

KIRKSVILLE CITY COUNCIL **NEWSLETTER . . .**

Mari E. Macomber, City Manager
October 4, 2013

SUBJECTS:

**DATES TO REMEMBER
RECRUITMENT UPDATE
EMERGENCY MANAGEMENT
STREET WORK
DINNER THEATER
MISSOURI FOUNDATION FOR HEALTH GRANT
AT STILL RECOGNITION
ROTARY PARK
PROPANE TANK UPDATE
PARKS AND RECREATION UPDATE
OSHA TRAINING
PSEUDOEPHEDRINE**

DATES TO REMEMBER

10/7 – Ribbon Cutting YMCA Imagination Playground at 9 am
10/7 – Regular Council Study Session and Meeting
 – Both meetings will be held in the Council Chambers
10/8 – KREDI Meeting – 4 pm
10/9 – Planning and Zoning – 7 pm
10/11 – KHS Homecoming and Parade downtown – 4 pm
10/12 – Maple Hill Landfill Open House 10 am to 2 pm
10/17 – Business After Hours – NRMC from 5 to 7 pm
10/19 – TSU Homecoming
10/19 – Rotary’s Taste of the World Event starting at 5 pm at the KV Arts Center
10/21 – Regular Council Study Session and Meeting
10/22 – NEMO Job Fair from 11 am to 4 pm
10/24 – Inauguration of new Dental School 11 am
10/24 -26 – Founder’s Day events
10/26 – Parks & Recreation Fall Festival at Rotary Park – 4 to 6 pm
10/28 - Council Work Session with Kirksville R-III School Board – 4 pm
10/3- - RPC Annual Meeting in Memphis – 6:00 – 7:30 pm

DE-ANNEXATION REQUEST

A request for de-annexation of property has been received from Kerry and Laura Harvey. The property is located at the south end of South Burton Street which was voluntarily annexed in December 1999. There is a process to follow whenever a de-annexation request is made. The first is to hold a Public Hearing, which will be held at the regular Council meeting on October 7. There is a waiting period of 14 days after the Public Hearing to allow for public objections. Then an Ordinance reflecting de-

annexation is presented to the Council for consideration, which will be held at the first meeting in November.

TRU-LEADERS ACADEMY

The Boeing TRU-Leaders Executive Leadership Academy is a select program for students who demonstrate a high potential in leadership, and students are expected to visit with business leaders, visit corporations, participate in seminars designed especially for development of leadership and attend special sessions with business leaders and visiting executives. Each year Chuck Boughton brings his students of the Boeing Tru-Leaders class to the City Council meeting to observe the Study Session and the regular meeting. Due to the number of students attending, the Council Study Session will be held in the Council Chambers to provide ample seating.

RECRUITMENT UPDATE

Interviews for Finance Director were held this past week. There were a few good candidates who seemed capable of stepping in to do the job. We will be following up with reference and background checks before an offer is made to one of the candidates. A couple of the candidates were local individuals.

<u>Position</u>	<u>Reason for Vacancy</u>	<u>Current Status</u>
Airport Director	David Hall's passing	Glenn Balliew started 8/26
Public Works Director	Retirement	Alan Griffiths started 9/9
Asst City Manager	Spouse relocated	Angie Whisnant will start 11/4
Finance Director	Spouse relocated	Interviews Held
Fire Chief	Retirement	Advertising
Deputy Police Chief	Retirement	Steve Farnsworth promoted
Assistant Pub Works	Retirement	Advertising

EMERGENCY MANAGEMENT

Included with this Newsletter is a letter from the State of Missouri Emergency Management Association that offers the opportunity for communities to submit grant applications for Hazard Mitigation projects. Examples of Hazard Mitigation projects could include redesign of a street that floods during heavy rains, or increasing the capacity of a drainage pipe to accommodate heavy rains, or the construction of a storm shelter. At the very end of the letter it states that if your community does not have a Hazard Mitigation Plan then you are not eligible to participate. Adair County is the only county in our Regional Planning Commission (RPC) that does not have a Hazard Mitigation Plan, which in turn means that we cannot apply. This is an example of how the Regional Planning Commission and the work they do affect our community.

STREET WORK

The City is pleased to announce the Franklin Street detour from Normal Avenue to Patterson Street is no longer in effect. All traffic lanes are open to the traveling public. This means that the Franklin Street phase II project is just about complete. As of the end of the week the contractor was working on striping, landscaping and cleanup.

Concrete work was also being done on Osteopathy this past week from funds received through the Missouri Foundation for Health grant.

DINNER THEATER

The dinner theater was a huge success. The guest enjoyed the performance and the City was able to break even, which is the goal. Total revenues for the 6 performances (4 with meals and 2 without) were \$3,887 and total expenses were \$3,029.79. The performance was held on two consecutive Thursday, Friday and Saturdays at Jackson Stables. The second Friday night event had garnered the most revenue. Attendees enjoyed the performance. This is a value program that is enjoyed by a variety of community members.

MISSOURI FOUNDATION FOR HEALTH GRANT

The City of Kirksville received a Healthy & Active Communities (H&AC) Grant from the Missouri Foundation for Health in 2010. The goal of this 3 year grant was to increase activity of citizens within our community and promote a healthier lifestyle. The City's grant agreement included striping new hike/bike lanes, repairing existing lanes, building new lanes, working towards a complete street policy, and hosting health-focused community activities. The City repaired existing streets along designated bike routes in year two, but did not have enough funds allocated by the grant to do all requested repairs. In 2013, year three, the City has more funds allocated through the grant than necessary for signage along designated bicycle routes. City Staff received approval from MFH to use the remaining funds after purchase of signage to repair streets along designated bike routes. Currently, Engineering is working with the City's contractor to repair portions of Osteopathy Street, a designated bike route. Included with this Newsletter is an Executive Summary from the Foundation regarding our project.

AT STILL RECOGNITION

The following was taken from a press release issue by the Communications and Marketing Department of A.T. Still University.

"The founder of osteopathy, A.T. Still, MD, DO, made the top 10 list of candidates for induction into the Hall of Famous Missourians. Dr. Still received the second most nominations, but we still need you to cast one last vote to share his legacy permanently at the state capitol. House Speaker Tim Jones has empowered the people of Missouri to decide the next outstanding Missourians to be honored by induction into the hall. Capitol visitors will have the opportunity to cast their votes for the final 10 nominees, and the top two will be inducted into the Hall of Famous Missourians. Voting will conclude Oct. 31, 2013."

Here is the link to vote. Please cast your vote and encourage everyone else to vote.
<http://www.house.mo.gov/FamousMissourianVoting.aspx>. "

ROTARY PARK

We continue to work with the Rotary Park Committee on a couple of additions to Rotary Park. At present, the Committee is focused on completing the Rotary Park sign project.

Since there have been some delays on the bridge, the Committee is still interested in the bridge and wish for the City to budget funds for this project again in 2013. The Chairman is hopeful that the City will commit the same \$6,000 for the bridge requiring the Rotary Club to come up with the balance which is hoped to be less than \$5,000.

PROPANE TANK UPDATE

Included with this Newsletter is a copy of a letter that the Council directed the City Attorney to prepare in response to a request to not allow the placement of a propane tank on property along Northtown Road. It was determined that based upon city ordinance it was determined that the City's ordinance could not be in conflict with state or federal regulations. The propane company has not been made aware of this decision.

Sec. 25-23. Purpose of article.

It is the intention of this article to conform to state and federal regulations, and, in any instance when this chapter shall be in conflict with such state and federal regulations, then the standards of the state and federal government shall be presumed to be the regulations and standards required under this article.

PARKS AND RECREATION UPDATE

The following is an update from Parks and Recreation.

Aquatic Center - The first two blocks of winter swimming lessons and one block of Water Babies were cancelled due to lack of enrollment. Staff has been working on preparing the 2014 budget, and rounding out the expenses for the end of this year. At this time we are planning on doing a few improvements to the locker rooms- such as paint and new plumbing fixtures towards the end of the year. On September 30, Peter's Heating and Air Conditioning was completing their semiannual preventative maintenance check of the Aquatic Center. The technician found that the igniter to the boiler for the indoor pool water has quit. We had the part in stockpile of commonly replaced parts, and the problem was resolved before the water temperature had dropped 2 degrees. It apparently had gone out the same morning. **North Park** - KHS Softball season is almost over. Their last game is October 5. The Fall Adult Softball league did not have enough teams registered for the league to be held. Truman State University had the facility rented for their intramural tournament on September 21-22. The Frats at Bat event was scheduled for September 28, but was rained out. This event will be rescheduled. Kraft Foods has the facility rented for their annual picnic on September 29. As part of the City Wellness program, staff is working to organize a City wide softball/kickball tournament where departments will compete against each other. This will be held on October 12. **Recreation** - The Fall Dinner Theatre, *The Kids Left, the Dog Died, Now What?* Was held September 19-21, and 26-27 at Jackson Stables. We had 255 people attend. This event brought in \$3,887, and expenses were \$3,030 leaving us with a profit of \$857. This is the largest profit we have had with our Broadway in the Park program. Recreation Staff is still working on the planning of the first ever Fall Festival, to replace the Children's Halloween Carnival, on October 26. We have had a great response from the businesses and groups we have contacted for volunteers, and hope to have a great event! The healthy handbook program is getting ready to wrap up. The program ends in October. Those who complete the healthy hand book and take the survey online will be entered in a grand prize drawing! City Council did approve the purchase of playground equipment for Jaycee and North Park. The order for this equipment will be placed this week, and we will be working with Public Works for removal of the old playgrounds.

OSHA TRAINING

A few years ago, the Codes Department found that there was a need for someone to offer mandated OSHA training for contractors. The State of Missouri had made this requirement and without this training, the contractors were not going to be able to work, so the City began offering the classes. The training is now offered online, and most people are completing the requirement this way. The Department has provided a valuable service to many local contractors, but no longer believes it is necessary and therefore will no longer offer the classes, eliminating the need for our staff to retain the appropriate training to conduct the classes.

PSEUDOEPHEDRINE

City Council members were contacted by Jim Gwinner several months ago. Mr. Gwinner was requesting the opportunity to meet with the Council. This is the information that he sent in his email to each of you.

“I work with the Consumer Healthcare Products Association (CHPA). It has come to my attention (via the Kirksville Daily Express) that you are considering action to require a prescription for the sale of medications that contain pseudoephedrine. I would appreciate the opportunity to meet with you prior to any action on such an ordinance in order to fully discuss the issue and offer our opposing point of view. As you know, the state legislature has repeatedly voted against requiring law-abiding citizens to seek a physician’s prescription for these medications. From the reports that I have seen, you have heard from only one side on this matter; that of the proponents of prescription legislation. I respectfully request the opportunity of come to your body and present you with both sides of the issue. In the meantime, I urge you to read the current state law which governs this - <http://www.moga.mo.gov/statutes/C100-199/1950000417.HTM>. The opposition to this policy extends far beyond just our organization. Repeatedly, the Asthma and Allergy Foundation of America, AARP, the ACU and others have expressed their opposition to this proposed policy.”

After meeting with the Council in September, the Council agreed to discuss this more. I want to make sure that the Council understood that Mr. Gwinner would be invited to present and then the Council will discuss whether or not to pursue this at a following study session.

Attachments

- 50 Tips for Elected Officials Article
- Building Permits Report
- City 2014 Holiday Schedule
- Pictures of Aquatic Center Floor
- Emergency Management Letter
- MFH Executive Summary
- Propane Tank Letter
- Fall Festival Flyer
- Regional Planning Commission Membership Meeting
- Invitation from Advanced Disposal
- Kirksville Arts Association Summer on the Square Report

Enclosures

- August Financial Report

50 SURVIVAL TIPS FOR ELECTED CITY OFFICIALS

1. RECOGNIZE THE REALITIES OF PUBLIC SERVICE.

Being an effective elected city official requires much time and effort on your part. Most elected officials, regardless of their form of government, will find they are a public servant full time. Expect to spend a significant portion of your time attending to your duties – attending city council meetings and other meetings, reviewing reports and other materials, meeting with constituents and attending various functions in your official capacity as mayor or council member.

As an elected official, you can expect to be contacted at all hours by citizens – making complaints, seeking assistance and seeking personal favors. Additionally, you can plan to give up certain aspects of your privacy. The elected official truly lives in a fishbowl. Accordingly, your actions, however uneventful they may seem, may be subjected to close public scrutiny. Remember that anything you say or do may appear in the newspaper, the evening news or on the Internet.

2. UNDERSTAND YOUR ROLE AS AN ELECTED CITY OFFICIAL.

It is very important that all city officials, both elected and appointed, understand their roles in the city's organization. You should clearly understand the roles, lines of authority and limitations of the following city officials: the mayor; the city council; the city manager or administrator, if any; the city clerk; the city attorney; and the city's department heads.

3. DO YOUR HOMEWORK.

Follow the Scouting motto: "Be prepared." Read your city's charter or ordinances and written policies, along with any reports that the city staff may provide. In other words, be prepared and informed before making statements, asking questions or voting on an issue.

Be sure to read the agenda packet carefully prior to each council meeting. The agenda generally contains background information on items that are scheduled for consideration at



the next council meeting. Becoming familiar with this information prior to the council meeting should assist you in making more informed decisions at the meeting.

4. FAMILIARIZE YOURSELF WITH AND LEARN AS MUCH AS POSSIBLE ABOUT YOUR CITY'S OPERATIONS.

For example, find out why the city's sanitation charges are so high, why the city's recycling participation rates are so low, and/or how much it costs to repair a sidewalk or a pothole. What about wastewater? Do you know what happens to wastewater when someone flushes a toilet in your city? Is your city's wastewater treatment plant in compliance with applicable regulations?

An examination of the city's budget will identify the city's major sources of expenditures and revenues. The city manager, as well as the city's department heads, can provide valuable information concerning the city's operations.

Finally, learn as much as you can about the important issues that presently affect your city and surrounding areas. Are there problems with crime, traffic or water supply?

5. USE YOUR PERSPECTIVE.

Once you have become acquainted with your responsibilities, it is imperative that your new perspective is utilized to better communicate issues with your constituency. Being a freshman, you may have a better understanding of the citizens' needs and concerns and may be better able to express them.

6. ASK QUESTIONS. DON'T BE AFRAID TO ASK QUESTIONS.

The adage that you learned in first grade, "The only dumb question is the one not asked," is true. Remember that some elected officials may have more experience and might not ask as many questions. Also, other elected officials may have the same questions as you but may not be willing to ask them. Don't let the fear of asking a "dumb" question deter you in your efforts to become a more informed and a more effective elective official.

7. DON'T MAKE PROMISES YOU CAN'T KEEP.

Since legislative decisions require the approval of a majority of the city council, it may be difficult to sell your plan to the numbers of council members needed for passage.

For example, making a promise during the campaign that you will reduce the city's water rates or fire the police chief might help you win the election. However, without the support and affirmative vote of a majority on the city council, such promises may never come to fruition.

8. DON'T TRY TO PLEASE EVERYONE.

It is impossible to please everyone. Accept this fact and move on to more important issues.

9. LEARN YOUR ALPHABET.

Public hearings on such controversial issues as land use or zoning changes will sometimes fill the council chambers with fearful or angry residents who are opposed to the issue under consideration. Some of these residents may be better characterized by an alphabet soup of acronyms, including the following:

- NIMBYS – Not in My Back Yard
- CAVES – Citizens Against Virtually Everything
- BANANAs – Build Absolutely Nothing Anywhere, Near Anything

Please note that the NIMBYS, CAVES, and BANANAs can offer valid concerns, and they also can

conduct research and provide valuable information that can assist elected officials with their decision-making processes. With a little effort, you should be able to recognize the difference between legitimate concerns and irrational fears. Remember that your job as an elected official is to represent the entire city, not just a particular block or subdivision.

10. TRY TO BE AS CONSISTENT AS POSSIBLE IN MAKING DECISIONS.

Consistency is the best policy when making decisions. Be wary of setting precedents and rely strictly on policy.

11. DON'T BE AFRAID TO SAY, "I DON'T KNOW."

Even if you "do your homework" and become familiar with your city's operations, as recommended above, it is impossible to know everything about a city's operations, employees and finances. If a constituent (or anyone else, for that matter) asks you a question and you don't know the answer, have the courage to say so – but offer to find out the answer.

12. PACI-YOURSELF.

It is impossible for you to learn the workings of your government overnight. You may find it difficult to juggle the multiple tasks you have recently inherited, but it is crucial that you allot time in your schedule for studying the issues.

13. ASK FOR OPINIONS AND LISTEN.

Listen to everyone, including your adversaries and those having opinions that differ from yours. Be open to new ideas and suggestions.

14. DRAW THE LINE.

Never let differences of political opinions cross over into personal attacks. Respect the seats your colleagues occupy, and remember they were elected by the citizens.

15. ADHERE TO YOUR CITY'S FORM OF GOVERNMENT.

Don't bypass the system. Know the state law governing your city and/or your city's charter! They are the city's fundamental law.

In Missouri, municipalities have a variety of forms/structures for the local government from council manager to mayor-council to city commissioners.

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Reading and understanding the state law, your city's charter, or ordinances and written policies will help you in determining your role as an elected official. If state law, your city's charter, or ordinances and policies do not provide an administrative role for you in the city's operations, don't meddle in the day-to-day administration of the city.

If your city has a city manager or equivalent, let that individual serve as a liaison between the city's

staff (department heads and others) and the mayor and council. Among the manager's many responsibilities is supervising the city's department heads. This is impossible if the city's department heads and other staff are answering to several bosses (that is, the mayor and council). Therefore, all complaints from the mayor and council should come through the city manager.

If your role is strictly a legislative one, concentrate on setting policy to the best of your ability, and let your

appointed administrative staff perform the jobs that the city is paying them to do, and then hold them accountable.

16. INSIST THAT OTHERS ADHERE TO YOUR CITY'S FORM OF GOVERNMENT.

Don't let others (elected officials, city employees, citizens, etc.) bypass the system. Insist that they adhere to your city's established procedures (regarding complaints, personnel issues, and so on). Additionally, insist that vendors, applicants for employment, etc., adhere to the city's established procedures.

17. RECOGNIZE THE VALUE OF TEAMWORK AND CONSENSUS BUILDING.

City councils whose members work together as a team, respect each other's right to have a different opinion, and "agree to disagree" are probably more effective and can probably accomplish much more than councils whose members spend the majority of their time engaged in grandstanding, fighting and back-slapping. Remember, you are only but one vote; everything depends on teamwork.

An annual planning retreat provides an excellent opportunity for the mayor and council to get to know each other better and, hopefully, build an effective working team. At this time, you can get to know what type of personalities you are surrounded by, extroverts or introverts. This may help explain the different approaches that your colleagues may take when discussing and reviewing an issue. The use of an experienced facilitator during the retreat is strongly recommended.

18. REMEMBER THAT THE COUNCIL SHOULD SPEAK AS ONE VOICE.

The city council possesses its power as a group. Once a vote is taken, the council has spoken. Once a decision has been made by the city council try to be supportive of it, even if you personally don't like the decision.

19. PRAISE IN PUBLIC, CRITICIZE IN PRIVATE.

In order to form great working relationships with the mayor, council, and staff, it is of the utmost importance that you respect them both in public and in private. Don't use the media or public meetings to show disrespect to your colleagues or staff. People are more likely to receive criticism better in private than in front of an audience.

20. GRATITUDE.

Always remember to show your appreciation to your staff for their hard

work and dedication to the well-being of the city.

21. NEVER ENGAGE IN GOSSIP.

Do not allow constituents to approach you with rumors concerning the mayor or council. As the Jewish proverb states, "What you don't see with your eyes, don't witness with your mouth."

22. SET GOALS.

Early in life, we learned the importance of setting goals. We also learned the importance of setting realistic goals. Don't expect to conquer the world overnight. Even after setting realistic goals, you might not achieve anything you set out to accomplish your first year. Consensus building plays a strong role in whether or not you will be able to achieve your political aspirations.

23. TRY NOT TO REINVENT THE WHEEL.

There are actually few new ideas. Your city's most recent innovation has probably already been implemented in other cities. Before beating your head against a wall trying to be creative or innovative, find out what other cities are doing. In addition to learning about other cities' success stories, the "lessons learned" by cities who have experienced problems with various programs or services will be invaluable. Why repeat someone else's mistake, when you can repeat their accomplishments?

24. USE THE RESOURCES THAT ARE AVAILABLE TO YOU.

Don't panic, help is available! There are numerous organizations and agencies offering assistance to local governments (visit www.mocities.org and click on "Member Only Resources").

Of course, the Missouri Municipal League (MML) is available to serve you. MML offers numerous services to member cities: legislative representation, inquiry service and information, a number of valuable publications, and conferences and training opportunities throughout the year (see tip 25). The League also provides a variety of services for the 122 affiliate organizations that represent specific professional disciplines. The MML website (www.mocities.org) and magazine, *The Missouri Municipal Review*, are good sources for information on all of MML's services. MML staff is always ready and willing to assist your city; just call 573-635-9134.

25. RECOGNIZE THE IMPORTANCE OF TRAINING.

Take advantage of the excellent training programs offered annually to elected city officials in Missouri by the Missouri Municipal League—the Annual Conference and Exhibition, the Legislative Conference, the Elected Officials Training Conference, online training and numerous other workshops. New this year, the MML has implemented the Municipal Governance Institute—officials can become certified local government officials in Missouri. These programs provide excellent opportunities for you to network with your peers, exchange ideas, share common concerns, and sharpen your skills as a city official.

Additionally, recognize the importance of training. While state law requires that certain city employees (police officers, firefighters, water and wastewater treatment operators, etc.) receive training annually, most of the available training opportunities for elected and appointed officials are voluntary.

Some elected officials are reluctant for their cities to spend significant resources on training because they fear that their city might become a "training ground" for employees who may leave the city for better paying jobs elsewhere. Unfortunately, this problem does exist. However, the benefits of having a trained, professional workforce cannot be overstated.

26. PRACTICE WHAT YOU HAVE LEARNED.

Once the class is over, take the information you have gained and apply that knowledge to your everyday life. By using the information, you will be able to perform at a higher level, thus demonstrating to others the importance of training for city officials.

27. LEARN FROM OTHER EXPERIENCED OFFICIALS.

Identify an experienced, wise city official (not necessarily from your own city) who would be willing to serve as a mentor. It is strongly encouraged that you form relationships with city officials throughout the state, especially those with similar populations and who are facing some of the same issues that your city faces. It also is important that city officials look to other cities that have accomplished the goals that they are now trying to attain. Receiving quality advice from city officials, regardless of your time in office, could possibly

Rock Hard place.

As water and wastewater problems grow, our local communities are getting squeezed: □ capital improvement projects □ technical challenges □ shortages of licensed personnel □ government regulations □ revenue shortfalls. Missouri's own Alliance Water Resources is a national leader in solving exactly these problems. If you can check any of these boxes, call (573) 874-9080 or visit www.alliancewater.com

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prevent you and your colleagues from making needless errors.

28. REVIEW AND UNDERSTAND THE MISSOURI OPEN MEETINGS AND RECORDS ACT.

If you never understand any other laws, make sure that you are familiar with these two. Under the Open Meetings and Records Act, the general rule is that every regular, special or called meeting of a governmental body, including a city council and most boards and commissions (depending on membership and authority), must be open to the public and comply with all the requirements of the law. Penalties for violating the law range from having the action voided to the imposition of fines.

Under the Missouri Open Meetings and Records Act, the general rule is that any member of the public has a right to access almost all information that is collected, assembled, or maintained by or for a city. The Act applies to all city records, regardless of format, and violations of the Act may invoke criminal prosecution.

For more details, copies of the Missouri Attorney General's Sunshine Law Handbook is available by visiting the Missouri attorney general's website at www.og.mn.gov or by calling Missouri Municipal League at 573-635-0154 and requesting a copy.

29. AVOID THE CONFLICTS OF INTEREST.

Mayors and councilmembers are expected to avoid involvements that put their own personal interests at cross purposes with those of the public. In most cases, good judgment is enough to keep city officials within the bounds of propriety. There are, however, state laws governing the behavior of city officials. Specifically, Chapter 105

Missouri Revised Statutes addresses the issue of conflicts of interest; it will be helpful for you to familiarize yourself with these laws. In addition, a city's charter and/or ordinances may have more stringent requirements.

30. STAY FOCUSED.

Your constituents expect you to perform the job they elected you to do. Do not lose sight of your commitment to your community. You will be bombarded with requests from family, friends, associates and business leaders that may or may not be ethical. However, it is important to remember that the voters trusted you to represent their well-being, and ultimately, you will be the only one who has to answer to your electorate.

31. RECOGNIZE THE IMPORTANCE OF INTERGOVERNMENTAL RELATIONS.

Interaction with other governmental officials at the local, state and national levels can be extremely important to your city. At the local level, it is important that your city communicate with other city and county officials.

Effective communication with state legislators also is important, since the Missouri State Legislature passes numerous pieces of legislation every year that impact local governments. While the Missouri Municipal League has a legislative staff that can give state lawmakers the facts about how an issue will affect cities, it is from you, a fellow elected official (and their constituent), that legislators learn how proposed legislation might affect the citizens back home.

How can city officials lobby effectively with their state legislators? While personal interaction is usually the best approach, it is often difficult to personally meet with your legislator

during the legislative session. However, telephone calls, emails and letters are effective methods of communicating with your legislators.

32. COMMUNICATE! REMEMBER, COMMUNICATION IS THE KEY TO ANY HEALTHY RELATIONSHIP.

Don't be afraid to express your concerns or feelings regarding an issue. However, when speaking to others, always remember to be polite. Like the saying goes, "You can catch more flies with honey than you can with vinegar."

33. DON'T FORGET YOUR CONSTITUENTS.

Once upon a time, you were a constituent. It is important that you remember the level of respect you demanded as a voter. Your constituency expects you to understand their problems and issues and to be genuinely concerned about their well-being. Never forget who put you in office, because they will not forget you on Election Day.

34. LIVE UP TO YOUR OFFICIAL RESPONSIBILITIES.

Since being elected to office, you probably have gained a better appreciation for those who serve. Attending every event you are invited to may be impossible. It is, however, strongly suggested that you attend every council meeting scheduled during your tenure.

35. SEEK FEEDBACK FROM CONSTITUENTS.

Remember to seek out answers from your constituents by making personal calls, attending backyard barbecues and community picnics, and/or making house calls. They expect you to vote to protect their community for generations to come.

36. CONTACT INFORMATION.

Let your constituents know the best means of contacting you (e-mail, social media, snail mail or phone). Always remember that you were elected to represent the public, rather than to hide from them.

37. ALWAYS RESPOND TO THE VOTER.

As an elected official, it is your responsibility to respond to any phone calls, letters, emails or other forms of communication you may receive from your constituents. It may be time consuming, but in the end, the voters will applaud you for your effort and your willingness to attend to their needs and concerns.

38. NEVER LET THEM SEE YOU SWEAT.

At some point during your term, you may find yourself being attacked by the citizens, business community or reporters. But remember, it is always better to take the high road. As a public official, you have become a role model for your entire community. You should remain level-headed at all times. People are watching, and that includes the future leaders of your community.

39. WHEN IN DOUBT, GO FOR MODESTY.

According to Webster's Dictionary, "modesty" means "freedom from conceit or vanity." The people elected you as mayor or to the city council because they felt a connection to you and your vision for the city. If they perceive that you have changed and your behavior is no longer in line with your performance as a candidate, they may lose faith in you. You may possibly become just another "politician" in their eyes and not the public servant they elected. When serving the people, always remain a humble servant.

40. BE SPECIFIC.

Once you have learned the issues affecting your city, it is your responsibility to articulate the needs of the city to your state legislators. It is important that you help them to understand where your city stands on each individual issue so that they may vote or act accordingly.

41. IT'S NOT ABOUT GETTING EVEN!

Remember that speeding ticket you received prior to taking office? Well, this is not the time to get even. Do



not use your role as an elected official to make political or personal attacks on anyone you feel wronged you before or after taking office.

42. REMEMBER WHY YOU RAN FOR OFFICE AND WHOM YOU SERVE.

Remember to not get caught up in all the hype. As an elected official, your sole responsibility is to serve the people to the best of your ability. You obviously ran for office because you believed that you had something good to offer to the people. Now that you're in office, the people expect you to work solely for the betterment of their community.

43. ACT IN AN ETHICAL MANNER.

Many elected officials are confronted with ethical dilemmas daily. To help you have a better understanding on what approach is best taken when facing these sometimes unavoidable situations, resources are available on the MML's website at www.mocities.com. MML also has an online class available called Ethics Training For Local Government. (www.mocities.com/?page=online-training).

44. DO THE RIGHT THING.

Always strive to do the right thing, regardless of popularity. Remember, that which is right is not always popular, and that which is popular is not always right.

45. CONSULT WITH AND FOLLOW THE ADVICE OF THE CITY ATTORNEY.

We cannot overemphasize the importance of talking to your city attorney before addressing the complex issues impacting your city.

46. WORK WITH YOUR MEDIA OUTLETS.

Inform the newspaper and other media of every possible thing you are doing, and get their feedback and input.

Invite them to your work sessions, and include them in the decision-making, if they are a part of it, they can't complain.

47. CHOOSE ONLY A COUPLE OF THINGS TO WORK ON AT A TIME.

Do them well, but have only a few major initiatives at a time.

48. BE A LEADER, NOT JUST A POLITICIAN.

Remember the adage, "A politician looks to the next election, a leader looks to the next generation."

49. RECOGNIZE THAT CONTROVERSY IS INEVITABLE AT TIMES.

How you choose to deal with controversy will be an important measure of your effectiveness as an elected official. Remember to focus on the real issues, and do not make promises that you cannot keep.

50. TRY TO HAVE FUN!

Public service is hard work, but there are no rules against having a good time. Make a concerted effort to enjoy your term in office. Otherwise, it may be the longest period of your life. Try to maintain your sense of humor, and don't take yourself too seriously. Additionally, take pride in the fact that you will have a hand and a voice in the future development of your community. There is no greater reward in public service than knowing that you helped to make a difference in your city!

Naturally, 50 tips can't begin to address all the important information necessary for elected city officials in Missouri to know. To provide much more detail, MML has a Manual for Newly Elected Officials available at no cost to members. To access this valuable resource, visit www.mocities.org (click on "Publications," and click on the red link next to Manual for Newly Elected Officials to download the bulletin. Member login is required.)

This article is reprinted, with slight modifications, with permission from the Georgia Municipal Association and the Texas Municipal League. It most recently published in the June 2012 issue of Texas Town & City.

AIRPORT PASSENGER NUMBERS FOR SEPTEMBER

Month	Scheduled Flights	Actual Flights	Deplaned Passengers	Enplaned Passengers	Number of Passengers per Day	Passengers Per Flight
Sept-12	174	165	449	469	32.79	5.56
Sept - 13	180	179	481	492	32.43	5.44

SEPTEMBER BUILDING PERMITS

The following is a listing of new construction in Kirksville for the period September 1, 2013 through September 30, 2013:

Date: September 6, 2013
 Owner: Mahalo Residential, LLC
 Use: Single Family
 Address: 410 N. Davis
 Permit No.: 7967
 Const. Co.: F & H Homes

Date: September 9, 2013
 Owner: Jim Lyon
 Use: Storage
 Address: 2201 S. Jamison
 Permit No.: 7968
 Const. Co.: Morton Buildings

Date: September 24, 2013

Owner: Gary Rogers
 Use: Single Family
 Address: 508 W. Walker
 Permit No.: 7973
 Const. Co.: Self

Date: September 26, 2013

Owner: Mark Lay
 Use: Single Family
 Address: 2318 E. Illinois
 Permit No.: 7975
 Const. Co.: Terry Helton

Date: September 27, 2013

Owner: Randy Powell
 Use: Single Family
 Address: Addition – S/F
 Permit No.: 7976
 Const. Co.: Greg Howard Construction

Date: September 30, 2013

Owner: Anna Miller
 Use: Single-Family
 Address: 2309 Medinah
 Permit No.: 7981
 Const. Co.: Larry Hays Construction

2014 Holidays

General Employees

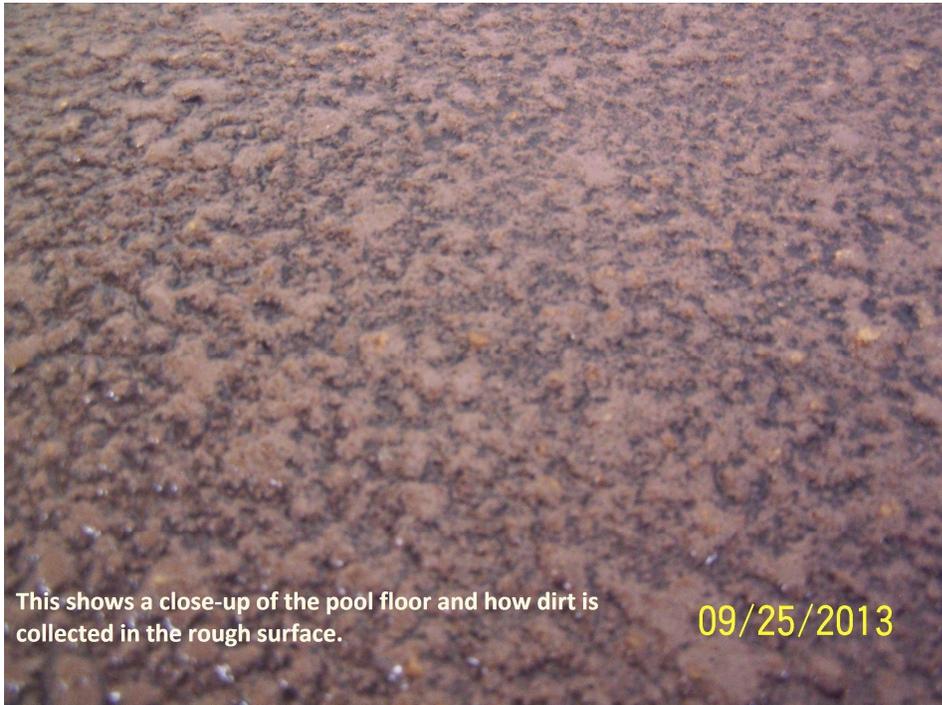
1. *New Year's Day – Wednesday, January 1*
2. *Martin Luther King Jr. Day – Monday, January 20 – **No council meeting***
3. *President's Day – Monday, February 17 – **No council meeting***
4. *Memorial Day – Monday, May 26*
5. *Independence Day – Friday, July 4*
6. *Labor Day – Monday, September 1 – **No council meeting***
7. *Veteran's Day – Tuesday, November 11*
8. *Thanksgiving – Thursday, November 27*
9. *Thanksgiving Friday – November 28*
10. *Christmas eve – Wednesday, December 24*
11. *Christmas Day – Thursday, December 25*

Fire union Employees

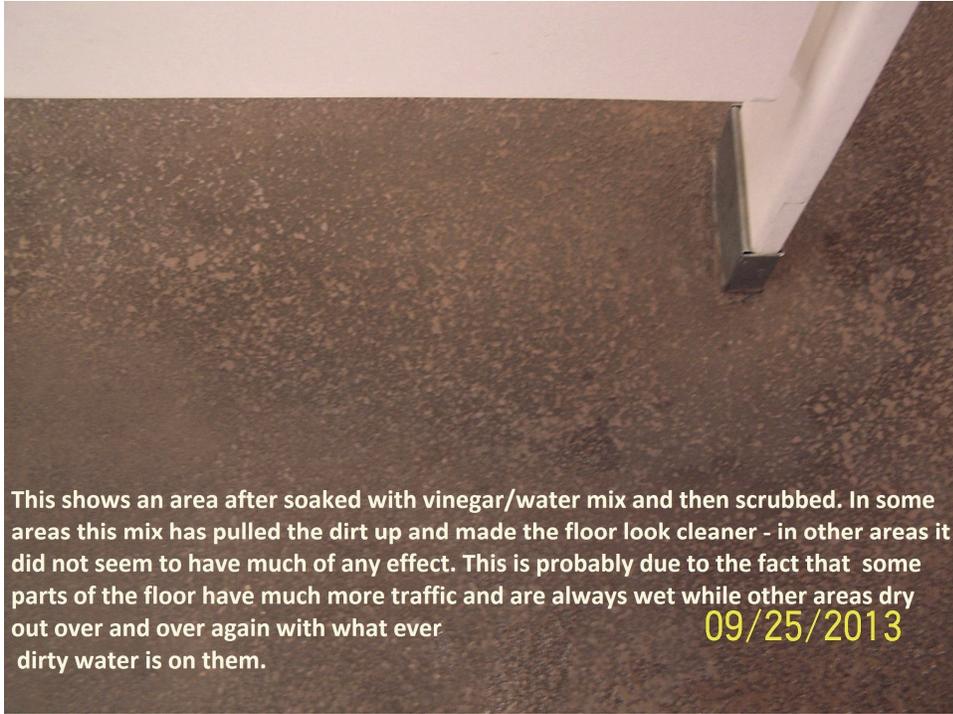
1. *New Year's Day – Wednesday, January 1,*
2. *Martin Luther King Jr. Day – Monday, January 20*
3. *Washington's Birthday – Monday, February 17*
4. *Truman's Birthday – Thursday, May 8*
5. *Memorial Day – Monday, May 26*
6. *Independence Day – Friday, July 4*
7. *Labor Day – Monday, September 1*
8. *Patriot's Day – Thursday, September 11*
9. *Veteran's Day – Tuesday, November 11*
10. *Thanksgiving – Thursday, November 27*
11. *Christmas Day – Thursday, December 25*



This close-up shows just how rough the surface of the floors are. To remove the dirt once it is loosend from the floor it really needs to be vacuumed or high pressure washed. 09/25/2013



This shows a close-up of the pool floor and how dirt is collected in the rough surface. 09/25/2013



This shows an area after soaked with vinegar/water mix and then scrubbed. In some areas this mix has pulled the dirt up and made the floor look cleaner - in other areas it did not seem to have much of any effect. This is probably due to the fact that some parts of the floor have much more traffic and are always wet while other areas dry out over and over again with what ever dirty water is on them.

09/25/2013



This area was soaked with bleach for 30 minutes and then scrubbed. The dirt and the paint became lighter but it did not seem to remove any dirt.

Jeremiah W. (Jay) Nixon
Governor

Jerry Lee
Director of Public Safety



STATE OF MISSOURI

EMERGENCY MANAGEMENT AGENCY

Timothy A. Dierker
Acting Director

DEPARTMENT OF PUBLIC SAFETY
PO Box 116, Jefferson City, Missouri 65102
Phone: 573/526-9100 Fax: 573/634-7966
E-mail: missouri@sema.dps.mo.gov



September 30, 2013

Mayor Richard L. Detweiler
City of Kirksville
Adair
201 S. Franklin
Kirksville, MO 63501

REC'D OCT 2 - 2013

Dear Mayor Detweiler:

Due to the severe storms, straight-line winds and flooding that occurred between August 2, 2013 and August 14, 2013, the State of Missouri requested and received a federal disaster declaration (FBMA-DR-4144-MO) on September 6, 2013. As a result of the disaster declaration, the State of Missouri will receive post-disaster Hazard Mitigation Grant Program (HMGP) funds to distribute to eligible applicants to complete eligible mitigation activities.

We are currently soliciting Hazard Mitigation project proposals from all counties and corresponding jurisdictions. Hazard Mitigation projects must (1) independently solve a problem, (2) be cost-effective per the Federal Emergency Management Agency's (FEMA) benefit cost analysis software, and (3) be environmentally sound per FEMA's review process, to potentially receive funding. Due to the type of hazard that resulted in the disaster declaration, priority will be given to projects involving mitigation providing damage reduction and life safety from flooding. Based upon past experience, we anticipate a higher demand for HMGP funds than will be available. Examples of eligible project types include, but are not limited to, residential buyouts, residential elevations, replacing low water crossings, tornado safe rooms, and other minor flood control projects. Examples of ineligible project types include purchase of equipment or studies. HMGP projects are funded at 75% Federal share. A 25% non-Federal match share is required.

Upon receipt of project proposals, we will review the information provided for eligibility. If the proposed project is deemed potentially eligible for HMGP funding and enough funding is available, we will ask for additional information and a complete application. Therefore, if you are interested in applying for HMGP funds for a Mitigation project that you believe is cost-effective, environmentally sound, and independently solves a problem, please complete and return an HMGP Notice of Interest form by Friday, November 1, 2013. The HMGP Notice of Interest form is available on the SEMA Mitigation website at http://sema.dps.mo.gov/programs/mitigation_management.asp. Note, your jurisdiction is **not required** to participate in this grant program funding opportunity.

Also note, your jurisdiction must have a current Local Hazard Mitigation Plan that has been adopted by your jurisdiction and approved by FEMA to be considered eligible for hazard mitigation funding. If you are unsure of your Mitigation plan status, a map and listing are also available on the SEMA Mitigation website. Your jurisdiction must also be in good standing in the National Flood Insurance Program to be eligible for potential funding for flood mitigation projects.

If you have any questions regarding this letter, please contact Ron Broxton, State Hazard Mitigation Officer at (573) 526-9375 or ron.broxton@sema.dps.mo.gov.

Sincerely,

Handwritten signature of Charles R. May.

Charles R. May, Chief
Recovery Branch



A Nationally
Accredited
Agency

MFH Partnership Survey

Get Active Kirksville

SUMMARY OF FINDINGS

SEPTEMBER 2013

Executive Summary

As a part of the Healthy and Active Communities initiative, grantees developed active collaboration with multiple stakeholders across sectors. Collaboration is important because it can enhance and sustain the effects of community health interventions.

The Center for Public Health Systems Science at Washington University administered surveys to evaluate partnership networks, in order to assist the grantees supported by the Missouri Foundation for Health in assessing the existing relationships within their community. Key partners affiliated with MFH-supported grants were invited to complete an online survey regarding their roles, types of contribution, and levels of interaction with other partners. These data were used to create network maps to allow grantees to learn more about their partnerships and the current state of their community networks. In 2013, four additional questions were included to describe what the grantee's partners think about Get Active Kirksville's functioning, value, and success.

The following report provides a summary of the findings from the 2013 survey conducted with partners from Get Active Kirksville and compares results from the 2012 partner networks.

Findings

- 7 of 8 partners representing 5 organizations from Get Active completed the survey in 2013. 7 of 8 partners also completed the survey in 2012.
- 7% of partners communicated on a monthly basis, 40% communicated weekly, and 53% communicated daily.

- On average, individuals surveyed were connected to 4 of 8 partners, compared to 5 of 8 last year.
- 43% of partners feel that bringing together diverse stakeholders contributes to Get Active's success.
- On average, partners reported active collaboration with 6 other partners related to obesity prevention. Last year, the average was 5 partners.
- 58% of partners were fully linked, the strongest type of relationship. Coordination and cooperation were reported by 11% and 32% of partners, respectively. Previously, 33% of partners were fully linked.
- Many partners are involved with policy change in Kirksville. 8 of 8 partners were identified as important for policy change. One partner was identified 5 times.

Moving Forward

This network report will allow Get Active Kirksville to evaluate the roles and positions of community participants as well as the strength of connections among partners. Get Active Kirksville should use this report to inform future collaboration with partners as they work to improve health in their community.

Key questions to consider:

- Do we have the right balance of sectors represented?
- Are there key areas that are missing partner contributions?

Farr, Hickman & Slavin

ATTORNEYS AT LAW
101 W. ILLINOIS STREET
P.O. DRAWER J
KIRKSVILLE, MISSOURI 63501-1086

HARRY C. FARR (1946-1993)

HOWARD M. HICKMAN
JOHN C. SLAVIN

660.665.7224
FAX No. 660.627.4660

September 30, 2013

Via Fax to 660-250-0703

Tucker Ramsay
P.O. Box 1044
Kirksville, MO 63501

Re: Propane Issues

Dear Tucker:

This letter will confirm our phone conversation earlier today regarding this matter.

The Council has looked at both Section 25-23 and Section 25-29. In light of the language contained in Section 25-23, the Council believes the distance requirement contained in Section 25-29 is not in conformity with state and federal regulations, and therefore will not impose the distance requirement contained in Section 25-29. As such, this determination will allow the proposed installation to proceed.

As an aside, it is my understanding that the Executive Director of the Missouri Propane Gas Commission reviewed our relevant code provisions and opined that he did not see anything in the City Code that would prohibit the installation.

Please call me if you have any questions.

Very truly yours,

Howard M. Hickman
HMH/ckb

cc: Mari Macomber & Brad Selby

NEW
in 2013!
Fall Festival
Replacing the Children's Halloween Carnival

**Saturday,
 October
 26th
 4pm-6pm**

**MOVIE IN
 Hocus Pocus
 at dusk
 THE PARK**

Your name could be here • Your name could be here •
Thank you!
 name could be here • Your name



Your name could be here •
Thanks!
 Your name could be here •
 Your name



Your name could be here • Your name could be here •
 Your **Thanks** name
for helping out!
 could be here • Your name could be here •



**ROTARY
 PARK
 AND AMPHITHEATRE**



Your name could be here • Your name
Heaps of thanks!
 could be here • Your name



Your name could be here •
**Thanks
 a bunch!**
 Your name could be here • Your

**Join us for
 a day full
 of games,
 treats,
 crafts,
 vendors,
 and
 bushels of
 family fun!**



Your name could be here • Your name could be here •
 Your **Thanks** name
 could be here • **to our** Your
partners!
 name could be here •
 Your name could be



**Line
 Dancing
 Lessons
 by
 NEMO
 Country
 Dance
 Club**

Your name could be here •
 Your **Thanks** name could be here •
 here • **a** Your name could be here •
 be **ton!** here •
 Your name could be



**Kirksville
 PARKS
 and Recreation**
 Phone: 660-627-1485
 Website: www.kirksvillegity.com
 Email: riharden@kirksvillegity.com



OPEN PUBLIC MEETING NOTICE

Fall

GENERAL MEMBERSHIP

Wednesday
October 30th, 2013

*Northeast Missouri Regional Planning Commission/
Rural Development Corporation*

Doors Open @ 5:30

Meal Served @ 6:00

Membership Meeting @ 6:30

*Region "C" Solid Waste Management District Council
Meeting immediately following Membership Meeting*

Executive Board

*Jim Werner—Chairman
Chipper Harris—Vice Chairman
David Strickler—Secretary
Stanley Pickens—Treasurer
Curt Platz
Wayne Blum
Paul Brotherton
Wayne "Fid" Murphy
Doc Foster
Evan Glasgow
William Rechenberg*



**Where:
VFWS Hall
123 West Monroe
Memphis, MO
RSVP to: 660-465-7281**





FILL UP ON FUN!

**MAPLE HILL LANDFILL OPEN HOUSE
SATURDAY, OCTOBER 12TH FROM 10 A.M. TO
2 P.M.**

Join us for a fun-filled day at Maple Hill Landfill. Learn about the science behind landfills and how you can positively impact the environment. Plus, we'll have landfill tours, educational presentations, activities for the kids, food, and the chance to see Advanced Disposal trucks and equipment up close. Don't miss the fun! Please RSVP by Wednesday, October 9th.

**Maple Hill Landfill • 31226 Intrepid Rd. Macon, MO
63552
(800) 778-7652**

Executive Board

President
Arlotta Nelson
Vice President
Aminda Langerloerler
Secretary
Karen Mayhew
Treasurer
Don Beard

Board of Directors

Nancy Burns
Nettie Carpenter
Linda Colton
Marie Di Stefano
Janet Hawkins
Sharna Pritchard
Kathy Rieck
Sue Ross
Steven Russian
Samantha Shelley
Linda Treasure
Wally Trosen
Stevie Burk Wittell

Ex-Officio

Wayne Yanda

September 17, 2013

Mari Macomber
City of Kirksville
201 S. Franklin
Kirksville, MO 63501

REC'D SEP 19 2013

Dear Mari,

I thought that you might be interested in the following statistics for artists and individuals served within the community for Kirksville Arts Association Summer on the Square Series. That information is:

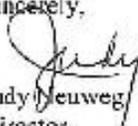
Total Artists entertaining	135
Children in Attendance	170
Adults in Attendance	3294

A total of 24 volunteers and a committee of 2 also spent more than 82 hours planning and executing these concerts.

Kirksville Arts with support from the Missouri Arts Council, Pepsi Cola Memphis Bottling Co., City of Kirksville, Northeast Regional Medical Center, Chariton Valley Association, Du Kum Inn, and the Adair County Commissioners offered this concert series to our community and surrounding areas for a total of 13 Friday nights. Media and air coverage from KIRX, Inc. and KTVO was just great and the Adair County Commissioners were again very gracious.

Planning is already underway for the concert series of 2014, and we look forward to continuing our partnership with an even more successful season.

Sincerely,


Judy Neuweg
Director



KIRKSVILLE
ARTS CENTER