conduct a Regular meeting beginning at 6:00 P.M. on May 12th, 2025, at City Hall, 29144 Main Street, Seligman, MO 65745.

**\*\*Discussion will be held to agenda items only\*\***

The tentative agenda of the meeting includes:

Call to Order: Mayor Avers

### **CONSENT AGENDA**

- Pg. 2-8
- Approve the meeting minutes of April 14th, 2025
  - Approve the Special meeting minutes of May 5th, 2025
  - Approve Unpaid Bills
  - Approve Financial Reports
  - Approve Adjustments

### **REGULAR AGENDA:**

- New Business
  - Pg. 9 ○ Special Counsel to the City Attorney - Ordinance appointing Lauber Municipal Law Firm to represent the City
  - Pg. 10 ○ Mayor compensation - Vote to approve additional hours as stated by City ordinance
  - Pg. 13 ○ Conflicts of Interest ordinance - yearly update in compliance with RSMo, personal financial disclosure of officials
  - Pg. 16 ○ Sunshine Law Policy - Ordinance adopting a sunshine law policy - this updates the old policy and established fees for record requests.
  - Pg. 20 ○ Video Conferencing policy - review sample ordinance recommended by the Municipal League
- Department Reports
  - Pg. 25-31 ○ City Hall Report (Staff, recent City events and news, utility billing)
  - Financial Report (Taxes, financial reports, budget)
  - Police Department Report (law updates, equipment, training, reporting information)
  - Public Works Report (Water, Sewer, Parks, Streets and Cemetery work orders, repairs, equipment and project updates)
- Unfinished Business
  - Mayor Pro Tem

*Proposed ordinances and/or resolutions to be discussed and/or acted upon at any meeting which were made known to the city clerk prior to the agenda posting deadline are posted in City Hall. News Media may obtain copies of this notice by contacting the city clerk at Seligman City Hall, 29144 Main St., Seligman, MO 65745, 417-662-3600 phone, 417-662-3718 fax*

**Posted May 9th, 2025 at City Hall 4:23pm by \_\_\_\_\_**

# 4/14/25 MEETING MINUTES-DRAFT



Call to Order          6:01pm

Present                Aldermen Corn, Lamb, McKinney, Pratt, Mayor Michael Avers, Brian Nichols, Kyle Fultz, Matt Phillips, Brandon Tanis, Harrison Pratt, Brenda McIlvain

Consent Agenda Approval    Motion to approve the consent agenda. Lamb, Second McKinney, Aye All Nay None

Audience - Jeff Handley - New subdivision by DD Park Discussion, water main and hydrant replacement discussion, due to the age of the hydrant, the City will furnish the new hydrant that will be moved.

Department Reports - Discussion

City Hall - Code enforcement discussion, Official Training discussion

Zoning administrator position, authority and recent events - Discussion - Lamb presented his statement that has been requested since January, McKinney asked if the Board can accept Brian's statement as true. Lamb replied "you could, but there are no ethics violations in there, and furthermore there are items that happened that probably should not have. I am willing to let it all go, but if its not let go then I am prepared to move forward, but hoping this would all be let go, or Brian could retract his statement"

Planning and Zoning Report - Discussion about the next meeting agenda. Lamb started discussing his need to have items available on the website and council book, further wanting an explanation of the discussion from the last zoning meeting which he submitted items to be discussed, then proceeded to discuss those item across the room with McKinney. Avers asked McKinney to add the items and go over each item for consideration at the next meeting.

Old Business

Officials Salary - Discussion about salary increases for the Mayor and Aldermen.

During the discussion about this ordinance Lamb disrupted the meeting to discuss complaints he has received about the police department, Chief Phillips responded to the questions by quoting RSMo and City policy that Lamb was in violation of with his questions...This was not on the agenda and the public was not aware of the discussion.

Motion for the first reading of Bill# 653 by title only, AN ORDINANCE APPROVING THE SALARY FOR CERTAIN CITY OFFICIALS. McKinney, Second Lamb, Aye All Nay None

Motion for the second reading of Bill# 653 creating ordinance 25-01 by title only, AN ORDINANCE APPROVING THE SALARY FOR CERTAIN CITY OFFICIALS. McKinney, Second Corn, Aye All Nay None

New Business

Election Results - Presented and discussed

Oath of Office - Oath's presented and signed (Avers, Tanis, McKinney), Farewell to Ron Corn.

Mayor Pro Tem - Lamb mentioned he wanted to continue as the Mayor Pro Tem, Mayor Avers stated he wanted Brandon Tanis to be the Mayor Pro Tem. No motion or roll call was taken, this will need to be addressed at the next meeting.

Sarah Weber and Randee Stemmons will continue in their appointed positions, no changes made, however the Mayor did ask for an informal roll call vote of approval for each, no objections were made.

Lamb initiated the discussion about the Chief of Police appointment, This was not on the agenda and the public was not aware of the discussion, comments were made. Lamb suggested the City extend the Chief of Police appointment for 30 days, then Avers and Chief Phillips engaged...This was not on the agenda and the public was not aware of the discussion.

Lamb started to discuss the meeting minutes and previous council meeting books are no longer available on onenote, Avers engaged...This was not on the agenda and the public was not aware of the discussion.

Lamb then wanted to discuss Brian's contract, then Avers and Chief Phillips engaged quoting the City attorney's response to the matter...This was not on the agenda and the public was not aware of the discussion.

Lamb interrupted the meeting to discuss having City code put on the website...This was not on the agenda and the public was not aware of the discussion.

Lamb further interrupted the meeting to talk about the meetings being recorded, Avers engaged...This was not on the agenda and the public was not aware of the discussion.

Account Signers - Motion to approve Michael Avers, Brandon Tanis and Brian Nichols as the Official account signers for all City accounts with People's community bank and Freedom bank. McKinney, Second Tanis, Aye All Nay None

#### Topics Request for next month

Lamb requested web access to the previous council books, and began to talk about why they are needed...This was not on the agenda and the public was not aware of the discussion.

Adjourn - Motion to Adjourn at 7:58 pm - Motion McKinney, Second Tanis, Aye All Nay None

# 5/5/25 SPECIAL MEETING MINUTES\*



Call to Order          6:30pm

Present              Aldermen Lamb (Webex Attendance), McKinney, Pratt and Tanis. Mayor Avers, Brian Nichols, Matt Phillips (webex), Neal Stanley, Harrison Pratt, Brenda McIlvain, Jeanne Raphael and Husband, Clifford Ferguson

## Agenda

Employee Complaints / Grievance Received against West Ward Alderman Michael Lamb (this is the second attempt for this meeting) - Mayor Avers proceeded to read all of the statements, complaints, grievances and letters received from Brian Nichols and Matthew Phillips, all provided in the council pack. Mayor Avers asked Lamb for a response after reading everything, he responded with "The accusations and allegations are a legal matter that need to be addressed by the City attorney for course of action and guidance so that we know how to properly address this".

Attorney General response to complaints received 5/1/25 - Mayor Avers asked everyone to provide a letter in response to be sent.

During this time Clifford Ferguson from the audience raised his hand and Mayor Avers acknowledged him, he asked questions about the Board of Adjustments and de-annexation, Mayor Avers said his questions had nothing to do with the meeting and moved on.

Call for the impeachment of Alderman Michael Lamb with Board vote per RSMo 79.240.  
Motion to proceed with the articles of impeachment and seek special counsel. McKinney, Second Tanis, Aye Tanis and McKinney, Nay Lamb and Pratt, Mayor Avers broke the tie with a yay vote.

Adjourn - Motion to Adjourn at 7:26pm - Motion McKinney, Second Tanis, Aye McKinney, Tanis, Pratt No vote by Lamb recorded

**City of Seligman**  
**Unpaid Bills Detail**  
**As of December 31, 2025**

| Date                              | Memo                                                | Open Balance     |
|-----------------------------------|-----------------------------------------------------|------------------|
| <b>37 PAWN &amp; GUN</b>          |                                                     |                  |
| 05/06/2025                        | Seed Spreader Ratchet Straps                        | 104.97           |
| Total 37 PAWN & GUN               |                                                     | 104.97           |
| <b>BARRY COUNTY CLERK</b>         |                                                     |                  |
| 04/18/2025                        | Election Costs                                      | 328.56           |
| Total BARRY COUNTY CLER           |                                                     | 328.56           |
| <b>CORE &amp; MAIN</b>            |                                                     |                  |
| 05/06/2025                        | Sterling Install                                    | 577.31           |
| 05/06/2025                        | Rose / Norma Install                                | 577.31           |
| 05/06/2025                        | Inventory Stock                                     | 1,780.38         |
| Total CORE & MAIN                 |                                                     | 2,935.00         |
| <b>DOTY TRASH**</b>               |                                                     |                  |
| 04/18/2025                        | Monthly Collection                                  | 4,650.00         |
| Total DOTY TRASH**                |                                                     | 4,650.00         |
| <b>FIRST RESPONDER OUTFITTERS</b> |                                                     |                  |
| 04/29/2025                        | Plate Carrie                                        | 389.99           |
| Total FIRST RESPONDER OUTFITTERS  |                                                     | 389.99           |
| <b>GOBEC FIBER</b>                |                                                     |                  |
| 05/06/2025                        | internet                                            | 94.80            |
| Total GOBEC FIBER                 |                                                     | 94.80            |
| <b>Liberty</b>                    |                                                     |                  |
| 05/01/2025                        | Payroll deductions                                  | 296.38           |
| Total Liberty                     |                                                     | 296.38           |
| <b>LUCKY T'S</b>                  |                                                     |                  |
| 05/01/2025                        | Fuel bill April 2025                                | 649.67           |
| Total LUCKY T'S                   |                                                     | 649.67           |
| <b>Matthew Napier</b>             |                                                     |                  |
| 04/21/2025                        | 24/7/268 Monitoring with SMS alerts 1 year contract | 1,177.92         |
| Total Matthew Napie               |                                                     | 1,177.92         |
| <b>US BANK</b>                    |                                                     |                  |
| 05/01/2025                        | Copier lease                                        | 124.04           |
| Total US BANK                     |                                                     | 124.04           |
| <b>WHEELER METALS</b>             |                                                     |                  |
| 04/18/2025                        | Skid Steer Plate                                    | 150.00           |
| Total WHEELER METALS              |                                                     | 150.00           |
| <b>TOTAL</b>                      |                                                     | <b>10,159.84</b> |

3:56 PM

05/09/25

**City of Seligman**  
**Unpaid Bills Detail**  
As of December 31, 2025

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**Filters applied on this Report:**

**Account:** All accounts payable

**Date:** This Fiscal Year

**Name:** All vendors

**Paid Status:** Open

|                         |
|-------------------------|
| <b>Transaction List</b> |
|-------------------------|

Sorted by Location No  
From 04/01/2025 through 04/30/2025

| Account No          | Location No  | Customer Name                                                       | Trans. Date | Trans. Type         | Reason Batch | Amount  |
|---------------------|--------------|---------------------------------------------------------------------|-------------|---------------------|--------------|---------|
| PETERSON C          | 1-000000214  | PETERSON. CARLA                                                     | 04/22/2025  | Adjustment          |              |         |
|                     |              | Credit card expired, auto pay customer                              |             | WATER Penalty       |              | -25.00  |
|                     |              |                                                                     |             |                     |              | -25.00  |
| PORT-ZAC            | 1-0000003200 | PORTER. ZACHARY                                                     | 04/17/2025  | Adjustment          |              |         |
|                     |              | Internal issue, payment did not close out before bill               |             | WATER Penalty       |              | -25.00  |
|                     |              |                                                                     |             |                     |              | -25.00  |
| MED-MAR01           | 1-000000382  | MEDINA.                                                             | 04/23/2025  | Adjustment          |              |         |
|                     |              |                                                                     |             | WATER Miscellaneous |              | -20.00  |
|                     |              |                                                                     |             |                     |              | -20.00  |
| BYL-MAR01           | 1-0000006100 | BYLER. MARK A                                                       | 04/18/2025  | Adjustment          |              |         |
|                     |              | Walked in as I was finishing the bills, said he was in the hospital |             | WATER Penalty       |              | -25.00  |
|                     |              |                                                                     |             |                     |              | -25.00  |
| HUGH-BOB01          | 1-0000006620 | HUGHES. BOB                                                         | 04/29/2025  | Adjustment          |              |         |
|                     |              | Outdoor water leak                                                  |             | SEWER               |              | -50.00  |
|                     |              |                                                                     |             |                     |              | -50.00  |
| MAR-JON01           | 2-0000005500 | JONES. MARY                                                         | 04/08/2025  | Adjustment          |              |         |
|                     |              | Customer was not shut off                                           |             | WATER Miscellaneous |              | -25.00  |
|                     |              |                                                                     |             |                     |              | -25.00  |
| HAY-JOE01           | 2-0000009300 | HAYES. JOEL A                                                       | 04/29/2025  | Adjustment          | ERR          | ERR     |
|                     |              | Triplex - wrong meter billed, moved to owners account below.        |             | WATER               |              | -45.30  |
|                     |              |                                                                     |             | SEWER               |              | -55.22  |
|                     |              |                                                                     |             | PRIMACY FE          |              | -5.28   |
|                     |              |                                                                     |             | TRASH               |              | -26.00  |
|                     |              |                                                                     |             | WATER Penalty       |              | -25.00  |
|                     |              |                                                                     |             |                     |              | -156.80 |
| HERZBERG            | 2-0000009302 | MRH HOLDINGS.                                                       | 04/29/2025  | Adjustment          | ERR          | ERR     |
|                     |              |                                                                     |             | WATER               |              | 45.30   |
|                     |              |                                                                     |             | SEWER               |              | 55.22   |
|                     |              |                                                                     |             | PRIMACY FE          |              | 5.28    |
|                     |              |                                                                     |             | TRASH               |              | 26.00   |
|                     |              |                                                                     |             | WATER Penalty       |              | 25.00   |
|                     |              |                                                                     |             |                     |              | 156.80  |
| FREEDOM             | 2-000001159  | FREEDOM BANK.                                                       | 04/22/2025  | Adjustment          |              |         |
|                     |              | Main office called, did not get the previous bill, paid by CC       |             | WATER Penalty       |              | -25.00  |
|                     |              |                                                                     |             |                     |              | -25.00  |
| LAN-DON01           | 2-0000021600 | LANDERS. DONALD                                                     | 04/16/2025  | Adjustment          |              |         |
|                     |              | Customer moved locations                                            |             | WATER Redist        |              | 90.67   |
|                     |              |                                                                     |             |                     |              | 90.67   |
| LAN-DON01           | 7-000000018  | LANDERS. DONALD                                                     | 04/16/2025  | Adjustment          |              |         |
|                     |              |                                                                     |             | WATER Redist        |              | -90.67  |
|                     |              |                                                                     |             |                     |              | -90.67  |
| <b>Grand Totals</b> |              |                                                                     |             | Adjustment          |              |         |
|                     |              |                                                                     |             | WATER               |              | 0.00    |
|                     |              |                                                                     |             | SEWER               |              | -50.00  |

| Account No | Location No | Customer Name | Trans. Date | Trans. Type         | Reason | Batch | Amount  |
|------------|-------------|---------------|-------------|---------------------|--------|-------|---------|
|            |             |               |             | PRIMACY FE          |        |       | 0.00    |
|            |             |               |             | TRASH               |        |       | 0.00    |
|            |             |               |             | WATER Penalty       |        |       | -100.00 |
|            |             |               |             | WATER Miscellaneous |        |       | -45.00  |
|            |             |               |             | WATER Redist        |        |       | 0.00    |
|            |             |               |             |                     |        |       | -195.00 |

AN ORDINANCE OF THE CITY OF SELIGMAN, MISSOURI, TO APPOINT SPECIAL  
COUNSEL TO REPRESENT THE CITY.

WHEREAS, the Mayor and Board of Aldermen, pursuant to Section 79.230 of the Revised Statutes of Missouri, may employ special counsel to represent the City to assist the city attorney; and

WHEREAS, the Mayor and Board of Aldermen, pursuant to Section 115.030 of the Municipal Code of the City of Seligman, Missouri, may employ special counsel to represent the City to assist the city attorney; and

WHEREAS, the City Attorney has consented to the need for employment of special counsel; and

WHEREAS, the Mayor has requested this ordinance to employ special counsel to represent the City to assist the city attorney; and

WHEREAS, the Board of Aldermen desires to engage special counsel to assist the city attorney.

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

Section 1 - The Board of Aldermen, with the agreement of the Mayor, hereby approves the employment of special counsel by entering into the engagement letter, Exhibit 1, attached and incorporated by reference.

Section 2 – This ordinance shall be in full force and effect upon and after its passage and approval.

PASSED AND ADOPTED by the following vote:

\_\_\_\_\_  
Michael Avers, Mayor

ATTEST

\_\_\_\_\_  
Brian Nichols, City Clerk

1<sup>st</sup> Reading

Motioned \_\_\_\_\_

Seconded \_\_\_\_\_

Aye

Nay

Lamb

Pratt

McKinney

Tanis

Absent \_\_\_\_\_

2<sup>nd</sup> Reading

Motioned \_\_\_\_\_

Seconded \_\_\_\_\_

Aye

Nay

Lamb

Pratt

McKinney

Tanis

Absent \_\_\_\_\_

Team Summary

Michael Avers

**Regular:** 70:09 **OT:** 0:00 **Total:** 70:09 **Travel Time:** 2:15 **Miles:** 34.08

Hours

| Team Member   |  |      |      | Tue<br>04/01 | Wed<br>04/02 | Thu<br>04/03 | Fri<br>04/04 | Sat<br>04/05 | Sun<br>04/06 | Mon<br>04/07 | Tue<br>04/08 | Wed<br>04/09 | Thu<br>04/10 | Fri<br>04/11 | Sat<br>04/12 | Reg   | OT   | Total |
|---------------|--|------|------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------|------|-------|
| Michael Avers |  | -    | -    | 4:01         | -            | -            | -            | 1:02         | -            | 7:15         | 1:38         | -            | -            | -            | 5:24         | 19:20 | 0    | 19:20 |
| Total         |  | 0:00 | 0:00 | 4:01         | 0:00         | 0:00         | 0:00         | 1:02         | 0:00         | 7:15         | 1:38         | 0:00         | 0:00         | 0:00         | 5:24         | 19:20 | 0:00 | 19:20 |

| Team Member   |  | Sun<br>04/13 | Mon<br>04/14 | Tue<br>04/15 | Wed<br>04/16 | Thu<br>04/17 | Fri<br>04/18 | Sat<br>04/19 | Sun<br>04/20 | Mon<br>04/21 | Tue<br>04/22 | Wed<br>04/23 | Thu<br>04/24 | Fri<br>04/25 | Sat<br>04/26 | Reg   | OT   | Total |
|---------------|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------|------|-------|
| Michael Avers |  | 4:42         | 10:23        | 2:38         | -            | -            | 1:23         | 1:13         | -            | 8:17         | 1:03         | 6:55         | -            | -            | 7:02         | 43:36 | 0    | 43:36 |
| Total         |  | 4:42         | 10:23        | 2:38         | 0:00         | 0:00         | 1:23         | 1:13         | 0:00         | 8:17         | 1:03         | 6:55         | 0:00         | 0:00         | 7:02         | 43:36 | 0:00 | 43:36 |

| Team Member   |  | Sun<br>04/27 | Mon<br>04/28 | Tue<br>04/29 | Wed<br>04/30 |      |      |      |      |      |      |      |      |      |      | Reg  | OT   | Total |
|---------------|--|--------------|--------------|--------------|--------------|------|------|------|------|------|------|------|------|------|------|------|------|-------|
| Michael Avers |  | 2:34         | 4:39         | -            | -            | -    | -    | -    | -    | -    | -    | -    | -    | -    | -    | 7:13 | 0    | 7:13  |
| Total         |  | 2:34         | 4:39         | 0:00         | 0:00         | 0:00 | 0:00 | 0:00 | 0:00 | 0:00 | 0:00 | 0:00 | 0:00 | 0:00 | 0:00 | 7:13 | 0:00 | 7:13  |

Miles

| Team Member   |       |   | Tue<br>04/01 | Wed<br>04/02 | Thu<br>04/03 | Fri<br>04/04 | Sat<br>04/05 | Sun<br>04/06 | Mon<br>04/07 | Tue<br>04/08 | Wed<br>04/09 | Thu<br>04/10 | Fri<br>04/11 | Sat<br>04/12 | Total |
|---------------|-------|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------|
| Michael Avers | -     | - | 3.8          | -            | -            | -            | 2.24         | -            | 8.58         | 5.49         | -            | -            | -            | 5.74         | 25.85 |
|               | Total | - | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | 25.85 |

| Team Member   | Sun<br>04/13 | Mon<br>04/14 | Tue<br>04/15 | Wed<br>04/16 | Thu<br>04/17 | Fri<br>04/18 | Sat<br>04/19 | Sun<br>04/20 | Mon<br>04/21 | Tue<br>04/22 | Wed<br>04/23 | Thu<br>04/24 | Fri<br>04/25 | Sat<br>04/26 | Total |
|---------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------|
| Michael Avers | 8.23         | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | 8.23  |
|               | Total        | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | 8.23  |

| Team Member   | Sun<br>04/27 | Mon<br>04/28 | Tue<br>04/29 | Wed<br>04/30 |   |   |   |   |   |   |   |   |   |   | Total |
|---------------|--------------|--------------|--------------|--------------|---|---|---|---|---|---|---|---|---|---|-------|
| Michael Avers | -            | -            | -            | -            | - | - | - | - | - | - | - | - | - | - | 0     |
|               | Total        | -            | -            | -            | - | - | - | - | - | - | - | - | - | - | 0     |

Michael Avers

Regular: 70:09 OT: 0:00 Total Hours: 70:09 Travel Time: 2:15 Miles: 34.08

Total Hours

|              |              |              |              |              |              |              |              |              |              |              |              |              |              |       |    |       |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------|----|-------|
|              |              | Tue<br>04/01 | Wed<br>04/02 | Thu<br>04/03 | Fri<br>04/04 | Sat<br>04/05 | Sun<br>04/06 | Mon<br>04/07 | Tue<br>04/08 | Wed<br>04/09 | Thu<br>04/10 | Fri<br>04/11 | Sat<br>04/12 | Reg   | OT | Total |
| -            | -            | 4:01         | -            | -            | -            | 1:02         | -            | 7:15         | 1:38         | -            | -            | -            | 5:24         | 19:20 | 0  | 19:20 |
| Sun<br>04/13 | Mon<br>04/14 | Tue<br>04/15 | Wed<br>04/16 | Thu<br>04/17 | Fri<br>04/18 | Sat<br>04/19 | Sun<br>04/20 | Mon<br>04/21 | Tue<br>04/22 | Wed<br>04/23 | Thu<br>04/24 | Fri<br>04/25 | Sat<br>04/26 | Reg   | OT | Total |
| 4:42         | 10:23        | 2:38         | -            | -            | 1:23         | 1:13         | -            | 8:17         | 1:03         | 6:55         | -            | -            | 7:02         | 43:36 | 0  | 43:36 |
| Sun<br>04/27 | Mon<br>04/28 | Tue<br>04/29 | Wed<br>04/30 |              |              |              |              |              |              |              |              |              |              | Reg   | OT | Total |
| 2:34         | 4:39         | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | 7:13  | 0  | 7:13  |

Total Miles

|              |              |              |              |              |              |              |              |              |              |              |              |              |              |       |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------|
|              |              | Tue<br>04/01 | Wed<br>04/02 | Thu<br>04/03 | Fri<br>04/04 | Sat<br>04/05 | Sun<br>04/06 | Mon<br>04/07 | Tue<br>04/08 | Wed<br>04/09 | Thu<br>04/10 | Fri<br>04/11 | Sat<br>04/12 | Total |
| -            | -            | 3.8          | -            | -            | -            | 2.24         | -            | 8.58         | 5.49         | -            | -            | -            | 5.74         | 25.85 |
| Sun<br>04/13 | Mon<br>04/14 | Tue<br>04/15 | Wed<br>04/16 | Thu<br>04/17 | Fri<br>04/18 | Sat<br>04/19 | Sun<br>04/20 | Mon<br>04/21 | Tue<br>04/22 | Wed<br>04/23 | Thu<br>04/24 | Fri<br>04/25 | Sat<br>04/26 | Total |
| 8.23         | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | 8.23  |
| Sun<br>04/27 | Mon<br>04/28 | Tue<br>04/29 | Wed<br>04/30 |              |              |              |              |              |              |              |              |              |              | Total |
| -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | 0     |

Notes

Michael Avers 04/26/2025 4:11PM: I actually started at 9 am and finished at clock out Would not let me change

AN ORDINANCE OF THE CITY OF SELIGMAN, MISSOURI, TO ESTABLISH A  
PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND  
SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS.

BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SELIGMAN,  
MISSOURI, AS FOLLOWS:

Section 1 - Declaration of Policy

The proper operation of government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the political subdivision.

Section 2 - Conflicts of Interest

- a. All elected and appointed officials as well as employees of a political subdivision must comply with conflict of interest statutes under Chapter 105 of the Missouri Revised Statutes as well as any other state law governing official conduct.
- b. Any member of the governing body of a political subdivision who has a “substantial personal or private interest” in any measure, bill, order or ordinance proposed or pending before such governing body must disclose that interest to the secretary or clerk of such body and such disclosure shall be recorded in the appropriate journal of the governing body. Substantial personal or private interest is defined as ownership by the individual, his spouse, or his dependent children, whether singularly or collectively, directly or indirectly of: (1) 10% or more of any business entity; or (2) an interest having a value of \$10,000 or more; or (3) the receipt of a salary, gratuity, or other compensation or remuneration of \$5,000 or more, per year from any individual, partnership, organization, or association within any calendar year.

Section 3 – Disclosure Reports

Each elected official, candidate for elective office, the chief administrative officer, the chief purchasing officer, and the full-time general counsel shall disclose the following information by May 1, or the appropriate deadline as referenced in Section 105.487 RSMo, if any such transactions occurred during the previous calendar year:

- a. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars, if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision, and other than transfers for no consideration to the political subdivision.
- b. The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars, if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than

transfers for no consideration to the political subdivision.

- c. The chief administrative officer, chief purchasing officer, and candidates for either of these positions also shall disclose by May 1, or the appropriate deadline as referenced in Section 105.487, RSMo., the following information for the previous calendar year:
  1. The name and address of each of the employers of such person from whom income of one thousand dollars or more was received during the year covered by the statement;
  2. The name and address of each sole proprietorship that he owned; the name address and the general nature of the business conducted of each general partnership and joint venture in which he was a partner or participant; the name and address of each partner or coparticipant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent or more of any class or outstanding stock, limited partnership units or other equity interests;
  3. The name and address of each corporation for which such person served in the capacity of a director, officer, or receiver.

#### Section 4 – Filing of Reports

- a. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial interest statement in any calendar year;
  1. Every person required to file a financial interest statement shall file the statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any member of the Board of Aldermen may supplement the financial interest statement to report additional interests acquired after December 31 of the covered year until the date of filing of the financial interest statement.
  2. Each person appointed to office shall file the statement within thirty days of such appointment or employment covering the calendar year ending the previous December 31;
  3. Every candidate required to file a personal financial disclosure statement shall file no later than fourteen days after the close of filing at which the candidate seeks nomination or election or nomination by caucus. The time period of this statement shall cover the twelve months prior to the closing date of filing for candidacy.
- b. Financial disclosure reports giving the financial information required in Section 3 shall be filed with the local political subdivision and with the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

#### Section 5 – Filing of Ordinance

A certified copy of the ordinance, adopted prior to September 15th, shall be sent within ten days

of its adoption to the Missouri Ethics Commission.

Section 6 – Effective Date

This ordinance shall be in full force and effect from and after the date of its passage and approval and shall remain in effect for two years from the date of passage.

PASSED AND ADOPTED by the following vote:

\_\_\_\_\_  
Michael Avers, Mayor

ATTEST

\_\_\_\_\_  
Brian Nichols, City Clerk

1<sup>st</sup> Reading

Motioned \_\_\_\_\_  
Seconded \_\_\_\_\_

Aye

Nay

|          |       |       |
|----------|-------|-------|
| Lamb     | _____ | _____ |
| Pratt    | _____ | _____ |
| McKinney | _____ | _____ |
| Tanis    | _____ | _____ |

Absent \_\_\_\_\_

2<sup>nd</sup> Reading

Motioned \_\_\_\_\_  
Seconded \_\_\_\_\_

Aye

Nay

|          |       |       |
|----------|-------|-------|
| Lamb     | _____ | _____ |
| Pratt    | _____ | _____ |
| McKinney | _____ | _____ |
| Tanis    | _____ | _____ |

Absent \_\_\_\_\_

AN ORDINANCE APPOINTING A CUSTODIAN OF RECORDS AND ADOPTING A  
SUNSHINE LAW POLICY FOR THE CITY OF SELIGMAN, MISSOURI

Whereas, the City of Seligman desires to conduct its business in a public fashion, and to advise all citizens of the community of meetings of the Board of Aldermen and all committees thereof, and

Whereas, records of the City are records that belong to the citizens, and as a general matter should be available to the public as a matter of course, and

Whereas, there are occasionally reasons that some meetings and some records need to be closed to the public,

BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SELIGMAN, MISSOURI, AS FOLLOWS:

**Section One. Custodian of Records Designated.** The City Clerk is hereby designated as the “custodian of records” for the City of Seligman. Such designation does not mean that the City Clerk will necessarily have all the records in his or her possession, but simply is an indication to whom requests for copies of records and information regarding the City government shall be directed. Requests for records made to persons other than the City Clerk shall not be considered to be requests that are made pursuant to the Missouri Sunshine Law, Chapter 610 of the state statutes. Nonetheless, any official or employee of the City who receives a request is directed to inform the City Clerk of the request in a timely fashion, so that a response may be made to the request.

**Section Two. How Records are Requested.** All requests for records, notices, or information shall be in writing, and shall be accompanied by a deposit of the estimated cost of reproducing the requested information. Oral requests, if received by the City Clerk, shall be immediately recorded in written form to document the same. Any request received by the City Clerk shall be initialed by the clerk, with the date and time of receipt noted.

**Section Three. Response Desired to be Noted on Request.** The requesting party shall indicate on the request the manner in which a response is desired. In absence of instructions to the contrary, it will be assumed that the requesting party wants to receive a response in the same form as the original request. (Example, if someone stops by City hall and requests copies of documents, it will be assumed that the requesting party will stop by City hall later to pick up the documents. But if someone mails a request to the City hall, it will be assumed that a mailed response is desired).

**Section Four. Response Within 3 Business Days.** The custodian of records shall respond to the request within 3 business days of its receipt. A “business day” is a day when the City hall is open for the conduct of City business during its normal business hours. While it is desirable that the entire transaction be completed within 3 business days, there may be circumstances where clarification or explanation of the request is necessary, or where it may be

necessary to provide only part of the requested information while searches are made to find copies of other documents requested.

**Section Five. Documentation of Response.** The custodian of records shall document the response provided either by (1) making an extra copy of the response and attaching it to the original request, (2) noting on the request what documents were provided, or (3) keeping a copy of any letter or note requesting additional information in order to process the request.

**Section Six. Request for Searches.** A request for copies of “all documents” or “every document” of a particular sort involves a request to search through every record of the City in order for the City to certify that it has provided “all” or “every” document. Such searches are expensive. Similarly, a request for records compiled in a format differing from the format in which the records are customarily retained is a request for a search and compilation, and can be expensive. As a general rule, the Custodian of Records is not expected to engage in extensive searches or compilations. Any search request that will require more than 15 minutes of the Custodian’s time will be refused without a substantial advance deposit for the estimated time required to search for the records.

**Section Seven. Fees for Retrieval and Copies.**

Fees for search, retrieval, accompanying, and returning to their proper storage all City records shall be:

- a. For a search of 15 minutes or less.....no retrieval fee
- b. For a search, retrieval, accompanying, and return of records requiring more than 15 minutes....\$4.75 for each period of 15 minutes or less, including the first 15 minute period.

Fees for copies of records shall be:

- c. For copies that can be made on the City’s copy machine or other equipment available at the City hall....10 cents per side of a page.
- d. For copies that must be made elsewhere....the actual charges imposed for making the copies (including any taxes imposed) as well as the fee provided above for search, retrieval, accompanying, and returning to proper storage.

Fees for providing access to public records maintained on computer facilities, recording tapes or disks, videotapes or films, pictures, maps, slides, graphics, illustrations or similar audio or visual items or devices shall be:

- e. Staff time required for making copies and programming, if necessary, and the cost of the disk, tape or other medium used for duplication.
- f. If programming is required beyond the customary and usual level to comply with a request for records or information, the fees for compliance may include the actual costs of such programming.

**Section Eight. Inspection of Records.** To reduce the cost to both the requesting party and the City, the Custodian of Records may permit a physical inspection of the records by the requesting party to help specify what documents are needed. The Custodian may impose such security as is deemed appropriate to guarantee that no record is removed from the City files. The requesting party shall pay the cost of that security at the rate provided in Section 7(b).

**Section Nine. Waiver of Fees.** The Custodian of Records is empowered to waive the collection of any of the fees totaling less than \$1 provided in Section 7 above to any citizen of the City requesting documents from the City, or to any representative of news media that routinely sends a reporter to cover meetings of the City Board of Aldermen. No person or organization shall receive more than 3 such waivers in any 12 month period.

**Section Ten. Closed Records and Votes.** All records of the City which are permitted to be closed records by reason of the Sunshine Law, or by any other statute of Missouri, or by any statute or regulation of the United States government shall be maintained as closed records. No such closed record shall be released to any person who is not a part of the City government, except that the City's auditor may see such records as are reasonably necessary to prepare an audit report as requested by the City and the City's attorney may see such records as are reasonably necessary to represent the City. Requests that closed records be opened to public inspection will be considered on a case-by-case basis by the City's Board of Aldermen.

**Section Eleven. Subpoenas for Closed Records.** No subpoena for a closed record shall be honored. All such subpoenas shall be referred to the City attorney for a response, and for a motion to quash the subpoena. The only exception to this requirement that will be recognized is a subpoena from a grand jury.

**Section Twelve. Public Notice Board.** The Custodian of Records shall establish a fixed place where all public notices and agenda will be posted. This notice board should be in a place that is accessible to members of the public at times when the City hall is open and (if possible) should be lighted and available for public inspection even at times when the City hall is closed. This notice board shall have the notion "PUBLIC NOTICES" printed in letters at least four inches in height at the top of said board. A window or glass door at the entrance to the City hall may be used as the notice board, provided such notices are placed in such a fashion that they can be read by persons on the outside of the City hall.

**Section Thirteen. Penalty for Disclosure of Closed Records.** Any person employed or working for the City, or who has been entrusted with a record that is marked to indicate that it is "confidential" or a "closed record", or who has been invited to participate in a closed meeting who nonetheless discloses any closed record, or any information about the contents of any closed meeting to any person shall be guilty of an offense under the ordinances of the City, and upon conviction therefor may be punished as provided by law. Any such person who is employed or working for the City may also be subject to the termination of their employment as a result of such disclosure. Any such person who is an elected official may also be subject to impeachment from their office as a result of such disclosure.

READ TWO TIMES AND PASSED THIS 9TH DAY OF MAY, 2025.

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Michael Avers, Mayor

ATTEST

\_\_\_\_\_  
Brian Nichols, City Clerk

1<sup>st</sup> Reading

Motioned \_\_\_\_\_  
Seconded \_\_\_\_\_

Aye

Nay

|          |       |       |
|----------|-------|-------|
| Lamb     | _____ | _____ |
| Pratt    | _____ | _____ |
| McKinney | _____ | _____ |
| Tanis    | _____ | _____ |

Absent \_\_\_\_\_

2<sup>nd</sup> Reading

Motioned \_\_\_\_\_  
Seconded \_\_\_\_\_

Aye

Nay

|          |       |       |
|----------|-------|-------|
| Lamb     | _____ | _____ |
| Pratt    | _____ | _____ |
| McKinney | _____ | _____ |
| Tanis    | _____ | _____ |

Absent \_\_\_\_\_



## Sample Missouri Video Conference Meeting Policy

Prepared by: Joseph G. Lauber and  
Megan L. Taggart, Law Clerk, 2014 J.D. Candidate of the UMKC School of Law

In 2013, the Missouri General Assembly adopted SB 170, which amended § 610.015, RSMo to allow roll call votes to be cast by elected members of a public governmental body who are attending by video conference. While this measure was vetoed by the Governor, the General Assembly overrode that veto in its special veto session. Prior to the amendment, roll call votes could only be cast by members physically present at the meeting. Practical implementation of this amendment may be difficult due to ambiguity of the language caused by undefined terms as well as public policy concerns related to the public's desire to have elected officials physically present at meetings for face-to-face interaction.

In light of these concerns a municipality should consider adopting a policy establishing parameters for video conference attendance of meetings by members of public governmental body. While the most appropriate policy for any municipality is one determined in the specific factual context of the community, we have provided a sample policy for adoption as an insertion to an existing policy, or as a stand-alone policy addressing the practical application of meetings having a video conference component.

In addition to the language we recommend for a resolution or ordinance adopting this policy, we have embedded footnotes in each subsection to describe some of the policy considerations that should be made in conjunction with the adoption of this policy. These footnotes are for the information of the public governmental body considering the adoption of this policy, and as such the footnotes and explanatory information in *italic font* should be deleted from the final version of the ordinance or resolution ultimately adopted by the public governmental body.

### **Ordinance or Resolution Language:**

#### **1. Section \_\_\_\_\_. Meetings Using Video Conference Technology.**

- a. Policy Statement.<sup>1</sup> While it is legally permissible for members of the City's public governmental bodies to attend meetings and vote via video conference transmission,

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<sup>1</sup> This policy statement is designed to balance the benefits of additional participation from members who would not otherwise be available to be physically present with the concern that elected and appointed officials should take

a member's use of video conference attendance should occur only sparingly.<sup>2</sup> Because it is good public policy for citizens to have the opportunity to meet with their elected officials face-to-face, elected members of a public governmental body should endeavor to be physically present at all meetings unless attendance is unavoidable after exercising due diligence to arrange for physical presence at the meeting. The primary purpose of attendance by video conference connection should be to accommodate the public governmental body as a whole to allow meetings to occur when circumstances would otherwise prevent the physical attendance of a quorum of the body's members. A secondary purpose of attendance by video conference should be to ensure that all members may participate in business of the public governmental body that is emergency or highly important in nature and arose quickly so as to make attendance at a regular meeting practically impossible. Except in emergency situations, all efforts should be expended to ensure that a quorum of the members of the public governmental body be physical present at the normal meeting place of the body.<sup>3</sup>

- b. Video Conference Defined.<sup>4</sup> For purposes of this section "video conference" or "videoconferencing" shall refer to a means of communication where at least one member of a public government body participates in the public meeting via an electronic connection made up of three components: (1) a live video transmission of the member of the public governmental body not in physical attendance; (2) a live audio transmission allowing the member of the public governmental body not in physical attendance to be heard by those in physical attendance; and (3) a live audio transmission allowing the member of the public governmental body not in physical attendance to hear those in physical attendance at a meeting.<sup>5</sup> If at any time during a

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*their roles seriously and make attendance at meetings a priority in their schedules. Evidence of these concerns can be found in the legislative intent as expressed by Senator Chappelle-Nadal and by Governor Nixon. (Senator Chappelle-Nadal's brief explanation behind the bill can be found on her website at: <http://www.senate.mo.gov/13info/members/mem14.htm> and the Governor's veto letter can be found at: <http://www.senate.mo.gov/13info/GovLetters/SB170.pdf>.)*

<sup>2</sup> § 610.015, RSMo does not restrain on the use of videoconferencing; rather videoconferencing is allowed and now has been extended by the amendment to § 610.015 to allow roll call votes to be cast in meetings held using this technology. Despite this, some have grown concerned that videoconferencing undermines the public's desire to meet face-to-face with its elected and appointed officials as they carry out the public's work. Nevertheless, there are instances where videoconferencing can be a useful tool to allow public governmental bodies to function where circumstances prevent a quorum of members from attending a public meeting. Likewise, videoconferencing may be necessary in times of emergency for a public governmental body to meet and conduct official business, even that requiring a roll call vote, in order to act in the best interest of the community. As a measure of best practice, a municipality should consider the balancing of these concerns in its own context and adopt a policy to establish expectations of members of a public governmental body with respect to the use of videoconferencing technology at meetings.

<sup>3</sup> Practically, if multiple members of the public governmental body cannot be in physical attendance at a meeting the body should consider rescheduling the meeting and/or holding a special meeting that is more accommodating to the body's schedule.

<sup>4</sup> Videoconferencing is not expressly defined in the Sunshine Law, but it is good public policy for all participants in a meeting to be able to see, hear, and fully communicate with one another because it both focuses the members on the governmental tasks at hand and also ensures to confirm the identity of the participants (thus preventing any risk of impersonation).

<sup>5</sup> In defining "public meeting" at § 610.010(5), RSMo, the General Assembly indicates meetings may be conducted in person or by means of communication equipment, including "conference call, video conference, internet chat, or

meeting one or more of the elements of a video conference becomes compromised (e.g., if any participants are unable to see, hear, or fully communicate), then the video conference participant is deemed immediately absent and this absence should be reflected in the minutes. A video conference participant's absence may compromise a quorum in which case the applicable Missouri laws shall take effect regarding a broken quorum.

- c. Frequency of Use of Video Conference Attendance. A member of a public governmental body shall not attend more than \_\_\_\_ meetings via video conference in a rolling twelve-month period.<sup>6</sup> In keeping with the policy stated in subsection (a) above, attendance via video conference should only occur sparingly and for good cause. Such good cause shall be at the discretion of the member seeking to attend by video conference, but shall be for significant reasons such as serious illness or injury of the member or a member of his or her immediate family, including father or mother, spouse, sibling, child, or grandchild.<sup>7</sup>
- d. Physical Location. Members of the public may not participate in a public meeting of a governmental body via video conference.<sup>8</sup> The public wishing to attend a meeting, and elected officials not participating via videoconferencing of a meeting, shall participate at the physical location where meetings of the public governmental body are typically held, or as provided in a notice provided in accordance with the Sunshine Law. The public governmental body shall cause there to be provided at the physical location communication equipment consisting of an audio and visual display, and a camera and microphone so that the member(s) of the public governmental body participating via videoconferencing, the members of the public governmental body in physical attendance, and the public in physical attendance may actively participate in the meeting in accordance with rules of meeting decorum. The communication equipment at the physical location of the meeting must allow for all meeting attendees to see, hear, and fully communicate with the videoconferencing participant.<sup>9</sup>

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*internet message board..." The use of "video conference" in this serial list suggests that "videoconferencing" cannot be a "conference call", "internet chat", or "internet message board."*

<sup>6</sup> This provision is likely to be one of the most difficult provision to agree upon and enforce as it begs very difficult questions of where to "draw the line" as to whether to include a hard cap on the number of video conference meetings a member may use and what happens if all of those meetings have been used and another tragic event occurs for a particular member. However, this was chief among the concerns raised by the Governor in his veto letter as a potential method of abusing the use of this technology. Obviously, both the cap and the time frame against which the cap is measured can be modified.

<sup>7</sup> This also represents a potentially controversial topic to be addressed for this policy as it attempts to define what is or isn't a catastrophic event for a particular member. Alternative methods for addressing this issue would include expanding or retracting the list of example "significant events," or making the matter the subject of a vote of the other members of the public governmental body before allowing the video conference attendance to occur.

<sup>8</sup> The language of the statute reflects this assertion however, the Sunshine Laws might lend themselves to an interpretation that if members of the public governmental body may participate via videoconferencing, so too can the public. Such an interpretation would cause an undue logistical burden on government bodies to provide the equipment and technology to support participation of this nature by both elected officials and members of the public.

<sup>9</sup> § 610.020.4, RSMo, requires all public meetings be reasonably accessible to the public. To the extent legally required, meetings should be held in facilities appropriate for the anticipated amount of attending public and be accessible to persons with disabilities as required by the ADA and Sunshine Law. This will require the video

- e. Voting. Elected members<sup>10</sup> of a public governmental body attending a public meeting of that governmental body via video conference are deemed present for purposes of participating in a roll call vote to the same effect elected members of a public governmental body in physical attendance at a public meeting of that governmental body are deemed present.<sup>11</sup> As indicated in subsection (b) above, if any component of the video conference communication fails during the meeting, the member attending the meeting by video conference whose connection failed shall be deemed absent immediately upon such failure, and if the public governmental body was in the act of voting, the voting shall stop until all of the components of video conference attendance are again restored and the video conference participant's presence is again noted in the minutes.
- f. Closed Meetings. In a meeting where a member of a public governmental body is participating via videoconferencing and the meeting goes into a closed session, all provisions of Missouri law and City ordinances relating to closed sessions apply. Upon the public governmental body's vote to close the meeting, all members of the general public shall not be present. Likewise, a member of a public governmental body participating via videoconferencing must ensure there are no members of the public present at their location to see, hear, or otherwise communicate during the closed session.<sup>12</sup> The member must also take all reasonable precautions to guard against interception of communication by others. Failure to ensure the requirements of this subsection may result in corrective action by the full public governmental body in accordance with City regulations.
- g. Minutes. In the meeting, whether in open or in closed session, the minutes taken should reflect the member, if any, participating via video conference; the members in physical attendance; and members, if any, absent.<sup>13</sup>

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*conference participant be accessible to the public in attendance and to any in attendance with disabilities meaning a screen projecting the participant will need to be at the physical meeting location that is large enough and placed in a location for all to view and speakers provide audio so that everyone may hear the video conference participant. To utilize full communication, there must also be a microphone and camera so that any member of the public (or elected official in physical attendance) may communicate back to the video conference participant. The camera should be able to focus on anyone speaking at any one time and the microphone should be able to relate any expressions made by a meeting attendee directed to others in attendance.*

<sup>10</sup> Note that previously the physical presence requirement only applied when (1) votes were taken by roll call; and (2) the public governmental body consisted entirely of elected officials (except for the General Assembly and a committee established by a public governmental body). Thus, bodies consisting of non-elected officials have always had the ability to meet and vote, even by roll call, notwithstanding the 2013 amendment. As roll call voting now applies to many more votes and roll call votes are completed over a longer time frame than non-roll call votes, it is even more necessary to develop a policy for the situation when a video conference connection fails during the act of voting.

<sup>11</sup> Consistent with § 610.015, RSMo.

<sup>12</sup> The location of a person who is participating via video conference can vastly vary. In fact by its very nature they can be participating from almost any location imaginable. The implications of this are such that they may not be isolated from other people at their location making it more difficult to comply with the requirements of a meeting closing to the public than if they were at the physical meeting location. It is however, of the utmost importance that should a meeting go into a closed session the video conference participant completely isolate themselves from anyone else.

<sup>13</sup> § 610.020.7, RSMo requires the journal of minutes of the meeting, whether open or closed, to reflect members present and members absent. To carefully comply with this statute it should expand the reflection of members

- h. Emergency meetings. In the event that emergency circumstances create impossibility for the members of a public governmental body to physically attend the body as a whole may meet, and if necessary vote, by video conference. Examples of such emergency circumstances include, but are not limited to, war, riot, terrorism, widespread fire, or natural disaster such as earthquake, tornado, hurricane, flood, or blizzard. To the extent possible in such circumstances, the public governmental body shall use reasonable efforts to cause a physical location to be provided for public attendance and participation.

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*present to distinguish those physically present and the elected official participating via video conference (although technically if participating via video conference the member is deemed "present").*

# City Hall Report\*

## Staffing:

We are still accepting applications for the deputy / court clerk position and the seasonal mower position, we have received several applications.

We are in the process of submitting RFQ's (Request for Qualifications) from several attorneys to replace our City Attorney, Sarah Weber would like to continue as the prosecutor.

## Recent Events:

City Wide Yard Sale - 6 yard sales on the map

City Wide Clean Up - May 10th - next time we need to provide location information

## Utility Billing:

Penalties Applied - 71

Shut offs - 7, 3 remain off

New water bill paper used, no negative feedback.

4:10 PM

05/09/25

Accrual Basis

**City of Seligman**  
**Statement of Financial Income and Expense**  
January through April 2025

|                                   | Capitol Improve... | General           | Parks Dept       | Sewer Dept       | Street Dept      | Water Dept        | Unclassified     | TOTAL             |
|-----------------------------------|--------------------|-------------------|------------------|------------------|------------------|-------------------|------------------|-------------------|
| <b>Ordinary Income/Expense</b>    |                    |                   |                  |                  |                  |                   |                  |                   |
| Income                            |                    |                   |                  |                  |                  |                   |                  |                   |
| 5110 · Property taxes             | 0.00               | 12,655.08         | 0.00             | 0.00             | 7,209.56         | 0.00              | 0.00             | 19,864.64         |
| 5120 · Sales Tax                  | 23,502.66          | 47,005.52         | 11,751.17        | 0.00             | 23,502.66        | 0.00              | 0.00             | 105,762.01        |
| 5130 · Franchise taxes            | 0.00               | 6.68              | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 6.68              |
| 5140 · Use tax                    | 0.00               | 26,909.20         | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 26,909.20         |
| 5210 · Motor fuel taxes           | 0.00               | 0.00              | 0.00             | 0.00             | 14,495.59        | 0.00              | 0.00             | 14,495.59         |
| 5300 · Water Charges              | 0.00               | 0.00              | 0.00             | 0.00             | 0.00             | 154,478.50        | 0.00             | 154,478.50        |
| 5301 · Primacy Fees               | 0.00               | 0.00              | 0.00             | 0.00             | 0.00             | 3,160.15          | 0.00             | 3,160.15          |
| 5302 · Sewer Charges              | 0.00               | 0.00              | 0.00             | 39,190.46        | 0.00             | 0.00              | 0.00             | 39,190.46         |
| 5303 · Trash Charges              | 0.00               | 18,937.85         | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 18,937.85         |
| 5400 · Licenses & permits         | 0.00               | 565.00            | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 565.00            |
| 5410 · CC RENT                    | 0.00               | 279.00            | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 279.00            |
| 5500 · Fines & forfeitures        | 0.00               | 2,744.39          | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 2,744.39          |
| 5600 · Interest                   | 0.00               | 226.22            | 0.00             | 0.00             | 0.00             | 7,617.17          | 0.00             | 7,843.39          |
| 5910 · Miscellaneous              | 0.00               | 1,549.63          | 0.00             | 0.00             | 0.00             | 1,640.36          | 0.00             | 3,189.99          |
| 5920 · Cemetery Lot Fee           | 0.00               | 400.00            | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 400.00            |
| <b>Total Income</b>               | <b>23,502.66</b>   | <b>111,278.57</b> | <b>11,751.17</b> | <b>39,190.46</b> | <b>45,207.81</b> | <b>166,896.18</b> | <b>0.00</b>      | <b>397,826.85</b> |
| <b>Gross Profit</b>               | <b>23,502.66</b>   | <b>111,278.57</b> | <b>11,751.17</b> | <b>39,190.46</b> | <b>45,207.81</b> | <b>166,896.18</b> | <b>0.00</b>      | <b>397,826.85</b> |
| <b>Expense</b>                    |                    |                   |                  |                  |                  |                   |                  |                   |
| 6105 · Trash                      | 0.00               | 18,100.00         | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 18,100.00         |
| 6160 · Dues and licenses          | 0.00               | 125.00            | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 125.00            |
| 6190 · Gasoline and diesel        | 0.00               | 0.00              | 0.00             | 0.00             | 383.62           | 1,196.25          | 0.00             | 1,579.87          |
| 6200 · Insurance                  | 0.00               | 858.05            | 0.00             | 96.44            | 96.44            | 62.98             | 0.00             | 1,113.91          |
| 6210 · Miscellaneous Expense      | 0.00               | 841.60            | 0.00             | 0.00             | 0.00             | 1,058.17          | 0.00             | 1,899.77          |
| 6215 · Medical Insurance          | 0.00               | 7,585.25          | 0.00             | 0.00             | 1,859.85         | 2,710.05          | 0.00             | 12,155.15         |
| 6230 · Payroll Expenses           | 0.00               | 34,075.39         | 0.00             | 13,421.93        | 17,776.90        | 33,803.21         | 3,116.28         | 102,193.71        |
| 6250 · Professional fees          | 0.00               | 1,801.56          | 0.00             | 588.96           | 780.00           | 5,194.61          | 0.00             | 8,365.13          |
| 6255 · Postage                    | 0.00               | 0.00              | 0.00             | 0.00             | 0.00             | 1,383.48          | 0.00             | 1,383.48          |
| 6260 · Repairs & maintenance      | 0.00               | 3.50              | 547.08           | 0.00             | 6,549.19         | 889.72            | 0.00             | 7,989.49          |
| 6270 · Supplies                   | 0.00               | 534.77            | 791.05           | 476.67           | 2,249.31         | 7,284.69          | 0.00             | 11,336.49         |
| 6275 · Tools/Equipment            | 0.00               | 0.00              | 432.94           | 62.14            | 92.83            | 644.25            | 0.00             | 1,232.16          |
| 6280 · Telephone/Internet         | 0.00               | 367.94            | 0.00             | 0.00             | 0.00             | 2,271.78          | 0.00             | 2,639.72          |
| 6290 · Training                   | 0.00               | 1,742.86          | 0.00             | 34.00            | 0.00             | 25.00             | 0.00             | 1,801.86          |
| 6300 · Uniforms                   | 0.00               | 0.00              | 0.00             | 0.00             | 0.00             | 339.97            | 0.00             | 339.97            |
| 6310 · Utilities                  | 0.00               | 1,963.82          | 0.00             | 5,878.89         | 7,560.56         | 13,157.50         | 0.00             | 28,560.77         |
| 6320 · Vehicle Expense            | 0.00               | 2,514.11          | 0.00             | 0.00             | 73.04            | 0.00              | 0.00             | 2,587.15          |
| 7110 · Capital outlay - land      | 550.00             | 0.00              | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 550.00            |
| 7130 · Capital outlay - Vehicles  | 11,939.04          | 0.00              | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 11,939.04         |
| 7140 · Capital outlay - Equipment | 2,300.57           | 0.00              | 0.00             | 0.00             | 0.00             | 0.00              | 0.00             | 2,300.57          |
| <b>Total Expense</b>              | <b>14,789.61</b>   | <b>70,513.85</b>  | <b>1,771.07</b>  | <b>20,559.03</b> | <b>37,421.74</b> | <b>70,021.66</b>  | <b>3,116.28</b>  | <b>218,193.24</b> |
| <b>Net Ordinary Income</b>        | <b>8,713.05</b>    | <b>40,764.72</b>  | <b>9,980.10</b>  | <b>18,631.43</b> | <b>7,786.07</b>  | <b>96,874.52</b>  | <b>-3,116.28</b> | <b>179,633.61</b> |
| <b>Other Income/Expense</b>       |                    |                   |                  |                  |                  |                   |                  |                   |
| Other Expense                     |                    |                   |                  |                  |                  |                   |                  |                   |
| 9320 · Transfer (out)             | 0.00               | 0.00              | 0.00             | 0.00             | 0.00             | 65.71             | 2,784.29         | 2,850.00          |
| <b>Total Other Expense</b>        | <b>0.00</b>        | <b>0.00</b>       | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>65.71</b>      | <b>2,784.29</b>  | <b>2,850.00</b>   |
| <b>Net Other Income</b>           | <b>0.00</b>        | <b>0.00</b>       | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>-65.71</b>     | <b>-2,784.29</b> | <b>-2,850.00</b>  |
| <b>Net Income</b>                 | <b>8,713.05</b>    | <b>40,764.72</b>  | <b>9,980.10</b>  | <b>18,631.43</b> | <b>7,786.07</b>  | <b>96,808.81</b>  | <b>-5,900.57</b> | <b>176,783.61</b> |

City of Seligman  
Balance Sheet  
As of April 30, 2025

|                                       | Apr 30, 25          |
|---------------------------------------|---------------------|
| <b>ASSETS</b>                         |                     |
| Current Assets                        |                     |
| Checking/Savings                      |                     |
| FreedomGeneral                        | 97,979.17           |
| FreedomWaterDeposits                  | 68,606.87           |
| PeoplesGeneral                        | 359,362.60          |
| Total Checking/Savings                | 525,948.64          |
| Accounts Receivable                   |                     |
| 11000 · Accounts Receivable           | 1,640.36            |
| Total Accounts Receivable             | 1,640.36            |
| Other Current Assets                  |                     |
| CapImpCD - F - 2648                   | 118,448.35          |
| CapImpCD - F - 2649                   | 59,224.17           |
| CemCD3483 - F                         | 19,156.55           |
| CemCD6032 - F                         | 35,500.00           |
| RateCD1 - P - 8036741                 | 40,542.69           |
| RateCD2 - P - 8050767                 | 78,517.73           |
| RateCD3 - F - 8839                    | 123,859.16          |
| RateCD4 - F - 9387                    | 85,916.73           |
| RateCD4 - P - 8056202                 | 83,360.99           |
| RateCD5 - F - 10309                   | 217,271.77          |
| RateCD6 - P - 8071185                 | 210,224.40          |
| RateCD7 - P - 80001347                | 202,325.00          |
| Total Other Current Assets            | 1,274,347.54        |
| Total Current Assets                  | 1,801,936.54        |
| Fixed Assets                          |                     |
| 1740 · Equipment                      | 26,825.74           |
| Total Fixed Assets                    | 26,825.74           |
| <b>TOTAL ASSETS</b>                   | <b>1,828,762.28</b> |
| <b>LIABILITIES &amp; EQUITY</b>       |                     |
| Liabilities                           |                     |
| Current Liabilities                   |                     |
| Accounts Payable                      |                     |
| 20000 · Accounts Payable              | 7,050.95            |
| Total Accounts Payable                | 7,050.95            |
| Other Current Liabilities             |                     |
| 2200 · Payroll Liabilities            | 31,046.37           |
| 2250 · Sales Tax Collected            | -2,936.38           |
| 2310 · Meter Deposits                 | 19,909.42           |
| Total Other Current Liabilities       | 48,019.41           |
| Total Current Liabilities             | 55,070.36           |
| Total Liabilities                     | 55,070.36           |
| Equity                                |                     |
| 3110 · Opening Balance Equity         | 1,029,367.38        |
| 3120 · Retained Earnings              | 567,540.93          |
| Net Income                            | 176,783.61          |
| Total Equity                          | 1,773,691.92        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>1,828,762.28</b> |

# -- Taxes\*

| Sales Tax Revenue            |          |          |           |           |           |           |
|------------------------------|----------|----------|-----------|-----------|-----------|-----------|
|                              | 2025     | 2024     | 2023      | 2022      | 2021      | 2020      |
| Jan                          | 24753.16 | 25931.41 | 23797.5   | 22448.67  | 23090     | 20990.01  |
| Feb                          | 30572.14 | 28730.42 | 26059.71  | 28455.41  | 24746.72  | 16421.25  |
| March                        | 25614.05 | 15365.67 | 24610.13  | 7415.97   | 22905.02  | 19620.4   |
| April                        | 24822.66 | 29417.8  | 23457.06  | 34757.66  | 27862.74  | 25819.09  |
| May                          | 31677.13 | 30477.73 | 23759     | 29766.21  | 25043.93  | 25333.9   |
| June                         | 0        | 24362.95 | 25597.13  | 28336     | 28976.44  | 33808.69  |
| July                         | 0        | 27117.76 | 21020.49  | 27813.43  | 29175.1   | 36648.39  |
| Aug                          | 0        | 31217.88 | 37000.67  | 28094.31  | 28157.77  | 26156.09  |
| Sep                          | 0        | 34384.23 | 31877.65  | 32119.89  | 26472.68  | 26223.85  |
| Oct                          | 0        | 26752.28 | 21056.2   | 26437.76  | 29348.66  | 26023.44  |
| Nov                          | 0        | 30593.71 | 26209.1   | 24872.26  | 25555.4   | 24440.85  |
| Dec                          | 0        | 23903.67 | 34081.88  | 28793.68  | 22448.67  | 23188.39  |
|                              | 137439.1 | 328255.5 | 318526.52 | 319311.25 | 313783.13 | 304674.35 |
|                              |          |          |           |           |           |           |
| Sales Tax Revenue Break Down |          |          |           |           |           |           |
|                              | CITY     | MISC     | PMT       | PARKS     |           |           |
| 2025                         | 1¢ Gen   | ½¢ CI    | ½¢ Street | ¼¢ Parks  | Total     |           |
| Jan                          | 11001.46 | 5500.76  | 5500.76   | 2750.18   | 24753.16  |           |
| Feb                          | 13587.68 | 6793.77  | 6793.77   | 3396.92   | 30572.14  |           |
| March                        | 11383.97 | 5692.03  | 5692.03   | 2846.02   | 25614.05  |           |
| April                        | 11032.41 | 5516.1   | 5516.1    | 2758.05   | 24822.66  |           |
| May                          | 14078.66 | 7039.39  | 7039.39   | 3519.69   | 31677.13  |           |
| June                         |          |          |           |           | 0         |           |
| July                         |          |          |           |           | 0         |           |
| Aug                          |          |          |           |           | 0         |           |
| Sep                          |          |          |           |           | 0         |           |
| Oct                          |          |          |           |           | 0         |           |
| Nov                          |          |          |           |           | 0         |           |
| Dec                          |          |          |           |           | 0         |           |
|                              | 61084.18 | 30542.05 | 30542.05  | 15270.86  | 137439.14 |           |

| Use Tax Revenue |         |         |         |        |
|-----------------|---------|---------|---------|--------|
|                 | 2025    | 2024    | 2023    | 2022   |
| Jan             | 5668.22 | 4570.14 | 1861.99 |        |
| Feb             | 8110.87 | 6079.53 | 4049.05 |        |
| March           | 6724.44 | 3692.98 | 1347.61 |        |
| April           | 6405.67 | 4967.75 | 3127.9  |        |
| May             | 6037.87 | 4153.27 | 1885.06 |        |
| June            |         | 4989.57 | 2588.88 |        |
| July            |         | 3995.11 | 5247.59 |        |
| Aug             |         | 5354.5  | 7461.78 | 1.06   |
| Sep             |         | 3857.87 | 3910.08 | 899.83 |
| Oct             |         | 7877.6  | 4816.03 | 1318.1 |

|      |          |          |          |         |
|------|----------|----------|----------|---------|
| 2025 |          | 3357.87  | 3910.08  | 899.83  |
| Sep  |          | 3857.87  | 3910.08  | 899.83  |
| Oct  |          | 7877.6   | 4816.03  | 1318.1  |
| Nov  |          | 4521.2   | 3592.06  | 1883.58 |
| Dec  |          | 4900.52  | 4697.23  | 1925.58 |
|      | 32947.07 | 58960.04 | 44585.26 | 6028.15 |

Property Tax - 61.91% General, 38.09% Streets

| Month    | 2025     | 2024     | 2023     | 2022     | 2021     | 2020     |
|----------|----------|----------|----------|----------|----------|----------|
| January  | 16800.05 | 15214.83 | 13530.82 | 13704.38 | 11621.36 | 12535.94 |
| February | 584.4    | 852.08   | 667.79   | 747.77   | 392.99   | 310.74   |
| March    | 936.41   | 716.6    | 578.86   | 464.43   | 344.32   | 694.35   |
| April    | 771.89   | 674.09   | 894.01   | 720.34   | 605.77   | 632.66   |
| May      |          | 594.85   | 337.82   | 777.82   | 479.19   | 77.92    |
| June     |          | 275.86   | 255.14   | 541.9    | 686.13   | 767.02   |
| July     |          | 436.05   | 255.59   | 235.96   | 285.8    | 226.75   |
| August   |          | 233.18   | 470.21   | 76.8     | 230.13   | 884.9    |
| Sept     |          | 315.53   | 31.51    | 33.67    | 405.45   | 1056.38  |
| October  |          | 102.47   | 167.88   | 237.42   | 58.94    | 71.25    |
| November |          | 35.2     | 387.64   | 45.48    | 76.97    | 117.89   |
| December |          | 4903.84  | 5851.14  | 5178.04  | 3982.58  | 4961.03  |
| TOTALS   | 19092.75 | 24354.58 | 23428.41 | 22764.01 | 19169.63 | 22336.83 |

Motor Tax Chart

| Month  | 2025     | 2024     | 2023     | 2022     | 2021     | 2020     | 2019     |
|--------|----------|----------|----------|----------|----------|----------|----------|
| Jan.   | 3778.69  | 3446.26  | 3446.92  | 3075.25  | 3075.25  | 2778.05  | 2707.22  |
| Feb.   | 3902.89  | 3420.3   | 3382.3   | 3188.36  | 3188.36  | 2877.95  | 2859.61  |
| Mar.   | 3372     | 3164.65  | 3267.67  | 2709.26  | 2709.26  | 2490.47  | 2563.24  |
| Apr.   | 0        | 3200.23  | 3449.23  | 2940.49  | 2940.49  | 2930.8   | 2611.7   |
| May.   | 0        | 3673.41  | 2916.42  | 3401.64  | 3401.64  | 2354.47  | 2964.58  |
| Jun.   | 0        | 3631.93  | 3382.77  | 3232.88  | 3232.88  | 2008.71  | 2830.04  |
| Jul.   | 0        | 3716.09  | 3536.16  | 3426.54  | 3426.54  | 2853.19  | 2989.53  |
| Aug.   | 0        | 3910.5   | 3537.5   | 3289.91  | 3289.91  | 3192.75  | 2986.87  |
| Sep.   | 0        | 3984.23  | 3741.01  | 3772.03  | 3106.14  | 3090.33  | 3244.75  |
| Oct.   | 0        | 3899.54  | 3614.31  | 3802.12  | 3802.12  | 3091.05  | 3052.88  |
| Nov.   | 0        | 3591.79  | 3769.8   | 3466.44  | 3466.44  | 2774.48  | 2895.72  |
| Dec.   | 0        | 4062.2   | 3451.56  | 3917.1   | 3917.1   | 2961.7   | 2953.07  |
| Totals | 11053.58 | 43701.13 | 41495.65 | 40222.02 | 39556.13 | 33403.95 | 34659.21 |



# SELIGMAN POLICE DEPARTMENT

## MONTHLY ACTIVITY REPORT FOR APRIL 2025



### POLICE REPORTS GENERATED

Calls for Service: 69  
Offense Reports: 9  
Traffic Contacts: 24  
Hours Worked: 204hrs 49m  
Flock Camera Reads: 79,355

### ACCIDENT/COLLISION INFORMATION

Collisions Reported: 1  
Vehicles Involved: 2  
Vehicles Damaged: 2  
Persons Injured: 2  
Fatalities: 0

### **Chief's Remarks:**

Flock Camera Grant was approved, awaiting paperwork to proceed. This will add two additional cameras for the City.

Attended the Chief's Conference 5/4-5/7, one thing of value that was mentioned was the Second Amendment Protection Act (SAPA), which could have negative effects towards municipalities and law enforcement. This is another version of the law that was passed in 2021, which was found to be invalid by the Courts in 2023. I encourage everyone to read this bill, as of the end of the conference it was still on the floor for legislators. If passed, this law will prohibit law enforcement from assisting Federal Agencies and will prohibit us from entering firearms that are stolen in the National Crime Information Center (NCIC).

Omnigo, our current Records Management System provider, was at the Chief's Conference, I voiced my opinion about their lack of service, they have started to communicate and have began to fix some of the issues.

I-Pro, our in-car camera and body-worn camera provider has announced that in 2026 they will discontinue the software that we currently use. This software is from Panasonic, which i-Pro purchased. This will require a software upgrade on the next budget. From speaking with the representative at the conference, we will need a new bigger server and every camera will need a license. We currently only pay for two body camera license and no license on the in-car cameras. More information will come after a conference call with i-Pro in a few weeks.

Dodge charger – complete new top end of engine, rocker arms were loose which caused damage.

# Public works Report \*

## **Water Dept:**

- 57 work orders completed
- McGarrah Meter - Customer was replacing line, old loop ended up being galvanized, can was terra cotta, needed a full replacement.
- Double Install - FR 2290 - 2 properties on 2290 requested new installs, both were done. Water line on 2290 is zigzagging along side and under the road, maps updated. Heavy rock digging and road cuts required.
- Water Leak Behind new 37 building - 2" galvanized, pinhole due to rock rubbing. pipe looked ok otherwise
- Sexton Install - new install on FR1070, difficult line to find, line is not located as all maps in the past show, will be updated to reflect actual line per gerald's memory as well as how the line was found.
- Stover Loop Valve - customer broke valve after hours, temporary valve was installed on the end of the broken line to stop it from running water, we went back and replaced valve, but had to dig down and clamp the line off to finish it up due to valve difficulty of removal.

## **Sewer Dept:**

- 4.55' DEPTH
- Lagoon - Lots of irrigation as possible. Rain has been a problem.

## **Street Dept:**

- DD Park - Cold Mix/Tinhorn Repair + Sod - Expanded drive and cut off end, put down most of the sod around new equipment, Mike filled in the rest
- Trees Down - Easter Storm - trees down on second st and in the rear of the cemetery. All trees except 1 cut up and removed on 2nd st. The remaining tree is on the centurylink line and they have been made aware of it. The cemetery tree was cut up and removed, it did move the top half of a headstone and we will figure out a way to safely move it back into place, it is far too large and heavy to be moved by hand.

## **Cemetery:**

- Mowing and cleanup, Limbs, trees, and brush has been cut, just need to run the batwing through it, then follow up with mowers.

## **Parks:**

- Splashpad is 95% ready, need to bring down chlorine levels and it may have a little drip leak somewhere we need to find, but mechanically it is functioning. We will need to rebuild one of the pumps soon, this is a quick process.
- Prep for Citywide Cleanup







# 5/12/25 MEETING MINUTES-DRAFT



Call to Order          6:01pm

Present               Aldermen McKinney, Pratt and Tanis. Mayor Avers, Brian Nichols, Matt Phillips, Harrison Pratt, Brenda McIlvain, Clifford Ferguson

Absent               Aldermen Lamb

Consent Agenda Approval   Approval of minutes, unpaid bills, and utility adjustments. Motion to approve the consent agenda. McKinney, Second Tanis, Aye All Nay None Absent Lamb

## Regular Agenda

- Unfinished Business
  - Mayor Pro Tem - Discussion,
    - Motion to appoint Brandon Tanis as the "Acting President of the Board of Aldermen". McKinney, Second Tanis, Aye Tanis McKinney, Nay Pratt, Absent Lamb - Motion failed.
    - Motion to appoint Brandon Tanis as the "Acting President of the Board of Aldermen". McKinney, Second Tanis, Aye Tanis McKinney, Nay Pratt, Absent Lamb - Motion failed.
    - Discussion about the role of the Mayor Pro Tem and duties.
    - Motion to appoint Brenda McKinney as the "Acting President of the Board of Aldermen". Tanis, Second McKinney, Aye All, Nay None, Absent Lamb - Motion Passed.
- Department Reports
  - City Hall Report (Financial Report, tax totals, utility billing update, staffing, City events) Mayor Avers read the report in the council packet.
  - Police Department Report (monthly activity and news) Mayor Avers read the report in the council packet.
  - Public Works Report (recent repairs and work reports for Streets, Parks, Water, Sewer, Cemetery) Mayor Avers read the report in the council packet.
- New Business
  - Special Counsel Ordinance - drafted by Lauber Municipal Law Firm, this ordinance appoints the firm to assist the City Attorney.
    - Discussion why special counsel is needed and what they will be used for, the current City attorney recommended several attorneys to assist, Lauber was recommended as this is all they do.
    - Motion for the first reading of Bill# 655 by title only, AN ORDINANCE OF THE CITY OF SELIGMAN, MISSOURI, TO APPOINT SPECIAL COUNSEL TO REPRESENT THE CITY. McKinney, Second Tanis, Aye All Nay None Absent Lamb - Motion Passed.
    - Motion for the second reading of Bill# 655 creating ordinance 25-03 by title only, AN ORDINANCE OF THE CITY OF SELIGMAN, MISSOURI, TO APPOINT SPECIAL COUNSEL TO REPRESENT THE CITY. Tanis, Second McKinney, Aye All Nay None Absent Lamb - Motion Passed.
  - Mayor Additional Hours - By ordinance the Mayor can request additional compensation for hours worked, approval by the Board of Aldermen is required.
    - Before any discussion took place the Mayor excused himself out of the room, Alderman McKinney lead the discussion on the matter as Mayor Pro Tem.
    - Motion to authorize payment for the 20 additional hours worked. Tanis, Second McKinney, Aye Tanis McKinney, Nay Pratt, Absent Lamb - Motion Failed

- Discussion of hours worked and tasks that the Mayor has performed for the City, as well as an explanation of how the Mayor is compensated. Kyle was asked if the Mayor's assistance took away from his duties and task, he said he has saved him a lot of time, and the playground equipment otherwise would not have been installed yet.
- Motion to authorize payment for the 20 additional hours worked. Tanis, Second McKinney, Aye All Nay None, Absent Lamb - Motion Passed.
- Conflicts of Interest Ordinance
  - Motion for the first reading of Bill# 654 by title only, AN ORDINANCE OF THE CITY OF SELIGMAN, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS. Tanis, Second McKinney, Aye All Nay None Absent Lamb - Motion Passed.
  - Motion for the second reading of Bill# 654 creating ordinance 25-02 by title only, AN ORDINANCE OF THE CITY OF SELIGMAN, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS. McKinney, Second Tanis, Aye All Nay None Absent Lamb - Motion Passed.
- Sunshine Law Policy Ordinance - Current ordinance states the City will comply with RSMo 610.010 to 610.030, the City wishes to have a written policy easily displayed and detailed for the general public.
  - Motion for the first reading of Bill# 656 by title only, AN ORDINANCE APPOINTING A CUSTODIAN OF RECORDS AND ADOPTING A SUNSHINE LAW POLICY FOR THE CITY OF SELIGMAN, MISSOURI. McKinney, Second Tanis, Aye All Nay None, Absent Lamb - Motion Passed.
  - Motion for the second reading of Bill# 656 creating ordinance 25-04 by title only, AN ORDINANCE APPOINTING A CUSTODIAN OF RECORDS AND ADOPTING A SUNSHINE LAW POLICY FOR THE CITY OF SELIGMAN, MISSOURI. McKinney, Second Tanis, Aye All Nay None, Absent Lamb - Motion Passed.
- Video Conferencing Policy - (Sample ordinance review and discussion, provided in the council packet) Pause to review the ordinance and discussion about two key items to be set by the board before the ordinance can be drafted, Numbers of appearances allowed in section "c" (details outlined in the sample ordinance provided) and the addition of military leave or active duty to the good cause section "c" of the sample ordinance before final draft.
  - Mayor Avers sked if everyone was in agreeance, Yay from Pratt, Tanis, Mckinney
- Adjourn - Motion to Adjourn at 6:54pm - Motion Tanis, Second McKinney, Aye All Nay None, Absent Lamb - Motion Passed.