



Jennifer Howard: Mayor    Amy Burruss: City Clerk    Tiffany Dalgleish: CityCollector

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**City of Diamond**  
**Open Session Minutes**  
**For**  
**January 13, 2025**

**OPEN SESSION:**

There was a scheduled council meeting called to order at 6:00pm by Mayor J. Howard at the Diamond City Hall, located at 102 E. Market St. The opening prayer was given by Alderman M. Badley, followed by the Pledge of Allegiance. The City Clerk, A. Burruss presented the Rollcall. All who were present were as the following: Presiding President/Alderman D. Wicker, Treasurer/Alderman P. Thomlinson, Alderman M. Navarro, Alderman M. Badley, and Mayor J. Howard. A quorum was present.

**APPROVAL OF THE AGENDA:**

Approval to accept the Agenda for the January 13, 2025 City Council Meeting was motioned by Treasurer/Alderman P. Thomlinson. Seconded by Presiding President/Alderman D. Wicker. Alderman M. Badley, Alderman M. Navarro, Presiding President/Alderman D. Wicker, and Treasurer/Alderman P. Thomlinson all voted in favor. The motion passed unanimously.

On December 9th 2024, there was discussion on the upcoming election for April 2025 however, on the December 9, 2024 Agenda, election matters were not posted. Mayor J. Howard had explained that because of this there would need to be a motion, second, and a vote in favor to accept the Amended Agenda for the December 9, 2024 meeting. A motion to approve the Amended Agenda for December 9, 2024 in regards to the topic of election 2025 was made by Presiding President/Alderman D. Wicker and was seconded by Treasurer P. Thomlinson. Alderman M. Badley, Alderman M. Navarro, Presiding President/Alderman D. Wicker, and Treasurer/Alderman P. Thomlinson all voted in favor. The motion passed unanimously.



### **APPROVAL FOR OPENING SESSION MINUTES:**

Approval for the December 30, 2024 Open Minutes were made by Presiding President/Alderman D. Wicker and was seconded by Treasurer/Alderman P. Thomlinson. Presiding President/Alderman D. Wicker, and Treasurer P. Thomlinson, Mayor J. Howard all voted in favor. Those that were not present for December 30, 2024 are as follows: **(Alderman M. Badley, and Alderman M. Navarro, thus making them unable to vote on the approval of the minutes from the meeting).** The motion was passed unanimously.

### **NEW BUSINESS:**

In the December 30, 2024 meeting, the discussion on raising the rental fee for the Memorial Hall was voted on to raise the rental fee from \$50.00 to \$75.00 with the refundable deposit to stay at \$50.00. With the rate increase in effect as of January 1, 2025 a new Rental Application was presented to the board to approve the new revised application with the new rates in effect. A motion to accept the new application was made by Presiding President/Alderman D. Wicker. Treasurer/Alderman P. Thomlinson seconded the motion. Alderman M. Navarro, Alderman M. Badley, Presiding President/Alderman D. Wicker, and Treasurer/Alderman P. Thomlinson all voted in favor. The motion passed unanimously.

### **OLD BUSINESS:**

**Ordinance NO. 512 Section 700 Ordinance 480** was presented in the December 9th 2024 meeting regarding the date change on the rate increases for Sewer/Water for the residents. Mayor J. Howard read the ordinance and a vote was taken to amend the city ordinance. The motion was passed unanimously. A second meeting was scheduled for December 30, 2024 at noon located at the Diamond City Hall where a second reading was given by title only from Mayor J. Howard. Those that were in attendance were as follows: Mayor J. Howard, Presiding President/Alderman D. Wicker, and Treasurer P. Thomlinson. A quorum was present and vote was taken where all voted in favor, and the motion was passed unanimously. On January 13, 2025 Mayor J. Howard had those in attendance for the December 30, 2024 meeting sign the new **Ordinance NO. 512 Section 700 Ordinance 480.**



## **REPORTS OF CITY OFFICERS:**

### **POLICE REPORT:**

The City of Diamond Police report packet was given by the Chief of Police M. Jones. Chief Jones introduced his choice of a new officer to the Board of Alderman. Qwilleran Tyree, the pick for officer, spoke to the board about his qualifications, work history, and schooling that he completed. Mayor J. Howard had expressed that more would be discussed in closed session. **(Qwilleran's Application will be located in the Open Minutes as well his employee file).**

### **COURT CLERK:**

The City of Diamond's Court Clerk, J. Fraizer had presented the Court Clerk Report to the board. No new changes or upcoming events, J. Fraizer stated that all was good.

### **WATER REPORT:**

The water report was given by the City Water Superintendent R. Callis. Callis had stated that when the weather gets warmer they plan on putting more meters in the ground.

### **WASTEWATER REPORT:**

Wastewater Superintendent N. Frazier was absent for the January 13, 2025 meeting however, Superintendent Frazier had turned in his report to the City Clerk to upload to the share drive for the board to review. Alderman M. Navarro had brought up the topic on the land that the city had signed a contract with to do **LAND APPLY** to. Alderman M. Navarro stated that the end of the term of contract should be approaching fairly soon and that Mayor J. Howard should look into it before it slips by. Mayor J. Howard agreed to look into it.

### **STREETS/ANIMAL CONTROL:**

N/A

### **PARK REPORT:**

N/A

### **CITY COLLECTOR REPORT:**



City Collector T. Dagleish reported that the percent of water loss has increased from the prior month to this month. **This month's loss was at 20.29%.** Dagleish had also stated that the billing software has not been transferred yet from the current billing software, UBMAX, to the new software, G-Works. Collector T. Dagleish explained that she has made several attempts to contact the company but each attempt has either failed, or after leaving many messages no one returns her emails or calls. Dagleish stated that her and the mayor have been in discussion on what to do at this time, and that they have been looking at different alternatives.

### **CITY CLERK:**

City Clerk A. Burruss had presented the City Clerk Report to the board. Included in her report were the following: **Payroll Tax, Wage Summary, 2023 and the 2024 Annual Summary Statement for the Arvest Bank Cards, Expense Report-** on the the checks written for the month, with the total amount paid for the month. **(\$162,015.93- this reflects the street paving project on Jefferson St.).** City Clerk A. Burruss had also explained that the tax audit is underway however after looking at last year's audit there were some departments that should have started with a positive a beginning balance however, in an email that was provided to her by the city's auditor the amounts doesn't match those that are given in last year's audit. The City Clerk is waiting to hear from the auditor to get these corrected and stated that hopefully she should know more information for next month's meeting.

### **Planning/Zoning Report:**

Mayor J. Howard had presented to the board the Planning/Zoning report. This report was informational only and no votes were needed. Mayor J. Howard gave a print out on the proposed project for a housing development from Moser. Howard also stated that there will be an upcoming meeting in February.

### **Park Board Committee Report:**

Mayor J. Howard stated that there was no new news, just that there will be a meeting scheduled for February.

### **COMMUNICATION OF UPCOMING EVENTS, TRAININGS:**

\*Waste-Water Superintendent recertification was completed.



- \*B. Cheeks and Z. Dunaway filled out the exam form and payment was sent in by the City Clerk. A test date will be sent to their personal emails.
- \*Drinking water is registered for the Emerging Contaminates Class in Monett.
- \*Mayor J. Howard had presented a flyer to the board about a Street Tree liability class that anyone can take if they wish.

## **MAYOR/BOARD REPORTS:**

### **MAYOR:**

Mayor J. Howard had presented to the board that with it being a new year, a new form for the Emergency Survey is being sent out with this month's bills. Howard had noticed that last year's forms had many written in information that she found to be needful and revised the prior form with an updated version. Howard also informed the board that she had received an email about a company wanting to purchase the city's water and wastewater from us. She stated that this was just informational and that she wanted the board to be aware of it. Presiding President/Alderman D. Wicker stated that he would at least like to give the company an opportunity to address the board.

### **PRESIDING PRESIDENT/ALDERMAN:**

Presiding President/ Alderman D. Wicker had asked what the city does for snow/ice removal. Wicker stated that the day of the last snow storm he drove around town to examine the roads and felt as if they were ok, but went out the next day and the conditions of the roads had changed, turning into ice. Wicker had also wanted to know if the city residents had any complaints on this. The City Clerk had stated that she indeed had two just that day, and one was where one lady had almost fallen in front of City Hall. Drinking Water Superintendent R. Callis explained that if they did plow the road that it would leave an icy mess because they would be scraping off the top. Callus had also brought up maybe getting a different plow for the 1 ton vehicle. **(As of now they have a plow for the dump truck).**

## **NO OTHER REPORTS WERE GIVEN**

A motion was made to go into Closed Session by Treasurer/ Alderman P. Thomlinson. Presiding President/ Alderman D. Wicker seconded the motion.. Alderman M. Badley, Presiding President/ Alderman D. Wicker, Treasurer/Alderman P. Thomlinson, and Alderman M. Navarro all voted in favor. The motion was passed unanimously.



**CLOSED SESSION:**

**ADJOURN:**

A motion to adjourn was made by Treasurer/Alderman P. Thomlinson. Presiding President/Alderman D. Wicker seconded the motion. Alderman M. Badley, Alderman M. Navarro, Presiding President/Alderman D. Wicker, and Treasurer/Alderman P. Thomlinson all voted in favor. The motion was passed unanimously. (**AB**)

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(Presiding President/  
Alderman's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Clerk's Signature)

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(Date)