

CITY OF GREENFIELD

MAYOR Brock Meyer

WARD 1 Kari Varble / Kory Chapman

CITY CLERK Debbie Hunt

WARD II Tate Custer / John Thien

CITY TREASURER Cathy Schirz

WARD III Terry Plogger / Jeremy Conrad

City Council Meeting

Agenda

November 13, 2025

7:00 P.M.

- I. Recognize Visitors - Ben Spreen, Sherrie White*
- II. Minutes*
- III. Treasurers Report*
- IV. Bills*
- V. Police / Water / Street Dept. Reports*
- VI. Old Business*
 - A. Notary*
 - B. Employee Appreciation*
 - C. City Shed Roof*
 - C. Employee Handbook*
 - D. Christmas in Greenfield*
 - E. Sewer Upgrade Progress*
 - F. Building Inspector Position*
 - G. Peddler Ordinance*
 - H. Flock Donation (Morrow Brothers)*
 - I. Police Policy Manual*
- VII. New Business*
 - A. Police Academy Candidate - Terrance Dushaun*
 - B. Sewer Project Change Order*
 - C. Bowman/Taylor Drainage*
 - D. Live Nativity at the Lake*
 - E. Christmas Light Contest*
 - F. Resignation/Appointment for Ward II*
 - G. Food Pantry/Friend in Deed Donation*
 - H. Decorating the Square*
 - L. TIF District*
 - M. Police Officer 3 year contract*
 - N. Holiday Shifts*
 - I. Police Department - Discussion/Action regarding PD purchases for operation/maintenance*
 - J. Street Department - Discussion/Action regarding SD purchases for operation/maintenance*
 - K. Water/Sewer Department - Discussion/Action regarding W/S purchases for operation/maintenance*
 - O. Pride of Greenfield*
- VIII. Correspondence*
- IX. Round Table*
- X. Executive Session*

CITY COUNCIL MINUTES OCTOBER 9, 2025

The Greenfield City Council met on Thursday, October 9, 2025 at 7:00 pm. Mayor Brock Meyer, Clerk Debbie Hunt, and Treasurer Cathy Schirz were present along with Aldermen Plogger, Thien, Conrad, Chapman, and Alderwoman Varble (who was detained for about 15 minutes from the start of the meeting)

Street Superintendent Michael Easley, Police Chief Nate Alderfer, and Water Superintendent Todd Custer were present to give department reports.

Visitor Ben Spreen was present from Benton Engineering, Inc to report on the sewer grant. Visitors from the community were Joe and Linda Blake, Lauren Sprung and Whitney Gordon from the GRP.

Mayor Meyer led the Pledge of Allegiance.

Ben Spreen was recognized and he presented a Change Order, reducing the cost by \$47849.50. Open trenching has saved money and the installation method is the only aspect of change. A motion was made by Conrad to accept the change order, seconded by Chapman. Motion carried all voting aye. Spreen also submitted a pay request in the amount of \$465,989.99. The project is approximately 50% complete. Schirz mentioned that the pay request will not be processed until funds are received from the reimbursement request from the first payment. A motion was made by Conrad to pay the submitted request upon receipt of the reimbursement, seconded by Plogger. Motion carried all voting aye. The media replacement has been approved at the water plant, and Custer can proceed when ready. The OSLAD grant has been submitted and the grant awards will be announced in late January to early February.

The GRP was recognized and Sprung told the council that the "Sample" building has now been transferred to the GRP. \$100,000 has been invested into their other building. Grants are being pursued to remove the old building (with plans to donate the lot to the Library for expansion), and to continue improvements to the building on the NE corner of the square. They are currently seeking funding from Ameren and DOT funds. Representatives Jill Tracey and CD Davidsmeyer will be meeting with the GRP on October 28, and Mayor Meyer was asked to attend.

Joe Blake reported that kids at the campgrounds have been misusing the pickle ball net. Mayor Meyer suggested that a camera may need to be installed to monitor activities around the pavilion. Blake stated that the facilities at the lake have not been getting cleaned. There are several trees that need to be trimmed. He asked about the lake closing and was told that, weather permitting, the sites will be winterized on Monday November 3rd. He was told that he could book camping the 1st and 2nd but he would be out of town. It was recommended that if he is not going to be around, then he should shut down the camping reservations on the 31st on October. He also asked if he could let hunters camp without amenities, and was told that has been allowed in the past and can continue if Blake wants to monitor.

A motion was made to accept the minutes by Conrad, seconded by Plogger. Motion carried all voting aye.

A motion was made to accept the treasurers report by Conrad, second by Thien. Schirz reported that the Water Deposit CD will mature next week. She also re-iterated that the city does not have the \$465,000 payment for the sewer project request, until she receives the re-imbusement for the

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last payout of \$309,000. Motion carried all voting aye. Conrad made a motion to renew the CD, seconded by Chapman, motion carried all voting aye.

A motion was made by Varble to pay the bills, seconded by Plogger. Motion carried all voting aye.

Custer reported that a lot of hours have been spent completing locates for the sewer project and for the fiber optic installation. The basin has been cleaned and he has ordered the anti-freeze to winterize the campgrounds. He is planning to test for his water operator's license in December.

Easley reported for the street department. He told the council that he needs to purchase new tile for the drainage that needs to be installed along the property owned by KW Bowman and Bruce Taylor. This is to replace city owned storm drainage tile that drains into the city dropbox; currently old clay tiles that have deteriorated and not functioning as needed, which is causing flooding on the resident's properties. He feels that 10" tile will be sufficient for the project. Easley also needs to have the 2008 Truck worked on, feels that the front end needs rebuilt before it can push snow this year.

Alderfer reported that Baird has completed his transition training, but he is taking a job with the county. Alderfer has been working on the police manual, updating policies and correcting the information to adapt to the city's code. It is a digital copy so he will forward to all the aldermen and alderwoman for approval before adopting. It has been a challenge working on the schedules since Baird will no longer be on as a full time officer but is managing and trying to make sure that shifts are covered for crucial times, such as school hours and weekend nights. Elliott has told him that he is willing to cover when needed, and Alderfer was instructed to use part-timers and then fill in with overtime hours. Carrollton has a car for sale for \$10,000. It can be wrapped for \$1500 and will need a radio and radar. He has checked with Morrow Bros and they would install at no charge. Dash cams are not a requirement so those would not necessary. He has reserved a spot at the full time academy, and this can be cancelled with no cost if the city decides to not follow thru with another recruit for a full time officer. The academy will start in January and graduation would be in April. The cost would be \$7400. He would like to ask Matt Mettenburg about housing strays – and will check on what this will cost. He is currently creating an inventory of everything associated with the Police Department. He would like to participate in the Trunk or Treat; he was instructed that he can purchase candy at the Family Dollar and spend \$200.00. Would like to have a police email address and Hunt will contact C&C consulting to get that set up. He is cleaning up the roster and trying to create a roster that is functional, listing only officers that will take part-time shifts. He will try to research the costs/grants for an AED for the concession stand and at the campgrounds.

OLD BUSINESS

A. Notary

The city would benefit from having an in-house notary. Varble will follow up and serve as city Notary.

B. Employee Appreciation

The menu was discussed and it was decided to stay with the menu from last year. Varble will take care of desserts. The mixer will begin at 5:30, and the meal will be served at 6:30. Alderfer

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was given the list of from last year and hours works by part-time officers for determination of employee gift cards.

C. City Shed Roof

Tabled

D. OSLAD Grant

The application has been submitted and the topic was discussed briefly at the beginning of the meeting. Awards will be announced in late January or early February.

E. Sewer Grant Progress

Spreen reported on the progress earlier in the meeting. A change order was approved; a pay request submitted, and it is reported to be at 50% completion.

F. Building Inspector Position

Plogger reported that his brother, TJ Plogger worked for a licensed inspector and would be interested in this position on an as needed basis. It will be researched what is involved in creating a checklist for inspections. It was decided that \$250 per inspection would be the fee paid for this service.

G. Peddler Ordinance

The information given to Hunt from the attorney and Goode, was derived from Carrollton Code but was not an ordinance. She attempted to create an ordinance for the city, using information pulled from the Carrollton Code, along with a model ordinance from the internet. She gave a copy to Alderfer to review, and asked that each alderman come back to the table next month with any correction/clarification/additions. Alderfer will also create registration and permitting requirements that will help keep the city residents protected from scams and unwanted contact.

H. FLOCK Donation (Morrow Brothers)

Alderfer will follow up with Morrow Brothers to see if they will donate to the FLOCK camera system as they have in the past.

NEW BUSINESS

A. Office Cleaning Position

Sierra Conrad wants to continue the Police Department and City Hall, and will finish out the year at the lake, but does not want to continue with the campgrounds after this season. A cleaning list will be created and she will turn it in, signed and dated each time she cleans.

B. Ordinance Update

The Alley Ordinance was not officially accepted, due to some changes in the wording. Hunt had corrected, per Goode's request. The second reading of Ordinance 2025-18-7 was completed. A motion was made to accept the ordinance by Conrad, seconded by Chapman. Motion carried all voting aye.

C. Employee Handbook

Schirz reported that the employee handbook is verbatim to chapter 12 of the ordinance book but changes will need to be made to incorporate changes when the code was amended in 2024. Sick time vs. discretionary time needs to be clarified and defined; all changes need to be adopted, accepted, and then adhered to, no matter the circumstances according to the city attorney. There was discussion about getting Custer some help in place, so he can use his time off benefits. New handbooks should be written, signed off on, and agreed to with the employees that are currently employed, and for future hires. This will need to be handled with a special meeting as it will require substantial time for the review and rewrite. A motion was made by Conrad, seconded by

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Plogger, to amend Chapter 12 of the ordinance book and to bring the Employee Handbook into compliance with the ordinance amendment. Motion carried all voting aye.

D. Christmas in Greenfield

Hunt asked for an advertising budget. It was set at \$200. Activities on the square will begin at 6:00 pm, Santa will arrive at 6:30. Nate will assist Santa with token gifts for the kids from Santa. A budget of \$250 was set for the trinkets that will be given to the children. The street department will take care of decorating the square. Hunt will ask them to also get the signs put out and will coordinate with various businesses to make the celebration inclusive of any of the merchants that want to participate.

E. Veterans Day Program

David Bishop will continue to organize this event. Jerry Meyer will be the keynote speaker.

F. Police Policy Manual

Alderfer has been working on this and will forward a digital copy to the council for review before adopting.

G. Purchase New Vacuum

A budget was set at \$150 to purchase a new vacuum for city hall. Conrad will select and get it ordered.

H. Sewer Project Pay Order

This topic was discussed earlier in the meeting, and a motion was made by Conrad to pay the submitted request upon receipt of the reimbursement, seconded by Plogger. Motion carried all voting aye

I. Police Department – Discussion/Action regarding PD purchases for operation/maintenance Budgets for Trunk or Treat and Christmas in Greenfield were approved. The purchase of a used Police car from Carrollton is tabled, pending an inspection by Morrow Bros.

J. Street Department– Discussion/Action regarding PD purchases for operation/maintenance Easley submitted the cost of the 10” tile needed to fix the drainage at the Bowman and Taylor residences: \$1207.50 Taylor and \$1846.00 Bowman. There was discussion about the probability of this being a city expense. It was decided to purchase the materials. The labor will be done by the street department, and there will be additional cost for re-seeding the properties after the work is done.

K. W&S Department– Discussion/Action regarding PD purchases for operation/maintenance There were no requests submitted for consideration, with the exception of the purchase of anti-freeze for winterization at the lake, and that product has been ordered.

L. Jayhawk

A motion was made by Conrad to renew the contract with Jayhawk for water billings, seconded by Varble. Motion carried all voting aye.

M. PD-Trunk or Treat

Alderfer was given a \$200 budget to purchase candy and is going to participate in Trunk or Treat on the square. Last year, the street department was also included in the activity.

N. Pride of Greenfield

The October-November Pride of Greenfield will be Rich and Penny Roberts-Randell.

CORRESPONDENCE

A complaint filed by the health department at a Greenfield residence will be followed up on. Mayor Meyer will reach out to the permitting request from Verizon for equipment

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modifications. A letter was read from Cody Johnson Logging Company and from Arena Renewables Solar Company, both soliciting land purchases.

ROUNDTABLE

Schirz explained the snapshot of finances that she provided. The second installment of real estate taxes has been received in the amount of \$43,000. She questioned why the water locates are not being mapped. It appears that no one knows how to use the equipment. Conrad will discuss the matter with Custer. Additional discussion centered around getting the water department overtime hours minimized. Coonrod could pick up some of the hours for the water department. Conrad mentioned that the city will need to start looking at Russell's retirement that is approaching and finding an employee to replace him on the street department. Health insurance coverage was discussed briefly.

Thien made a motion to adjourn.