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**City of Otterville**  
**Unpaid Bills Detail**  
**As of April 1, 2022**

Type	Date	Num	Due Date	Aging	Open Balance
<b>Ag Coop Services Inc</b>					
Bill	03/07/2022	6503121	04/14/2022		510.87
Total Ag Coop Services Inc					510.87
<b>Ameren</b>					
Bill	03/10/2022	28308...	03/28/2022	4	815.09
Bill	03/29/2022	24030...	04/18/2022		24.26
Bill	03/29/2022	57481...	04/18/2022		32.31
Bill	03/29/2022	49381...	04/18/2022		12.93
Bill	03/29/2022	67481...	04/18/2022		205.82
Bill	03/29/2022	38830...	04/19/2022		686.33
Total Ameren					1,776.74
<b>Cash</b>					
Bill	03/24/2022	car wa...	04/15/2022		5.00
Total Cash					5.00
<b>Co Mo Connect</b>					
Bill	03/25/2022	90883...	04/10/2022		115.34
Total Co Mo Connect					115.34
<b>Engineering Surveys and Services</b>					
Bill	03/29/2022	98496	04/08/2022		114.00
Bill	03/07/2022	ESS0...	04/15/2022		198.00
Total Engineering Surveys and Services					312.00
<b>GFL Environmental</b>					
Bill	03/24/2022	AQ17...	04/15/2022		3,050.29
Total GFL Environmental					3,050.29
<b>Jim's Tire Service</b>					
Bill	03/24/2022	2-241...	04/15/2022		102.40
Total Jim's Tire Service					102.40
<b>Lauber Municipal Law, LLC</b>					
Bill	03/24/2022	1124.00	04/15/2022		577.50
Total Lauber Municipal Law, LLC					577.50
<b>Liberty Utilities</b>					
Bill	03/15/2022	46930...	04/01/2022		275.82
Bill	03/15/2022	46930...	04/01/2022		152.23
Total Liberty Utilities					428.05
<b>Matt Castle</b>					
Bill	03/24/2022	Dump ...	04/15/2022		68.00
Total Matt Castle					68.00
<b>Mike Keith Insurance</b>					
Bill	03/07/2022	171062	03/17/2022	15	6,245.00
Total Mike Keith Insurance					6,245.00
<b>Missouri State Auditor</b>					
Bill	03/24/2022	17-97....	04/15/2022		1,200.00
Total Missouri State Auditor					1,200.00
<b>MRWA</b>					
Bill	03/29/2022	8979	04/08/2022		65.00
Total MRWA					65.00

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City of Otterville  
**Unpaid Bills Detail**  
As of April 1, 2022

Type	Date	Num	Due Date	Aging	Open Balance
UMB					
Bill	03/31/2022	4621	04/10/2022		305.98
Total UMB					305.98
Wisper Internet					
Bill	03/24/2022	70305...	04/15/2022		35.00
Total Wisper Internet					35.00
<b>TOTAL</b>					<b>14,797.17</b>

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**City of Otterville**  
**Check Detail**  
 February 25 through April 1, 2022

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Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check	ach	03/11/2022	US Treasury		General Checking		-1,627.96
					Federal Withholding	-490.00	490.00
					Social Security	-461.13	461.13
					Social Security	-461.13	461.13
					Medicare Tax	-107.85	107.85
					Medicare Tax	-107.85	107.85
TOTAL						-1,627.96	1,627.96
Bill Pmt -Check	ach	03/14/2022	MO DEPT OF REVEN...		General Checking		-2,123.22
Bill	111557...	03/14/2022			Sales Tax	-2,123.22	2,123.22
TOTAL						-2,123.22	2,123.22
Bill Pmt -Check	ach	03/24/2022	IRS		General Checking		-313.00
Bill	0400	03/24/2022			Payroll Tax	-313.00	313.00
TOTAL						-313.00	313.00
Bill Pmt -Check	5513	03/03/2022	Ameren		General Checking		-1,802.95
Bill	028308...	02/09/2022			Utilities	-809.82	809.82
Bill	240304...	02/28/2022			Utilities	-13.58	13.58
					Utilities	-13.59	13.59
Bill	674811...	02/28/2022			Utilities	-265.56	265.56
Bill	574811...	02/28/2022			Utilities	-13.33	13.33
					Utilities	-13.33	13.33
					Utilities	-13.33	13.33
Bill	493811...	02/28/2022			Utilities	-12.34	12.34
Bill	388306...	03/03/2022			Utilities	-648.07	648.07
TOTAL						-1,802.95	1,802.95
Bill Pmt -Check	5514	03/03/2022	Brydon, Swearengen...		General Checking		-570.85
Bill	82336....	02/17/2022			Legal Fees	-570.85	570.85
TOTAL						-570.85	570.85
Bill Pmt -Check	5515	03/03/2022	Co Mo Connect		General Checking		-121.18
Bill	9088300	02/28/2022			Utilities	-40.39	40.39
					Utilities	-40.39	40.39
					Utilities	-40.40	40.40
TOTAL						-121.18	121.18
Bill Pmt -Check	5516	03/03/2022	Core & Main		General Checking		-753.74
Bill	085777	02/18/2022			Repairs & Maint	-753.74	753.74
TOTAL						-753.74	753.74
Bill Pmt -Check	5517	03/03/2022	Engineering Surveys...		General Checking		-693.00
Bill	ESS09...	02/24/2022			Testing	-260.00	260.00
Bill	ESS09...	02/24/2022			Testing	-433.00	433.00
TOTAL						-693.00	693.00
Bill Pmt -Check	5518	03/03/2022	Flynn Drilling Compa...		General Checking		-27,840.00
Bill	26498	02/11/2022			Repairs & Maint	-27,840.00	27,840.00
TOTAL						-27,840.00	27,840.00

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**City of Otterville**  
**Check Detail**  
February 25 through April 1, 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	5519	03/03/2022	GFL Environmental		General Checking		-3,062.32
Bill	AQ176...	02/23/2022		Trash Services		-3,062.32	3,062.32
TOTAL						-3,062.32	3,062.32
Bill Pmt -Check	5520	03/03/2022	Helmig Grading & Ex...		General Checking		-595.00
Bill	659	02/28/2022		Repairs & Maint		-595.00	595.00
TOTAL						-595.00	595.00
Bill Pmt -Check	5521	03/03/2022	Lauber Municipal La...		General Checking		-1,815.00
Bill		02/15/2022		Legal Fees		-605.00	605.00
				Legal Fees		-605.00	605.00
				Legal Fees		-605.00	605.00
TOTAL						-1,815.00	1,815.00
Bill Pmt -Check	5522	03/03/2022	Liberty Utilities		General Checking		-454.72
Bill	469306...	02/17/2022		Utilities		-93.96	93.96
				Utilities		-93.96	93.96
				Utilities		-93.97	93.97
Bill	469306...	02/17/2022		Utilities		-57.61	57.61
				Utilities		-57.61	57.61
				Utilities		-57.61	57.61
TOTAL						-454.72	454.72
Bill Pmt -Check	5523	03/03/2022	Missouri State Auditor		General Checking		-1,200.00
Bill	17-97.00	02/17/2022		Audit Payment		-1,200.00	1,200.00
TOTAL						-1,200.00	1,200.00
Bill Pmt -Check	5524	03/03/2022	Security Bank Of Ka...		General Checking		-62,894.67
Bill	11 000 ...	02/17/2022		Bond Payment		-21,696.36	21,696.36
Bill	11-000...	02/28/2022		Bond Payment		-41,198.31	41,198.31
TOTAL						-62,894.67	62,894.67
Bill Pmt -Check	5525	03/03/2022	UMB		General Checking		-219.40
Bill	4621	02/24/2022		Computer Software & ...		-2.80	2.80
				Computer Software & ...		-2.80	2.80
				Computer Software & ...		-2.80	2.80
				Computer Software & ...		-2.00	2.00
				Computer Software & ...		-2.00	2.00
				Computer Software & ...		-2.00	2.00
				Continued Education/...		-205.00	205.00
TOTAL						-219.40	219.40
Bill Pmt -Check	5526	03/03/2022	Wisper Internet		General Checking		-35.00
Bill	703034...	02/17/2022		Utilities		-35.00	35.00
TOTAL						-35.00	35.00

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**City of Otterville**  
**Check Detail**  
 February 25 through April 1, 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	5527	03/09/2022	David John Schmidt		General Checking		-310.08
				Salary		-335.75	335.75
				Payroll Tax		-20.81	20.81
				Social Security		20.81	-20.81
				Social Security		20.81	-20.81
				Payroll Tax		-4.86	4.86
				Medicare Tax		4.86	-4.86
				Medicare Tax		4.86	-4.86
				Payroll Expenses		-2.01	2.01
				Payroll Liabilities		2.01	-2.01
				Payroll Tax		-7.68	7.68
				SUTA		7.68	-7.68
TOTAL						-310.08	310.08
Paycheck	5528	03/09/2022	Larry Matt Castle		General Checking		-110.82
				Salary		-120.00	120.00
				Payroll Tax		-7.44	7.44
				Social Security		7.44	-7.44
				Social Security		7.44	-7.44
				Payroll Tax		-1.74	1.74
				Medicare Tax		1.74	-1.74
				Medicare Tax		1.74	-1.74
				Payroll Expenses		-0.72	0.72
				Payroll Liabilities		0.72	-0.72
				Payroll Tax		-2.74	2.74
				SUTA		2.74	-2.74
TOTAL						-110.82	110.82
Paycheck	5529	03/09/2022	Micheal J Goyette		General Checking		-903.00
				Salary		-669.75	669.75
				Salary		-285.00	285.00
				Salary		-114.00	114.00
				Federal Withholding		61.00	-61.00
				Payroll Tax		-41.52	41.52
				Payroll Tax		-17.67	17.67
				Payroll Tax		-7.07	7.07
				Social Security		66.26	-66.26
				Social Security		66.26	-66.26
				Payroll Tax		-9.71	9.71
				Payroll Tax		-4.13	4.13
				Payroll Tax		-1.65	1.65
				Medicare Tax		15.49	-15.49
				Medicare Tax		15.49	-15.49
				Payroll Expenses		-4.02	4.02
				Payroll Expenses		-1.71	1.71
				Payroll Expenses		-0.68	0.68
				Payroll Liabilities		6.41	-6.41
				State Withholding		23.00	-23.00
				Payroll Tax		-15.32	15.32
				Payroll Tax		-6.52	6.52
				Payroll Tax		-2.61	2.61
				SUTA		24.45	-24.45
TOTAL						-903.00	903.00

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**City of Otterville**  
**Check Detail**  
 February 25 through April 1, 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	5530	03/09/2022	Valarie D Main		General Checking		-1,202.72
				Salary		-304.00	304.00
				Salary		-304.00	304.00
				Salary		-304.00	304.00
				Salary		-202.54	202.54
				Salary		-202.73	202.73
				Salary		-202.73	202.73
				Federal Withholding		154.00	-154.00
				Payroll Tax		-31.40	31.40
				Payroll Tax		-31.42	31.42
				Payroll Tax		-31.42	31.42
				Social Security		94.24	-94.24
				Social Security		94.24	-94.24
				Payroll Tax		-7.34	7.34
				Payroll Tax		-7.35	7.35
				Payroll Tax		-7.35	7.35
				Medicare Tax		22.04	-22.04
				Medicare Tax		22.04	-22.04
				State Withholding		47.00	-47.00
				Payroll Tax		-11.60	11.60
				Payroll Tax		-11.59	11.59
				Payroll Tax		-11.59	11.59
				SUTA		34.78	-34.78
TOTAL						-1,202.72	1,202.72
Paycheck	5531	03/23/2022	David John Schmidt		General Checking		-423.88
				Salary		-459.00	459.00
				Payroll Tax		-28.46	28.46
				Social Security		28.46	-28.46
				Social Security		28.46	-28.46
				Payroll Tax		-6.66	6.66
				Medicare Tax		6.66	-6.66
				Medicare Tax		6.66	-6.66
				Payroll Expenses		-2.76	2.76
				Payroll Liabilities		2.76	-2.76
				Payroll Tax		-10.50	10.50
				SUTA		10.50	-10.50
TOTAL						-423.88	423.88
Paycheck	5532	03/23/2022	Larry Matt Castle		General Checking		-55.41
				Salary		-60.00	60.00
				Payroll Tax		-3.72	3.72
				Social Security		3.72	-3.72
				Social Security		3.72	-3.72
				Payroll Tax		-0.87	0.87
				Medicare Tax		0.87	-0.87
				Medicare Tax		0.87	-0.87
				Payroll Expenses		-0.36	0.36
				Payroll Liabilities		0.36	-0.36
				Payroll Tax		-1.38	1.38
				SUTA		1.38	-1.38
TOTAL						-55.41	55.41
Paycheck	5533	03/23/2022	Micheal J Goyette		General Checking		-1,009.58
				Salary		-494.00	494.00
				Salary		-617.50	617.50
				Salary		-99.75	99.75
				Federal Withholding		78.00	-78.00
				Payroll Tax		-30.63	30.63
				Payroll Tax		-38.29	38.29
				Payroll Tax		-6.18	6.18
				Social Security		75.10	-75.10
				Social Security		75.10	-75.10
				Payroll Tax		-7.16	7.16
				Payroll Tax		-8.96	8.96
				Payroll Tax		-1.45	1.45
				Medicare Tax		17.57	-17.57
				Medicare Tax		17.57	-17.57

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**City of Otterville**  
**Check Detail**  
 February 25 through April 1, 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					Payroll Expenses	-1.56	1.56
					Payroll Expenses	-1.94	1.94
					Payroll Expenses	-0.31	0.31
					Payroll Liabilities	3.81	-3.81
					State Withholding	31.00	-31.00
					Payroll Tax	-11.30	11.30
					Payroll Tax	-14.13	14.13
					Payroll Tax	-2.28	2.28
					SUTA	27.71	-27.71
TOTAL						-1,009.58	1,009.58
Paycheck	5534	03/23/2022	Valarie D Main		General Checking		-1,202.72
					Salary	-506.73	506.73
					Salary	-506.54	506.54
					Salary	-506.73	506.73
					Federal Withholding	154.00	-154.00
					Payroll Tax	-31.41	31.41
					Payroll Tax	-31.41	31.41
					Payroll Tax	-31.42	31.42
					Social Security	94.24	-94.24
					Social Security	94.24	-94.24
					Payroll Tax	-7.35	7.35
					Payroll Tax	-7.34	7.34
					Payroll Tax	-7.35	7.35
					Medicare Tax	22.04	-22.04
					Medicare Tax	22.04	-22.04
					State Withholding	47.00	-47.00
					Payroll Tax	-11.60	11.60
					Payroll Tax	-11.59	11.59
					Payroll Tax	-11.59	11.59
					SUTA	34.78	-34.78
TOTAL						-1,202.72	1,202.72

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Accrual Basis

**City of Otterville**  
**Balance Sheet**  
 As of April 1, 2022

	Apr 1, 22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Cash Drawer	250.00
General Checking	41,295.36
Meter Deposit	3,750.00
Water/Sewer ARPA	45,732.64
Well Pump	3,318.45
Total Checking/Savings	94,346.45
Accounts Receivable	
Accounts Receivable	150.00
Total Accounts Receivable	150.00
Other Current Assets	
General Savings Account	28,591.67
OCBS Construction	261.10
OCBS paper	1,795.06
Replacement & extension sewer	35,498.54
Street fund Savings	116,646.66
Water Tower Services	6,125.65
Total Other Current Assets	188,918.68
Total Current Assets	283,415.13
Other Assets	
CD 801411 Rate 1.4900%	18,892.88
CD 801413	57,171.47
Total Other Assets	76,064.35
<b>TOTAL ASSETS</b>	<b>359,479.48</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	14,797.17
Total Accounts Payable	14,797.17
Other Current Liabilities	
Payroll Liabilities	
Federal Withholding	447.00
Medicare Tax	182.54
Social Security	780.54
State Withholding	292.00
SUTA	485.34
Payroll Liabilities - Other	298.89
Total Payroll Liabilities	2,486.31
Sewer/Water Meter Deposit	3,900.00
Total Other Current Liabilities	6,386.31
Total Current Liabilities	21,183.48
Total Liabilities	21,183.48

City of Otterville  
Balance Sheet  
As of April 1, 2022

	Apr 1, 22
Equity	
Opening Balance Equity	273,865.38
Retained Earnings	100,707.17
Net Income	-36,276.55
Total Equity	338,296.00
TOTAL LIABILITIES & EQUITY	359,479.48

**City of Otterville**  
**Profit & Loss**  
 February 25 through April 1, 2022

	Feb 25 - Apr 1, 22
<b>Income</b>	
<b>General</b>	
Advertisement	12.00
ATV / UTV License	30.00
Audit Surcharges	1,434.00
Cigarette Tax	126.40
Community Building Rent	25.00
General Refunds	3.49
Interest	45.93
Late Fee	475.00
Lease Payment	172.50
NSF Check	30.00
NSF Fee	15.00
Property Tax	6,155.54
Road and Bridge	2,182.66
Sales Tax	1,254.94
Telecommunication Fee	4,483.59
Trash services	3,878.32
<b>Total General</b>	20,324.37
<b>Sewer</b>	
Refunds	3.49
Sewer Gallons surcharge	13,899.69
<b>Total Sewer</b>	13,903.18
<b>Street</b>	1,445.37
<b>Water</b>	
Refunds	3.50
Sales Tax on water sold	193.55
Water Equipment and Maint	3,357.84
Water sold	6,006.16
<b>Total Water</b>	9,561.05
<b>Total Income</b>	45,233.97
<b>Gross Profit</b>	45,233.97
<b>Expense</b>	
<b>General Fund</b>	
Audit Payment	1,200.00
Computer Software & Maintnace	4.80
Continued Education/Training	37.38
Dump Truck	68.00
Fuel	152.40
Insurance Liability	2,081.66
Late Fee	-130.10
Legal Fees	192.50
Office Supplies	5.30
Payroll Tax	938.56
Postage	58.00
Repairs & Maint	258.40
Salary	3,151.77
Trash Services	3,050.29
Utilities	1,111.68
<b>Total General Fund</b>	12,180.64
<b>Insurance Expense</b>	111.00
<b>Payroll Expenses</b>	16.07

**City of Otterville**  
**Profit & Loss**  
**February 25 through April 1, 2022**

Feb 25 - Apr 1, 22

<b>Sewer Fund</b>	
Bond Payment	41,198.31
Computer Software & Maintenance	4.80
Continued Education/Training	37.38
Fuel	19.40
Insurance Liability	2,081.67
Legal Fees	192.50
Office Supplies	37.80
Postage	58.00
Repairs & Maint	0.00
Salary	1,915.77
Testing	312.00
Utilities	1,615.02
<b>Total Sewer Fund</b>	<b>47,472.65</b>
<b>Water Fund</b>	
Computer Software & Maintenance	4.80
Continued Education/Training	37.39
Fuel	19.41
Insurance Liability	2,081.67
Legal Fees	192.50
Office Supplies	37.81
Postage	58.00
Repairs & Maint	763.66
Salary	1,227.21
Sales Tax	2,123.22
Utilities	742.74
<b>Total Water Fund</b>	<b>7,288.41</b>
<b>Total Expense</b>	<b>67,068.77</b>
<b>Net Income</b>	<b>-21,834.80</b>

**City of Otterville**  
**Payroll Summary**  
 February 25 through April 1, 2022

	David John Schmidt			Larry Matt Castle			Micheal J Goyette			Valarie D Main			TOTAL		
	Hours	Rate	Feb 25 - ...	Hours	Rate	Feb 25 - ...	Hours	Rate	Feb 25 - ...	Hours	Rate	Feb 25 - ...	Hours	Rate	Feb 25 - ...
<b>Employee Wages, Taxes and Adjustments</b>															
Gross Pay															
General Maint			0.00	12	15.00	180.00			0.00			0.00	12.00		180.00
General Vacation			0.00			0.00			0.00			202.54	10.66		202.54
Holiday			0.00			0.00			0.00			0.00			0.00
Hourly - General			0.00			0.00	61.25	19.00	1,163.75	42.67	19.00	810.73	103.92		1,974.48
Hourly - Sewer		17.00	0.00			0.00	47.5	19.00	902.50	42.66	19.00	810.54	90.16		1,713.04
Hourly - Water			0.00			0.00	11.25	19.00	213.75	42.67	19.00	810.73	53.92		1,024.48
Hourly Police	46.75	17.00	794.75			0.00			0.00			0.00	46.75		794.75
Overtime General			0.00			0.00			0.00			0.00			0.00
Sewer Vacation			0.00			0.00			0.00	10.67	19.00	202.73	10.67		202.73
Sick Hourly			0.00			0.00			0.00			0.00			0.00
Water Vacation			0.00			0.00			0.00	10.67	19.00	202.73	10.67		202.73
<b>Total Gross Pay</b>	46.75		794.75	12		180.00	120		2,280.00	160		3,040.00	338.75		6,294.75
<b>Adjusted Gross Pay</b>	46.75		794.75	12		180.00	120		2,280.00	160		3,040.00	338.75		6,294.75
<b>Taxes Withheld</b>															
Federal Withholding			0.00			0.00			-139.00			-308.00			-447.00
Medicare Employee			-11.52			-2.61			-33.06			-44.08			-91.27
Social Security Employee			-49.27			-11.16			-141.36			-188.48			-390.27
MO - Withholding			0.00			0.00			-54.00			-94.00			-148.00
Medicare Employee Addl Tax			0.00			0.00			0.00			0.00			0.00
<b>Total Taxes Withheld</b>			-60.79			-13.77			-367.42			-634.56			-1,076.54
<b>Net Pay</b>	46.75		733.96	12		166.23	120		1,912.58	160		2,405.44	338.75		5,218.21
<b>Employer Taxes and Contributions</b>															
Federal Unemployment			4.77			1.08			10.22			0.00			16.07
Medicare Company			11.52			2.61			33.06			44.08			91.27
Social Security Company			49.27			11.16			141.36			188.48			390.27
MO - Unemployment			18.18			4.12			52.16			69.56			144.02
<b>Total Employer Taxes and Contributions</b>			83.74			18.97			236.80			302.12			641.63

Employee Name	Week of	Overtime		Comptime		Total		comp time cannot accrue more than 80 hours
		Hours	Hours	Hours earned	Hours used	Hours	Hours	
Val Main	8-16 thru 8-22-2020	3.5		5.25				
	8-30 thru 9-5-2020	4		6				
	10-5 thru 10-10-2020			0	4			
	10-12 thru 10-17-2020	3.5		5.25				
	10-19 thru 10-23-2020	1.5		2.25				
	10-25 thru 10-30-2020	2		3				
	11-2 thru 11-7-2020	5		7.5				
								not time and half hours since it was Veterans Day Holiday didn't accrue as time and a half
	11-9 thru 11-14-2020	3		3				
	11-30 thru 12-5-2020	6		9				
	12-7 thru 12-11-2020	0		0				
	12-14 thru 12-18-2020	0		0				
	12-21 thru 12-25-2020	0		0				
	12-28 thru 1-2-2021	0		0				
	1-4 thru 1-8-2021	8.5		12.75				
	1-11 thru 1-16-2021	0		0				
	1-18 thru 1-22-2021	0		0				
	1-25 thru 1-29-2021	0		0				
	2-1 thru 2-6-2021	3.5		5.25				
	2-8 thru 2-12-2021	0		0				
	2-15 thru 2-19-2021	0		0	2.5			
	2-22 thru 2-26-2021	0		0				
	3-1 thru 3-6-2021	4		6				
	3-8 thru 3-12-2021	0		0				
	3-15 thru 3-19-2021	0		0				
	3-22 thru 3-26-2021	0		0				
	3-29 thru 4-2-2021	0		0				
	4-5 thru 4-9-2021	1		1.5				
	4-12 thru 4-16-2021	0		0				
	4-19 thru 4-23-2021	0		0				

[illegible]

	11-15 thru 11-19-21								6.75			Camdens field trip	
	11-22 thru 11-26-21			0									
	11-29 thru 12-3-21			0.25				0.375					
	12-6 thru 12-10-21			0									
	12-13 thru 12-17-21			0.25				0.375					
	12-20 thru 12-24-21								7				
	12-26 thru 1-1-22			0									
	1-2 thru 1-8-22			0									
	1-9 thru 1-15-22			2			3						
	1-16 thru 1-22-22			0.25			0.375						
	1-24 thru 1-28-22			2.5			3.75						
	1-31 thru 2-4-22								7.5			Snow Days	
	2-6 thru 2-12-22			2.25			3.375						
	2-13 thru 2-19-22								4			Snow Days	
	2-20 thru 2-26-22			0									
	2-27 thru 3-5-22								2			Vacation Car Pick up	
	3-6 thru 3-12-22			0									
	3-13 thru 3-19-22			3.5			5.25					Clerks Conference	
<b>Totals</b>							134.225		75.75	58.475	Available		

Employee Name	Week of	Overtime Hours	Comptime		Total Hours used	comp time cannot accrue more than 80 hours	
			Hours earned	Hours			
Michael Goyette	10-11 thru 10-15-21		0				
	10-18 thru 10-22-21	0.25	0.375				
	10-25 thru 10-29-21		0		0.25		
	11-1 thru 11-5-21	1	1.5				
	11-8 thru 11-12-21	1	1			No overtime due to Veterans Day Holiday	
	11-15 thru 11-19-21	.25	0.375				
	11-22 thru 11-26-21	0	0				
	11-29 thru 12-3-21				0.25		
	12-6 thru 12-10-21	0					
	12-13 thru 12-17-21	0					
	12-20 thru 12-24-21				2.25		
	12-26 thru 1-1-22	0					
	1-2 thru 1-8-22	0					
	1-9 thru 1-15-22	0					
	1-16 thru 1-22-22	0.5	0.75				
	1-24 thru 1-28-22	0					
	1-31 thru 2-4-22	0					
	2-6 thru 2-12-22	0					
	2-13 thru 2-19-22	0					
	2-20 thru 2-26-22	0					
	2-27 thru 3-5-22	0					
	3-6 thru 3-12-22	0					
	3-13 thru 3-19-22	0					
<b>Totals</b>			4		2.75	1.25 Available	

**City of Otterville**  
**Profit & Loss Budget Performance**  
**April 2022**

	Apr 22	Budget	Jan - Apr 22	YTD Budget	Annual Bu...
<b>Income</b>					
<b>General</b>					
Advertisement	0.00	0.00	12.00	36.00	36.00
Annual Dog Tags	0.00	0.00	0.00	582.00	582.00
ATV / UTV License	0.00	0.00	30.00	660.00	660.00
Audit Surcharges	24.00	0.00	3,642.00	15,252.00	15,252.00
Buisness License	37.50	0.00	560.00	1,320.00	1,320.00
Cigarette Tax	12.40	0.00	232.40	1,016.00	1,016.00
Codification	0.00	0.00	0.00	0.00	0.00
Community Building Rent	0.00	0.00	50.00	25.00	25.00
Dog Boarding Fee	0.00	0.00	0.00	15.00	15.00
Dog Impound Fee	0.00	0.00	0.00	300.00	300.00
General Refunds	0.00	0.00	3.49	100.00	100.00
Interest	0.00	0.00	574.05	2,000.00	2,000.00
Late Fee	0.00	0.00	1,325.00	4,275.00	4,275.00
Lease Payment	0.00	0.00	4,531.50	7,403.57	7,403.57
Misc	0.00		8.03		
Misc Tax	0.00	0.00	129.30	0.00	0.00
Nichols Memorial Park	0.00	0.00	0.00	0.00	0.00
NSF Check	0.00	0.00	30.00	150.00	150.00
NSF Fee	0.00	0.00	15.00	30.00	30.00
Paper Subscription	0.00	0.00	0.00	1,086.00	1,086.00
Property Tax	0.00	0.00	68,232.15	85,700.00	85,700.00
R & R Utility	0.00	0.00	21,774.52	20,000.00	20,000.00
Road and Bridge	0.00	0.00	2,182.66	2,500.00	2,500.00
Sales Tax	0.00	0.00	12,074.23	56,300.00	56,300.00
Scrap	0.00	0.00	0.00	1,500.00	1,500.00
Sunshine Request	0.00	0.00	0.00	5.00	5.00
Telecommunication Fee	17.25	0.00	9,435.29	24,000.00	24,000.00
Trash services	25.06	0.00	9,381.82	35,000.00	35,000.00
General - Other	0.00	0.00	0.00	0.00	0.00
<b>Total General</b>	116.21	0.00	134,223.44	259,255.57	259,255.57
<b>Sewer</b>					
Disconnect Fee	0.00	0.00	0.00	250.00	250.00
Hook Up	0.00	0.00	0.00	0.00	0.00
Meter Deposits	0.00	0.00	0.00	0.00	0.00
Reconnect Fee	0.00	0.00	0.00	150.00	150.00
Refunds	0.00	0.00	3.49	0.00	0.00
Reimbursment	0.00	0.00	0.00	0.00	0.00
Sewer Base fees (\$48.20)	0.00	0.00	0.00	0.00	0.00
Sewer Connection Fee	0.00	0.00	0.00	215.00	215.00
Sewer Gallons surcharge	208.25	0.00	35,119.35	147,000.00	147,000.00
Sewer - Other	0.00	0.00	0.00	0.00	0.00
<b>Total Sewer</b>	208.25	0.00	35,122.84	147,615.00	147,615.00
<b>Street</b>	0.00	0.00	4,786.93	17,000.00	17,000.00
<b>Water</b>					
Disconnect Fee	0.00	0.00	0.00	250.00	250.00
Hook Up	0.00	0.00	0.00	0.00	0.00
Meter Deposits	0.00	0.00	0.00	0.00	0.00
Reconnect Fee	0.00	0.00	0.00	150.00	150.00
Refunds	0.00	0.00	3.50	0.00	0.00
Sales Tax on water sold	1.82	0.00	414.05	2,000.00	2,000.00
Water Equipment and Maint	52.88	0.00	8,619.40	36,350.00	36,350.00
Water Minimum Fee	0.00	0.00	0.00	0.00	0.00
Water Primacy Fee	0.00	0.00	0.00	670.00	670.00
Water sold	55.88	0.00	13,959.20	78,000.00	78,000.00
Water - Other	0.00	0.00	0.00	0.00	0.00
<b>Total Water</b>	110.58	0.00	22,996.15	117,420.00	117,420.00
<b>Total Income</b>	435.04	0.00	197,129.36	541,290.57	541,290.57
<b>Gross Profit</b>	435.04	0.00	197,129.36	541,290.57	541,290.57

# City of Otterville

## Profit & Loss Budget Performance

### April 2022

Expense	Apr 22	Budget	Jan - Apr 22	YTD Budget	Annual Bu...
<b>General Fund</b>					
Advertising/Publication	0.00	0.00	0.00	175.00	175.00
Annual Audit/Accounting	0.00	0.00	0.00	2,600.00	2,600.00
Audit Payment	0.00	0.00	3,600.00	15,600.00	15,600.00
City Hall Maintance	0.00	0.00	0.00	0.00	0.00
Codification	0.00	0.00	0.00	0.00	0.00
Computer Software & Maintnace	0.00	0.00	197.74	800.00	800.00
Continued Education/Training	0.00	0.00	242.38	145.00	145.00
Contract Labor	0.00	0.00	0.00	0.00	0.00
Dues and Fees	0.00	0.00	10.50	100.00	100.00
Dump Truck	0.00	0.00	68.00	135.00	135.00
Election Fees	0.00	0.00	0.00	400.00	400.00
Equipment Lease	0.00	0.00	8,028.00	9,000.00	9,000.00
Fuel	130.63	0.00	478.64	1,400.00	1,400.00
Insurance Liability	0.00	0.00	2,081.66	6,000.00	6,000.00
Late Fee	7.66		-122.44		
Legal Fees	0.00	0.00	2,250.84	6,000.00	6,000.00
Memberships	0.00	0.00	0.00	100.00	100.00
Misc	0.00	0.00	0.00	0.00	0.00
NSF Check	0.00	0.00	30.00	100.00	100.00
Office Supplies	34.00	0.00	92.78	200.00	200.00
Payroll Tax	0.00	0.00	3,047.59	12,400.00	12,400.00
Postage	0.00	0.00	135.33	250.00	250.00
Repairs & Maint	0.00	0.00	824.35	3,500.00	3,500.00
Salary	0.00	0.00	9,908.96	45,000.00	45,000.00
Scrap	0.00	0.00	0.00	0.00	0.00
Sunshine Request Refund	0.00	0.00	0.00	0.00	0.00
Trash Services	0.00	0.00	9,706.93	40,000.00	40,000.00
Utilities	0.00	0.00	3,044.67	12,000.00	12,000.00
General Fund - Other	0.00	0.00	0.00	0.00	0.00
<b>Total General Fund</b>	<b>172.29</b>	<b>0.00</b>	<b>43,625.93</b>	<b>155,905.00</b>	<b>155,905.00</b>
<b>Insurance Expense</b>	<b>0.00</b>		<b>111.00</b>		
<b>Payroll Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>373.10</b>	<b>46.68</b>	<b>46.68</b>
<b>Police Fund</b>					
Car Fuel	0.00	0.00	0.00	0.00	0.00
Car Maintanance	0.00	0.00	0.00	0.00	0.00
Misc	0.00	0.00	0.00	0.00	0.00
Salary	0.00	0.00	0.00	0.00	0.00
<b>Total Police Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Sewer Fund</b>					
Advertising/Publication	0.00	0.00	0.00	50.00	50.00
Annual Audit/Accounting	0.00	0.00	0.00	4,800.00	4,800.00
Bond Payment	0.00	0.00	62,894.67	87,500.00	87,500.00
Chemicals	0.00	0.00	0.00	800.00	800.00
City Hall Maintanance	0.00	0.00	0.00	0.00	0.00
Computer Software & Maintnace	0.00	0.00	97.75	600.00	600.00
Connection Fee	0.00	0.00	0.00	215.00	215.00
Continued Education/Training	0.00	0.00	37.38	150.00	150.00
Deposit Refund	0.00	0.00	0.00	0.00	0.00
Dues and Fees	0.00	0.00	0.00	100.00	100.00
Fuel	30.38	0.00	287.90	400.00	400.00
Insurance Liability	0.00	0.00	2,081.67	4,600.00	4,600.00
Legal Fees	0.00	0.00	1,530.01	6,000.00	6,000.00
Memberships	0.00	0.00	0.00	100.00	100.00
Misc	0.00	0.00	0.00	0.00	0.00
Misc Parts and Supplies	0.00	0.00	0.00	0.00	0.00
Office Supplies	40.49	0.00	121.27	200.00	200.00
Personal & Liability Insurance	0.00	0.00	0.00	0.00	0.00
Postage	0.00	0.00	135.33	500.00	500.00
Repairs & Maint	9.37	0.00	883.04	15,000.00	15,000.00
Salary	0.00	0.00	8,754.39	50,000.00	50,000.00

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04/01/22

Accrual Basis

**City of Otterville**  
**Profit & Loss Budget Performance**  
**April 2022**

	Apr 22	Budget	Jan - Apr 22	YTD Budget	Annual Bu...
Testing	0.00	0.00	1,228.00	8,000.00	8,000.00
Travel Expenses	0.00	0.00	0.00	100.00	100.00
Truck 2	0.00	0.00	0.00	0.00	0.00
Utilities	0.00	0.00	2,957.19	14,000.00	14,000.00
<b>Total Sewer Fund</b>	<b>80.24</b>	<b>0.00</b>	<b>81,008.60</b>	<b>193,115.00</b>	<b>193,115.00</b>
<b>Street Fund</b>					
Bond Payment	0.00	0.00	67,132.50	74,000.00	74,000.00
Dump Truck	0.00	0.00	0.00	0.00	0.00
Misc Parts and Supplies	0.00	0.00	0.00	0.00	0.00
<b>Total Street Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>67,132.50</b>	<b>74,000.00</b>	<b>74,000.00</b>
<b>Water Fund</b>					
Advertising/Publication	0.00	0.00	0.00	35.00	35.00
Annual Audit/Accounting	0.00	0.00	0.00	4,800.00	4,800.00
Chemicals	0.00	0.00	0.00	1,200.00	1,200.00
City Hall Maintenance	0.00	0.00	0.00	0.00	0.00
Computer Software & Maintenance	0.00	0.00	97.76	600.00	600.00
Continued Education/Training	0.00	0.00	37.39	100.00	100.00
Deposit Refund	0.00	0.00	0.00	0.00	0.00
Dues and Fees	0.00	0.00	0.00	100.00	100.00
Fuel	30.38	0.00	131.92	400.00	400.00
Insurance Liability	0.00	0.00	2,081.67	4,600.00	4,600.00
Legal Fees	0.00	0.00	1,530.00	6,000.00	6,000.00
Memberships	0.00	0.00	0.00	100.00	100.00
Misc	0.00	0.00	0.00	0.00	0.00
Misc Parts and Supplies	0.00	0.00	0.00	0.00	0.00
Office Supplies	40.49	0.00	121.29	100.00	100.00
Postage	0.00	0.00	135.34	500.00	500.00
Primacy Fee	0.00	0.00	0.00	700.00	700.00
Repairs & Maint	9.38	0.00	29,479.77	3,400.00	3,400.00
Salary	0.00	0.00	4,244.90	22,000.00	22,000.00
Sales Tax	0.00	0.00	2,123.22	2,200.00	2,200.00
Testing	0.00	0.00	0.00	0.00	0.00
Utilities	0.00	0.00	1,437.15	6,000.00	6,000.00
Water Tower maint/replace	0.00	0.00	0.00	6,000.00	6,000.00
<b>Total Water Fund</b>	<b>80.25</b>	<b>0.00</b>	<b>41,420.41</b>	<b>58,835.00</b>	<b>58,835.00</b>
<b>Total Expense</b>	<b>332.78</b>	<b>0.00</b>	<b>233,671.54</b>	<b>481,901.68</b>	<b>481,901.68</b>
<b>Net Income</b>	<b>102.26</b>	<b>0.00</b>	<b>-36,542.18</b>	<b>59,388.89</b>	<b>59,388.89</b>

## Monthly Water Loss

Amount of Gallons Pumped

786300

### Accounted For Usage in Gallons:

Gallons of Water Sold:	597320
Flushing:	0
Leaks:	0
Fire Department Usage:	0
Unmetered Accounts:	0
Water / WW Plant Usage:	0
Meter Wear (System Specific):	0
Theft:	0
Tower Overflows:	0
Other:	0
Other:	0

**Total Gallons Accounted For: 597,320**

**% of Water Loss: 24.03%**

**Amount of Water Lost: 188,980**

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Apartment meter was not reading  
Fixed March 29

Otterville

# Management Report 04/01/2022

Number of accounts: 203

Sales \$		Period Sales
\$78.93	County tax	192
\$29.72	Local tax	192
\$158.64	MDU Water Equipment and Maintenance	1
\$11.93	State tax	11
\$2630.78	Water equipment and maintenance	199
\$1200.00	Water Utility Audit Surcharge	200
\$4077.92	Water	597320
\$11047.80	Sewer	190
\$3139.79	Trash	179
\$22375.51	Total Charges	
\$-315.83	Previous Balance	
\$4955.16	Payments Received	
\$985.49	Credits Issued	
<b>\$16119.03</b>	<b>Balance Due</b>	

**AN ORDINANCE OF THE CITY OF OTTERVILLE, MISSOURI, AMENDING SECTION 715.040 TITLED USER CHARGE RATES, ESTABLISHING AN EFFECTIVE DATE THEREFORE AND REPEALING ALL ORDINANCES IN CONFLICT WITH THIS ORDINANCE.**

Be it Ordained by the Board of Aldermen of the City of Otterville, Missouri, as follows:

SECTION 1: That Section 715.040, of the Municipal Code of the City of Otterville, Missouri, shall be amended to read as follows:

**SECTION 715.070: USER CHARGE RATES**

**C. Minimum charges**

1. The minimum charge per month for any user of the wastewater treatment works shall be \$54.90 plus \$13.22 for sewer equipment repair and maintenance this includes the first 1 one thousand (1,000) gallons of usage. In addition, each contributor shall pay a user charge rate for of \$3.09 per one thousand (1,000) gallons of water used or fraction thereof.
2. The minimum charge per month per unit of a MDU (Multi Dwelling Unit Reference Ordinance 455) for use of the wastewater treatment works shall be \$54.90 plus \$13.22 for sewer equipment repair and maintenance this includes the first one thousand (1,000) gallons of usage per unit. In addition, each unit of a MDU shall pay a user charge rate of \$3.09 per one thousand (1,000) gallons of water per unit within the MDU used or fraction thereof.

SECTION 2: That all ordinance or parts of Ordinance which are in conflict with this Ordinance are hereby repealed.

SECTION 3: This ordinance shall be in full force and effect as of 2022.

First Reading: \_\_\_\_\_, 2022 \_\_\_\_\_

Read for the second time and passed this \_\_\_\_\_, and if read, title only, a copy of this ordinance has been made available for public inspection prior to its first reading.

Approved, 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk – Valarie Main

**AN ORDINANCE OF THE CITY OF OTTERVILLE, MISSOURI, AMENDING SECTION 705.070 TITLED WATER SERVICE RATES, ESTABLISHING AN EFFECTIVE DATE THEREFORE AND REPEALING ALL ORDINANCES IN CONFLICT WITH THIS ORDINANCE,**

Be it Ordained by the Board of Aldermen of the City of Otterville, Missouri, as follows:

SECTION 1: That Section 705.070, of the Municipal Code of the City of Otterville, Missouri, shall be amended to read as follows:

**SECTION 705.070: WATER SERVICE RATES**

**A. Minimum charges**

1. The minimum charge per month for any user of water services shall be \$7.12 this includes the first one thousand (1,000) gallons of water. In addition, for every one thousand (1,000) gallons thereafter, or fraction thereof, a charge of \$5.48 will be applied.
2. The minimum charge per month per unit of a MDU(Multi Dwelling Unit reference Ordinance 455) for water services shall be \$7.12 this includes one thousand (1,000) gallons of water per unit. In addition, for every one thousand (1,000) gallons thereafter, or fraction thereof, a charge of \$5.48 will be applied.

SECTION 2: A Water Utility Audit Surcharge in the amount of \$6.00 per month to begin the first billing cycle after commencement of Petition Audit by the Missouri State Auditor and to remain in effect until all costs of Audit are paid.

SECTION 3: That all ordinance or parts of Ordinance which are in conflict with this Ordinance are hereby repealed.

SECTION 4: This ordinance shall be in full force and effect as of, 2022.

First Reading: \_\_\_\_\_ 2022 \_\_\_\_\_

Read for the second time and passed \_\_\_\_\_, and if read, title only, a copy of this ordinance has been made available for public inspection prior to its first reading.

Approved the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk – Valarie Main



126

## Otterville

203 BB Highway PO Box 58 Otterville, MO 65348 660.366.4613 vmain@ottervillemo.gov

# City of Otterville Banking Policy

### 1. Purpose:

The purpose of this policy is to ensure The City of Otterville banking process is closely monitored and controlled so as to provide maximum security and guard against misuse and/or losses of City funds which the City of Otterville may be held liable.

### 2. General Banking Guidelines:

- a. The City Clerk of the City of Otterville will maintain a record of all deposits and keep a record of all incoming and outgoing expenditures in the City of Ottervilles financial computer program.
- b. The City Clerk of the City of Otterville will record the deposits for the bank in a timely fashion and the deposits will be taken to the bank for deposit by the Mayor, Alderman or the Police Officer. Once the deposit is made the deposit receipt will be returned to City Hall and given to the City Clerk.

### 3. General Banking Guidelines:

- a. ALL checks written on The City of Otterville checking accounts will require the approval of the Board of Alderman, rather this be at a regular monthly meeting, on in the case of an emergency by contact of the Alderman.
- b. ALL checks are required to be signed by TWO authorized representatives.
- c. ALL transfers from one account to the other must be made in person at the bank by TWO Alderman. Or a transfer slip prepared and presented at the Board of Alderman Meeting signed again by TWO Alderman.
- d. If a check is to be "cashed" it will have the signature of 2 Alderman's for cashing purpose. The check will be taken to the bank by the Mayor, Alderman or Police Officer. Once the cash is received at the bank it will be returned to City Hall and both the City Clerk and the person with the cash will sign the receipt saying the cash is being returned to the Cash Drawer at City Hall. If a check needs to have more than \$250.00 in cash that will be handled by TWO Alderman at the bank in person.
- e. The City Clerk will keep a record of all checks written and all transfers made in the computerized financial system.
- f. The City Clerk will maintain a "back up" of the financial

### 4. On Line Banking:



## Otterville

203 BB Highway PO Box 58 Otterville, MO 65348 660.366.4613 vmain@ottervillemo.gov

- a. On line banking access will be given to the City of Otterville and the sign on information will be kept in the safe under a folder named "on line banking".

### 5. Bank Statements:

- a. The City Clerk shall reconcile the monthly bank statements on a monthly basis. This shall be completed no later than the 10<sup>th</sup> of each month. If any discrepancies occur the Mayor and the Board of Alderman should be notified immediately.

**This policy for banking for the City of Otterville repeals the previous policy dated September 9, 2020. This policy will be effective after the date of passage.**

\_\_\_\_\_  
Deborah Lake, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
John Meyer, Mayor Pro-Tem

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mark Cole, Alderman

\_\_\_\_\_  
Date

\_\_\_\_\_  
William May Jr, Alderman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tim Gish, Alderman

\_\_\_\_\_  
Date

SEAL:

ATTEST:

\_\_\_\_\_  
Valarie Main, City Clerk



MISSOURI DEPARTMENT OF NATURAL RESOURCES  
WATER PROTECTION PROGRAM, FINANCIAL ASSISTANCE CENTER  
**CLEAN WATER ENGINEERING REPORT GRANT APPLICATION**  
Submit to: P.O. Box 176, Jefferson City, MO 65102-0176  
ATTN: Financial Assistance Center

**FOR OFFICE USE ONLY**

DATE RECEIVED

GRANT NUMBER

**1. APPLICANT/CONTINUING AUTHORITY**

NAME OF APPLICANT/CONTINUING AUTHORITY

City of Otterville

DUNS NUMBER

188113513

☒ Incorporated Municipality ☐ Public Water or Sewer District ☐ Other:

TELEPHONE NUMBER WITH AREA CODE

(660) 366-4613 Ext.

EMAIL ADDRESS

vmain@ottervillemo.gov

MAILING ADDRESS

PO Box 58

CITY

Otterville

STATE

MO

ZIP CODE + FOUR

65348

COUNTY

Cooper

**2. AUTHORIZED REPRESENTATIVE/APPLICATION CONTACT**

AUTHORIZED REPRESENTATIVE NAME

Deborah Lake

TITLE

Mayor

EMAIL ADDRESS

dlake@ottervillemo.gov

TELEPHONE NUMBER WITH AREA CODE

(660) 366-4613 Ext.

NAME OF PERSON TO CONTACT ABOUT THIS APPLICATION (IF DIFFERENT FROM AUTHORIZED REPRESENTATIVE)

Valarie Main

TELEPHONE NUMBER WITH AREA CODE

(660) 366-4613 Ext.

**3. GENERAL INFORMATION**

POPULATION WITHIN SERVICE AREA (MOST CURRENT FOR EACH)

a) Decennial Census: Population: 454 Date of data: 1/1/2010

b) American Community Survey: Population: 375 Date of data: 203

NUMBER OF CONNECTIONS WITHIN SERVICE AREA

DOES THE CONTINUING AUTHORITY OWN ITS WASTEWATER TREATMENT FACILITY AND/OR COLLECTION SYSTEM?

☒ Yes, both.

☐ Yes, only wastewater treatment facility.

☐ Yes, only collection system. If so, please name the treatment facility receiving the wastewater and its permit number:

☐ No. Please explain:

STATE SENATE DISTRICT NUMBER(S)

19

STATE REPRESENTATIVE DISTRICT NUMBER(S)

48

WILL THE APPLICANT APPLY FOR CLEAN WATER STATE REVOLVING LOAN FUNDING FOR CONSTRUCTION RELATED TO THE PROPOSED FACILITY PLAN?

☐ Yes ☐ No

HAS THE APPLICANT PROCURED ENGINEERING SERVICES?

☐ Yes (attach procurement documentation and complete the section below) ☒ No

**4. CONSULTANT/ENGINEER**

CONSULTING ENGINEER/COMPANY NAME

DUNS NUMBER

MAILING ADDRESS

CITY

STATE

ZIP CODE + FOUR

TELEPHONE NUMBER WITH AREA CODE

Ext.

EMAIL

**5. PROJECT TYPE (CHECK ALL THAT APPLY - MUST CHECK AT LEAST ONE)**

☒ Addition of treatment or rehabilitation/process improvement at wastewater treatment plant to meet a new permit requirement

☐ Collection system rehabilitation primarily to address inflow/infiltration

☐ Improvements to eliminate wet weather discharges from a peak flow clarifier and/or basins

Additional information or comments:

Not a new permit requirement but current permit limits we are not meeting.

## 6. ELIGIBILITY CRITERIA

The following are minimum eligibility criteria:

- a) Does the system serve a population less than or equal to 10,000 within its service area or jurisdiction (not per facility)?  
☒ Yes ☐ No
- b) Does the continuing authority have any outstanding permit fees?  
☐ Yes ☒ No (Note: The continuing authority must pay all outstanding fees prior to application.)
- c) What year was the last facility plan completed for this wastewater system and what major components did it cover?  
N/A
- d) Does the continuing authority agree to make a good faith effort to pursue recommendations contained in the approved facility plan, once completed?  
☒ Yes ☐ No

## 7. DISADVANTAGED COMMUNITY ASSESSMENT

Disadvantaged communities are eligible for up to 90% funding and must meet all of the following requirements:

- a) Does the system serve a population at or below 3,300 based on the most recent decennial census?  
☒ Yes ☐ No
- b) Is the community median household income at or below 75% of the state average median household income as determined by the most recent decennial census or by an income survey overseen by a state or federal agency?  
☒ Yes ☐ No  
If yes, community median household income: \$ 30,375.00 data source: State Decennial
- c) What is the average monthly household sewer rate for five thousand (5,000) gallons? 80.48
- d) Are user rates at or above 2% of the median household income, determined by the decennial census or income survey?  
☒ Yes ☐ No

## 8. PROJECT DESCRIPTION

DESCRIBE THE MAJOR COMPONENTS OF THE PROJECT. WHAT WILL THE FACILITY PLAN COVER? WHY DOES THE APPLICANT NEED A FACILITY PLAN? (ATTACH A SEPARATE SHEET, IF NECESSARY)

Waste water treatment system is in Non Compliance. Facility plan is needed to bring treatment facility into compliance.

## 9. ESTIMATED PROJECT COST

Total Facility Plan Cost: \$ 62,500.00

Local Match: \$ 0.00

Grant Amount Requested: \$ 62,500.00

## 10. PERMIT INFORMATION

List Missouri State Operating Permit Number(s) of water or wastewater facilities affected by this project:

MO0101125

Does the proposed project serve more than one community? ☐ Yes ☒ No

If yes, identify all communities:

## 11. RESOLUTION OF GOVERNING BODY OF APPLICANT

☒ Attach a completed Resolution of Governing Body of Applicant form.

## 12. CERTIFICATION

The authorized representative certifies that the information submitted in this application is true and correct to the best of his/her knowledge and that he/she is authorized to sign and submit this application. The applicant agrees, if a grant is awarded on the basis of this application, to comply with all applicable terms, conditions and procedures, of the Department of Natural Resources rules and regulations and, the terms and conditions of the grant agreement. The Department will return incomplete applications.

SIGNATURE OF AUTHORIZED REPRESENTATIVE

*Valerie Main*

DATE

4/7/2022

## 13. PREPARER'S NAME AND SIGNATURE (IF APPLICABLE)

SIGNATURE OF PREPARER

*Valerie Main*

DATE

4/7/2022

NAME AND TITLE (PLEASE PRINT OR TYPE)

Valarie Main City Clerk

TELEPHONE NUMBER WITH AREA CODE

(660) 366-4613



MISSOURI DEPARTMENT OF NATURAL RESOURCES  
WATER PROTECTION PROGRAM  
FINANCIAL ASSISTANCE CENTER

**RESOLUTION OF GOVERNING BODY OF APPLICANT**  
**RESOLUTION NO. 4-2022**

(Suggested Form for Grant/Loan Applicant use)

Resolution authorizing the filing of an application with the Missouri Department of Natural Resources, Clean State Revolving Fund Program for an engineering grant under the Missouri Clean Water Law (Chapter 644, RSMo.).

WHEREAS pursuant to the terms of the Missouri Clean Water Law, Chapter 644, Revised Statutes of Missouri, the State of Missouri has authorized the making of loans and/or grants to authorized applicants to aid in the construction of specific public projects.

NOW, THEREFORE, be it resolved by the Board of Alderman of the City of Otterville, Missouri  
(governing body of applicant)

1. That Deborah Lake be and he/she is hereby authorized to execute and  
(designated official)  
file an application on behalf of City of Otterville  
(legal name of applicant)  
with the State of Missouri for a loan and/or grant to aid in the construction of:  
Clean Water Engineering Report to evaluate the existing Sewer Plant for non compliance of the waste water treatment plant.  
(brief project description)

2. That Deborah Lake, Mayor  
(name of authorized official) (title)  
is hereby authorized and directed to furnish such information as the Missouri Department of Natural Resources may reasonably request in connection with the application which is herein authorized, to sign all necessary documents on behalf of the applicant, to furnish such assurances to the Missouri Department of Natural Resources as may be required by statute or regulation, and to receive payment on behalf of the applicant.

**CERTIFICATE OF RECORDING OFFICER**

The undersigned, duly qualified and acting City Clerk of the  
(title of officer)  
City of Otterville, does hereby certify: That the attached resolution is a  
(legal name of applicant)  
true and correct copy of the resolution adopted at a legally convened meeting of the Board of Alderman  
of the City of Otterville held on the 7 day of April, 2022 ;  
(name of the governing body of applicant)  
and further that such resolution has been fully recorded in the journal of proceedings and records in my office. IN  
WITNESS WHEREOF, I have hereunto set my hand this 7 day of April, 2022 .

(signature of recording officer)

City Clerk

(title of recording officer)

SEAL (If applicant has an  
official seal, impress here.)

12d

RESOLUTION NO 4-2022a

**A RESOLUTION OF THE BOARD OF ALDERMAN OF THE CITY OF OTTERVILLE, AUTHORIZING AND APPROVING A COOPERATIVE AGREEMENT BETWEEN THE COOPER COUNTY CLERK AND THE CITY OF OTTERVILLE, MISSOURI REGARDING THE COLLECTION OF CITY TAXES; AND PROVIDING AN EFFECTIVE DATE THEREFOR.**

**WHEREAS**, the City of Otterville, Missouri and the Cooper County Clerk desire to enter into a Cooperative Agreement authrozied and permitted by Sections 50.322, 70.220 to 70.320 inclusive, and Sections 140.670 to 140.750 inclusive, of the Revised Statutes of Missouri, for the cooperative efforts of the parties to collect the taxes of the City of Otterville on property located within the boundaries of said City, which is located in Cooper County, Missouri; and

**NOW, THEREFORE, BE IT RESOLVED**, by the City Concil of the City of Otterville, Missouri as follows:

**SECTION 1:** That a certain Cooperative Agreement between the Cooper County Clerk and the City of Otterville, Missouri, a copy of which is marked "Exhibit A" and is attached hereto and made a part hereof, is hereby approved.

**SECTION 2:** That the Mayor and the City Clerk be and are hereby authorized to execute, and attest said Agreement, in multiple counterparts; on behalf of the City of Otterville.

**SECTION 3:** That the fully executed Agreement and counterparts be delivered to the Cooper County Commission for consideration and approval as soon as practicable.

**SECTION 4:** This resolution shall take effect and be in full force from and after its passage and approval

**Considered and adopted by a majority vote of the Board of Aldermen of the City of Otterville, Missouri on this \_\_\_\_ day of \_\_\_\_\_, 2021.**

**Approved:**

**Attest:**

\_\_\_\_\_  
Deborah Lake, Mayor

\_\_\_\_\_  
Valarie Main, City Clerk

## COOPERATIVE AGREEMENT

THIS AGREEMENT is made and entered as of this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between City of Otterville, Missouri, a municipal corporation, and hereinafter "City," and Clerk of Cooper County, Missouri, hereinafter "Clerk" under the following terms and conditions.

**WHEREAS**, statutory provisions, including certain statutes in Chapter 137, RSMo, grant both City and Cooper County, Missouri the power to tax real and personal property within their respective boundaries;

**WHEREAS**, Sections 70.210 to 70.320, RSMo, allow municipalities like City to contract with elected or appointed officials of political subdivisions like Clerk for a common service; and

**WHEREAS**, Section 50.332, RSMo allows municipalities like City to contract with elected or appointed officials of County like Clerk to perform the same type of services for City as Clerk performs for County and for Clerk to receive compensation under the contract; and

**WHEREAS**, in years past Clerk has provided a common service to implement both County's and City's powers of taxation of real and personal property, including but not limited to authenticating tax information and extending tax rates in the tax books; and

**WHEREAS**, the parties wish to enter into an agreement for Clerk to perform such services as are necessary for City to implement City's powers of taxation of real and personal property under Section 94.020, RSMo, including authenticating tax information and extension of City's real and personal property taxes in the tax books.

**NOW, WHEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:**

1. Clerk covenants and agrees:

- a. To timely perform all actions necessary to authenticate City's tax information and extend City's tax rates on the tax books for all real and personal property within City each year.
- b. To provide City a copy of the final tax printouts, for the current year, including a list of taxpayers, valuations, assessments, amounts of taxes due, and other pertinent information vital to the tax billing system, not later than November 10<sup>th</sup> of each year.

2. City covenants and agrees:

- a. To provide Clerk with any information needed to provide common services to City under this Agreement.
- b. To compensate the Clerk for all services provided under this Agreement at the rate of one and one-half percent (1.5%) of City's current and delinquent taxes collected

by each year.

- c. To compensate the Clerk for services previously performed in the 2019, 2020, and 2021 tax years at the rate of one and one-half percent (1.5%) of the City's current and delinquent taxes collected in each of these tax years.

3. Term of Agreement:

- a. This Agreement is for an annual term, commencing on May 1, 2022.
- b. At the end of the initial term and any subsequent terms this Agreement shall automatically renew unless any party provides the other parties a written notice of termination by December 1<sup>st</sup> of the final year of the current term. For example, for the initial term, the deadline to provide written notice of termination is December 1, 2022.
- c. Discussions regarding potential changes to the Agreement shall not constitute the requisite written notice of termination and shall not result in the termination of this Agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands and affixed their official seals as of this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

*[signature page to follow]*

**CITY OF OTTERVILLE, MISSOURI**

**ATTEST:**

By: \_\_\_\_\_  
Deborah Lake, Mayor

By: \_\_\_\_\_  
Valarie Main, City Clerk

**SEAL:**

**COOPER COUNTY CLERK**

By: \_\_\_\_\_  
Sarah Herman, County Clerk

**APPROVED BY:  
COOPER COUNTY COMMISSION**

By: \_\_\_\_\_  
Presiding Commissioner

By: \_\_\_\_\_  
Eastern Commissioner

By: \_\_\_\_\_  
Western Commissioner

**AN ORDINANCE OF THE CITY OF OTTERVILLE, MISSOURI,  
AMENDING SECTION 51.024 WATERWORKS FUND. ESTABLISHING  
AN EFFECTIVE DATE THEREFORE AND REPEALING ALL  
ORDINANCES IN CONFLICT WITH THIS ORDINANCE.**

**BE IT ORDAINED**, by the Board of Aldermen of the City of Otterville, Missouri, as follows:

**SECTION 1.** The City Code of the City of Otterville is hereby amended by repealing Section 51.024, and enacting one new section in lieu thereof to read as follows:

**§ 51.024 WATERWORKS FUND.**

(A) The City Clerk shall pay over to the Treasurer of said city all money received from the sale of water supplied from said system and from miscellaneous charges made. The City Treasurer shall deposit said monies received for water supplied and for said charges in a fund designated as the "Waterworks Fund" of the city, as established by Ordinance 49 of said city. The City Treasurer shall continue the present accounts and shall keep proper books, records, and accounts in which complete and correct entries shall be made of all transactions relative to said monies received by said Treasurer. Said Treasurer, at regular annual intervals, shall cause an audit to be made, all as provided in said Ordinance 49.

(B) The City Clerk shall deposit \$6,000 in the month of June each year beginning in the year 2020. Deposits shall be made annually to the water tower savings account to be used for water tower maintenance or replacement. This yearly amount shall be included in the yearly water budget.

**(C) The City Clerk shall deposit \$3,000 in the month of September each year beginning in the year 2023. Deposits shall be made annually to the Well Pump savings account to be used for replacement or repair of the well pump. This yearly amount shall be included in the yearly water budget.**

**SECTION TWO** The provisions of this ordinance are severable and if any provision hereof is declared invalid, unconstitutional, or unenforceable, such determination shall not affect the validity of the remainder of this ordinance.

**SECTION THREE** This ordinance shall be in full force and effect from and after the date of its passage and approval.

First Reading: \_\_\_\_\_ 2022

Read for the second time and passed \_\_\_\_\_, and if read, title only, a copy of this ordinance has been made available for public inspection prior to its first reading.

Approved the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk – Valarie Main