

February 20, 2018-Regular Board Meeting-Moscow Mills City Hall-6:00 p.m.

6:00 p.m.-Alderman Meyer 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. Mayor Michael Clynych is absent. Also in attendance is Linda Haynes, City Clerk and Cindy Davenport, City Attorney.

Pat Flannigan makes a motion to adjourn to executive session per RSMo. 610.021 #1-Legal & #2-Real Estate. Marsha Mills 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.

6:30 p.m.-Alderman Meyer calls the meeting back to order. Donny Hopkins, Maintenance Superintendent is present. Terry Foster, Chief of Police is absent. There are 11 guests in attendance.

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

**In re: Public Hearing-Clayton Homes-Zoning change from R-1MOD Modular Home District to R-1M Manufactured/Mobile Home District-9.87 acres owned by SMS Development, LLC**-Cindy Davenport announces that Clayton Homes has withdrawn their application for rezoning. Therefore, no further action is needed.

**In re: Remarks of Visitors-Steve Mueller-lives outside of city limits**-States that he is a member of the Lions Club. States that they know the City's position and the City knows their position. The Lions has used the Community Building for over 30 years for various things. The building is still being used by the Lions Club, athletic association, and 4-H and will be used at Easter by the Lions and Chamber of Commerce for the Easter egg hunt. He feels it would be an injustice to the city residents if the building was no longer available for use.

**Verna Kersting-1 Vernet Ln**-States that she is representing the athletic association, 4-H, the Cappel's, Shafer's, and the Braungardt's. States that there is a lifetime lease with the athletic association for use of the Community Building. Cindy Davenport asks if she has a copy of it. Verna Kersting states no, but she knows it exists. The athletic association has used this building for years. Billy Bob Cappel was part of that organization. The City's records need to be reviewed for the lifetime lease. They will fight to keep the building.

**Ken Priester-207 E. Third St.**-Asks if the new sewer line will be replacing the existing line on his property that was placed there in the 80's. Pat Flannigan states that he believes this is a new line. Cindy Davenport suggests that A.J. Gironde of George Butler and Associates and Ken Priester take this opportunity to step outside the meeting and discuss the issue.

**In re: Approval of Consent Agenda items**-Pat Flannigan makes a motion to approve the consent agenda items which include the Board of Aldermen minutes from January 8<sup>th</sup>; financial reports; paid bills report; Payroll Monitor report; Bank Statement Monitor report; January 2<sup>nd</sup> P&Z Commission minutes; Linda Haynes to attend the Missouri City Clerk's annual conference in Columbia, MO from 3/12/18 to 3/15/18; and purchase of a custom modification to the Asyst utility billing software for \$900. Mark Spence seconds the motion. Roll call vote is as follows: Matt Meyer-Aye, Mark Spence-Aye, Marsha Mills-Aye, Pat Flannigan-Aye.

**In re: 2015 International Building Code adoption update**-Matt Meyer suggests

tabling this item until A.J. Girando is finished with his conversation with Mr. Preister. Pat Flannigan makes a motion to table this item until A.J. is available. Mark Spence seconds the motion. All are in favor.

**In re: Water and Sewer on west side of Hwy 61 update and survey or engineer study-**Pat Flannigan states that Mayor Clynych could not be present this evening due to a family medical issue. The idea is to get water and sewer on the west side of Hwy 61 from the curve on Hampel Road to Crooked Creek to entice MO Dot to do the service roads. All of the property owners in that area have agreed. He would like permission to move forward with surveys for the easements for water and sewer line placement. Mark Spence makes a motion to move forward with the survey necessary for the easements. Pat Flannigan seconds the motion. All are in favor.

**In re: 2015 International Building Code adoption update-**A.J. Girando states that the books have been ordered and are on their way. The draft of the ordinance amendment that goes with the codes on display has been sent to Cindy Davenport for review. Once all is final this has to be put on public display for 90 days prior to passage.

**In re: Superior Equipment Company-Moscow Mills Grocery-Sign permit (rebranding)-**David Kirby hands out binders to the Board of Aldermen. Linda Haynes states that the building inspector has approved the application and the P&Z Commission has recommended it to the Board of Aldermen for approval. Mark Spence makes a motion to approve the sign permit application for Superior Equipment Company. Marsha Mills seconds the motion. All are in favor.

**In re: Warren Sign Company-Dollar General Pole sign and Wall sign-(P&Z Commission)-**No one is present from Warren Sign Company. Linda Haynes states that the building inspector has approved both of the applications and the P&Z Commission has recommended them to the Board of Aldermen for approval. Pat Flannigan makes a motion to approve both of the sign permit applications for Warren Sign Company. Mark Spence seconds the motion. All are in favor.

**In re: Approval to contract with Croghan & Croghan for 2017 audit-**Linda Haynes states that the cost for the 2016 audit was \$11,500, the cost for the 2017 audit is \$12,250. Matt Meyer asks if the audit is required to be done every year. Cindy Davenport states yes, the bond documents require it. Pat Flannigan makes a motion to proceed with the 2017 audit with Croghan & Croghan at a cost of \$12,250. Matt Meyer seconds the motion. All are in favor.

**In re: Rate study with Mo Rural Water Association-**Linda Haynes states that she is requesting permission to start the water and sewer rate studies. Mo. Rural Water Association does the rate study for free since the City is a member. Rates will need to be changed prior to the new bonds issuing for the NW lagoon elimination project, which is expected to be around the end of summer. Pat Flannigan states that the sewer rate study should be done on the seasonal basis of billing, as was decided by the Board last year. Linda Haynes states that in the past, after holding the required sewer rate public hearing, the ordinance was passed with the condition that the new water and sewer rates will not be used for billing until the bonds are actually issued. Mark Spence makes a motion to proceed with the water and sewer rate study through Mo. Rural Water Association. Pat Flannigan seconds the motion. All are in favor.

**In re: City Hall building expenses-Revised bid for sign at City Hall-Landesign, purchase of video monitors for council chambers, purchase of ceiling tiles for council chambers, installation of dumpster area fence-**Pat Flannigan states that Mayor Clynch obtained a new bid from Landesign for the sign at City Hall because the first one was not quoted at prevailing wage. The new cost is \$10,041, which is over the \$10,000 stated in City code that would require the formal bid process. Therefore, he and the Mayor have agreed they will pay the \$42 to keep the cost under \$10,000. Pat Flannigan makes a motion to approve the sign bid from Landesign with the City paying \$9,999. Mark Spence seconds the motion. All are in favor. Pat Flannigan states that he is seeking approval to purchase two monitors, one large and one small, for the council chambers for use during meetings for presentations. He is requesting approval for up to \$1,000 to purchase the monitors, cabling, and hardware to get them hooked up. Pat Flannigan makes a motion to approve \$1,000 for the two monitors, cabling, and hardware to hook them up. Mark Spence seconds the motion. All are in favor. Pat Flannigan states that he is seeking approval for up to \$500 to replace the ceiling tiles in the council chambers. Any old tiles that are still good can be used to replace other tiles throughout the building that need to be replaced. He will install the new tiles. Mark Spence makes a motion to approve the purchase of ceiling tiles for the council chambers, up to \$500. Marsha Mills seconds the motion. All are in favor. Pat Flannigan states that initially he was going to install the fence around the dumpster at City Hall, so the Board only approved the material purchase. Now he is not sure he is going to have time to do it. The amount quoted to him was between \$700 and \$800 for Precision Fence and Vinyl, the company we purchased the materials from, to do the installation. Mark Spence asks if that quote is at prevailing wage. Pat Flannigan states that he will check. Mark Spence makes a motion to approve the cost of up to \$800, providing that the quote includes prevailing wage, for the installation of the fence by Precision Fence and Vinyl. Marsha Mills seconds the motion. All are in favor.

**In re: Purchase of two police vehicles-**Pat Flannigan states that he does not have the printed information on this purchase, but believes it to be the same deal as the last police vehicles that were purchased through the three year lease program. The plan is to purchase two new vehicles every three years to keep the fleet up to par. This way no vehicle will be older than 6 years. Matt Meyer makes a motion to postpone action on this matter until the printed information can be provided and reviewed by the Board. Mark Spence seconds the motion. All are in favor.

**In re: Core & Main (Sensus) and Schulte Supply, Inc. (Neptune) bids for reading equipment-**Pat Flannigan states that one small change has been made to the Sensus bid from Core & Main. They have changed the meter price to be good until the end of the year, rather than through June. The benefits of this system are explained to the Board. Meters can be read much quicker and with more accuracy. The City currently uses Sensus meters and equipment. Donny Hopkins has a stock of MUX's, the device that converts the meter from touch read to radio read, that can be installed. The bid from Schulte Supply for the Neptune equipment was a bit cheaper, but the City already has Sensus equipment to convert half of the meters to radio read. The meters will need to be mapped, and a ten year rotation needs to be started for replacing the meters. The meters lose accuracy as they get older. The software with Core & Main was a bit cheaper. Pat Flannigan makes a motion to proceed with the purchase from Core & Main for the Sensus radio reading system for \$15,500. Mark Spence seconds the motion. All are in favor.

**In re: Community Building appraisal report and possible listing with Rick Meyer, Meyer Real Estate**-Pat Flannigan states that the City has done a lot of research but still has a few items to address. Therefore, any further discussion or action on this item will be postponed until the April Board meeting. This allows the Lions Club to continue with their breakfast events through the normal time they do them, the last one is in April. Pat Flannigan makes a motion to postpone this item to the April Board meeting agenda. Marsha Mills seconds the motion. All are in favor.

**In re: Approval of job descriptions, performance review form, goals and achievements form, commendation form**-Linda Haynes states that she is not sure if the job descriptions have been reviewed by the department heads. Therefore she did not include them in the packets. She spoke to Mayor Clynch regarding this and he was going to send the department heads an e-mail asking them to do a final review. She is only requesting approval of the performance review form, goals and achievements form, and commendation form. Pat Flannigan states that he wants the department heads to review the job descriptions and have the approval of them on the March agenda. Pat Flannigan makes a motion to approve the use of the performance review form, goals and achievements form, and commendation form. Marsha Mills seconds the motion. All are in favor.

**In re: Support of 911 ballot campaign and committing the resources requested of \$6,952.01**-Pat Flannigan states that he and Chief Foster attended the informational meeting held regarding making 911 an independent system. The campaign is to educate and inform the public about why a tax is necessary. Revenues have decreased through the years due to people getting rid of their land line telephones. The decrease in revenues was driving up the costs that the independent entities had to pay yearly for 911 services. Moscow Mill's portion of that \$120,000 cost is \$6,952.01. Pat Flannigan makes a motion to approve the City's contribution of \$6,952.01 for the educational campaign for 911. Mark Spence seconds the motion. All are in favor.

**In re: Possible rescheduling of March 12<sup>th</sup> Board of Aldermen meeting**-Linda Haynes states that she will be at the City Clerk's conference the week of March 12<sup>th</sup>, and asks if the Board wants to reschedule the meeting or have Casey Powelson there to take minutes. The Board states to leave the meeting as scheduled on March 12<sup>th</sup> and have Casey Powelson attend to take minutes.

**In re: Establish policy for water sale to developers**-Pat Flannigan states that this item has been brought up before and the Board decided not to allow anyone to fill up at a fire hydrant. At that time Donny Hopkins had concerns regarding water knock, but he is confident that legal counsel can write an ordinance addressing the issues such as backflow prevention and shut off. He brings this up in regards to home builders and developers being able to water sod. Maybe something like an annual pass could be allowed, with a fee proportionate to the size of the use. There was not as much building going on when this was last discussed, and he didn't have the research he has now. This would make things easier on the developers. There is the issue of who would police this, but the City already has a lot of things like that. Donny Hopkins states that this would allow someone to take a hose and hook it to a fire hydrant and use as much water as they want which will run the other hydrants out of water. Pat Flannigan asks what the City's water pressure is. Donny Hopkins states 45 to 70 pounds, but pressure is determined by the height of the tower versus the height of the location. Right now the policy states that the developers have the ability to go to the Mette Road Water

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Treatment Facility and purchase bulk water there for \$10.80 per 1,000 gallons. He is against the developers being able to get water unsupervised. In some places it will make other areas of Moscow Mills run out of water, like when Austin Oaks was out of water recently due to a water main being broken at Hadley Grove. A fire hydrant being opened at Hadley Grove is going to result in a considerable pressure loss in Austin Oaks. Pat Flannigan makes a motion to postpone this item for further research. Marsha Mills seconds the motion. All are in favor.

Alderman Meyer states that an executive session following the meeting this evening is not needed.

Matt Meyer makes a motion to adjourn. Marsha Mills seconds the motion. All are in favor.

Respectfully Submitted:

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Matthew Meyer, Board of Aldermen President

Linda Haynes, City Clerk