



## City Council Meeting

### Special Regular Session Minutes

June 2, 2025

#### I. CALL TO ORDER

A special regular meeting of the City Council of the City of Liberty, Missouri was held in the Council Chambers at City Hall on June 2, 2025 with Mayor Greg Canuteson presiding. Mayor Canuteson called the meeting to order at 7:00 p.m.

#### II. ROLL CALL

Council Members Present: Shelton Ponder, Ward I  
Kelley Wrenn Pozel and Adam Travis, Ward II  
Kevin Graham and Jeff Watt, Ward III  
Gene Gentrup and Michael Hagan, Ward IV

Council Members Absent: Harold Phillips, Ward I

Staff Present: Curt Wenson, City Administrator  
Sara Cooke, Assistant City Administrator  
Vicki McClure, Finance Director  
Amy Blake, Human Resources Director  
Tara Schmitter, Human Resources Assistant Director  
Andy Noll, Utilities Director  
BJ Staab, Parks and Recreation Director  
Jim Martin, Police Chief  
Chris Young, Fire Chief  
Katherine Sharp, Planning and Development Director  
John Findlay, City Engineer  
Sarah Ranes, Deputy City Clerk

Public Present: Kellie Houx, Courier Tribune  
1 members of the public

#### III. PROCLAMATIONS

#### IV. APPROVE MINUTES AND SUMMARIES

#### V. MEETING SCHEDULE

#### VI. CONSENT AGENDA

- A. Motion to approve an arcade permit for Fun Run, located at 1919 Industrial Drive, in accordance with Chapter 16, Article I – Arcades

Fun Run is an indoor play park for children that includes inflatables, slides and arcade games. The new owner of the business has applied for an Arcade Permit as they plan to have nine (9) amusement devices. These include games and a variety of 'claw' type machines. The City Code, Chapter 16 (Places of Recreation and Amusement), Article

I (Arcades) states that establishments with eight (8) or more amusement devices are required to apply for an Arcade Permit. Such a permit is issued by the Deputy City Clerk upon approval by the City Council.

The business operation is being conducted in compliance with the requirements as set out in Chapter 16, Article I, and is in accordance with the applicable zoning ordinance. A variance was granted by the City Council in 2016 to allow the Indoor Recreation and Retail sales in the M-2 zoning district for this property.

Once approved, the Arcade Permit will be automatically renewed annually in conjunction with the Business License. The City Council retains the right to revoke the permit should the Licensee be found in violation of or failure to comply with any provisions of Chapter 16, Article I – Arcades.

**Action:** Council Member Hagan moved to approve the permit. Council Member Watt seconded the motion.

**Vote:** Motion passed 7-0-0

**Yes:** Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

**B. Motion to authorize the purchase of replacement vehicles for the wastewater treatment division from Metro Ford in an amount not to exceed \$97,887.26**

This City Council action is to approve the purchase of three new vehicles from Metro Ford, Inc.: a 2025 Ford Ranger for \$48,207.99, a 2025 Ford Maverick Hybrid for \$28,514.15, and a 2025 Ford Maverick for \$38,165.15 plus an administration fee of \$499.99 per vehicle (\$115,387.28 -1400before trade-in). These vehicles will be replacing the following vehicles: the 2017 F150 valued trade-in at \$14,000, the 2013 Escape valued trade-in at \$4,500, and the 2013 Suzuki Carry (mini truck), which has little value and will have to be sold/handled independently. Final cost after trade-in is \$97,887.26.

The 2017 F150 and 2013 Escape need to be replaced due to being older vehicles which are getting to the point where they will require more maintenance, become less reliable, and the trade-in value diminishes (as seen in the 2013 Escape trade-in value). Both vehicles have experienced some mechanical issues.

The plant vehicle being replaced is a 2013 Suzuki Carry which is known as a mini truck. This vehicle is typically used around the Wastewater Treatment plant. This vehicle doesn't start well in the cold and requires starting fluid to start in winter, is in overall bad shape, and is very limiting to have a vehicle that cannot drive on the street (but carries City insurance on it). Trade in value is unknown and isn't worth consideration in this action.

Three bids were obtained. Each vendor was asked to quote their best product. The winning bid by Metro Ford was selected due to more value per trade-in, a higher grade interior that is more suitable to wastewater-related work, easier cleaning to better maintain their value and will result in higher trade-in upon replacement. The 2025 Ford

Ranger has the capacity to pull trailers and perform plant tasks as needed while being more fuel efficient than the F-150 it replaces.

**Action:** Council Member Hagan moved to approve the purchase. Council Member Watt seconded the motion.

Vote: Motion passed 7-0-0

Yes: Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

No: None

Abstain: None

C. Resolution to declare the official intent of the City of Liberty, Missouri to finance the cost of the Police Building addition to City Hall using bond financing

The City is proceeding with the final design and construction of an approximate 20,000-square-foot Police addition to City Hall and renovation of an additional 10,000-square-foot of existing City Hall for police space.

- Total project costs are estimated at \$20,000,000;
- The design costs \$1,485,232;
- Construction costs of \$16,612,000; and
- Furniture, equipment, inspection and contingency costs of \$1,902,788.

Voters approved bond financing to support the funding of the \$20M project via a 1% sales tax increase approved at the April 8, 2025, election.

General Fund/Economic Development Sales Tax Fund cash will be used to pay up-front costs as available and borrow utilizing bond debt financing as included in this resolution. The City intends to use Special Obligation Bonds as a debt financing method. IRS requirements allow for a government entity to go back 60 days from the date of a resolution of intent to reimburse itself using a tax-exempt debt financing.

The City will be borrowing money as needed to pay certain debt financing associated with the design, construction, and soft costs of an addition to Liberty City Hall, including full architectural design fees, geotechnical investigation, independent testing and inspection, construction manager at risk preconstruction and construction fees, site work, utility installations and relocations, building shell, tenant finish, building systems, furniture and equipment, rent for temporary relocation, moving costs, permits and fees, MEP commissioning, and design, supply, and construction contingencies. To provide maximum financing flexibility from 2025 through 2027, a reimbursement resolution should be passed.

**Action:** Council Member Hagan moved to approve the Resolution. Council Member Watt seconded the motion.

Vote: Motion passed 7-0-0  
Yes: Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan  
No: None  
Abstain: None  
Inscribed in Resolution No. 3465.

D. Resolution approving a temporary event liquor license for the Liberty Area Chamber of Commerce Liberty Fest event at Capitol Federal Sports Complex, 2200 E. Old State Highway 210 on July 3, 2025

The Liberty Area Chamber of Commerce has applied for a temporary liquor license to serve alcohol at Liberty Fest to be held on July 3, 2025, at the Capitol Federal Sports Complex. Because the public will have access to the event, state statute and City ordinance require a license. The necessary certificate of liability insurance and authorization letter have been provided by the applicant. The application and necessary certificate of liability insurance have been reviewed by the appropriate staff and approval is recommended.

**Action:** Council Member Hagan moved to approve the Resolution. Council Member Watt seconded the motion.

Vote: Motion passed 7-0-0  
Yes: Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan  
No: None  
Abstain: None  
Inscribed in Resolution No. 3466.

VII. PUBLIC HEARINGS

VIII. ORDINANCES, CONTRACTS AND RESOLUTIONS

A. Ordinance Acknowledging Vendor Payments for the Period of May 9, 2025 to May 23, 2025

Document No.9949 was read.

**Action:** Council Member Hagan moved to approve the vendor payments. Council Member Travis seconded the motion.

Roll Call

Vote: Motion passed 7-0-0  
Yes: Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan  
No: None  
Abstain: None  
Approved by the Chair and inscribed in Ordinance No. 12111.

- B. Ordinance to enable Liberty, Missouri to join Show Me Pace, pursuant to sections §67.2800 TO §67.2835, RSMO, the “Property Assessment Clean Energy Act,” and stating the terms under which the City will conduct activities as a member of such District **(Second Reading)**

Property Assessed Clean Energy (PACE) financing is a finance program available to commercial property owners. The program provides financing for all upfront costs of energy-efficient upgrades and installation of renewable energy systems. It can cover both hard and soft costs for commercial, industrial, and non-profit-owned properties. It is recovered through a voluntary assessment on the property which is paid annually. Administered by the Missouri Energy Initiative (MEI), Show Me PACE has arranged for Missouri counties and municipalities to join the district at no cost, with no liability, and with no additional workload. MEI eliminates the administrative burden of running another program and allows communities to have easy access to PACE funding.

Document No.9945 was read.

**Action:** Council Member Graham moved to approve the ordinance. Council Member Hagan seconded the motion.

Vote: Motion passed 7-0-0

Yes: Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

No: None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 12112.

- C. Ordinance approving an agreement for service with Sargent Drilling for wellfield services in an amount not to exceed \$75,848.00

Wells need to have cleaning done periodically to maintain performance and water quality. Cleaning removes debris and sediment that restricts water flow. Regular well cleaning helps prevent the growth of bacteria and reduces the occurrence of expensive repairs.

HDR engineering performed a wellfield study that was completed in February 2025. This report provided suggestions on ways that we could improve our well field cleaning methods to maximize their effectiveness in increasing the capacity of the wells. Previously, the method used for cleaning involved using a permanent pump and motor to surge the chemicals. This traditional method worked very well when we initially began annual cleaning, but has been providing smaller increases in capacity over time. The comprehensive cleaning that was quoted will include the pull and inspection of the well pump and motor, a brushing of the casing and well screen, and delivery of the cleaning chemicals through a pressurized injection head. Results from HDR's study concluded that a delivery method that injects the chemicals under pressure saw an average increase in specific capacity of 54 percent compared to an average increase of 30 percent when using the traditional method.

Source water flow capacity from the wellfield since starting annual cleaning efforts in 2013 has resulted in an increased specific capacity of 35% overall, but the wellfield is still down 30% from the original specific capacity. Improving our cleaning efforts will

give us a more efficient and more reliable water source to continue meeting the needs of the city.

Quotes were obtained from Layne Christensen Company (\$44,560.00), Brotke Pump & Well Service (\$46,165.00) and Sargent Drilling (\$37,924.00) for the comprehensive mechanical cleaning and pump inspection. C & B Equipment Inc. was also asked to bid but did not provide a quote for mechanical cleaning. Each was required to quote the work based on the procedure and chemical quantity recommended by HDR Engineering.

Document No. 9950 was read.

**Action:** Council Member Hagan moved to waive the rules and consider the ordinance on first reading. Council Member Pozel seconded the motion.

**Vote:** Motion passed unanimously.

**Action:** Council Member Watt moved to approve the ordinance. Council Member Hagan seconded the motion.

**Vote:** Motion passed 7-0-0

**Yes:** Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12113.

- D. Ordinance approving an artwork purchase and exhibition agreement for the acquisition of artwork, a bronze sculpture titled "Twist in Time", by James Haire in an amount not to exceed \$20,000.00 to be used for public exhibition

The City of Liberty's Arts Commission (LAC) invited artists to submit artwork for the annual Rotating Sculpture Program. Per the Public Art Selection & Acquisition Policy, LAC appointed an Art Selection Panel to select the artwork. The Panel recommended the purchase of a bronze sculpture titled "Twist in Time" with funds budgeted for public art purchase for the permanent collection from the Transient Guest Tax. This will be the first sculpture purchased this year, making this the 17th sculpture in the City's permanent collection. The sculpture selection panel is recommending that it be permanently installed in City Park. The selection panel's recommendation to purchase was accepted by the LAC at their May 8, 2025, meeting. Final approval by the City Council is required.

Document No. 9951 was read.

**Action:** Council Member Pozel moved to waive the rules and consider the ordinance on first reading. Council Member Watt seconded the motion.

**Vote:** Motion passed unanimously.

**Action:** Council Member Hagan moved to approve the ordinance. Council Member Travis seconded the motion.

Vote: Motion passed 7-0-0  
Yes: Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan  
No: None  
Abstain: None  
Approved by the Chair and inscribed in Ordinance No. 12114.

E. Ordinance approving a contract with Chubb Insurance to provide general, property and casualty liability insurance coverage for the City of Liberty

It is the goal of the HR & Risk Management Department, who oversees these programs with the assistance of CBIZ, to stay abreast of national trends for these markets while continuing quality coverage and positive customer service experiences. Although Traveler's has provided excellent coverage and customer service, it is our belief that Chubb will provide the same level of services at a lower premium cost for the City. It is our fiduciary responsibility to our citizens to honor business partnerships with insurance carriers who understand the public sector. CBIZ's experience with Chubb for other organizations is positive and stable. The City's long-term business partnership with CBIZ has proven advantageous, and we will continue to trust their knowledge and experience.

For the 2024-2025 plan year, general liability, property and casualty premium costs were \$1,129,026.00. For the upcoming 2025-2026 plan year, our current carrier, Traveler's Insurance, provided an increased premium of \$1,236,541.00. In order to maintain fiscal responsibility, the City's broker, CBIZ, requested quotes from other carriers. Chubb Insurance provided a premium cost of \$1,081,640.00. This is a reduction of \$47,386.00 from our current premium and a reduction of \$154,901.00 from Traveler's proposed renewal rate.

Document No. 9952 was read.

**Action:** Council Member Hagan moved to waive the rules and consider the ordinance on first reading. Council Member Watt seconded the motion.

Vote: Motion passed unanimously.

**Action:** Council Member Graham moved to approve the ordinance. Council Member Hagan seconded the motion.

Vote: Motion passed 7-0-0  
Yes: Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan  
No: None  
Abstain: None  
Approved by the Chair and inscribed in Ordinance No. 12115.

F. Ordinance approving a contract for professional engineering services with Great River Engineering for the sewer aerial stream crossing repair improvements in an amount not to exceed \$16,000.00

The Utilities Department has identified structural concerns with a pier that supports the sewer aerial crossing over Cates Branch Creek, located near Jefferson Park Apartments. The structure is essential for maintaining sewer infrastructure integrity and uninterrupted wastewater conveyance. Preliminary assessment indicates creek bank erosion around the pier may compromise the stability of the crossing if not addressed. Due to the nature of the structure and environmental factors associated with the creek, specialized engineering expertise is required to develop a safe and effective repair solution.

Document No. 9953 was read.

**Action:** Council Member Pozel moved to waive the rules and consider the ordinance on first reading. Council Member Hagan seconded the motion.

**Vote:** Motion passed unanimously.

**Action:** Council Member Watt moved to approve the ordinance. Council Member Hagan seconded the motion.

**Vote:** Motion passed 7-0-0

**Yes:** Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12116.

- G. Ordinance authorizing the renewal of the agreement with Sensus, USA, Inc. for automated meter software, through Core and Main, LP in an amount not to exceed \$200,651.56

The AMI system was a step taken by the Mayor and Council in April 2019 to modernize the water meter system used in the billing of the water and sewer system. All the system meters were replaced with meters that were able to communicate with a radio system that could collect usage logged on the meter in a set time interval and that usage information is utilized in the monthly billing process for the water and sewer system. The software that is included with the AMI system also provides alerts to customers when the usage exceeds thresholds set by the customer. The software system also allows the City to view consumption in 15-minute intervals, which has proven invaluable in diagnosing consumption issues and customer complaints. The AMI system has also allowed city staff to stay current with meter reads even during inclement winter weather and that capability has led to a minimization of estimated reads that were a common source of confusion for customers.

The AMI portion of the contract had an automatic five (5) year renewal but did not include the future fees associated with the renewal. Core & Main LP has provided the additional five years of fees to continue to provide and support the AMI system. Considering the AMI system has provided significant improvements in the collection of meter data, significant improvements in customer service, and significant improvements in efficiency, the staff recommends the approval of the five-year renewal and associated fees.

Document No. 9954 was read.

**Action:** Council Member Hagan moved to waive the rules and consider the ordinance on first reading. Council Member Watt seconded the motion.

**Vote:** Motion passed unanimously.

**Action:** Council Member Hagan moved to approve the ordinance. Council Member Graham seconded the motion.

**Vote:** Motion passed 7-0-0

**Yes:** Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

Approved by the Chair and inscribed in Ordinance No. 12117.

- H. Resolution approving the updated regional multi-jurisdictional natural hazard mitigation plan in order to accept current and future updates pertaining to the natural hazard mitigation plan and to continue work towards becoming a safer community

Since its beginnings in the early 1800s, the Kansas City Metropolitan Area has experienced the adverse effects of natural disasters. Historical records indicate that natural hazards, particularly floods and tornadoes, have had a profound effect on the region. Unfortunately, there is no way to prevent disasters from occurring. The impact of disasters, however, can be mitigated. Their effects can be lessened and losses reduced through the development and application of prudent hazard mitigation strategies and actions. In doing so, the Kansas City Metropolitan Area can be made to be a safer place to live, work and play.

As of November 2004, all local governments must have an approved hazard mitigation plan to be eligible to apply for and receive certain funds under this program. This FEMA program provides funds to communities to mitigate the impact of natural disasters, such as floods and tornadoes. MARC, at the request of SEMA and in partnership with the Missouri Association of Councils of Government (MACOG), has developed this Regional Multi-Hazard Mitigation Plan to assist the local governments, school districts, businesses, community groups and citizens of Cass, Clay, Jackson, Platte and Ray counties with hazard mitigation planning, implementation and evaluation. This plan addresses both the natural and technological hazards that may affect the Kansas City region, including tornadoes, floods, severe winter weather, drought, heat waves, earthquakes, dam failures, wildland fires, hazardous materials incidents, emerging infectious disease, civil discord and mass transportation accidents.

Hazard mitigation is a dynamic and ongoing process. This plan is a continuation of the mitigation planning work that was initially approved by the Council in November 2004. It provides a framework for hazard mitigation planning, both regionally and locally. This plan will be reviewed and updated at least annually to determine the effectiveness of mitigation actions; reflect changes in laws or regulations and/or

policies; re-prioritize mitigation actions, if necessary; and consider other issues affecting hazard mitigation in the Kansas City metropolitan area.

**Action:** Council Member Watt moved to approve the resolution. Council Member Hagan seconded the motion.

**Vote:** Motion passed 7-0-0

**Yes:** Council Members Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

**No:** None

**Abstain:** None

Inscribed in Resolution No. 3467.

IX. OTHER BUSINESS

X. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR

XI. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL

XII. ADJOURNMENT

The meeting adjourned at 7:18 p.m.

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Greg Canuteson, Mayor

Attest:

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Deputy City Clerk