

December 17, 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; and Marsha Mills, Alderman Ward II are present. Mike Eilers, Alderman Ward II arrives during the first executive session. 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 and #2-Real Estate. Marsha Mills seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Mark Spence-Aye, Marsha Mills-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 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.

**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 November 13<sup>th</sup>, financial reports, paid bills report, bills to pay report, Payroll Monitor report for November, Planning and Zoning Commission minutes from October 1<sup>st</sup>, and Donny Hopkins' request to dispose of the 2008 Ford F-350 with a blown engine by placing it in the newspaper for sealed bids. Marsha Mills 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 he will be looking for grants for this project. He would like this item postponed to the January meeting.

**In re: Trash and recycling contract**-Derrick Standley of Meridian states that a new contract is being presented to address the new terms of recycling services. He asks Mark Spence if the food pantry is willing to take cardboard for the residents. Mark Spence states that the food pantry does not have the capacity to do that for the whole city. Derrick states that the Sheltered Workshop in Troy is an alternate drop off location. The City could also look for grants with Booneslick Regional Planning Commission. If the City is okay with the new contract they will send letters to the customers to inform them of the new recycling procedures. They will provide a link for more information on their website. Linda Haynes states that she will provide a list of the mailing addresses for the residential customers. Derrick states that they will take this process slow and easy at first, they don't want to just not pick up and then have a flood of calls. Mark Spence makes a motion to allow the Mayor to sign the new contract. Marsha Mills seconds the motion. All are in favor.

**In re: Certified Performance-Wall sign**-Mark Spence makes a motion to approve the wall sign for Certified Performance, which the Planning and Zoning Commission has recommended for approval. Marsha Mills seconds the motion. All are in favor.

Steve Aston makes a motion to move the agenda topic regarding the Community

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Building up for consideration at this time. Mike Eilers seconds the motion. All are in favor.

**In re: Community Building**-Mayor Flannigan states that Mr. Schoedinger is requesting to extend his lease and the purchase contract deadline for four more months. Mark Spence makes a motion to allow the Mayor to sign the necessary paperwork to extend the lease term and purchase deadline for four more months. Marsha Mills seconds the motion. All are in favor.

**In re: Resolution #835-Agreement of contracted services with Lincoln County Central Communications**-Linda Haynes reads the title of Resolution #835. Mark Spence makes a motion to approve Resolution #835. Mike Eilers seconds the motion. All are in favor.

**In re: Resolution #838-Use of City Hall meeting rooms**-Cindy Davenport states that she has provided a draft. The Board can consider it for passage this evening, or postpone it to the January meeting. If postponed, the Board can e-mail her any concerns, questions, or changes. The Board is in agreement to postpone action on this resolution to the January meeting.

**In re: Ordinance #839-2019 Budget**-Linda Haynes reads the title of Ordinance #839 in full two times. Mark Spence makes a motion to approve Ordinance #839. 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 #840-Repealing and replacing Chapter 39-Building Codes**-Linda Haynes reads the title of Ordinance #840 in full two times. Mark Spence makes a motion to approve Ordinance #840. Marsha Mills seconds the motion. Roll call vote is as follows: Steve Aston-Aye, Mark Spence-Aye, Marsha Mills-Aye, Mike Eilers-Aye.

**In re: Hadley Grove-John Houston-request to dedicate streets, water, sanitary sewers, & storm sewer**-Mark Spence makes a motion to have Donny Hopkins inspect the requested items and provide the developer with a punch list of items that need to be addressed prior to the City accepting dedication. Mike Eilers seconds the motion. All are in favor. Mayor Flannigan states that this item will be brought back to the Board when all of the punch list items have been addressed.

**In re: Elm Tree Commons-Elm Tree Development, LLC-request to dedicate storm water, public water, paved street, street lights, and sewer utilities**-Donny Hopkins states that they have addressed all of the items on the punch list except one small curb that didn't get repaired, but he is not sure if it was on the punch list. Mark Spence makes a motion to accept dedication of the requested items. Mark Spence states that he'd like to amend his motion to draw up a resolution for presentation at the January meeting to accept dedication of the requested items. Steve Aston seconds the motion. All are in favor.

**In re: Ordinance #841-Water rates**-Linda Haynes reads the title of Ordinance #841 in full two times. There is discussion regarding if the Board wants to make any changes to the rate for bulk water in section 111.090. The Board does not want to change that rate or section of City Code. Linda Haynes states that section 111.090 can be deleted from

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Ordinance #841. Mark Spence makes a motion to approve Ordinance #841, with the change to remove section 111.090 from the ordinance. 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 #842-Sewer rates**-Linda Haynes reads Ordinance #842 in full two times. Mike Eilers makes a motion to approve Ordinance #842. 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: Annexation of City property**-Mark Spence makes a motion to allow the Mayor to sign the annexation petition to start the process of annexing the two City owned properties by Millsite Park that are currently not in the City's limits. Steve Aston seconds the motion. All are in favor.

**In re: Ordinance #843-Millsite Park-Use after dark**-Cindy Davenport states that she has provided the amendment this evening. While writing this amendment she noticed that the whole chapter needs to be re-written. The Board can go ahead and pass this ordinance this evening or wait until the whole chapter is rewritten. Mayor Flannigan shows the Board pictures of the damage that prompted this amendment. Cindy Davenport reads Ordinance #843 in full two times. Marsha Mills makes a motion to approve Ordinance #843. 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: Electronic payments to LAGERS**-Linda Haynes states that LAGERS will not accept paper checks for the retirement contributions, they require electronic payments. Mark Spence makes a motion to allow the City Clerk to make electronic payments to LAGERS without obtaining Board approval each time. Mike Eilers seconds the motion. All are in favor. Linda Haynes states that she will add this item to the list of bills to pay without Board approval that will be presented in April.

**In re: Bid for floor/wall repairs in Mayor's office**-Mayor Flannigan states that he received one bid for the repairs, which was for \$18,247. He feels this is too much. He is having a hard time finding bidders. He would like to postpone this item until he can determine if he will be able to do the repairs, like he did on the other side of the room. The City would only pay for materials if he does the work. Or he can continue to seek more bids. The Board agrees for the Mayor to seek another bid, and to postpone this item indefinitely.

**In re: Ordinance #844-80% completion regarding infrastructure dedication**-Cindy Davenport states that she has provided a draft of potential changes to Chapter 46, section 46.455. When she was reviewing to see where this 80% issue would be inserted she noticed deficiencies. The amendment she is proposing is similar to the one St. Peters uses. After some discussion the Steve Aston makes a motion to set this item for public hearing at the January meeting. Mike Eilers seconds the motion. All are in favor.

**In re: Gym membership-Police Department**-Mayor Flannigan states that Chief Foster had thought this item had already been presented and approved by the Board, but it could not be found in the minutes. He would like approval to reimburse gym

membership for officers that meet certain requirements from the department's training funds. The officers must demonstrate that they are using the membership and pass physical fitness tests. He has this set up to be a reimbursement program so if they don't go the City doesn't have to pay for their membership. Chief Foster states that a lot of police departments have their own gym. It's important to show that the City offers some sort of a program. There are court cases that prove this. The City is liable if the officer cannot physically perform their job. The two employee reimbursements currently being presented are for June through November membership fees. Steve Aston makes a motion to approve the two gym membership reimbursements. Mike Eilers seconds the motion. All are in favor. Mayor Flannigan states that Donny Hopkins has requested that, if this is approved for the police department, the Board consider reimbursing gym membership for the maintenance employees also. Mayor Flannigan states that Donny should submit his request at the January meeting and present the Board with details of where the funds for this are going to come from in the budget and how he is going to monitor the program.

**In re: Fuel Cards-Police Department**-Mayor Flannigan states that the police department currently fill up from a bulk tank located at the maintenance building on Hwy MM. The bulk tank is filled weekly by Lincoln County Farmers Cooperative. The area by the bulk tanks is mucky at times and isn't a good environment for police officers to walk through when they are expected to have clean shoes to enter residences and businesses. Also, the City Clerk has expressed concerns that the record keeping of logging each time police and maintenance vehicles fill up from the bulk tank isn't accurate when determining costs of fuel to charge to the general, water, sewer, and street funds. The fuel card system being presented has excellent audit trails and the cards can be set up to purchase fuel only. The cards can be set up for use in a radius of a certain amount of miles, or an alert is sent. Chief Foster states that he agrees, the cards are convenient and offer a good audit trail. There are times that the police cars need fuel, like when attending training, transporting prisoners, etc. Having the cards would enable fueling up without the employee having to pay for the fuel themselves and then submit for reimbursement. The card would be kept in the visor of the vehicle but each officer would have their own PIN. Mark Spence makes a motion to allow the police department to utilize fuel cards through the WEX program. Mike Eilers seconds the motion. All are in favor.

Mark Spence makes a motion to amend the agenda to discuss GPS for the City's vehicles. Marsha Mills seconds the motion. All are in favor.

**In re: GPS for City vehicles**-Mayor Flannigan states that the GPS devices on the City's vehicles would serve safety purposes, keep track of the fleet, and can provide irrefutable information when a City employee is accused of speeding or being somewhere where an incident happened. The monthly service ranges in cost from \$13 to \$40 per month per unit. He had a walk through on the one offered by Clearpath GPS, and it was \$20 a month per unit. The cost of the equipment is \$100 each if five are purchased. He would like to start with just five for now to try out the service. There are no cancellation fees or contracts. The City can end the service at any time and would only be out the cost of the units. He would like to start with purchasing five units. The annual cost would be \$1,200 plus the initial cost of \$500 for the five units. Chief

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Foster states that the City has a total of about 12 or 13 vehicles, including police and maintenance vehicles. Marsha Mills makes a motion to allow the Mayor to proceed with the purchase of five GPS units with Clearpath GPS. Steve Aston seconds the motion. All are in favor.

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

Respectfully Submitted:

Linda Haynes, City Clerk

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Patrick Flannigan, Mayor