

November 13, 2018-Regular Board Meeting-Moscow Mills City Hall-6:00 p.m.

6:00 p.m.-Mayor Flannigan calls the meeting to order. Steve Aston, Alderman Ward I; Mark Spence, Alderman Ward I; Marsha Mills, Alderman Ward II; and Mike Eilers, Alderman Ward II are present. Also in attendance is Linda Haynes, City Clerk; and Cindy Davenport, City Attorney.

Mark Spence makes a motion to adjourn to executive session per RSMo. 610.021 #1-Legal. Marsha Mills seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Mark Spence-Aye, Marsha Mills-Aye, Mike Eilers-Aye.

Executive session is held and adjourned.

6:30 p.m.-Mayor Flannigan calls the meeting back to order. Chief Terry Foster and Donny Hopkins, Maintenance Superintendent are present. There are two guests in attendance.

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

In re: Remarks of Visitors-No one is signed up to speak.

In re: Approval of Consent Agenda items-Mark Spence makes a motion to approve the consent agenda which includes the Board of Aldermen minutes from October 9th and 22nd, financial reports, paid bills report, bills to pay report, Payroll Monitor report for October, Bank Statement monitor report for October, training request for Chief Foster to attend the Winter Police Chief's Conference in Jefferson City December 4th – 7th, Sergeant Ringeisen to attend the Torch Run brunch at Jefferson City December 5th, and a \$1.00 per hour wage increase for Dwayne Washford, because he has obtained his drinking water treatment D level license. Mike Eilers seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Mark Spence-Aye, Marsha Mills-Aye, Mike Eilers-Aye.

In re: Moscow Mills Bicentennial-Mayor Flannigan states that there are still no volunteers. He would like this item postponed to the December meeting.

In re: Location of recycling collection bins-There is discussion about where the recycling collection bins could be placed. Mark Spence asks who is going to inform the residents of the new procedure for recycling. Linda Haynes states that Meridian has stated they will do that. There is discussion that single stream curbside recycling is ending as of the first of the year, and then dual stream will start, which is the collection of paper/newspaper/cardboard, plastics, and metals in different bins placed in a specified location in town. Mark Spence makes a motion to place the containers by City Hall in the area where the school bus turns around, and have the maintenance department come once a week to pick up any mess. The City's recycling \$3 charge per customer will decrease by \$2 with this option. Mike Eilers seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Mark Spence-Aye, Marsha Mills-Aye, Mike Eilers-Aye.

In re: Monroe & Kim Jeffries-211 Main Street-carport in Special Old Town District-Mayor Flannigan states that this item should have been considered at the November 5th P&Z Commission meeting, but they did not have a quorum. Linda Haynes states that the engineer and building inspector have approved the application, but it is in Special Old Town District so it would require P&Z approval. There is discussion that the carport is drawn in to be placed in the City alley. Cindy Davenport states that they cannot approve this placement, the carport location will need to be moved off of the alley. Monroe Jeffries is present and states that if it cannot go into the alley he does not have

room for it. Cindy Davenport states that he could request the City to close the alley, but only 8 foot of the 16 foot alley would come to him, the other half would go to the adjoining property owner on the other side. Also, the legal fees and deed would have to be paid for by the property owners. Monroe Jefferies states that only getting 8 foot of the alley would not be worth it. The Board takes no action on the carport permit.

In re: Resolution #831-Support of ballot measure for 911 funding-Linda Haynes reads the title of Resolution #831. Mark Spence makes a motion to approve Resolution #831. Mike Eilers seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Mark Spence-Aye, Marsha Mills-Aye, Mike Eilers-Aye.

In re: Ordinance #832-Amending the 2018 Budget-Linda Haynes reads the title of Ordinance #832 in full two times. Mark Spence makes a motion to approve Ordinance #832. Steve Aston seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Mark Spence-Aye, Marsha Mills-Aye, Mike Eilers-Aye.

In re: Resolution #833-Accepting dedication of infrastructure in Chestnut Ridge-Blattel Development, LLC-Mayor Flannigan states that a list of items that need to be addressed in Chestnut Ridge has been provided to the developer. Mark Spence makes a motion to postpone action on Resolution #833 until the items on the list have been addressed. Mike Eilers seconds the motion. All are in favor.

In re: Ordinance #834-Plat approval-Austin Oaks-Plat 4-Mayor Flannigan states that normally this would come from the P&Z Commission with a recommendation to the Board of Aldermen, but there was no quorum in November. The developer is now following the City's specifications on infrastructure. There are still a few infrastructure things in Plat 1 to get fixed. Linda Haynes reads the title of Ordinance #834 in full two times. Mike Eiler makes a motion to approve Ordinance #834. Mark Spence seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Mark Spence-Aye, Marsha Mills-Aye, Mike Eilers-Aye.

In re: New Year's Eve and Christmas Eve-After some discussion, Mark Spence makes a motion to allow eight hours of time off on Christmas Eve and close the City offices that day, but work a full day on New Year's Eve. In addition, utility shut offs that were scheduled for December 26th will be postponed to December 27th. Steve Aston seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Mark Spence-Aye, Marsha Mills-Aye, Mike Eilers-Aye.

In re: Fire protection services agreement, First Aid, AED-Mayor Flannigan presents bids from Cintas for two first aid cabinets for the City. One would be at City Hall and the other at the Maintenance Department building. After the initial cost of \$404.76, it will cost \$6 a month for Cintas to check it and the cost of supplies to keep it full. He has obtained a cost for an AED of \$1,599, which he is recommending be kept in the Maintenance Superintendent's vehicle. He has also obtained a cost for fire extinguishers for the City's buildings and all of the Maintenance Department vehicles. Five new extinguishers would be added for \$487.50. They would also be inspected by Cintas twice per year for \$55 plus \$8.33 each. Mike Eilers asks who is trained to use the AED. Mayor Flannigan states that he is, all the police officers are, and two of the maintenance employees are. The total initial investment is \$2,500, but the then it would be \$234.95 twice a year for the fire extinguishers and \$6 per month plus supply replacement cost for the first aid cabinets. Steve Aston makes a motion to approve the

purchase and services of the two first aid cabinets, the AED to be kept in the Maintenance Superintendent's vehicle, and the fire extinguishers. Mark Spence seconds the motion. All are in favor. Mayor Flannigan announces that the City is having a training and lunch on December 11th for the employees and people who contract their time to the City on a monthly basis.

In re: Resolution #835-Agreement regarding 2019 dispatch fees-Mayor Flannigan states that the County has not provided the agreement yet. Mark Spence makes a motion to postpone this item to the November 29th meeting. Steve Aston seconds the motion. All are in favor.

In re: Resolution #836-Appointing member to the P&Z Commission-Linda Haynes reads the title of Resolution #836. Mark Spence makes a motion to approve Resolution #836. Mike Eilers seconds the motion. All are in favor.

In re: Rental of City's meeting facilities-Mayor Flannigan states that he has been asked by a homeowners association group if the City rents out the meeting rooms. Cindy Davenport has pointed out that the City cannot discriminate regarding who they rent to, if they begin to rent the rooms. She recommends the City pass a policy keeping it as narrow as possible. There is extensive discussion regarding what types of groups would be allowed to rent the rooms, security during the event, rental fees, deposits, noise factor if rented during the day, and time limits. Cindy Davenport states that she will draft this policy to be presented at the November 29th meeting.

In re: GPS on City's vehicles-Mayor Flannigan goes over the reasons to have GPS on the City's vehicles which include where a vehicle is if it has ran off the road, tracking of vehicle maintenance, verifying whereabouts when there is a citizen complaint, tracking speeding. He would recommend starting with five units and if the City likes them they can add the additional units, for a total of 15 or 16 to do all of the City's vehicles. The GPS system carries one year of data. Typically employees don't like the GPS units but if they are doing nothing wrong it shouldn't matter. There is discussion regarding who would monitor the GPS and how getting to critical could drive a good employee away. Mayor Flannigan states they are not intended to be used to be critical. An employee could challenge over critical use to the Board of Aldermen. The company can come and present the product and service to the Board of Aldermen if they'd like. There is a question if an employee can remove the device from the vehicle. Mayor Flannigan states that an alert would go to the administrator if it is removed. Mayor Flannigan asks if anyone would like to make a motion to move forward with purchasing five of the GPS units. There is no motion to purchase.

In re: Policies regarding salaried employees and time off-Mayor Flannigan states that about two years ago two more City employees were changed to being paid salary. The City now has three salaried employees and the City didn't follow through afterward to amend and correct City policy and ordinances to address salaried employees. Chief Foster brought him a name of a presenter at the MIRMA Chief's training that was really good. The City's policies need to be correct, in case they are challenged in a court of law. A proper employee handbook is needed, and policies that address hourly employees and salary employees. He needs to know if the Board is interested. He has spoken to the presenter, the Mirarchi Management Group, and they can complete the City's project for around \$6,000. He can obtain more details if the Board would like to move forward. The Board is in agreement to have the Mayor explore this and get back

with the Board.

In re: Box culvert at Kathy Avenue and Elm Tree Road-Mayor Flannigan states that there is a culvert near the entrance to Moscow Meadows on Elm Tree Road that needs to be replaced with a box culvert. It is a safety hazard. It will cost around \$3,500 for the culvert and supplies and \$1500 to David Petry to install it. Mark Spence makes a motion to purchase the supplies and box culvert and contract with David Petry to install it, for a total cost of around \$5,000. Mike Eilers seconds the motion. All are in favor.

In re: 15+ acres at Hampel Road-Water and sewer-Mayor Flannigan states that the cost to go under the two creeks, pipe, lift station, engineering costs, etc. is estimated to be around \$150,000. Counsel has advised the City that the City has not obligation to run the water and sewer to the property owner so that they owner can make money by selling the lots. Mayor Flannigan asks if there is anyone who would like to make a motion to work towards the City providing the water and sewer to this property. No motions are made.

In re: Grants for storm warning sirens-Mayor Flannigan the current condition and age of the two storm warning sirens the City currently has. He would like permission to apply for a 75% grant to replace the two the City currently has and possibly add another at Hwy U. The cost per siren would be around \$30,000. Mark Spence makes a motion to allow the Mayor to apply for a grant for the storm warning sirens, with the City paying up to 25% of the cost. Steve Aston seconds the motion. All are in favor.

In re: Mo DOR request for mapping and geographic data pertaining to borders and jurisdictions-Linda Haynes states that Missouri Department of Revenue is requiring this mapping and geographic data, and has given a deadline of November 30th. The letter announcing this was just received. George Butler can provide the information for around \$1,000. Steve Aston makes a motion to have George Butler Associates provide the required mapping and geographic data to satisfy the Mo DOR requirement. Mike Eilers seconds the motion. All are in favor.

Mark Spence makes a motion to adjourn. Steve Aston seconds the motion. All are in favor.

Respectfully Submitted:

Linda Haynes, City Clerk

Patrick Flannigan, Mayor