



January 3, 2025

To: Mayor Mike Topliff and City Council Members
From: City Administrator Sam Anselm
Re: Weekly Update

Happy New Year! We still have folks using PTO due to the holidays, so this week's update is a bit shorter than usual. Please see below and let me know if you have questions on any of the items.

Administration

City Administrator

- We've nearly finished getting input from employees on our updated organizational values. 92% of our workforce has participated in the exercise. Results will be finalized and shared next week.

Human Resources

- Current career opportunities with the city include police chief, downtown coordinator, fleet mechanic, solid waste collector/driver, meter reader and meter reader technician, and water distribution equipment operator. Details can be found [on our webpage](#).

Community Services

WP Public Library

- Designed for students in grades 6-12, Teen Subscription Bags are a monthly service that provides a curated book and treats tailored to the reader's interests. Participants will complete an interest form to help librarians select books suited to their preferences. Borrowed books may be kept for 21 days and renewed if necessary.
- The library is also offering the Adult TBR (To Be Read) Program, which is a personalized recommendation service invites adults to receive reading suggestions from librarians based on their unique tastes. Recommendations will exclude titles previously borrowed from the library or accessed through subscription services.

WP Tourism/Welcome Center

- The 2025 Explore West Plains guidebook is at the printer and should be delivered this month.
- Explore West Plains is wrapped up "Holidays in our Hometown" on social media. The staff posted daily to inform followers of all the holiday happenings around town.

- Terry Hampton continues working on the Non-Profit Expo and Volunteer Fair scheduled for January 28 at the West Plains Civic Center. A mailer will be sent out this week to all non-profits in West Plains.

Facilities/Grounds

- The staff has moved into the new breakroom, and everyone seems to enjoy the expanded space. Office spaces will be prepped this week so flooring can be installed. Work on the new IT space will now be prioritized.

Fire

Last Week's Activities:

- 1 EMS incident. (Medical calls, EMS lift Assist, Lock-in)
- 4 structure related calls. (3-Fire alarms, 1 – Extrication of victim from building/structure)
- 1 passenger vehicle fire.
- 2 motor vehicle accidents.
- 1 outside trash or rubbish fire.
- 2 gas odor investigation.
- 1 “no incident found” upon arrival.
- 7 burn permits were issued. 0 days of no burning.
- Apparatus Update: New 100-foot aerial platform has been ordered. Chief Sterner and Assistant Chief Cormier will be traveling to the Ferrara factory in Hammond Louisiana on the 7th and 8th of January with Fire Master staff to do a pre-construction meeting and go over the blueprints and specs of the truck. This will be the final approval and finish out any changes that can be made before it is placed in the production building slot.
- 72 Hours of shift PTO taken, covered by full-time/part-time.

Police

- On December 31, 2024, the West Plains Police Department conducted a high visibility DWI enforcement campaign to proactively locate, identify, and apprehend individuals driving in an impaired or intoxicated condition. This event was coordinated to enhance roadway safety during the New Year's Eve holiday by reducing or preventing alcohol related accidents and fatalities.
 - During the evening and overnight hours, officers made a total of sixty-three traffic stops. As a result of these efforts, officers arrested an individual with a felony no-Bond Warrant, recovered a stolen vehicle, arrested an individual for driving while intoxicated and made an additional arrest for driving while revoked or suspended.
 - Citations were issued for various traffic offenses during the enforcement period. Notably, the agency did not receive any reports of any crashes involving or related to alcohol or substance impaired driving. Funds from the Missouri Department of Transportation's DWI enforcement grant were utilized to cover overtime expenses of officers working at the event.

- Last week, members of our investigative team were asked to sit on the investigative hiring board for the Howell County Sheriff's Office.
- On Tuesday, December 31, 2024, command staff and the SRT team attended the swearing in of the new sheriff. Command staff and the SRT team were then sworn in with Howell County Commissions along with members of the sheriff's office.
- On January 13, 2025, Recruit Officers Tombley and Franks will be travelling to Joplin, Missouri to attend Missouri Southern State University to begin their sixteen-week police academy. Good luck to both recruits in their academia and skill training. They are both excited to begin their careers in law enforcement.

Transportation

- This week crews planned to finish setting forms on monk street drainage repair, finish trim and door change out in the utility restrooms, and haul and install more blocks on the Grace Avenue drainage project.
- Crews checked all winter weather equipment and installed plows and spreaders Thursday and Friday in preparation for the possible inclement weather.