

**CITY OF NEW HAVEN
101 FRONT STREET
BOARD OF ALDERMEN
SPECIAL MEETING**

Monday, November 24, 2025

11:30 a.m.

**Location: New Haven Public Works Facility, 205 Industrial Drive, New Haven MO 63068
AGENDA**

1. CALL TO ORDER

2. ROLL CALL

3. MONEY ORDINANCES

- a. Archer-Elgin Engineering, Surveying and Architecture Invoice #3 and Invoice #6 final payment, pages 1-9

4. RESOLUTIONS

- a. **Resolution No. 25-221** – a resolution authorizing the filing of an application and associated tasks with the Missouri Department of Natural Resources, Financial Assistance Center’s funding programs for loans and/or grants under the Missouri Clean Water Law (Chapter 644, Revised Statutes of Missouri (RSMo)) or the Missouri Safe Drinking Water Law (Chapter 640, RSMo), pages 10-13

5. DISCUSSION

- a. Purchase of technology for Mayor, Aldermen, and City Clerk for the dual purpose of eliminating the need to print paper packets, and the ability to record minutes to increase efficiency and transparency in our public meetings and use of staff time.

6. ADJOURN

NOTICE: Copies of the proposed ordinances on the agenda are available for public inspection prior to the time the bill is under consideration by the Board of Aldermen. Posted on the City Hall Notice Board by Susan Warnecke, City Clerk, November 20, 2025.

The City of New Haven is working to comply with the American with Disabilities Act mandates. Individuals who require accommodation to attend a meeting should contact City Hall (573-500-2530) at least twenty-four hours in advance.

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK CHECK# DATE
SEWER SEWER ARCHER-ELGIN ENGINEERING,	ARCH ELGIN MAR 2025 PAY WW COL		23,613.00	
	61 SEWER TOTAL		23,613.00	
	11 SEWER TOTAL		23,613.00	
	Accounts Payable Total		23,613.00	

FUND	NAME	AMOUNT
11	SEWER	23,613.00
	TOTAL FUNDS	23,613.00



Archer-Elgin Engineering, Surveying and Architecture
310 East 6th Street
Rolla, MO 65401-3343
Tel: 573-364-6362 Fax: 573-364-4782
cmarcher@cmarcher.com
www.archer-elgin.com

STATEMENT

As of 11/18/2025

Steve Roth
City of New Haven
101 Front Street

NEW HAVEN, CITY OF Balance: \$23,613.00

New Haven, MO 63068

Please return top portion with remittance

STATEMENT OF ACCOUNT

PRIOR INVOICE :

INVOICE	DATE	DUE DATE	BILL AMOUNT	AMOUNT PAID	LAST PAY METHOD	LAST PAY DATE	BALANCE
15133404-06-3	3/15/2025	4/14/2025	\$15,742.00	50.00			\$15,742.00
15133404-06-6	9/3/2025	10/3/2025	\$7,871.00	50.00			\$7,871.00
NEW HAVEN, CITY OF Balance:							\$23,613.00

*Please review the statement. If any invoice has been paid, please contact us at your earliest convenience.
If you are unable to pay the balance in full, please contact our office to make alternate arrangements.*

AGED BALANCES:

CURRENT	31 TO 60	61 TO 90	>90	BALANCE
\$0.00	\$0.00	\$7,871.00	\$15,742.00	\$23,613.00



Archer-Elgin Engineering, Surveying and Architecture

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Rolla, MO 65401-3343, United States
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cmarcher@cmarcher.com
www.archer-elgin.com

City of New Haven
101 Front Street
New Haven, MO 63068

INVOICE

INVOICE DATE: 3/15/2025
INVOICE NO: 15133404-06-3
BILLING THROUGH: 3/15/2025

15133404-06-00001 | New Haven -- TO 6 - WW Collection System
Facility Plan Phase 2

Managed By: Jeffery A Medows

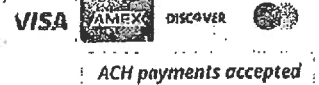
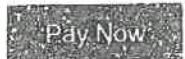
DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
15133404-06-00001-01 New Haven -- TO 6 - New Haven -- TO 6 - WW Collection System Facility Plan Phase 2	\$78,710.00	35.00	\$27,548.50	\$11,806.50	\$15,742.00
TOTAL	\$78,710.00		\$27,548.50	\$11,806.50	\$15,742.00

11-61-4078

SUBTOTAL \$15,742.00

AMOUNT DUE THIS INVOICE \$15,742.00

This invoice is due on 4/14/2025



POSTED
11-20-25
J# 835V1

Managed by: Jeff Medows, PE

Attachment 3
Clean Water Engineering Report Grant Program
Engineer Project Status Form
(Must be submitted with each invoice)

Project Name: New Haven TO6 - Wastewater Collection Facility Plan Phase 2
EPG-296-23

Consulting Engineer: CM Archer Group, PC dba Archer-Elgin

Status Period: 07/27/2024 - 03/15/2025

	Completed	In Process	Not Started
Facility Plan Structure Ex. Title page, table of contents, introduction and background, etc.	☐	☒	☐
Existing Facilities Evaluation	☐	☒	☐
Hydraulic Capacity Determination	☐	☒	☐
Organic Capacity Determination	☐	☐	☐ N/A
Project Alternatives Analysis / Summary / Justification	☐	☐	☒
Antidegradation/Water Quality Review	☐	☐	☐ N/A

Brief Description of Project Related Activities Performed During Status Period:

Engineer Signature: _____

Date: _____

**MISSOURI DEPARTMENT OF NATURAL RESOURCES
FINANCIAL ASSISTANCE CENTER
STATE REVOLVING FUND REIMBURSEMENT FORM**

RECIPIENT ORGANIZATION:
City of New Haven
101 Front Street
New Haven, MO 63068

PAYMENT REQUEST NUMBER: 1
LOAN TRUSTEE:

FUNDING PROGRAM Clean Water
FUNDING TYPE: Grant
PROJECT NUMBER: EPG-296-23

If applicable, check here if are you requesting release of retainage. _____

ELIGIBLE PROJECT COSTS INCURRED (EXCLUDING RETAINAGE) Show construction, engineering, administrative costs, etc.		Current Period	Cumulative	Office Use Only
A. New Haven TO6 -Wastewater Collection System Facility Plan Phase 2		\$15,742	\$15,742	
B.				
C.				
D.				
E.				
F.				
G.				
H.				
I.				
J.				
K.				
Z. Total from continuation sheet (lines L - Y)				
AA. Eligible costs incurred to date				
FOR OFFICE USE ONLY Grant pays 80%	BB. TOTAL APPROVED ELIGIBLE COSTS TO DATE		BB. \$15,742.00	
	CC. LESS AMOUNT PREVIOUSLY APPROVED		CC. \$12,593.60	
	EE. AMOUNT PAYABLE TO RECIPIENT		EE. \$3,148.40	
CERTIFICATION: 1. By signing this form, I certify to the best of my knowledge and belief that the form is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. 2. The payrolls for this reimbursement request contain the information required to be provided under 29 CFR 5.5(a)(3)(ii), the appropriate information is being maintained under 29 CFR 5.5(a)(3)(i) and that such information is correct and complete; and the project is in compliance with the requirements of 29 CFR 5.5(a)(1), based upon the most recent payroll copies.				
RECIPIENT: Signature of authorized certifying official Typed or printed name and title Date signed				
Office Use Only DNR REVIEWER: Signature of review official Typed or printed name and title Date signed				



Archer-Elgin Engineering, Surveying and Architecture

310 East 6th Street
Rolla, MO 65401-3343, United States
Tel: 573-364-6362 Fax: 573-364-4782
cmarcher@cmarcher.com
www.archer-elgin.com

ARPA Funds
Allocated
Toggle -

INVOICE

INVOICE DATE: 9/3/2025
INVOICE NO: 15133404-06-6
BILLING THROUGH: 9/2/2025

City of New Haven
101 Front Street
New Haven, MO 63068

15133404-06-00001 | New Haven -- TO 6 - WW Collection System
Facility Plan Phase 2

Managed By: Jeffery A Medows

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
15133404-06-00001-01 New Haven -- TO 6 - New Haven -- TO 6 - WW Collection System Facility Plan Phase 2	\$78,710.00	100.00	\$78,710.00	\$70,839.00	\$7,871.00
TOTAL	\$78,710.00		\$78,710.00	\$70,839.00	\$7,871.00

Vendo 100% 11-61-4078

SUBTOTAL **\$7,871.00**

AMOUNT DUE THIS INVOICE **\$7,871.00**

This invoice is due on 10/3/2025

Pay Now

POSTED
11-20-25

8359

VISA AMEX DISCOVER

ACH payments accepted

Managed by: Jeff Medows, PE

7

Attachment 3
Clean Water Engineering Report Grant Program
Engineer Project Status Form
(Must be submitted with each invoice)

Project Name: New Haven Wastewater Collection System Facility Plan Phase 2

Consulting Engineer: CM Archer Group, PC dba Archer-Elgin

Status Period: 08/01/2025 - 09/03/2025

	Completed	In Process	Not Started
Facility Plan Structure Ex. Title page, table of contents, introduction and background, etc.	☒	☐	☐
Existing Facilities Evaluation	☒	☐	☐
Hydraulic Capacity Determination	☒	☐	☐
Organic Capacity Determination	☐	☐	☐ N/A
Project Alternatives Analysis / Summary / Justification	☒	☐	☐
Antidegradation/Water Quality Review	☐	☐	☐ N/A

Brief Description of Project Related Activities Performed During Status Period:

Facility Plan Completed and submitted to MDNR

Engineer Signature: 

Date: 09/03/25

**MISSOURI DEPARTMENT OF NATURAL RESOURCES
FINANCIAL ASSISTANCE CENTER
STATE REVOLVING FUND REIMBURSEMENT FORM**

RECIPIENT ORGANIZATION:

City of New Haven
101 Front Street
New Haven, MO 63068

PAYMENT REQUEST NUMBER: 4

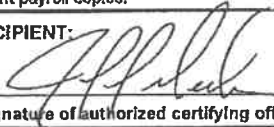
LOAN TRUSTEE:

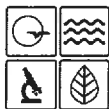
FUNDING PROGRAM Clean Water

FUNDING TYPE: Grant

PROJECT NUMBER: EPG-296-23

If applicable, check here if are you requesting release of retainage. _____

ELIGIBLE PROJECT COSTS INCURRED (EXCLUDING RETAINAGE) Show construction, engineering, administrative costs, etc.		Current Period	Cumulative	Office Use Only
A. New Haven TO6 - Wastewater Collection System Facility Plan Phase 2		7,871.00	66,903.50	
B.				
C.				
D.				
E.				
F.				
G.				
H.				
I.				
J.				
K.				
Z. Total from continuation sheet (lines L - Y)				
AA. Eligible costs incurred to date				
FOR OFFICE USE ONLY Grant pays 60%	BB. TOTAL APPROVED ELIGIBLE COSTS TO DATE			BB. 66,903.50
	CC. LESS AMOUNT PREVIOUSLY APPROVED			CC. 69,032.50
	EE. AMOUNT PAYABLE TO RECIPIENT			EE. 6,296.80
CERTIFICATION: 1. By signing this form, I certify to the best of my knowledge and belief that the form is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. 2. The payrolls for this reimbursement request contain the information required to be provided under 29 CFR 5.5(a)(3)(ii), the appropriate information is being maintained under 29 CFR 5.5(a)(3)(i) and that such information is correct and complete; and the project is in compliance with the requirements of 29 CFR 5.5(a)(1), based upon the most recent payroll copies.				
RECIPIENT:  Signature of authorized certifying official Jeff Medows, Project Engineer Typed or printed name and title 09/03/25 Date signed				
Office Use Only DNR REVIEWER: Signature of review official Typed or printed name and title Date signed				



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF ENVIRONMENTAL QUALITY
FINANCIAL ASSISTANCE CENTER

RESOLUTION OF GOVERNING BODY OF APPLICANT
RESOLUTION NO. 25-221

(Suggested Form for Grant/Loan Applicant Use)

Resolution authorizing the filing of an application and associated tasks with the Missouri Department of Natural Resources, Financial Assistance Center's funding programs for loans and/or grants under the Missouri Clean Water Law (Chapter 644, Revised Statutes of Missouri (RSMo)) or the Missouri Safe Drinking Water Law (Chapter 640, RSMo).

WHEREAS pursuant to the terms of the Missouri Clean Water Law, Chapter 644, RSMo, or the Missouri Safe Drinking Water Law, Chapter 640, RSMo, the State of Missouri has authorized the making of loans and/or grants to authorized applicants to aid in the planning, design, and/or construction of specific eligible projects.

NOW, THEREFORE, be it resolved by the Board of Aldermen
(Governing Body of Applicant)

1. **That** _____ **be and is hereby authorized to execute and**
(Name of Authorized Representative)
file an application on behalf of the City of New Haven, Missouri
(Legal Name of Applicant)
with the State of Missouri for a loan and/or grant to aid in the planning, design, and/or construction
of: facility plan development for the wastewater collection system, with attention to inflow and infiltration
(Brief Project Description)

2. **That** _____, _____
(Name of Authorized Representative) (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 and associated tasks, 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 _____ **of the**
(Title of Officer)
City of New Haven, Missouri _____, **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 Aldermen _____ **held on the** _____ **day of** _____;
(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 _____ **day of** _____.

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

(Signature of Recording Officer)

(Title of Recording Officer)

**MISSOURI DEPARTMENT OF NATURAL RESOURCES
FINANCIAL ASSISTANCE CENTER
STATE REVOLVING FUND REIMBURSEMENT FORM**

RECIPIENT ORGANIZATION:

City of New Haven
101 Front Street
New Haven, MO 63068

PAYMENT REQUEST NUMBER: 1

LOAN TRUSTEE:

FUNDING PROGRAM Clean Water

FUNDING TYPE: Grant

PROJECT NUMBER: EPG-296-23

If applicable, check here if are you requesting release of retainage. _____

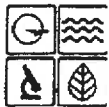
ELIGIBLE PROJECT COSTS INCURRED (EXCLUDING RETAINAGE) Show construction, engineering, administrative costs, etc.		Current Period	Cumulative	Office Use Only
A. Engineering Invoice No. 15133404-06-01		3,935.50		
B. Engineering Invoice No. 15133404-06-2		7,871.00		
C. Engineering Invoice No. 15133404-06-3		15,742.00		
D. Engineering Invoice No. 15133404-06-4		31,484.00		
E. Engineering Invoice No. 15133404-06-5		11,806.50		
F. Engineering Invoice No. 15133404-06-6		7,871.00		
G.				
H.				
I.				
J.				
K.				
Z. Total from continuation sheet (lines L - Y)				
AA. Eligible costs incurred to date		78,710.00		
FOR OFFICE USE ONLY Grant pays 80%	BB. TOTAL APPROVED ELIGIBLE COSTS TO DATE			BB.
	CC. LESS AMOUNT PREVIOUSLY APPROVED			CC.
	EE. AMOUNT PAYABLE TO RECIPIENT _____			EE.
CERTIFICATION: 1. By signing this form, I certify to the best of my knowledge and belief that the form is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. 2. The payrolls for this reimbursement request contain the information required to be provided under 29 CFR 5.5(a)(3)(ii), the appropriate information is being maintained under 29 CFR 5.5(a)(3)(i) and that such information is correct and complete; and the project is in compliance with the requirements of 29 CFR 5.5(a)(1), based upon the most recent payroll copies.				
RECIPIENT: Signature of authorized certifying official Typed or printed name and title Date signed				
Office Use Only DNR REVIEWER: Signature of review official Typed or printed name and title Date signed				

MISSOURI DEPARTMENT OF NATURAL RESOURCES
FINANCIAL ASSISTANCE CENTER
STATE REVOLVING FUND REIMBURSEMENT FORM

RECIPIENT ORGANIZATION:
City of New Haven

PAYMENT REQUEST NUMBER: _____
PROJECT NUMBER: EPG-296-23

ELIGIBLE PROJECT COSTS INCURRED (EXCLUDING RETAINAGE) Show construction, engineering, administrative costs, etc.	Current Period	Cumulative	Office Use Only
L.			
M.			
N.			
O.			
P.			
Q.			
R.			
S.			
T.			
U.			
V.			
W.			
X.			
Y.			
TOTAL THIS PAGE:			



MISSOURI DEPARTMENT OF NATURAL RESOURCES
WATER PROTECTION PROGRAM
FINANCIAL ASSISTANCE CENTER

RESOLUTION OF GOVERNING BODY OF APPLICANT

RESOLUTION NO. 23-168

(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 Board of Aldermen

(governing body of applicant)

1. That Mayor Jason Addison be and he/she is hereby authorized to execute and

(designated official)

file an application on behalf of City of New Haven, Missouri

(legal name of applicant)

with the State of Missouri for a loan and/or grant to aid in the construction of:

Facility Plan for the wastewater collection system with specific attention to inflow and infiltration.

(brief project description)

2. That Jason Addison, 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 New Haven, Missouri

(legal name of applicant)

, does hereby certify: That the attached resolution is a

true and correct copy of the resolution adopted at a legally convened meeting of the Board of Aldermen

held on the 9 day of October 2023;

(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 9 day of October, 2023.



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

Melissa K. Bergner
(signature of recording officer)

Melissa K. Bergner, City Clerk
(title of recording officer)