



City of Holden

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HOLDEN REGULAR CITY COUNCIL MEETING MINUTES

Thursday, September 18, 2025, 7:00 p.m.

Hallar Building (City Hall) 101 W 3rd Street Holden, MO 64040

Mayor Briscoe called the meeting to order at 7:00PM.

Mayor Briscoe asked for a roll call of the council. As follows:

Andes	Absent	Pemberton	Present
Miller	Present	Barwick	Absent
Mensch	Present	Goodfellow	Present
Fields	Present	Mallory	Present

Also in attendance was Police Chief Mayhew, Street Superintendent Robb, and Park Director Mallory.

Mayor Briscoe made a motion to add a discussion of job duties for Executive Assistant and City Administrator to the agenda. With the motion so moved by Councilwoman Fields and seconded by Councilman Mensch, the motion passed.

Mayor Briscoe brought the council’s attention to the consent agenda. The consent agenda consists of the City Council minutes from the August 21st, 2025 meeting, the tax hearing minutes from August 21st, and the appropriations/expenditures presented at the finance meeting. He called for a motion to approve. There were no edits, corrections, or additional information. With the motion so moved by Councilman Goodfellow and seconded by Councilman Mensch, the consent agenda was approved.

There were no citizens or community organizations who requested time to speak.

The Mayor thanked all staff and departments for their support in the Street Fair. The lot next door was prepared as a parking lot just in time for the fair goers, and it did seem to relieve some congestion we’ve seen in years past. The Lake Group is requesting “all hands on deck” for the kite festival. They’ll need people helping with parking, traffic flow, set up, tear down, etc. He also mentioned that the Treasurer is preparing for the upcoming audit, and that the sidewalk project on Main Street is still in the works with the next step being MODOT design approval.

Police Chief Mayhew provided a written report. Chief Mayhew reported: Incident reports – 36; Misdemeanors – 6; Felonies – 10; Warrant arrest –5; Domestic – 0; Miscellaneous reports – 5; Agency assist – 1; MVC – 1; Juvenile – 1; CIT – 0; Traffic Summons – 19; Traffic Warning – 20. For Codes/Animal Control: Codes cases – 11; Animal At Large/ License – 1; Vicious Animal – 2; Nuisance – 0; Business – 0; Illegal burn – 1.

Fire Chief Wakeman provided a written report. Chief Wakeman reported: Fire incidents – 9; Rescue/EMS incidents – 5. The average response time for all calls – 7 minutes, 52 seconds.

Street Superintendent Joe Robb provided a written report. Weekly maintenance, ditch cleanouts, pothole patching, and large equipment maintenance. Worked to get the streets prepared for the fair, and have finished mowing the lake for the kite festival.

Park Director Tami Mallory provided a written report. She reported that the Park Board has chosen a new member to be appointed, with council approval at this meeting. The next event will be Pumpkins in the Park on October 18th from 4-7pm. This event is held in conjunction with Covenant Church. The church provides music, food and a bounce house. The park provides pumpkins and decorating stickers. W.I.N.G.S. Academy has begun the volunteer work at the park. They will come every other Wednesday.

Councilman Mensch, as the BPW liaison, reported for the BPW. He reported that there had been two water leaks, one on Clay Street and one on 58 Highway. Clearwater solutions came for a site visit. They plan to finalize the contract for the switch from O & M Enterprises to Clearwater by the first of November. BPW would like to have everything to council and finalized by the end of the year.

Councilman Fields reported for Budget, Finance & Administration Committee. Ms. Fields stated that the committee discussed that they don't want to rush the contract for the water department switchover, and that the Executive Assistant is having a hard time getting information from other cities and council needs to discuss the City Administrator vs Executive Assistant positions.

Councilman Miller reported for Public Works and Infrastructure Committee. Mr. Miller stated that the committee wants to ask the BPW to give council the contract 30 days in advance for time to review and have any meetings with Clearwater that the council finds necessary. Mr. Miller has asked for an open discussion of this topic. Councilwoman Fields made a motion to proceed with the telling the BPW that council needs 30-60 days to review the contract and desires a meeting with Clearwater before approval. The motion was seconded by Councilman Goodfellow. The motion passed unanimously. He then mentioned that the Park and this committee has started working together on the stormwater project for more grant opportunities.

Councilman Barwick arrived at 7:33.

Councilman Pemberton reported for Public Safety Committee. Mr. Pemberton stated that the Police Department open house went well, approximately 25 people. Council, Merit Board, and Park Board were represented. The kite festival and tractor pull are upcoming events. He also stated that the heater in the fire department bay has gone out again, the FD is looking to replace this with a new mini split that will heat and cool.

Councilman Mensch reported for Public Parks and Recreation Committee. Mr. Mensch stated that the sidewalk and ramp installation leading to the dock by the boat ramp should be complete by winter. He also stated that the Lake Group is looking for volunteers to help set up/tear down for the kite festival.

Councilwoman Mallory reported for Economic, Industrial, and Community Development Committee. Ms. Mallory stated that the Planning and Zoning Commission is looking for a new member. Part of the Comprehensive Plan was to get W.I.N.G.S. and JAG school programs involved with the city, which has been done through the park and City Hall. 500 W. 2nd Street has been purchased by a new owner. This owner has been given a list of items to repair in a timely manner or the city will continue with the demolition efforts.

Mayor Briscoe then brought the body's attention to Resolution No. R25-34 FD purchase - mini split and called for a motion to approve. With the motion so moved by Councilwoman Fields and a second by Councilman Pemberton the motion passed.

Mayor Briscoe then brought the body’s attention to Resolution No. R25-35 SD purchase – new salt/sand building and called for a motion to approve. With the motion so moved by Councilman Miller and a second by Councilwoman Fields the motion passed.

Mayor Briscoe then brought the body’s attention to Resolution No. R25-36 Appointment to Park Board – April Smith and called for a motion to approve. With the motion so moved by Councilman Miller and a second by Councilwoman Fields the motion passed.

Mayor Briscoe then moved to Bill No. 09-01-25 Employee handbook amendment, did the first reading and called for a motion to approve. With the motion so moved by Councilman Miller and a second by Councilman Mensch, the motion passed. There was a question about how the pay raises are approved and a motion by Councilman Mensch to amend the proposed handbook to read “Raises will be approved by council through the budget development process”. With the motion seconded by Councilwoman Fields, the motion passed. The Mayor then did the first reading as amended and called for a motion to approve. With the motion so moved by Councilwoman Fields and a second by Councilman Mensch, the motion passed. With no further discussion, the Mayor then did the second reading and called for a motion to approve. With the motion so moved by Councilwoman Fields and a second by Councilman Mensch, Mayor Briscoe asked for a roll call vote.

Andes	Absent	Pemberton	Yes
Miller	Yes	Barwick	Yes
Mensch	Yes	Goodfellow	Yes
Fields	Yes	Mallory	Yes

Bill No. 09-01-25 Employee handbook amendment passed.

The Mayor stated that some councilmembers wanted to relook at the rolls of Executive Assistant vs City Administrator. Councilman Miller stated that with the councilmembers and mayor changing frequently, he was concerned that the Executive Assistant title would not allow Mrs. Goodfellow the authority to keep projects going when council/mayor changes. The Mayor stated the all of council should review the ordinance, then decide if promoting Mrs. Goodfellow or removing/changing the City Administrator job description would be best. This was discussion only, no votes were taken.

The Mayor called for a motion to adjourn the meeting. With the motion so moved by Councilwoman Fields and a second by Councilwoman Mallory, the meeting was adjourned at 8:00PM.

Council Approved: _____

Ray Briscoe, Mayor

Sarah Claxton, City Clerk