

6:00 p.m.-Mayor Clynch calls the meeting to order. Matt Meyer, Alderman Ward I; Mark Spence, Alderman Ward I; Marsha Mills, Alderman Ward II; and Pat Flannigan, Alderman Ward II are present. Also in attendance is Deb Freise, Court Clerk; Donald Hopkins, Maintenance Superintendent; Linda Haynes, City Clerk; and Cindy Davenport, City Attorney. Chief Terry Foster is absent. There is one guest 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: Second Quarter Budget Review-Linda Haynes states that in the changes she presented she has included the \$250 set up fee and \$65 per month fee for making the City's website mobile friendly. If the Board doesn't want to put it in the budget it can be removed. Linda Haynes goes over some of the other changes. Pat Flannigan states that he has reviewed these changes and they are okay. There is discussion on how the fees are set for water and sewer and how the debt has driven up costs. Linda Haynes states that she is sure there will be more changes needed before the third quarter budget review due to the pending purchase of the City Hall building. The Board doesn't have to wait until the third quarter review to amend the budget if amendments are needed prior to that. Mayor Clynch states that the City will have to go out for bids on the renovations needed at the new City Hall building because the initial bids he received were over \$18,000. No one else has any budget items to discuss or add to the budget. Mark Spence makes a motion to draft the changes the City Clerk has presented into an ordinance for passage at the August meeting. Marsha Mills seconds the motion. All are in favor.

In re: Review of Appraisal on 995 Main St. property-Marsha Mills states that she had a concern regarding the comparable sales being used in the appraisal, because the residential comparable sales is normally within the past three to six months. But she did some checking and with commercial it is more acceptable to go back one year. Mayor Clynch states that the City is still on target for an August 15th closing, which will be done at Cindy Davenport's office. Mayor Clynch states that he and Pat Flannigan have discussed the down payment and if the City puts down \$65,000 it would keep the monthly payment close to what the City is currently paying for the Police/Court building. The costs for the renovations is expected to be around \$60,000. There is discussion that this is not an outright purchase, but rather a year to year renewable lease. Linda Haynes states that Cindy Davenport had advised that the City can put down a lump sum at the time of any yearly renewal, which would make the monthly payments smaller. Mayor Clynch asks if the Board is comfortable with the \$65,000 down payment on the building lease. Pat Flannigan makes a motion to approve \$65,000 as the down payment for the building lease at 995 Main St. and to have the budget reflect the \$65,000 down payment. Marsha Mills seconds the motion. All are in favor.

In re: George Butler Associates cost for engineering services related to elimination of the City's Northwest Wastewater Treatment Plant and construction of a lift station and force main-Linda Haynes states that she has not yet received a proposal from George Butler Associates regarding this matter. It can be postponed to the August meeting. Matt Meyer makes a motion to postpone this matter to the August meeting. Mark Spence seconds the motion. All are in favor.

In re: Temporary office help agency contract/information-Pat Flannigan provides

the Board a copy of an e-mail from Cindy Davenport regarding one of her employees. Cindy's is proposing that the City can use Casey Powelson on a "job share" with her, with the City paying Casey \$19.00 per hour for the hours she works for the City. This would work out great for Cindy because she wouldn't have to worry about keeping an employee busy now that the firm had downsized and it would be cheaper for the City than using a temporary service as was mentioned at a previous meeting. The only thing the City would have to pay is the \$19.00 per hour and the workers compensation premium on her wages. Cindy Davenport would continue to provide her full benefits. Pat Flannigan states that he'd like to see this situation tried out for the week that the deputy clerk is going to be gone in August. Linda Haynes states that it sounds like a great idea, but since we would be paying Casey she would need to be sent for pre-employment drug and alcohol testing. Mark Spence suggests that Casey come in the Friday before for a new hours to be shown what she will be doing. Pat Flannigan makes a motion to use Casey Powelson for a few hours on Friday August 12th and for the full week of August 15th to 19th on a trial basis. Matt Meyer seconds the motion. All are in favor. There is discussion that the hiring practices policy needs to be amended. The City Clerk is to get with Cindy Davenport regarding the policy.

In re: MODOT cost share for safety improvements-Eric Maninga-Mayor Clynch states that it was in the newspaper that the City of Troy voted down the MODOT cost share proposal by 4 to 2. Matt Meyer states that he is not for this proposal. There is discussion on when MODOT needs an answer. Mayor Clynch states that an answer is needed by the end of July. Mayor Clynch states that he will accept a motion to enter into the cost share with MODOT for the safety improvements on Hwy 61. No motion is made. There is concern that the Board wants the press to know what the City of Moscow Mills decided. Mayor Clynch states that he will contact Bob Simmons and let him know that no one made a motion to vote on the matter.

In re: Chief Terry Foster attendance at FBI training academy-Mayor Clynch states that Chief Foster needs authorization from the Board to allow him to participate in the FBI training in Quantico. He is still working on getting his sponsors. Matt Meyer states that he'd like to point out that Chief Foster would have to stay in police service for three years following the training, but it doesn't say it has to be with the City of Moscow Mills. Mayor Clynch states that Chief Foster stated it would be foolish of him to leave. Pat Flannigan states that he has spoken to Chief Foster on this matter and he believes by the things that the Chief has told him that he wants to stay here, and that he is too close to retirement to change jobs. Mayor Clynch states that only one officer in Lincoln County would have gone through this training if Chief Foster attends. Pat Flannigan states that Chief Foster has said that he can do his work from his laptop and his officers and do the rest. Matt Meyer makes a motion to provide a letter of recommendation to Chief Foster for attendance at the FBI academy at Quantico. Mark Spence seconds the motion. All are in favor.

In re: Approval for Website Mobile Set-Up-Mayor Clynch states that this item was covered in the budget discussion.

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

July 25, 2016-Special Board Meeting-Moscow Mills Community Building-6:00 p.m.

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

Pat Flannigan makes a motion to open the executive session per RSMo.610.021 #1-legal. Matt Meyer seconds the motion. Roll call vote is as follows: Matt Meyer-Aye, Mark Spence-Aye, Marsha Mills-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.

Mark Spence makes a motion to amend the agenda to speak about Cooper Management. Pat Flannigan seconds the motion. All are in favor.

In re: Cooper Management-Pat Flannigan hands some information out to the Board of Aldermen regarding Cooper Management. Pat Flannigan states that some positions within the City have job descriptions written but not all. Currently performance appraisals are not being done. Pat Flannigan states that the employees have mixed emotions on Alderman Flannigan setting all of this up, so he is suggesting to use an outside company. He had been looking into this and had three other companies in mind, and then Cindy Davenport sent him the suggestion of Cooper Management. He spoke to Gina Cooper of Cooper Management and feels that they are qualified and the costs they charge will fit the City better than some of the other companies he was looking into. They charge \$75.00 per hour and can do as much or as little as the Board wants. She has excellent credentials. He would like everyone to look at the material and think about this. Once the four department heads positions are defined and performance appraisals put into place then the department heads can start doing it for their employees. There is discussion that since Gina is from Lincoln County and most people either know her or have worked with her. Pat Flannigan states that he and Gina spoke about this and she assured him that it would all be handled professionally despite prior relationships. Mayor Clynch suggests waiting on this until the City has made the move into the new building to see what kind of funding is left. Pat Flannigan suggests having Gina make a presentation at the September meeting. The Board is in agreement.

Marsha Mills makes a motion to adjourn. Pat Flannigan seconds the motion. All are in favor.

Respectfully Submitted:

Michael Clynch, Mayor

Linda Haynes, City Clerk