

April 12, 2016-Regular Board Meeting-Moscow Mills Community Building-6:00 p.m.

6:00 p.m.-Mayor Clynch calls the meeting to order. Matt Meyer, Alderman Ward I; Steve Farris, Alderman Ward II; and Pat Flannigan, Alderman Ward II are present. The second Alderman seat in Ward I is currently vacant. Also in attendance is Linda Haynes, City Clerk and Cindy Davenport, City Attorney.

**Swear in new officials**-Michael Clynch-Mayor, Matt Meyer-Alderman Ward I, and Steve Farris-Aldermen Ward II are sworn in.

Pat Flannigan makes a motion to adjourn to executive session per RSMo. 610.021 #1-legal and #2-real estate. Matt Meyer seconds the motion. Roll call vote is as follows: Matt Meyer-Aye, Steve Farris-Aye, Pat Flannigan-Aye.

Executive session is held and adjourned. A short break is held to allow the public to enter.

6:30 p.m.-Mayor Clynch calls the meeting back to order. Donny Hopkins, Maintenance Superintendent and Terry Foster, Chief of Police are present. There are three 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: Remarks of Visitors**-There are no remarks from visitors.

**In re: Approval of Consent Agenda items**-Matt Meyer makes a motion to approve the consent agenda items which include the Board of Aldermen minutes from March 16<sup>th</sup>; financial reports; paid bills report; bills to pay report; Payroll Monitor report; Bank Statement Monitor report for February and March; and monthly asset disposal for the City Clerk. Steve Farris seconds the motion. Roll call vote is as follows: Matt Meyer-Aye, Steve Farris-Aye, Pat Flannigan-Aye.

Pat Flannigan makes a motion to amend the agenda to talk about sales tax reports being provided to the Board monthly and the Chamber's use of the City's website. Steve Farris seconds the motion. All are in favor.

**In re: Sales tax reports**-Pat Flannigan makes a motion for the City Clerk to start providing the Board of Aldermen the monthly worksheet she creates of sales tax received each month. The report can be placed in their baskets. Steve Farris seconds the motion. All are in favor.

**In re: Chamber of Commerce Moscow Mills use of City's website**-Matt Meyer makes a motion to allow a tab on the City's website for the Chamber of Commerce with the Chamber of Commerce covering all costs of the additional tab and the Chamber must go directly through Tracker Designs for changes. Steve Farris seconds the motion. All are in favor.

**In re: Sho Me Power Sports, LLC-Ronald Young & Mark Coffman-Land use review/approval in C-3 district**-Mayor Clynch states that this originally was set to go before the P&Z Commission April 4<sup>th</sup> but P&Z did not have a quorum. Cindy Davenport has said that the Board can handle this so that they don't have to wait until next month. The applicant states that they will be selling UTV's, zero turn mowers, and ATV's and will have displays along Gracie Lane. They will only be doing sales right now. Any service will be done at their Sullivan location. They will also be selling weed eaters, leaf blowers, and etc. All items will be new. They will not sell used items unless it is a consignment for a person

that would be buying a new item from them. The applicant is informed that they must return for approval if they are going to add repairs at this location. The applicant states that they will currently only be doing small repairs such as adjusting this or that to a new item when it is purchased. Matt Meyer makes a motion to approve the land use for Sho Me Power Sports. Pat Flannigan seconds the motion. All are in favor.

**In re: Appoint President of the Board, Payroll Monitor, Bank Statement Monitor, Budget Officer, and Board of Aldermen member for P&Z-**Linda Haynes states that the Bank Statement monitor should not be the President of the Board or the Payroll monitor because separation is needed for controls. Pat Flannigan makes a motion for Matt Meyer to remain as the President of the Board. Steve Farris seconds the motion. All are in favor. Pat Flannigan makes a motion for Steve Farris to be the Payroll Monitor. Matt Meyer seconds the motion. All are in favor. Matt Meyer makes a motion for Pat Flannigan to be the Bank Statement Monitor and the Budget Monitor. Steve Farris second the motion. All in favor. There is discussion about the member for the P&Z Commission. Matt Meyer make a motion for Steve Farris to be the P&Z member, unless his schedule will not allow it. Otherwise Pat Flannigan will be appointed to the position. Steve Farris seconds the motion. All in favor.

**In re: Annual list of bills that are okay to pay without Board of Aldermen approval-** The list is passed around and signed by the Board of Aldermen.

**In re: Bid employee health insurance?-**Linda Haynes states that MIRMA was supposed to be giving a quote on the health insurance because it is a new offering for them. She has not received that quote yet and now it is time to decide if the City is going to bid out the health insurance again through JW Terrill. Matt Meyer makes the motion to bid out the insurance through JW Terrill. Steve Farris seconds the motion. All are in favor. Steve Farris states he would like to see JW Terrill come speak to the employees. Linda Haynes states that they have done that in most years and she will talk to them about coming out. She will also tell MIRMA that the City is bidding out the health insurance and if they want to include a quote they need to get theirs submitted.

**In re: Set date for 1<sup>st</sup> Quarter Budget Review-**The Board of Alderman set the first quarter budget meeting for Monday April 25<sup>th</sup> at 6:00 p.m.

**In re: MML-Elected Officials Training-anyone to attend?-** Steve Farris states that he is 90% sure that he can attend this. He will get back with the City Clerk. The Board suggests waiting to see if the new member appointed to the vacant seat in Ward I would like to go also, since there are two spots budgeted. Linda Haynes states that there is also a Sunshine Law training April 26<sup>th</sup> at 1:00 p.m. at the Court House if anyone wants to go. It is highly recommended and no RSVP is necessary. This is put on by the Missouri Attorney General's office.

**In re: Engineering RFQ for State Revolving Fund sewer project for design and construction-**Cindy Davenport states that she had inquired with the engineer about what to insert into the RFQ regarding the project and has not heard back from them yet. She would like to send this to the Board and have it approved at the budget meeting so she can get is sent out to the engineers.

**In re: Rate study completed by Missouri Rural Water Association-**Linda Haynes states that it was brought up in the past by Alderman Flannigan that when the rate study was done he would like to see winter averaging used for the sewer rates. The rates have been

presented and there are two rate studies for the sewer, one with and one without winter averaging. The Board needs to decide which one is going to be used because one of those rate studies for sewer has to be provided to the DNR for the SRF committee. Some of the pros and cons of each are discussed. It is decided that this item will be postponed until the budget meeting so the Board can weigh the options before making a decision.

**In re: Resolution #742-Surplus Property Policy and Procedures**-Linda Haynes states that the Board had asked her to write up something about the selling of surplus property. While drafting it she realized there was more that could be covered that would make a full policy. Linda Haynes reads the title of Resolution #752. Matt Meyer makes a motion to approve Resolution #742. Pat Flannigan seconds the motion. All are in favor.

**In re: Ordinance #743-Amending Chapter 39 Section 3 regarding building permit fees**-Linda Haynes states that when the City switched engineers from Palladian to George Butler Associates only Chapter 40 was changed for the new rates. This issue was recently discovered. She is not sure why these fees are included in Chapter 39 at all. Cindy Davenport has said that this can be changed without a public hearing so she has drafted this amendment. When the City decides to upgrade building codes this information can possibly be deleted from Chapter 39 if it is not truly necessary for it to be there. Linda Haynes reads the title of Ordinance #743 in full two times. Pat Flannigan makes a motion to approved Ordinance #743. Steve Farris seconds the motion. Roll call vote is as follows: Matt Meyer-Aye, Steve Farris-Aye, Pat Flannigan-Aye.

**In re: Ordinance #744-Storm Siren Agreement with Lincoln County Emergency Management**-Mayor Clynch states that this agreement updates the old one that had a lot of holes in it regarding storm spotters and etc. Now the warning sirens will be sounded in the warning area only. All of the Mayors have gotten together and approved this. Linda Haynes reads the title of Ordinance #744 in full two times. Steve Farris makes a motion to approve Ordinance #744. Matt Meyer seconds the motion. Roll call vote is as follows: Matt Meyer-Aye, Steve Farris-Aye, Pat Flannigan-Aye.

**In re: Application for grant funding**-Linda Haynes states that she would like permission to apply for grant funding through SRF for the project that eliminates the NW lagoon. It was suggested by Kelsey Kemper with DNR that the City apply for these grant funds. She is only asking for approval to apply for the grant and if any other cost will be associated, such as engineering, she will approach the Board with that before proceeding. Matt Meyer makes a motion to apply for the grant funds through SRF. Pat Flannigan seconds the motion. All are in favor. Mayor Clynch states that he is applying for a CDBG to help pay for the sewer system upgrades and the lift station behind City Hall which needs repairs. The sewer system that would be upgraded are the Old Town sewers that have the septic tank and pump in the yard. A grinder pump would be used instead. Donny Hopkins adds that the lift stations would still be in Old Town even if each location switched to grinder pumps. This system may not work. It would need engineering to find out. The pipes may be too small. Mayor Clynch states that he is also applying for a \$2.4 million TIGER Grant to take Gracie Lane over to wear Lindenwood is. This includes moving all the utility lines. He will provide the Board a copy of what he has applied for. Steve Farris makes a motion for the Mayor to apply for the CDBG and the TIGER grant. Matt Meyer seconds the motion. All are in favor.

**In re: Fence requirements-Section 46.215**-Pat Flannigan states that he is bringing this up because the P&Z Commission recently approved a fence in a front yard in Special Old Town District. Chapter 46 does state that P&Z approves items in Special Old Town District

but the fence code states in section A that it applies to all zoning districts. He suggests adding the words to make it say "except Old Town District" at the end of the sentence in section A. This ends the conflict. Linda Haynes states that anything being changed in Chapter 46 needs a public hearing. Pat Flannigan states that there will probably be a few other changes to add before we have that public hearing to change Chapter 46. He will also bring up the potential change at the P&Z Commission meeting.

**In re: Facility Plan Contract Amendment for the Archeological Survey that SHPO is requiring for the wastewater project-** Doug Bjornstad states that they have a person who does the archeological survey. The City will either have to do it now or do it later as it is required by the State Historic Preservation Office. Linda Haynes states that Rebecca did not have all of the contract changes ready yet, but thought maybe the Board could do a conditional approval of up to \$10,000 if the City attorney was good with the contract amendment to the facility plan contract. Pat Flannigan makes a motion to allow the Mayor to sign the amendment to the facility plan contract to add the archaeological study for up to \$10,000 after the wording of the contract has been reviewed and approved by the City Attorney. Matt Meyer seconds the motion. All are in favor.

Pat Flannigan makes a motion to amend the agenda to talk about some grants that have been received by the Police Department. Steve Farris seconds the motion. All in favor.

**In re: \$2,000 blueprint Grant-**Chief Foster states that they have received a \$2,000 grant for extra traffic enforcement at Crossroads and Highway 61. The grant has to at least use 25% toward salaries, so he will probably use it all for salaries. Pat Flannigan makes a motion to accept the grant. Steve Farris seconds the motion. All are in favor.

Pat Flannigan makes a motion to adjourn the open section of the meeting. Matt Meyer seconds the motion. Roll call vote is as follows: Matt Meyer-Aye, Steve Farris-Aye, Pat Flannigan-Aye.

Mayor Clynych suggest taking a short break to allow the audience to exit before executive session.

Steve Farris makes a motion to open the executive session per RSMo.610.021 #1-legal, #2-real estate, and #3-personnel. Pat Flannigan seconds the motion. Roll call vote is as follows: Matt Meyer-Aye, Steve Farris-Aye, Pat Flannigan-Aye.

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

Matt Meyer makes a motion to adjourn. Pat Flannigan second the motion. All are in favor.

Respectfully Submitted:

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Michael Clynych, Mayor

Linda Haynes, City Clerk