

**City of Odessa, Missouri**  
**Board of Aldermen**  
**Odessa Community Building | 601 W. Main Street**  
**Regular Meeting ~ Monday, October 27, 2025 | 6:00 p.m.**  
**Meeting Minutes**

[@OdessaMO](#)

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

Mayor Bryan Barner called the meeting to order at 6:02 p.m., and led in the pledge of allegiance.

**ROLL CALL**

Shawna Davis, City Administrator called the roll and confirmed a quorum.

Mayor Bryan Barner	Present	Alderman Bruce Whitsitt	Present
Alderdwoman Karla Polson	Present	Alderdwoman Donna Ehlert	Present
Alderman Mike Plachte	Present	Alderdwoman Mickey Starr	Present
Alderman Collin Carrigan	Present		

**OTHERS IN ATTENDANCE**

Shawna Davis, City Administrator	Troy Woutzke, Electric
Karen Findora, City Clerk	Darrin Lamb, Streets/Water - Absent
Cathy Thompson, Finance Director	Kenny Snider, Wastewater – Absent
Josh Thompson, Police Chief – Absent	Austin Summitt, Police Officer
Jeff Deane, Lauber Municipal Law	Kane Dobson, Police Officer

**PUBLIC IN ATTENDANCE**

Hannah Sparr, The Odessan	Forest Palmer
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**WELCOME OF VISITORS**

Mayor Barner welcomed visitors and those viewing on YouTube.

**APPROVAL OF CONSENT AGENDA**

Approval of minutes and consent agenda.

- October 13, 2025 – Regular Session

Alderdwoman Ehlert, moved to approve the consent agenda and the October 13, 2025, meeting minutes as submitted, seconded by Alderman Carrigan.  
Motion carried 6-0

Cathy Thompson, Finance Director, provided an audit update.

**MAYOR REPORT**

Mayor Barner stated that he attended a ribbon-cutting on October 14th for Inspired Body Therapy located at 309 East Park Lane and welcomed them to the City of Odessa. On October 16th, Mayor Barner attended the Rotary meeting where he read a Proclamation

for World Polio Day. He went on to thank those who volunteered and those who attended the Chalk the Walk, Optimist Club, and the Downtown Trick-or-Treat, Odessa Chamber of Commerce. Mayor Barner congratulated all of the Odessa R-7 High School athletic teams who have worked hard to win numerous titles in their conference. Bulldog Proud!! Mayor Barner announced several positions that were open for boards and commissions, and informed everyone that they can submit an application of interest online by visiting the City of Odessa website. He also announced that Alderwoman Donna Ehlert's last meeting with the City of Odessa will take place on Monday, November 10, 2025. Alderwoman Ehlert will be sadly missed, but we wish her well in her future endeavors.

### **ALDERMEN REPORTS**

- Alderman Plachte – No Rpt.
- Alderman Carrigan thanked Alderwoman Ehlert for her service. Alderman Carrigan directed people to the City website for information on the upcoming election.
- Alderwoman Polson thanked the businesses and churches for their continued support of the Downtown Trick-or-Treat event.
- Alderwoman Ehlert – No Rpt.
- Alderwoman Starr – No Rpt.
- Alderman Whitsitt announced he attend a MML meeting with Shawna Davis and Cathy Thompson to learn about property tax and what is happening in Jefferson City. He stated that he didn't learn much about it. He then said he will meet with Tyler Wells, 941 Pizza, and Terrica Jones, Downtown Collective, to discuss the suggestions from the food truck businesses and the downtown collaborative.

### **CITY ADMINISTRATOR REPORT**

Shawna Davis, City Administrator, provided a brief update on city events.  
(visit the [city website](#) to hear update.)

### **PUBLIC HEARING**

None

### **PUBLIC COMMENTS**

None

### **OLD BUSINESS**

None

### **NEW BUSINESS**

#### **Resolution No. 2025-29 ~ Disposition of Records – Police**

Mayor Barner read the proposed Resolution No. 2025-29 approving the disposition of Police records that have met the required retention periods in accordance with the RSMo Chapter 109 and applicable state retention schedules.

Motion was made by Alderman Carrigan to approve Resolution No. 2025-29 approving the disposition of Police records that have met the required retention periods in

accordance with the RSMo Chapter 109 and applicable state retention schedules, seconded by Alderman Plachte.  
Motion carried 6-0.

#### **Discussion ~ Global Payment Credit Card Fees**

Cathy Thompson, Finance Director, discussed the fees for the Global Payment credit card. Ms. Thompson explained that the city budgeted \$174,000 for credit card processing fees and has been assuming that cost since the COVID shutdown occurred. Before COVID, that fee was passed on to the consumer. Since then, both usage and costs have grown exponentially. Currently, staff is seeking guidance from the board on how to proceed. The Finance Committee met and reviewed several options. Alderman Whitsitt stated that there are three key discussions to have: whether the city wants to continue paying for it, pass the fee on to the customer, or if the city chooses not to continue, it will save \$174,000 in the budget, then what will that saving be allocated to.

The Finance Committee is recommending, and the direction of the board is to pass the credit card fees on to the consumer, and staff is to work toward making that happen by January 1, 2026.

#### **Discussion ~ Downtown Sidewalk Use**

Mayor Barner discussed the Downtown Sidewalk Use and the creation of a policy for it. He stated that he wants to protect the investment and streetscape of the city. He would like to have a policy in place before the downtown sidewalk project is finished. The board briefly reviewed a draft of the policy and was asked to examine it and provide suggestions at a future meeting.

#### **Discussion ~ Strategic Plan ~ Electric**

Shawna Davis, City Administrator, reviewed Electric in the newly adopted Strategic Plan. She discussed the measures of success and the action items

#### **Measurement Items:**

- Average outage duration (SAIDI) and frequency (SAIFI) reduced year over year.
- Percentage of service area converted to larger voltage (12470).
- Reduce time to restore service for major outages ~ Daupler outage calls.
- Increase the number of new industrial and commercial customers added each year.

#### **Action items the staff developed:**

- Conduct a detailed rate study to ensure electric rates are fair, cost-effective and support the long-term financial and operational sustainability of the utility.
- Develop and implement a utility communication plan.
- Enhance operational efficiency, outage response, and system monitoring through phased integration of automation technologies into the electric distribution system.

- Create a 10-year capital improvement plan (CIP) with planned funding sources for all projects.

#### Board Suggestions:

- Surveys with QR code, survey cards, Survey Monkey, so that customers can provide their feedback for all departments
- Annual Year in Report outside of budget season
- Post more Social Media posts on the City Facebook page

Alderwoman Polson questioned the frequency of outages in the system. Troy Woutzke, Electric Superintendent, stated that with the infrastructure upgrades that staff is making, for example, pole replacements, tree trimming, transformer replacements, etc., help upgrade the voltage. He stated that most of the outages are due to fallen tree limbs, weather-related, and animal-related incidents. He states that higher voltage means greater durability in service.

Alderman Carrigan asked what the current hurdle is to get the city to the larger voltage (12470). Mr. Woutzke stated its time, money, and staff. Ms. Davis stated that the city has budgeted \$250,000 in the CIP for contracted labor this fiscal year to work on some conversions. She noted that the city has already forecasted and seen that the city not able to get everything that the city needs completed in this fiscal year with the size of staff that the city has. Putting together a 10-year plan is necessary to achieve the city's goals.

Alderman Whitsitt asked if the city could complete a rate study this fiscal year. Ms. Davis clarified that the city didn't budget for a rate study in this year, but if it's the board's direction, staff will begin working on it. She mentioned that this is one of the higher CIPs the city has ever allocated for the electric fund. She added that staff recognized the need for an on-call engineer to successfully get these projects underway. Ms. Davis explained that the city has issued a bid for on-call engineering services and is currently under contract, with negotiations ongoing with an engineering firm. She told the board that staff would present the electrical engineering contract and on-call services at the November 10th board meeting. Alderman Whitsitt requested that the study should include not only industrial, commercial, and residential rates but also focus on business rates.

Alderwoman Ehlert stated that the city needs to keep focusing on community development. She then asked if there were any grant opportunities. Additionally, employee retention seems to be a problem. She encourages the board to continue monitoring these areas for improvement.

The board instructed staff to start and complete a rate study within this fiscal year.

#### **Aldermen ~ Request for New Items**

None

**Next Regular Scheduled Meeting:**

Monday, November 10, 2025, at 6:00 p.m. Regular Session.

**Adjourn**

There being no further business to come before the Board of Aldermen, a motion was made by Alderwoman Ehlert, seconded by Alderman Carrigan, to adjourn the meeting at 7:13 p.m. Motion carried 6-0.

Approved:

November 10, 2025

CITY OF ODESSA

Bryan D. Barner  
Bryan D. Barner, Mayor

ATTEST

Karen Findora  
Karen Findora, City Clerk