



6:00 p.m.-Mayor Flannigan calls the meeting to order. Steve Aston-Alderman Ward I, Amy Vollmer-Alderman Ward I, Jerry Green-Alderman Ward II; and Cody Quist-Alderman Ward II are present. Also in attendance is Cindy Davenport-City Attorney and Linda Haynes-City Clerk.

Jerry Green makes a motion to adjourn to executive session per RSMo. 610.021 #1-Legal and #3-Personnel. Cody Quist seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Amy Vollmer-Aye, Jerry Green-Aye, Cody Quist-Aye.

Executive session is held and adjourned.

Rob Hamlin-Public Works Superintendent and Rebecca Howley of George Butler Associates are now in attendance. Terry Foster-Chief of Police is absent. There are four guests in attendance.

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

Mayor Flannigan requests a motion to amend the agenda to allow discussion with Ray Calhoon regarding geocaching. Cody Quist makes the motion to amend the agenda for this item. Jerry Green seconds the motion. All are in favor.

**In re: Remarks of Visitors**- Lisa Meyer-301 Tabago Lane-States that the mobile home parks already have rules in place regarding the age of mobile homes that can be brought into their parks. Mayor Flannigan states that any change the Board would want to make would require a public hearing, because it would be a part of the zoning code. Lisa Meyer asks if the Mayor has considered a Park Board. Mayor Flannigan states that a Park Board would be nice, but the City has trouble finding volunteers. Lisa Meyer states that there should be a plan for another road in and out of Tropicana Village Drive, especially with the new developments in that area which are going to produce a ton more traffic.

**In re: Ray Calhoon-geocache device**-Ray Calhoon states that he would like permission to place a geocache device at Millsite Park. Following a short discussion, Mayor Flannigan states that the city leases the Millsite Park property from the Historical Society. He would like to secure permission from them. Cody Quist makes a motion to allow Ray Calhoon to place a geocache device at Millsite Park, pending further approval by the Historical Society. Jerry Green seconds the motion. All are in favor. Mayor Flannigan tells Mr. Calhoon that he will provide him with a letter of approval after he consults the Historical Society.

**In re: Approval of Consent Agenda items**-Cody Quist makes a motion to approve the consent agenda items which includes minutes for the September 14<sup>th</sup> meeting; financial reports; paid bills report; bills to pay report; Payroll Monitor report for September; Planning and Zoning Commission minutes from September 6<sup>th</sup>; Comprehensive Plan Task Force minutes from February 6<sup>th</sup>, March 6<sup>th</sup>, and August 7<sup>th</sup>; Department Head reports from the Court Clerk, City Clerk, Utility Superintendent, and Chief of Police; secondary employment request for Brian Johnson with the Special School District of St. Louis; and annual Anthem



rebate payments to the employees. Amy Vollmer seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Amy Vollmer-Aye, Jerry Green-Aye, Cody Quist-Aye.

**In re: Construction of Well #5-Update**-Rob Hamlin states that the contractor has completed the conduit for the electric. They will be starting on the water line soon.

**In re: CCWWTF operating permit renewal-update**-Rob Hamlin states that Mo DNR is still reviewing 2022 permits. Our permit is administratively continued until they get to it. He has requested to see it before the public notice is put out.

**In re: Resolution #1047-Amend Personal Protective Equipment Policy**-Linda Haynes reads the title of Resolution #1047. Cody Quist makes a motion to approve Resolution #1047. Jerry Green seconds the motion. All are in favor.

**In re: Ordinance #1048-Amending 24.050-Meeting of the Board**-Linda Haynes reads the title of Ordinance #1048 in full two times. Steve Aston makes a motion to approve Ordinance #1048. Amy Vollmer seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Amy Vollmer-Aye, Jerry Green-Aye, Cody Quist-Aye.

**In re: Ordinance #1049-Amend 76.170-Use of Electronic Communication Devices While Driving**-Linda Haynes reads the title of Ordinance #1049 in full two times. Cody Quist makes a motion to approve Ordinance #1049. Jerry Green seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Amy Vollmer-Aye, Jerry Green-Aye, Cody Quist-Aye.

**In re: Ordinance #1050-Occupancy Permits for Residential Rental Properties**-Mayor Flannigan states that this ordinance is needed so that rental units will be required to meet minimum standards before being occupied. Either he or Rob Hamlin will be doing the inspections. They will check that the water and electric works, along with other things on the checklist. A typical inspection will take ten to fifteen minutes. Fees are discussed. The board is in agreement to insert the fees of \$50.00 for the inspection and \$25.00 for any reinspection into Ordinance #1050. Linda Haynes reads the title of Ordinance #1050 in full two times. Cody Quist makes a motion to approve Ordinance #1050. Jerry Green seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Amy Vollmer-Aye, Jerry Green-Aye, Cody Quist-Aye.

**In re: Draft ordinance regarding age limit of mobile homes**-Cindy Davenport states she has provided a draft ordinance for limiting the age of mobile homes brought into the City. It cannot be passed until a public hearing is held by both the Planning and Zoning Commission and the Board of Aldermen because it will be a part of Chapter 46. Mayor Flannigan provides the Board with some statistics regarding mobile homes and their occupants. The ordinance needs a date inserted for anything on or before x date when pulled into city limits. He recommends fifteen to twenty years but thinks twenty years may be too old. There is discussion regarding the mobile home parks doing their own inspections or having their own rules regarding the age of a home when brought in. Cody Quist states that it is a flawed argument that a home that is over twenty years old is automatically not fit to be here. Following further discussion, Mayor Flannigan states that



this was just a draft, and it can be placed back on the November agenda for further discussion.

**In re: Water system study for booster stations-**Rebecca Howley thanks Rob Hamlin, Linda Haynes, and Mayor Flannigan for the information they have provided for this task. The need for pressure booster stations is discussed. Mayor Flannigan states that there is enough bonding capacity left to do the option with fire suppression, if it goes that direction. There is discussion regarding whether a water system five-year plan is currently in place. Rebecca Howley states that she found where they had been working on it, but it was never sent to Mo DNR. Following further discussion regarding cost and necessity, Cody Quist makes a motion to approve GBA doing the water study at a cost of \$72,000 and to allow the Mayor to sign the necessary agreement. Jerry Green seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Amy Vollmer-Aye, Jerry Green-Aye, Cody Quist-Aye.

**In re: Dangerous Building-105 Pine Tree Manor-**Mayor Flannigan states that this item can be skipped, the home has been cleaned up.

**In re: Dangerous Building-645 Adams Street-**Mayor Flannigan states that he has provided the owner with the notice. Cindy Davenport states that the notice said there would be a public hearing set for November 13<sup>th</sup>. This needs to be published and a hearing held at the beginning of the meeting on November 13<sup>th</sup>. A determination can be made at the end of the public hearing. Tonight, no action is needed.

**In re: Set date for 2023 third quarter budget review and 2024 budget rough draft-**The meeting date is set for October 30<sup>th</sup> at 6:00 p.m.

**In re: Hiring a market data firm to survey viability of a bond issue to finance the STEP system, parks, and water pressure pumps-**Mayor Flannigan states that debt and bonding can be combined into one issue with water and sewer, but not with parks included. He was speaking to Fast Bryant regarding floating some information on Facebook, and they suggested hiring a market data firm. They can survey the residents regarding what the City wants to do, through a series of questions. He also has GBA looking at the potential cost of eliminating the step system in old town. The maintenance of the step system costs every user, even though it is only in one section or town. It is also over forty years old. As the City continues to grow this system can be replaced and eliminate the need to hire more employees to continue to maintain it. The cost of maintaining the step system is discussed. Mayor Flannigan states that the cost of the market data firm would be between \$12,000 and \$16,000. He can get an exact quote if the Board wants to move forward. Following further discussion, Cody Quist makes a motion to approve the survey at a cost ranging from \$12,000 to a maximum of \$14,000, and to allow the Mayor to sign the necessary paperwork. Jerry Green seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Amy Vollmer-Aye, Jerry Green-Aye, Cody Quist-Aye.

**In re: Joint Municipal Utility Commission-Agreement to create-**Mayor Flannigan states that JMUCK will have two contracts that the Board needs to consider. The first one is for consideration this evening, which is a contract creating the commission and outlining its directors, powers, etc. The second contact which is not being considered this evening is



regarding what level the City would participate. If the Board doesn't like how things are going following the creation the City can walk away. For now, he thinks it is best to at least have someone sitting at the table. Cody Quist makes a motion to appoint the Mayor as the City's representative, approve the joint contract, and allow the Mayor to sign the joint contract. Amy Vollmer seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Amy Vollmer-Aye, Jerry Green-Aye, Cody Quist-Aye.

**In re: Sick time use-probationary employees**-Rob Hamlin states that he would like to see the sick time policy changed to allow the use of accrued sick time during an employee's probationary period. There are situations where the employee has to miss work with a sick child and under the current policy, he loses wages for the day. Following a short discussion, Cody Quist makes a motion to draw up the change for passage at the next meeting. Steve Aston seconds the motion. All are in favor. Rob Hamlin states that he drew up a policy for his department regarding scheduling the use of time off like vacation and safety days. He has difficulty scheduling projects when he has last minute time off requests. The notice requirement being seven or three days is discussed. Following some discussion, Jerry Green makes a motion to draw this up for passage at the next meeting, with seven days being the notice requirement. The change will be incorporated into the employee handbook and apply to all employees. Cody Quist seconds the motion. All are in favor.

Jerry Green states that he would like to amend the agenda to discuss time clocks. Cody Quist makes a motion to amend the agenda to discuss time clocks. Amy Vollmer seconds the motion. All are in favor.

**In re: Use of time clocks**-Jerry Green states that Casey Powelson is the only employee using a time clock to clock in and out, which doesn't make sense to him. Mayor Flannigan states that the police department employees are writing in their time because they asked for the Board's permission to do it. Following that, the Public Works department requested to purchase and use Tsheets. The cost to add another user to the Tsheets program is nine dollars per month. Jerry Green makes a motion to discontinue use of the time clock and allow Casey Powelson to use Tsheets to clock in and out, with the nine-dollar monthly fee. Amy Vollmer seconds the motion. Roll call vote is as follows: Roll call vote is as follows: Steve Aston-Aye, Amy Vollmer-Aye, Jerry Green-Aye, Cody Quist-Nay. Rob Hamlin states that the data from the Tsheets program can be uploaded into the City's current software so that the employee's real time for each task can be put toward the appropriate fund.

Cody Quist makes a motion to adjourn. Jerry Green seconds the motion. All are in favor.

Respectfully Submitted:

Linda Haynes, City Clerk

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Patrick Flannigan, Mayor