

October 27, 2015-Special Meeting-Moscow Mills Community Building-6:00 p.m.

Mayor Clynch calls the meeting to order. Michael Flynn, Alderman Ward I; Melvin Gilbert Jr, Alderman Ward II; and Pat Flannigan, Alderman Ward II are present. Matt Meyer, Alderman Ward I is absent. Also in attendance is Linda Haynes, City Clerk; Cindy Davenport, City Attorney; Terry Foster, Chief of Police; Donald Hopkins, Maintenance Superintendent; and Deb Freise, Court Clerk. There are 11 guests in attendance.

In re: Pledge of Allegiance & Moment of Silence- Mayor Clynch leads the Pledge of Allegiance and then a moment of silence.

In re: Revocation of business license hearing- Melvin Gilbert Jr. makes a motion to open the public hearing. Pat Flannigan seconds the motion. All are in favor. Brad Francis of Certified Performance states that when his project was $\frac{3}{4}$ of the way done he was notified that he had to stop because a permit was needed. They then applied for a building permit for the project, which is a copula. George Butler Associates (GBA) stated that what he had submitted was not good enough. He has called GBA three times and has not received a call back. As far as he knows they have never been on site. Revoking his business license would take away his ability to put food on his table for his family. He needs to meet with GBA and go back to where things went wrong and fix this. The letter from the City states that his project is completed, it is not completed. They stopped when they were asked to stop work. Melvin Gilbert Jr. asks how the fee is determined. Linda Haynes states that with commercial projects the office charges an initial \$50.00 minimum fee and informs the applicant that it will be more. Then the plans are sent to GBA and GBA determines the total fee. Then City Hall contacts the applicant back to pay the rest of the fee. It has to be done this way because City Hall can't determine on these applications what the fee will be like they can on a new house being built, which goes by square footage and a building valuation chart. Brad states that the inspector was there once and asked them not to close up the roof. The April 2nd letter from GBA is reviewed. Brad asks who brought this whole thing up. Cindy Davenport states that this is the only remedy for the Board when they were informed that the project had been finished. Brad asks what the review fee is for. Melvin Gilbert Jr. states that the engineer reviews the project based on building codes and makes suggestions on things that need changes to comply. Cindy Davenport states that one issue was that no engineer sealed plans were submitted. Brad asks if it makes sense to enforce this regulations on small businesses. Where is the cutoff and who determines when the project requires engineer sealed plans? Mayor Clynch asks if there are any further comments. There being none, Melvin Gilbert Jr. makes a motion to close the public hearing. Pat Flannigan seconds the motion. All are in favor. Michael Flynn makes a motion to not revoke the business license for Certified Performance. Melvin Gilbert Jr. seconds the motion. Roll call vote is as follows: Michael Flynn-Aye, Melvin Gilbert Jr.-Aye, Pat Flannigan-Aye. Cindy Davenport suggests that the Mayor should contact the engineer and see when Brad will be available and have them meet. The City does not have the ability to waive the requirement of engineer sealed plans. The engineer makes that determination. There is discussion with those in attendance regarding the City's need to subcontract the building inspections and reviews, why they are necessary, why the City is not using a local engineer, where the requirements the city uses originally came from, and the lack of growth of Moscow Mills versus Troy. The Board states that Moscow Mills is not big enough to have its own building department, the codes and reviews are usually necessary for insurability and occupancy, there are no local qualified engineers for the scope of services required by the City, and that the City did use other cities codes to draft Moscow Mills code but a starting point was needed. The Board agrees that the current standards may be too much and could be holding back growth. Mayor Clynch states that he will contact Brad and let him know when the meeting with the engineer will be. Melvin Gilbert Jr. asks if the additional fee still due on the application should be paid. Cindy Davenport suggests that the meeting happen with the engineer first.

In re: Facilities Plan for SRF-Scope of Services submitted by George Butler Associates- Michael Flynn makes a motion to postpone this item to the November meeting so that Matt Auld can be present for questions. Pat Flannigan seconds the motion. All are in favor.

In re: Roofing bids-City Hall and Community Building-Donny Hopkins has bids on the roofs but the insurance company is only paying to replace half of the roof at the Community Building. The other half did not have enough hail damage for the insurance to pay. Only one of the bidders bid the whole roof in addition to what had initially been requested. There is discussion regarding prevailing wage being required. Michael Flynn makes a motion to move this item to the November meeting due to not knowing if the bids were at prevailing wage. Pat Flannigan seconds the motion. All are in favor. After discussion regarding the Community Building roof, Melvin Gilbert Jr. makes a motion to have the bidders bid replacing the whole roof at the Community Building. Pat Flannigan seconds the motion. All are in favor. Mayor Clynch asks for Donny to contact the bidders and have them update their bids with prevailing wage if it was not already being used, and to bid the whole roof at the Community Building. Linda Hayes states that the City should require them to show proof of insurance also.

In re: Third quarter budget review-Linda Haynes goes over the changes that are being suggested to the 2015 budget. Her, Pat Flannigan (budget monitor), and Mayor Clynch met prior to the draft being provided to the Board. Also, she will need to add some funding back to Contracted Services in water and sewer because she had forgotten about the dial up services that are due in November. Mayor Clynch states that the \$2000 included in general revenue for survey and appraisal can be removed also. Pat Flannigan makes a motion to draw these changes up into an ordinance for passage at the November meeting. Michael Flynn seconds the motion. All are in favor.

In re: 2016 Draft budget-Linda Haynes states that she has gone over this draft with the Mayor and Pat Flannigan. The main problem is general revenue being out of balance. Also, retirement costs were not figured into this draft. She has provided the Board a breakdown of what the cost would be to include it. Michael Flynn asks if there any recommendations. Linda Haynes states that in previous years beginning checking has been used to make the budget balance in general revenue, but that isn't good practice to do all the time because the beginning balance will eventually be depleted. The idea is to live within current year revenues. Whatever is decided by the Board, she would like to have a final draft of the budget for passage at the December regular meeting, rather than having a special meeting later in the month. Donny Hopkins asks if a cost of living raise will be considered if the retirement is not going to be included. Mayor Clynch asks the City Clerk to prepare a report on what a 3% cost of living raise would do to the budget. The Board of Aldermen agree. The draft budget will be placed back on the November agenda for further discussion.

Michael Flynn makes a motion to adjourn the open section of the meeting. Melvin Gilbert Jr. seconds the motion. Roll call vote is as follows: Michael Flynn-Aye, Melvin Gilbert Jr.-Aye, Pat Flannigan-Aye.

A short break is held to allow the audience to exit before the executive session.

Pat Flannigan makes a motion to open the executive session per RSMo.610.021 #1-legal and #2-real estate. Melvin Gilbert Jr. seconds the motion. Roll call vote is as follows: Michael Flynn-Aye, Melvin Gilbert Jr.-Aye, Pat Flannigan-Aye.

Executive session is held and adjourned. Mayor Clynch states that there were no decisions made in executive session that can be released at this time.

Michael Flynn makes a motion to adjourn. Melvin Gilbert Jr. seconds the motion. All are in favor.

Respectfully Submitted:

Michael Clynch, Mayor

Linda Haynes, City Clerk