

May 15, 2017-Regular Board Meeting-Moscow Mills City Hall-6:00 p.m.

6:00 p.m.-Mayor Clynych 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 Linda Haynes, City Clerk; Terry Foster, Chief of Police; and Cindy Davenport, City Attorney.

Pat Flannigan makes a motion to adjourn to executive session per RSMo. 610.021 #1-Legal. Mark Spence 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. A short break is held to allow the public to enter.

6:30 p.m.-Mayor Clynych calls the meeting back to order. Donny Hopkins, Maintenance Superintendent is present. There are eight guests in attendance.

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

Pat Flannigan makes a motion to move the agenda item regarding the donation to the Police Department up for consideration at this time.

In re: Presentation of donation to the Police Department to purchase Narcan-Mark Spence states that the youth from the Moscow Mills and Old Alexander Methodist Churches have a presentation for the Police Department. The group presents Chief Foster with a check for \$300 for the purchase of Narcan. Narcan is a drug that blocks the effects of opioids. It can be used for saving citizens lives and the officers that may come into contact with opioids. Chief Foster thanks them for the donation on behalf of the Moscow Mills Police Department.

In re: Remarks of Visitors-No one is signed up for remarks.

In re: Approval of Consent Agenda items-Matt Myer makes a motion to approve the consent agenda items which include the April 10th and 24th Board of Aldermen minutes; financial reports; paid bills; payment of bills; report from Payroll Monitor; report from Bank Statement Monitor; Planning & Zoning minutes from April 3rd; and a request for Alex Little to attend training through the Missouri Investigators Association in Osage Beach on May 23rd through 26th. Marsha Mills seconds the motion. All are in favor.

In re: City Public Information Officer-Chief Foster states that he is the Public Information Officer for police matters. The Board needs to appoint one for other matters. Mayor Clynych states that he does not mind doing it. It is requested that the City Clerk draft a resolution for presentation at the June meeting appointing the Mayor as the Public Information Officer in situations that are not a police matter.

In re: Financing options-CMS Homes, LLC and Tom Anderson Development, LLC development agreement-Linda Haynes states that information was requested from Dale Black regarding how the engineer was selected and if any environmental studies were done. He recently provided answers to those questions and the information was passed on to Steve Goehl. Steve will be consulting with the Missouri Department of Natural Resources State Revolving Fund (SRF) to see if the expenses under this agreement can be refinanced through their program. If they are not willing to do the refinance, the City has other options like private bonds. The engineer also recently increased the projects costs for

elimination of the Northwest Wastewater Treatment Facility. The increase has to do with land acquisition. The SRF has requested a letter explaining the extra costs. Mayor Clynch was going to speak with the engineer about these increased costs. Mayor Clynch states that he has also been consulting with Boonslick Regional Planning Commission regarding the upgrades needed regarding the Pine Tree lift station. Boonslick has recommended combining the Community Development Block Grant (CDBG) fund application for the Pine Tree lift station project costs with the City's Northwest Wastewater Treatment Facility project. They feel like the larger project cost will increase the City's chances of getting the CDBG funding. After some discussion it is decided to have Steve Goehl of D.A. Davidson at the June meeting to provide information to the Board of Aldermen.

In re: Update regarding pending dedications-Donny Hopkins states that the status of all is the same as before. Moscow Meadows back section, the City has been maintaining it all along. In the Sheehan development there is no one to go back on and work still needs to be done. On Progress Court and Blackburn Court the storm sewer still needs to be flushed. Elm Tree Commons and Austin Oaks have not fixed anything. Mills Edge still needs to be jetted, but if there is no one to go back on to do it he would suggest taking it. Any situation where there is no one to go back on he suggests taking it over. He does not suggest taking anything in Elm Tree Commons or Austin Oaks yet. Mayor Clynch asks, if it was platted prior to the city's current regulations does the City have any recourse? Cindy Davenport states that the City doesn't have an obligation to take anything over. The developer fixes what the City wants fixed or the City doesn't take it. There is discussion regarding the difference between construction issues and normal wear. Each requested dedication on the list is discussed and a list is made of the dedications that should be drafted for presentation at the June meeting.

In re: Resolution #772-Approving a Special Use Permit Application for MO Network Utility Transport, LLC to install a communications pole-Linda Haynes states that Erin Seele wanted her to let the Board know that they can either pass the resolution tonight with the conditions listed or wait until the conditions have been met. The City has more time due to the applicant needing to submit additional items. Matt Ament states that one of those items is the Right-of-Way Agreement, which they are working on. Mark Spence makes a motion to postpone Resolution #772 to the June 12th meeting. Matt Meyer seconds the motion. All are in favor.

In re: Full time maintenance employee-Mayor Clynch suggests waiting until July on this issue to see where the City is at. Donny Hopkins states that he has one employee out on workers compensation for another three to six weeks. It is difficult to keep up and the hiring process takes time. After some further discussion, Mayor Clynch states that the chair will accept a motion to place an ad in the newspapers and on the website with a target hiring date of July 1st. Mark Spence makes the motion. Marsha Mills seconds the motion. Roll call vote is as follows: Matt Meyer-Aye, Mark Spence-Aye, Marsha Mills-Aye, Pat Flannigan-Nay. Pat Flannigan states that he does not know the impact of this hiring yet.

In re: Maintenance Department boot allowance/book truck-Donny Hopkins states that he had Sid Boedecker come out and they have a good selection. A suitable pair of boots through them would be around \$160 to \$200. They will come out and measure the employees for boot size. He also looked at Cintas, but their selection was not as good.

There is discussion that Donny already requires the maintenance employees to wear boots that are composite toe, slip resistant, and water proof. The employees have paid for their own boots in the past. The Board states they are in favor of the City paying for one pair, per maintenance employee, per year if Donny is requiring them. Cindy Davenport states that the City should pass a policy stating that the city requires them and will pay for them. Pat Flannigan makes a motion to allow the maintenance employees to proceed, and to pass a policy at the June meeting stating the reimbursement will be up to \$200 per year per employee. Matt Meyer seconds the motion. All are in favor.

In re: Strategic Plan & Mission Statement-After a short discussion, Cindy Davenport recommends that this be presented as a resolution for passage at the June meeting. The Board is in agreement.

In re: Resolution #776-Policy regarding expenses related to food/drink/etc. for meetings and City hosted training-Linda Haynes reads the title of Resolution #776. Mark Spence makes a motion to approve Resolution #776. Marsha Mills seconds the motion. All are in favor. Linda Haynes states that she will make sure all the department heads receive a copy of the policy.

In re: Ordinance #777-Amend the 2017 Budget-Linda Haynes reads the title of Ordinance #777 in full two times. Marsha Mills makes a motion to approve Ordinance #777. Matt Meyer seconds the motion. Roll call vote is as follows: Matt Meyer-Aye, Mark Spence-Aye, Marsha Mills-Aye, Pat Flannigan-Aye.

In re: City Hall-Termite Inspection bids, floor repairs, police entrance concrete-Pat Flannigan has presented to the Board three estimates for the police entrance concrete replacement. They are AK Concrete, LLC \$4,625; T. Jordan Concrete & Construction, LLC \$6,575; and Concrete Contours \$4,280. Concrete Contours requires half down prior to starting. After a short discussion, Pat Flannigan makes a motion award the project to AK Concrete, LLC, since they do not require half down prior to starting the work. Matt Meyer seconds the motion. All are in favor.

Pat Flannigan states that he has obtained bids from Pestshield Services and Pesky Critters Pest Control for termite monitoring/control. Pestshield Services also provided a cost for pest services, which is currently being done by Pesky Critters. Both looked through the building and there doesn't seem to be any active termites. The two bids are discussed along with whether the City would be awarding all pest and termite services for all city locations currently being pest controlled to one company. Pat Flannigan states that he will get back with both companies and ask them to provide prices for doing all of the services at all of the buildings. This item can be postponed to the June meeting.

In re: Use Tax-Cindy Davenport states that she forgot to bring the packets for the Board on this issue. The motor vehicle issue is done. This is a separate issue regarding merchandise purchased online. The estimated amount the City may get is not as large as one would think, but purchasing online is a growing industry. She will e-mail the Board the packets this week. The Board agrees to place this item on the June agenda for discussion.

In re: Purchase of AED-Mayor Clynch states that Chief Foster obtained a cost of \$1,814 for an AED for City Hall. This model is compatible with what the ambulance district and fire

department use. There is a lot of people who come through City Hall and he thinks there should be an AED available. The AED comes with a training CD, but the fire department will also come out and train the employees on how to use it. Pat Flannigan makes a motion to purchase the AED for \$1,814 and to have the fire department come and train the employees how to use it. Mark Spence seconds the motion. All are in favor. Chief Foster is requested to order the AED and contact the fire department regarding the training.

In re: Highway MM and Railroad Street turn-grain trucks-Pat Flannigan states that the grain trucks line up on Main Street waiting to get into Moscow Feed and Grain. The City needs to come up with a possible solution because the traffic has increased on Main Street due to City Hall locating to the end of the street and the new housing subdivision. Having the trucks continue down Highway MM and turn onto Railroad Street to wait is a possible solution. The turn will not currently accommodate a grain truck. To widen the turn would require Cuivre River Electric to move a utility pole, at a cost of \$4,000. Ameren UE also has lines on that pole, but they have said they would move them to the new pole at no cost. There would also be costs for culverts, paving, grading, and likely engineering. The City would have to tie in the City's street to Highway MM in a manner that the State would approve. Mayor Clynych states that he has gotten tentative verbal permission from the State for the City to do this. Pat Flannigan states that the utility pole has to be 30 feet from the curb, but he needs to find out from the City's engineer where that measures from. There are also city utilities that would need to be moved. Mark Spence states that he has seen trucks come out the other way, around back, so that may be another option. Mayor Clynych suggests contacting Gary Braungardt to see if he has an alternative. Pat Flannigan states that he would like to be able to offer coming in off Hwy MM onto Railroad Street as an option. Mark Spence states that he has also seen tractor trailers facing out the other way. Mayor Clynych states that he and Pat Flannigan will go and speak with Gary Braungardt.

In re: Board of Aldermen attendance at MML Annual Conference-The Board decides to postpone this discussion to the June meeting.

In re: Health, dental, life insurance-Linda Haynes states that the employees met with JW Terrill today. MIRMA did not show up, but sent over a bid later in the day. If the City stays with the current plan through Anthem there will be a 3.9% increase as of July 1st. The employees were polled at the meeting and it was unanimous to stay with Anthem for medical and Humana for dental. The life insurance costs through Hartford remain the same as last year. There were a few employees from the police department that were absent. The cost that MIRMA sent over later in the day would result in a significant increase to what most of the employees are paying. Their structure is that all employees pay the same amount. Currently with Anthem it is based on age and gender. Mark Spence makes a motion to stay with Anthem for medical, Humana for dental, and The Hartford for life insurance. Matt Meyer seconds the motion. All are in favor.

Mark Spence 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, Mark Spence-Aye, Marsha Mills-Aye, Pat Flannigan-Aye.

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

May 15, 2017-Regular Board Meeting-Moscow Mills City Hall-6:00 p.m.

Mark Spence 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 discuss the City Clerk's salary. Matt Meyer seconds the motion. All are in favor.

In re: City Clerk's salary-Mayor Clynch states that Linda Haynes has brought up that, due to a recent other salary increase given, she is now making \$1,200 per year less than two other department heads. Mark Spence states that he feels that she should make the same as those two department heads. She works a lot of extra hours and has to keep the office open when the other office employee is absent, which sometimes has made her have to cancel her own doctor's appointments. There are only two of them in the office. Marsha Mills asks if an additional employee is needed in the office. Mark Spence states yes, that it is a reality. Pat Flannigan states that a year ago when two of the department heads were moved from hourly to salary the salary set for each was based on the amount of overtime they had previously been working. He was convinced by Matt Meyer that they should take into account 100% of prior overtime when setting those salaries and at the time he felt like it was fair. Each job is not paid the same in the private sector. He has more input on this when the Board can discuss it. After the Board adopts the strategic plan he would gladly entertain it. Therefore, he would like to wait. Mark Spence states that he feels the Board should address all issues, which is why he wanted to bring it up. Cindy Davenport states that there are several issues that need to be discussed regarding staffing, and suggests placing a personnel item under executive session to discuss this matter further. The Board could make any increase that may be given at that time retroactive. The Board is in agreement to place personnel under the second executive session at the June meeting.

Marsha Mills makes a motion to adjourn. Mark Spence seconds the motion. All are in favor.

Respectfully Submitted:

Linda Haynes, City Clerk

Michael Clynch, Mayor