

**REGULAR SESSION**  
**City Hall – 205 North Main Street**  
**6:00 p.m.**  
**March 18, 2019**  
**Tentative Agenda**

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Public Participation with Council \*\*\*** (*Individuals addressing the Council are asked to step to the microphone and clearly state their name and address before speaking. Five minute time limit – see back of agenda for rules*) \*\*\*
4. **Consent Agenda** (*Any member of the Council, staff or public may ask for an item to be taken from the consent agenda for discussion and separate action on the regular agenda.*)
  - a. Motion to approve the Minutes of the March 4, 2019 Regular Session
5. **City Manager’s Report**
6. **EDOC / Terry Rumery Update**
7. **Unfinished Business**
  - a. *Audit Presentation* – Mike Williams, Hochschild, Bloom & Company LLP
8. **New Business**
  - a. **Full Reading Bill 2019-10**, AN ORDINANCE AUTHORIZING THE CITY OF CAMERON ACCOUNTING STAFF TO WRITE-OFF UNCOLLECTIBLE UTILITY ACCOUNTS FOR THE CITY OF CAMERON, MISSOURI (attached)
  - b. **First Reading Bill 2019-11**, AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI AMENDING SECTION 6-115, DRINKING IN PUBLIC ALLOWED OF ARTICLE V, ALCOHOLIC BEVERAGES OF CHAPTER 6, LICENSES AND BUSINESS REGULATIONS OF THE CITY OF CAMERON CODE (attached)
  - c. **Resolution 2019-5**, A RESOLUTION OF THE CITY OF CAMERON, MISSOURI, IN SUPPORT OF HOUSE BILL 241 OF MISSOURI’S 100TH GENERAL ASSEMBLY (attached)
  - d. **Resolution 2019-6**, A RESOLUTION AUTHORIZING THE CITY CLERK OF THE CITY OF CAMERON, COUNTIES, MISSOURI TO DESTROY CERTAIN RECORDS IN ACCORDANCE WITH APPLICABLE RETENTION SCHEDULES (attached)

9. **Public Participation with Council \*\*\*** (*Individuals addressing the Council are asked to step to the microphone and clearly state their name and address before speaking. Five minute time limit – see back of agenda for rules*) \*\*\*

10. **Miscellaneous Comments from Staff**

11. **Miscellaneous Comments from Council**

12. **Executive Session: Attorney-Client Communications, [RSMo 610.021 (1)]**

13. **Adjourn**

Dated: March 14, 2019

Shellie J. Blades, City Clerk

*The meeting will be open to the public. Copies of the Bills referred to above will be available for public inspection prior to the meeting in the office of the City Clerk.*

*In accordance with ADA guidelines, if you need special accommodations to attend any City meeting, please notify the City Clerk's Office at 816-632-2177 at least three working days prior to the scheduled meeting. The City of Cameron does not discriminate against the physically or mentally impaired.*

**CITY OF CAMERON  
MINUTES  
March 4, 2019**

**REGULAR SESSION**

Darlene Breckenridge	P
Dennis M. Clark	P
John R. Feighert	P
L. Corey Sloan	P
Becky Curtis	P

The City Council of the City of Cameron, Missouri met in Regular Session on Monday, the 4<sup>th</sup> day of March 2019, at six o'clock p.m. at City Hall. Mayor Darlene Breckenridge led the Pledge of Allegiance to the flag of the United States of America.

Mayor Darlene Breckenridge presided with the following Councilmembers present: Dennis M. Clark, John R. Feighert, L. Corey Sloan and Becky Curtis. Absent: None.

Present were City Manager Steve Rasmussen, Attorney for the City Padraic Corcoran and City Clerk Shellie J. Blades.

City Clerk Blades administered the Oath of Office for incoming City Manager Stephen Rasmussen.

**PUBLIC PARTICIPATION WITH COUNCIL**

*Suddenly Sleepy Saturday Proclamation* – Mayor Breckenridge read a proclamation designating March 9<sup>th</sup> as Suddenly Sleepy Saturday in Cameron, Missouri. Hero Anderson and her family were present to receive the Proclamation.

North Central Missouri Business Facilitation (NCMBF) Update – Stephanie Williams – As a teacher, Ms. Williams appreciates that Council presents Proclamations to its citizens as it is a great way to build goodwill in the community and self-esteem for the honorees. A summary report of NCMBF's activities was provided in Council Packets. NCMBF currently has 163 clients and gained three more just this week. Some details of the provided report were discussed. Ms. Williams invited Council to attend the Business Expo being held in Trenton on March 20<sup>th</sup>.

**CITY MANAGER'S REPORT**

City Manager Rasmussen requested Utility Director Johnson deliver the report tonight. Director Johnson stated he and Developer Wymes attended the Missouri Main Street Connection quarterly workshop in Excelsior Springs. There were informative keynote speakers and it was a good opportunity to speak with other communities about their programs.

Chief O'Donnell is continuing to work with Ellison-Auxier Architects on the expansion of the Fire Department building. The project has been advertised for bids which are due on March 21<sup>st</sup>. Staff expects a bid award and notice to proceed Ordinance at the April 1<sup>st</sup> Council Meeting.

Police Chief Bashor has been working with Textcaster to create another way to deliver information to the community. Textcaster is a permission-based messaging system that would allow the city to communicate through text or email notification.

Director Johnson and Councilmember Curtis attended a GNWWC Meeting with the USDA State Office to discuss the Commission's current project. We were able to identify the necessary tasks still needed to get the project to bid. The USDA also gave the Commission the authority to seek additional grant funding for the project. Staff has been researching and found that CDBG grants of up to \$750,000 per community may be available.

Councilmember Sloan was pleased with the addition of Textcaster, many cities are using it for a variety of events. Requested clarification of the potential CDBG grant of \$750,000. Director Johnson confirmed the amount may be available for each community involved in the project. Also requested a status update on the Senior Patio Homes. Andrew Dannar with the project was present tonight and relayed how helpful staff has been. City staff is currently reviewing the plans and Counselor Corcoran is working on the incentives. The project is on track. Recognized Director Johnson again for his fantastic work while Interim City Manager.

## **EDOC / TERRY RUMERY UPDATE**

Mr. Rumery stated there have been some rumors regarding the Hi-wire project but the project hasn't changed and he has a meeting with the owner next week. Representatives of Project Tim were recently in the area looking at property and liked what they found. Project Confidential will be located near Bob F Griffin Road, is no longer confidential and they hope to move forward in the spring. Mr. Rumery and staff are still waiting on Bartlett and West for the Business Park Plan to present to the public. Mr. Rumery is going to meet with the new City Manager to draft letters to the local hotel/motel owners regarding moving forward with a hotel/motel tax. A party interested in placing a microbrewery and restaurant in Cameron has recently contacted Mr. Rumery. He has also received inquiries about a medical marijuana manufacturing facility. This group is looking for existing structures with about 50,000 sq. ft. and would hire around 13-17 people. Counselor Corcoran added that such a facility would be a large utility users and could be expected to use between five to six megawatts per month. Councilmember Feighert wants the Police Department to be involved in the discussions regarding medical marijuana and the business enterprises associated.

## **UNFINISHED BUSINESS**

*6:34 p.m. – Councilmember Clark recused himself citing a conflict of interest.*

**Bill 2019-2, AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI, AUTHORIZING AN AMENDMENT TO THE CAMERON ZONING ORDINANCE, ARTICLE 24, OFF-STREET PARKING AND LOADING REQUIREMENTS** was read by title on third reading by City Clerk Blades. Copies of said Bill 2019-2 were available for the

public. Motion was made by Councilmember Sloan and seconded by Councilmember Feighert to pass said bill on third reading. Discussion. None. Bill 2019-2 passed by the following roll call vote: “Aye”: Councilmembers: Breckenridge, Feighert, Sloan and Curtis. “Nay” none. Councilmember Clark abstained. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6060**, was thereupon signed by the Mayor and attested by the City Clerk.

*6:35 p.m. – Councilmember Clark returned to the Council Chamber.*

Bill 2019-3, **AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI, AUTHORIZING AN AMENDMENT TO SECTION 10-114, DEAD-END STREETS OF DIVISION 2, STREETS, OF ARTICLE IV, DESIGN STANDARDS, OF CHAPTER 10, SUBDIVISIONS, OF THE CITY OF CAMERON CODE** was read by title on third reading by City Clerk Blades. Copies of said Bill 2019-3 were available for the public. Motion was made by Councilmember Feighert and seconded by Councilmember Sloan to pass said bill on third reading. Discussion. None. Bill 2019-3 passed by the following roll call vote: “Aye”: Councilmembers: Breckenridge, Clark, Feighert, Sloan and Curtis. “Nay” none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6061**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2019-6, **AN ORDINANCE REPEALING THE PROPERTY MAINTENANCE CODE OF THE CITY OF CAMERON, MISSOURI AND REPLACING IT WITH AN UPDATED PROPERTY MAINTENANCE CODE** was read by title on third reading by City Clerk Blades. Copies of said Bill 2019-6 were available for the public. Motion was made by Councilmember Curtis and seconded by Councilmember Sloan to pass said bill on third reading. Discussion. None. Bill 2019-6 passed by the following roll call vote: “Aye”: Councilmembers: Breckenridge, Feighert, Sloan and Curtis. “Nay” Councilmember Clark. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6062**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2019-7, **AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI AMENDING SECTION 1-2, DEFINITIONS AND RULES OF CONSTRUCTION OF CHAPTER 1, GENERAL PROVISIONS AND SECTION 2-27, FILING OF CANDIDATES, OF ARTICLE II, CITY COUNCIL, OF CHAPTER 2, ADMINISTRATION, ALL OF THE CITY OF CAMERON CODE** was read by title on third reading by City Clerk Blades. Copies of said Bill 2019-7 were available for the public. Motion was made by Councilmember Feighert and seconded by Councilmember Curtis to pass said bill on third reading. Discussion. None. Bill 2019-7 passed by the following roll call vote: “Aye”: Councilmembers: Breckenridge, Clark, Feighert, Sloan and Curtis. “Nay” none. The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6063**, was thereupon signed by the Mayor and attested by the City Clerk.

Bill 2019-9, **AN ORDINANCE AUTHORIZING THE CITY MANAGER OF THE CITY OF CAMERON, MISSOURI TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH BARTLETT & WEST, INC FOR DESIGN OF THE SOUTH ORANGE STREET FLOOD MITIGATION COMMUNITY DEVELOPMENT BLOCK**

**GRANT (CDBG) PROJECT** was read by title on second reading by City Clerk Blades. Copies of said Bill 2019-9 were available for the public. Motion was made by Councilmember Sloan and seconded by Councilmember Clark to pass said bill on second reading.

*6:39 p.m. – Councilmember Feighert recused himself citing a conflict of interest but remained in the Council Chamber.*

Discussion. None. Bill 2019-9 passed on second reading with a voice vote.

Motion was made by Councilmember Sloan and seconded by Councilmember Clark to pass said bill on second reading by roll call. Discussion. None. Bill 2019-9 passed by the following roll call vote: “Aye”: Councilmembers: Breckenridge, Clark, Sloan and Curtis. “Nay” Councilmember Feighert (Due to Councilmember Feighert recusing himself and remaining in the Chamber, his abstention was counted as a nay vote). The Mayor thereupon declared said bill duly adopted and said bill was numbered **ORDINANCE 6064**, was thereupon signed by the Mayor and attested by the City Clerk.

## **NEW BUSINESS**

On motion made by Councilmember Clark and seconded by Councilmember Curtis, the Minutes of the February 19, 2019 Regular Session were approved by voice vote, four “Ayes,” no “Nays” and one abstention.

Resolution 2019-4, **A RESOLUTION OF THE CITY OF CAMERON, MISSOURI ACCEPTING A SALT SPREADER BID THROUGH SOURCEWELL** was read by title by City Clerk Blades. Copies of said Resolution 2019-4 were available for the public. Motion was made by Councilmember Sloan and seconded by Councilmember Clark to pass Resolution 2019-4. Discussion. Public Works Director Bontrager explained that the Street Department needs to purchase a Monroe Salt Spreader through the State’s Cooperative Procurement program from vendor American Equipment for the state bid price of \$25,982. After purchase there is an expected five-six month delivery window. Councilmember Feighert inquired if waiting to purchase the item during an off-peak time would make the cost cheaper. Director Bontrager responded that since this is on the State’s Cooperative Procurement program, new bid amounts will be released in July and will likely be higher. Resolution 2019-4 passed with a unanimous voice vote.

## **PUBLIC PARTICIPATION WITH COUNCIL**

None.

## **MISCELLANEOUS-STAFF**

City Clerk Blades advised Council she will be out of the office at the Annual City Clerk’s Conference in Columbia next week. Reminded Council of the Chamber of Commerce Banquet on Friday, March 15<sup>th</sup>. Stated that the calendars that went out with the utility bills indicated the St. Patrick’s Day Parade would be on March 17<sup>th</sup>, however, the parade will actually be on Saturday, March 16<sup>th</sup> beginning at 4:03 p.m. And finally, prior to the Developer Wymes’ Code Meeting on

March 21<sup>st</sup> at 5:30 pm, there will be a Meet and Greet with the new City Manager beginning at 4:30 p.m.

City Manager Rasmussen expressed his pleasure with his new position and is looking forward to becoming part of the community.

Public Works Director Bontrager stated is desire that winter end soon as his department is once again out of salt.

Developer Wymes stated he received applications for the Missouri Main Street Board of Directors and will have a meeting soon to discuss the applications. There are several commercial projects currently in development at; Walnut and Grand Ave, Little Brick and Walnut, and at Cameron Regional Medical Center.

Counselor Corcoran thanked Developer Wymes for his brevity.

Councilmember Sloan advised Developer Wymes he appreciates the information he provides and the work he does.

## **MISCELLANEOUS-COUNCIL**

Councilmember Clark welcomed City Manager Rasmussen and thanked Zac Johnson again for the work he did as Interim City Manager.

Councilmember Feighert likes the addition of Textcaster for notifications. Stated he recently attended Park Board and Board of Adjustment Meetings and wanted to acknowledge all the boards and commissions and the volunteers who donate their time.

Councilmember Sloan welcomed City Manager Rasmussen and acknowledged the skills, knowledge and leadership he is bringing to the City. Thanked staff for their efforts on the Veteran's Senior Patio Homes as well as the Orange Street Project with a special thank you to Director Bontrager for securing grant funding to keep the project going.

Councilmember Curtis stated her enthusiasm for Mr. Rasmussen joining the City staff. Thanked the Anderson family for their attendance and especially for how well-behaved the children were throughout the meeting.

Mayor Breckenridge thanked Hero Anderson for attending tonight with her family. Notified the Chamber that she was recently appointed to the Missouri Municipal League Finance and Taxation Committee as the Committee Chair and will have her first meeting as such in June/July of this year.

Motion was made at 6:53 p.m. by Councilmember Sloan to adjourn to Executive Session to discuss Attorney-Client Communications [RSMo 610.021(1)]. Seconding the motion was Councilmember Clark. Roll call vote: "Aye": Councilmembers: Breckenridge, Clark, Feighert, Sloan and Curtis. "Nay" none.

\* \* \* \* \*

Council reconvened open session at 8:20 p.m. There being no further business on motion made by Councilmember Sloan and seconded by Councilmember Feighert, the meeting was adjourned at 8:20 p.m. on unanimous voice vote.

APPROVED:

\_\_\_\_\_  
Mayor Darlene Breckenridge

ATTEST:

\_\_\_\_\_  
City Clerk



## MEMO

To: Mayor and City Council

From: Steve Rasmussen, City Manager

Date: March 18, 2019

Re: Manager's Report

Head Start Building Update. A demolition permit has been issued for the interior of the building. The contractor is working on this phase of the project. Staff worked with the architect on issues with the building and storm water plans and these were submitted to and approved by our 3<sup>rd</sup> party vendor. We anticipate now taking these to Planning and Zoning for review and approval within the next 30 days.

Missouri Public Utilities Alliance Conference. Zac Johnson attended the quarterly MPUA board meeting in Columbia last week. He is currently serving as our member of the Executive Committee as well as being the Chairman of the Missouri Public Water Council. The MPUA board discussed regulatory reports as well as current operations and finances. Legislative updates were provided on issues at the state level. The Water Council convened to discuss recent training activities and future events. Discussions were also held on mutual aid agreements for water and wastewater.

# BILL 2019-10

**\*\*\* Full Reading \*\*\***

## Agenda Item

**TO:** Mayor and City Council

**FROM:** Zac Johnson, Director of Utilities

**DATE:** March 18, 2019

**RE:** **Annual Write-Off – Uncollectible Utility Accounts**

### Issues

Council has the authority to write off bad debts. Staff has implemented an annual write off for uncollectible utility accounts. To that end, Ordinance 5189 was passed February 2005 allowing Staff to write off past due accounts.

Staff reviewed accounts and prepared the attached list for January 2015 through December 2016 (totaling \$20,494.59) for your consideration. This amount has increased from last year by \$5,525.63. The Uncollectible Account list contains accounts that are inactive and have been inactive at least two (2) years or longer. Staff will continue working on collection efforts by verifying new applications for utilities with the bad debt list. Any past due balances will be collected via an additional utility deposit before utilities are allowed to be set up by these customers. Last year 95 accounts were written off compared to 87 this year.

### Recommendation

As this is a housekeeping matter, staff recommends approval of this bill on full reading following your review.

**AN ORDINANCE AUTHORIZING THE CITY OF CAMERON  
ACCOUNTING STAFF TO WRITE-OFF UNCOLLECTIBLE UTILITY  
ACCOUNTS FOR THE CITY OF CAMERON, MISSOURI**

**WHEREAS**, the City experiences uncollectible debts for various goods and services; and

**WHEREAS**, the City auditors allow for uncollectible accounts on an annual basis; and

**WHEREAS**, the Council is authorized to write-off uncollectible debt as needed; and

**WHEREAS**, the Council authorized with Ordinance 5189 on February 1, 2005 the first write off; and

**WHEREAS**, Staff continues to review annually and has determined since the last annual write-off, \$26,020.22 has accumulated as uncollectible utility accounts.

**NOW, THEREFORE, BE IT ORDAINED** by the City of Cameron, Missouri as follows:

Section 1. The accounting staff is hereby authorized to write-off \$26,020.22 in uncollectible utility accounts, a list of which is attached hereto and made a part hereof.

Section 2. The Mayor is authorized to sign this Ordinance on behalf of the City of Cameron.

Section 3. The City Clerk is directed to attest to the Mayor's signature.

Section 4. This Ordinance shall be in full force and effect from and after the date of its passage and approval.

Read two times, passed and approved this 18<sup>th</sup> day of March 2019.

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Mayor Darlene Breckenridge

ATTEST:

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City Clerk

# BILL 2019-11

**\*\*\* First Reading \*\*\***

## Agenda Item

**TO:** Mayor and City Council

**FROM:** Shellie J. Blades, City Clerk & Padraic Corcoran, City Attorney

**DATE:** March 18, 2019

**RE:** Code update – Drinking in Public

### Issues

Staff is in the process of planning and preparing for this year's 4<sup>th</sup> of July events which may include events with alcohol. Section 6-115, Drinking in public allowed, of the City of Cameron Code was last updated in 2013 and the existing code specifically details the events of 2013. This update seeks to add the flexibility for Council to be able approve events at times and locations of their choosing without the necessity of updating the Code for each and every such event.

### Recommendation

Staff and Counsel recommend approval.

**AN ORDINANCE FOR THE CITY OF CAMERON, MISSOURI  
AMENDING SECTION 6-115, DRINKING IN PUBLIC ALLOWED OF  
ARTICLE V, ALCOHOLIC BEVERAGES OF CHAPTER 6, LICENSES  
AND BUSINESS REGULATIONS OF THE CITY OF CAMERON CODE**

**WHEREAS**, from time to time the City of Cameron Code is reviewed for accuracy and relevance; and

**WHEREAS**, a review of Section 6-115, drinking in public allowed, requires updating to allow Council the ability to authorize events involving drinking in public at times and locations to be determined by Council.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMERON, MISSOURI, AS FOLLOWS:**

Section 1. Paragraphs (a) and (b) of Section 6-115, Drinking in public, of Article V, Alcoholic Beverages, of Chapter 6, Licenses and Business Regulations of the City of Cameron Code is hereby amended as follows:

**Sec. 6-115. Drinking in public allowed.**

- (a) During Council approved events [dates and times to be determined by Council], malt liquor, wine and intoxicating liquor, as defined by section 6-111, may be sold and consumed during the hours of opening and closing of premises established by Section 6-113 by licensed vendors at the location(s) [to be determined by Council], where sale and consumption shall not constitute a violation of Section 6-114, drinking in public.
- (b) Operation of a ‘malt liquor garden’ on said premises shall not constitute a violation of Section 6-114, drinking in public nor shall it constitute a violation of Section 6-116, premises open to public view; obstructing or obscuring interior, each of which said ordinances shall otherwise remain in full force and effect but for the location(s) and date(s) as determined by Council.

Section 2. Paragraphs (c) and (d) of Section 6-115, Drinking in public of Article V, Alcoholic Beverages, of Chapter 6, Licenses and Business Regulations of the City of Cameron Code are hereby repealed.

Section 3. The Mayor is authorized to sign this Ordinance approving it for the City of Cameron, Missouri.

Section 4. The City Clerk is directed to attest to the Mayor’s signature.

Section 5. This Ordinance shall be in full force and effect from and after its passage.

Passed and approved on first reading this 18<sup>th</sup> day of March, 2019.  
Passed and approved on second reading this \_\_\_\_\_ day of April 2019.  
Passed and approved on third reading this \_\_\_\_\_ day of April 2019.

\_\_\_\_\_  
Mayor Darlene Breckenridge

ATTEST:

\_\_\_\_\_  
City Clerk

FIRST READING

# RESOLUTION 2019-5

## Agenda Item

**TO:** Mayor and City Council  
**FROM:** Shellie J. Blades, City Clerk  
**DATE:** March 18, 2019  
**RE:** Support of HB 241

### Issues

Citizen James Martin contacted staff and made us aware of HB 241 which seeks to provide regulations to allow testing accommodations for the deaf and hearing impaired. Passage of this Bill would provide employment opportunities to the deaf and hearing impaired in careers which require commercial driver's licenses.

### Recommendation

Staff recommends support and passage of Resolution 2019-5

Resolution 2019-5

**A RESOLUTION OF THE CITY OF CAMERON, MISSOURI, IN  
SUPPORT OF HOUSE BILL 241 OF MISSOURI'S 100<sup>TH</sup> GENERAL  
ASSEMBLY**

**WHEREAS**, the Council of the City of Cameron, Missouri desires to support equal opportunities for deaf and disabled citizens; and

**WHEREAS**, House Bill No. 241 of Missouri's 100<sup>th</sup> General Assembly seeks to provide economic opportunity to the deaf and hearing impaired by establishing regulations to allow testing accommodations for commercial driver's license applicants with these challenges.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council for the City of Cameron, Missouri that the Council supports the efforts to pass House Bill No. 241 to provide equal access to commercial driver's licenses for the deaf and hearing impaired.

Passed and approved this 18<sup>th</sup> day of March 2019.

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Mayor Darlene Breckenridge

ATTEST:

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City Clerk



FIRST REGULAR SESSION

# HOUSE BILL NO. 241

100TH GENERAL ASSEMBLY

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INTRODUCED BY REPRESENTATIVE NEELY.

0263H.011

DANA RADEMAN MILLER, Chief Clerk

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## AN ACT

To repeal section 302.720, RSMo, and to enact in lieu thereof two new sections relating to commercial driver's licenses.

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*Be it enacted by the General Assembly of the state of Missouri, as follows:*

Section A. Section 302.720, RSMo, is repealed and two new sections enacted in lieu thereof, to be known as sections 302.720 and 302.723, to read as follows:

302.720. 1. Except when operating under an instruction permit as described in this section, no person may drive a commercial motor vehicle unless the person has been issued a commercial driver's license with applicable endorsements valid for the type of vehicle being operated as specified in sections 302.700 to 302.780. A commercial driver's instruction permit shall allow the holder of a valid license to operate a commercial motor vehicle when accompanied by the holder of a commercial driver's license valid for the vehicle being operated and who occupies a seat beside the individual, or reasonably near the individual in the case of buses, for the purpose of giving instruction in driving the commercial motor vehicle. No person may be issued a commercial driver's instruction permit until he or she has passed written tests which comply with the minimum federal standards. A commercial driver's instruction permit shall be valid for the vehicle being operated for a period of not more than six months, and shall not be issued until the permit holder has met all other requirements of sections 302.700 to 302.780, except for the driving test. A permit holder, unless otherwise disqualified, may be granted one six-month renewal within a one-year period. The fee for such permit or renewal shall be five dollars. In the alternative, a commercial driver's instruction permit shall be issued for a thirty-day period to allow the holder of a valid driver's license to operate a commercial motor vehicle if the applicant has completed all other requirements except the driving test. The

EXPLANATION — Matter enclosed in bold-faced brackets [thus] in the above bill is not enacted and is intended to be omitted from the law. Matter in **bold-face** type in the above bill is proposed language.

18 permit may be renewed for one additional thirty-day period and the fee for the permit and for  
19 renewal shall be five dollars.

20           2. No person may be issued a commercial driver's license until he has passed written and  
21 driving tests for the operation of a commercial motor vehicle which complies with the minimum  
22 federal standards established by the Secretary and has satisfied all other requirements of the  
23 Commercial Motor Vehicle Safety Act of 1986 (Title XII of Pub. Law 99-570), as well as any  
24 other requirements imposed by state law. All applicants for a commercial driver's license shall  
25 have maintained the appropriate class of commercial driver's instruction permit issued by this  
26 state or any other state for a minimum of fourteen calendar days prior to the date of taking the  
27 skills test. Applicants for a hazardous materials endorsement must also meet the requirements  
28 of the U.S. Patriot Act of 2001 (Title X of Public Law 107-56) as specified and required by  
29 regulations promulgated by the Secretary. Nothing contained in this subsection shall be  
30 construed as prohibiting the director from establishing alternate testing formats for those who  
31 are functionally illiterate; provided, however, that any such alternate test must comply with the  
32 minimum requirements of the Commercial Motor Vehicle Safety Act of 1986 (Title XII of Pub.  
33 Law 99-570) as established by the Secretary.

34           (1) The written and driving tests shall be held at such times and in such places as the  
35 superintendent may designate. A twenty-five dollar examination fee shall be paid by the  
36 applicant upon completion of any written or driving test, except the examination fee shall be  
37 waived for applicants seventy years of age or older renewing a license with a school bus  
38 endorsement. The director shall delegate the power to conduct the examinations required under  
39 sections 302.700 to 302.780 to any member of the highway patrol or any person employed by  
40 the highway patrol qualified to give driving examinations. The written test shall only be  
41 administered in the English language. No translators shall be allowed for applicants taking the  
42 test. **A hearing test shall not be a component of the written test or driving test for any**  
43 **applicant who is deaf or hard of hearing.**

44           (2) The director shall adopt and promulgate rules and regulations governing the  
45 certification of third-party testers by the department of revenue. Such rules and regulations shall  
46 substantially comply with the requirements of 49 CFR 383, Section 383.75. A certification to  
47 conduct third-party testing shall be valid for one year, and the department shall charge a fee of  
48 one hundred dollars to issue or renew the certification of any third-party tester.

49           (3) Beginning August 28, 2006, the director shall only issue or renew third-party tester  
50 certification to community colleges established under chapter 178 or to private companies who  
51 own, lease, or maintain their own fleet and administer in-house testing to their employees, or to  
52 school districts and their agents that administer in-house testing to the school district's or agent's  
53 employees. Any third-party tester who violates any of the rules and regulations adopted and

54 promulgated pursuant to this section shall be subject to having his certification revoked by the  
55 department. The department shall provide written notice and an opportunity for the third-party  
56 tester to be heard in substantially the same manner as provided in chapter 536. If any applicant  
57 submits evidence that he has successfully completed a test administered by a third-party tester,  
58 the actual driving test for a commercial driver's license may then be waived.

59 (4) Every applicant for renewal of a commercial driver's license shall provide such  
60 certifications and information as required by the Secretary and if such person transports a  
61 hazardous material must also meet the requirements of the U.S. Patriot Act of 2001 (Title X of  
62 Public Law 107-56) as specified and required by regulations promulgated by the Secretary. Such  
63 person shall be required to take the written test for such endorsement. A twenty-five dollar  
64 examination fee shall be paid upon completion of such tests.

65 (5) The director shall have the authority to waive the driving skills test for any qualified  
66 military applicant for a commercial driver's license who is currently licensed at the time of  
67 application for a commercial driver's license. The director shall impose conditions and  
68 limitations to restrict the applicants from whom the department may accept alternative  
69 requirements for the skills test described in federal regulation 49 CFR 383.77. An applicant  
70 must certify that, during the two-year period immediately preceding application for a commercial  
71 driver's license, all of the following apply:

72 (a) The applicant has not had more than one license;

73 (b) The applicant has not had any license suspended, revoked, or cancelled;

74 (c) The applicant has not had any convictions for any type of motor vehicle for the  
75 disqualifying offenses contained in this chapter or federal rule 49 CFR 383.51(b);

76 (d) The applicant has not had more than one conviction for any type of motor vehicle for  
77 serious traffic violations;

78 (e) The applicant has not had any conviction for a violation of state or local law relating  
79 to motor vehicle traffic control, but not including any parking violation, arising in connection  
80 with any traffic accident, and has no record of an accident in which he or she was at fault;

81 (f) The applicant has been regularly employed within the last ninety days in a military  
82 position requiring operation of a commercial motor vehicle and has operated the vehicle for at  
83 least sixty days during the two years immediately preceding application for a commercial driver's  
84 license. The vehicle must be representative of the commercial motor vehicle the driver applicant  
85 operates or expects to operate;

86 (g) The applicant, if on active duty, must provide a notarized affidavit signed by a  
87 commanding officer as proof of driving experience as indicated in paragraph (f) of this  
88 subdivision;

89 (h) The applicant, if honorably discharged from military service, must provide a  
90 form-DD214 or other proof of military occupational specialty;

91 (i) The applicant must meet all federal and state qualifications to operate a commercial  
92 vehicle; and

93 (j) The applicant will be required to complete all applicable knowledge tests.

94 3. A commercial driver's license or commercial driver's instruction permit may not be  
95 issued to a person while the person is disqualified from driving a commercial motor vehicle,  
96 when a disqualification is pending in any state or while the person's driver's license is suspended,  
97 revoked, or cancelled in any state; nor may a commercial driver's license be issued unless the  
98 person first surrenders in a manner prescribed by the director any commercial driver's license  
99 issued by another state, which license shall be returned to the issuing state for cancellation.

100 4. Beginning July 1, 2005, the director shall not issue an instruction permit under this  
101 section unless the director verifies that the applicant is lawfully present in the United States  
102 before accepting the application. The director may, by rule or regulation, establish procedures  
103 to verify the lawful presence of the applicant under this section. No rule or portion of a rule  
104 promulgated pursuant to the authority of this section shall become effective unless it has been  
105 promulgated pursuant to chapter 536.

106 5. Notwithstanding the provisions of this section or any other law to the contrary,  
107 beginning August 28, 2008, the director of the department of revenue shall certify as a third-party  
108 tester any municipality that owns, leases, or maintains its own fleet that requires certain  
109 employees as a condition of employment to hold a valid commercial driver's license; and that  
110 administered in-house testing to such employees prior to August 28, 2006.

111 **6. The director shall adopt and promulgate rules and regulations establishing a**  
112 **process for applicants with disabilities to request testing accommodations with respect to**  
113 **both the written and driving tests required under this section and to establish criteria for**  
114 **awarding such accommodations. Any rule or portion of a rule, as that term is defined in**  
115 **section 536.010, that is created under the authority delegated in this section shall become**  
116 **effective only if it complies with and is subject to all of the provisions of chapter 536 and,**  
117 **if applicable, section 536.028. This section and chapter 536 are nonseverable, and if any**  
118 **of the powers vested with the general assembly pursuant to chapter 536 to review, to delay**  
119 **the effective date, or to disapprove and annul a rule are subsequently held**  
120 **unconstitutional, then the grant of rulemaking authority and any rule proposed or adopted**  
121 **after August 28, 2019, shall be invalid and void.**

2 **302.723. Notwithstanding any other provision of law, any entity providing CDL**  
2 **training to persons preparing to apply for CDL licenses under the provisions of sections**

3 **302.700 to 302.780 shall provide reasonable accommodations for persons who are deaf or**  
4 **hard of hearing.**

✓

# RESOLUTION 2019-6

## AGENDA ITEM

**TO:** Mayor and City Council  
**FROM:** Shellie J. Blades, City Clerk  
**DATE:** March 18, 2019  
**RE:** Records Destruction

Issue:

Each year records become available for destruction according to the Missouri Municipal Records Retention Manual. This Manual is made available to us by the Missouri Secretary of State's Office and is updated on an annual basis by the Missouri Local Records Board. This year, as in previous years, staff has located records that no longer possess administrative, legal, fiscal or historical significance and therefore are eligible for destruction. The process frees up space for current and future records as well as uncluttering file cabinets, which will benefit in researching existing records. Once the destruction has taken place, you will receive a "Certification of Records Destroyed" from me, thereby establishing a permanent list of the destroyed records. The Police Department has asked that their eligible records be destroyed according to the Records Retention Manual also.

Recommendation:

Staff recommends approval of this resolution for records destruction.

RESOLUTION 2019-6

**A RESOLUTION AUTHORIZING THE CITY CLERK OF THE CITY OF CAMERON, COUNTIES, MISSOURI TO DESTROY CERTAIN RECORDS IN ACCORDANCE WITH APPLICABLE RETENTION SCHEDULES**

**WHEREAS**, the 73<sup>rd</sup> General Assembly passed the law establishing Records Management and Archives Services as a division of the Office of Secretary of State; and

**WHEREAS**, Senate Bill No. 376 passed by the 76<sup>th</sup> General Assembly extended the Records Management Law to local governments of Missouri, which law gave the Secretary of State responsibility for implementation of the program; and

**WHEREAS**, the Missouri Local Records Board approved the first Municipal Records Manual in 1973, and which Manual has been amended from time to time as needed.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI, AS FOLLOWS:**

Section 1. The City of Cameron adopts the Missouri Municipal Records Manual as set forth by the Secretary of State.

Section 2. The City Clerk, on recommendation of the appropriate Department Heads, is hereby authorized and directed to destroy the records listed on Exhibit "A" and Exhibit "B" attached hereto.

Section 3. On completion, the City Clerk is requested to provide the City Council certificates, attesting to the execution of this directive.

Passed and approved this 18<sup>th</sup> day of March 2019.

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Mayor Darlene Breckenridge

ATTEST:

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City Clerk