

MINUTES
CITY COUNCIL MEETING
FREDERICKTOWN, MISSOURI
DAY/DATE: MONDAY, SEPTEMBER 14, 2009
CITY HALL
6:30 PM

A. CALL TO ORDER AND ROLL CALL

Mayor Kemp called the meeting to order and led the Pledge of Allegiance. Those present on roll call were: Alderman Polete, Alderman Wright, Alderman Thomas, Alderman Walts, and Alderman Merriman. Absent was: Alderman Brown. Also present were: City Administrator Dismuke, City Attorney Moore, City Engineer Baer, City Clerk Stevens, Deputy Clerk Harbison, Finance Officer Shinn, Department Heads and visitors.

B. APPROVAL OF MINUTES

- 1) Minutes of the public hearing of August 24, 2009. A motion was made by Merriman with a second by Thomas to approve the minutes as presented. Motion carried.
- 2) Minutes of the regular council meeting of August 24, 2009. A motion was made by Merriman with a second by Wright to approve the minutes as presented. Motion carried.

C. APPROVAL OF AGENDA

- 1) Additions or deletions.
Add: To New Business -- From Work Session Business:
 - a) Continued discussion of the revised budget worksheets
 - b) Discussion concerning delinquent personal property taxes
 - c) Setting the dates for Fall Clean up
 - d) Consideration of bid proposals for the City annual audit
 - e) Consideration of bid proposals for the Siren Warning Systems under the USDA grant
 - f) Request by Cub-a-Rama to allow free City wide yard sale
 - g) Burning season
 - h) Discussion concerning the elected position of city marshal.Add: To Any Other Business: Alderman Merriman requested the addition of a discussion on rate change for Brown's Tree Service.
- 2) A motion was made by Walts with a second by Merriman to approve the agenda as amended. Motion carried.

D. PUBLIC COMMUNICATIONS AND ANNOUNCEMENTS

- 1) None.

E. PRESENTATIONS

- 1) **Audit for 2008/2009 (Boyer and Associates)** Barb Halter representing Boyer and Associates proceeded to review the audit. She indicated there was a clean opinion of the financial statement and there were no audit findings. She also said the city's fund balance increased \$1,000,000 over the previous year. She suggested keeping a close eye on the

budget moving forward. A motion was then made by Walts with a second by Thomas to approve the audit. Motion carried.

2) **The Chamber (Board member Denny Ward)** Denny Ward addressed council by relaying all the projects and efforts the Chamber is doing for our community. He went to say the Chamber needed the community's support to keep it a viable and working chamber. Merriman asked how much support would the Chamber need. Ward replied the allocated amount from last year of \$5000. Ward was then asked if the County would also be contributing. Ward replied the board was planning on meeting with the Commissioners at a later date to request funding from them. It was at this time he thanked the council for their time and willingness to listen to their plight.

F. **REPORTS OF OFFICERS**

1) **Mayor's report.**

G. **REPORT FROM SPECIAL COMMITTEES AND STAFF**

1) **City Administrator's report.** Dismuke began by stating Water Plant Manager Junior Shell needed a replacement metering pump. The only quote presented was from Missouri Filter and Process Equipment Co. at a cost of \$2205.00. A motion was then made by Merriman with a second by Walts to approve the purchase. Motion carried.

2) **Municipal Court docket – August.**

3) **Municipal Court statistics – August.**

4) **City Marshal report – August.**

5) **Building inspector report – August.**

H. **OLD BUSINESS**

1) None.

I. **NEW BUSINESS**

1) **An Ordinance authorizing the Mayor to execute a release agreement between City and Carter Contracting relative to a release of claims for damages to city electric lines.** A motion was made by Merriman with a second by Polete that as the ordinance was made available prior to the meeting it be read the first time by title only. Motion carried. Moore read: "An Ordinance authorizing the Mayor to execute a release agreement between City and Carter Trucking relative to a release of claims related to damage to city property. . ." A motion was made by Merriman with a second by Wright to read the ordinance the second time by title only. Motion carried. **Ordinance 09-47 duly adopted.**

2) **Request to attend MPUA (Missouri Public Utility Assn.) annual meeting at Tan-Tar-A September 25th and 26th (Dismuke).** A motion was made by Merriman with a second by Thomas to grant the request. Motion carried.

3) **Continued discussion of the revised 2009/2010 budget.** Shinn continued the discussion by asking council if they wanted to make any changes based on the discussion in the work session. Merriman requested the removal of the item creating the full time community development/parks programmer position. Polete stated he felt \$5000 of the money saved could then be allocated to the Chamber's request for funding. Walts then asked about the street department addition to staff. Public Works Director McDowell

explained the street department originally had six employees, but over the years the number has decreased to four even though the work load has not changed. Thomas then suggested reducing the number of patrol cars from seven to two. Wright concurred. A discussion ensued on the pros and cons of the patrol car purchase. Council left their change suggestions in the hands of Finance Officer Greg Shinn to update the worksheets.

4) **Discussion concerning delinquent personal property taxes.** City Clerk Stevens explained to council when the county takes over our taxes we can only transfer three years of unpaid taxes. The numbers on the sheet represent those delinquent taxes older than three years. A motion was then made by Merriman with a second by Walts to write-off the delinquent years of 1999 thru 2005 as indicated on the sheet. Motion carried.

5) **Setting the dates for Fall Clean up.** A motion was made by Polete with a second by Walts to approve the dates recommended. Motion carried.

6) **Consideration of bid proposals for the City annual audit.** It was noted to council the city would require a single audit for the 2008/2009 audit. A motion was made by Walts with second by Merriman to approve the audit firm of Van de Ven LLC, Cape Girardeau. Motion carried.

7) **Consideration of bid proposals for the Siren Warning Systems under the USDA grant.** A motion was made by Thomas with a second by Merriman to approve the siren bid from Outdoor Warning Consulting in the amount of \$34,742. Motion carried.

8) **Request by Cub-a-Rama to allow free City wide yard sale.** A motion was made by Walts with a second by Wright to approve the request for a City wide yard sale during Cub-A-Rama weekend. Motion carried.

9) **Burning season.** Alderman Polete said he wanted to make sure the public was aware of the burning rules particularly in light of the fact some of the public may want to burn the stumps and large debris left from the May 8th storm. It was noted the burning rules and regulations are part of the City's Code of Ordinances which sets not only the dates but the time of day to burn. City Clerk Stevens explained she included in the ad for the paper an addition no stumps trees and/or tree stumps left from the storms can be burned.

10) **Discussion concerning the elected position of city marshal.** Alderman Thomas asked who pays for the training if someone runs for the marshal position and does not have the required hours of education. Moore said the City would be responsible. The cost would be approximately \$6000. It was noted this amount should be included in the police budget for training. City Clerk Stevens was instructed to check on the exact cost of training.

J. ADDITIONAL BUSINESS

1) **Accounts payable I.** A motion was made by Merriman with a second by Walts to approve the bills. Motion carried.

2) **Accounts payable II.** A motion was made by Wright with a second by Walts to approve the bills. Motion carried with Thomas abstaining.

K. REMARKS FROM GENERAL PUBLIC

L. REMARKS OF PERSONAL PRIVILEGE BY ALDERMEN

M. CLOSED SESSION BUSINESS (As authorized RSMo Section 610.021) Motion was made by Merriman with a second by Walts to go into Closed Session. Roll call vote resulted in five ayes,

zero nays and one absent. The account of the Closed Session is exempt from the public record and is on file in the office of the City Clerk pursuant to RSMo 610.024. The following motions and votes were taken in Closed Session:

- 1) Contract matter – Discussion only; no voting actions necessary at this time.

A motion was made by Merriman with a second by Polete to return to open session. Motion carried.

N. ANY OTHER BUSINESS

- 1) **Discussion concerning rate change for Brown's Tree Service.**

O. ADJOURNMENT. Motion by Merriman with a second by Thomas to adjourn. Motion carried.

Danny E. Kemp, Mayor

ATTEST:

Barbara Stevens, City Clerk

MINUTES
CITY COUNCIL WORK SESSION
FREDERICKTOWN, MISSOURI
SEPTEMBER 14, 2009
5:30 PM

A. CALL TO ORDER AND ROLL CALL

Mayor Kemp called the meeting to order. Those present on roll call were: Alderman Polete, Alderman Merriman, Alderman Walts, Alderman Wright, and Alderman Thomas. Absent was: Alderman Brown. Also present were: City Administrator Dismuke, City Attorney Moore, City Engineer Baer, City Clerk Stevens, Deputy Clerk Harbison, Finance Officer Shinn, department heads and visitors.

B. APPROVAL OF MINUTES

1) **Minutes of the work session meeting of August 24, 2009.** A motion was made by Merriman with a second by Walts to approve the minutes as presented. Motion carried.

C. APPROVAL OF AGENDA

1) **Additions or deletions.** Dismuke added to Work Session Business: update by Electric Manager Wasson on the regulator installation at the Versa Tech site.

2) **Approval of agenda.** A motion was made by Polete with a second by Thomas approve the agenda as amended. Motion carried.

D. WORK SESSION BUSINESS

1) **Update by Electric Manager Wasson on the regulator installation at Versa Tech site.** Wasson stated the regulators were installed. He announced there would be a brief interruption of service on Thursday evening at 10:00 pm to switchover.

2) **Consideration of bid proposals for Warehouse Substation upgrade.** Dismuke referred council to the bid tab included in the packets. Merriman asked about the Highland Manufacturing property purchase since it relates to this project. Dismuke said he called the company. He will call again and hope to talk to the company president. Merriman suggested tabling this bid until the city heard on the property acquisition. Dismuke said some of the material for the project needed to be ordered now to insure availability when the project is started. Attorney Moore suggested the city should go ahead and accept the bid pending the property acquisition of land. A motion was then made by Merriman with a second by Walts to approve the bid of B&A Automation and Controls, Inc. pending acquisition of land. Motion carried.

3) **2009/10 Budget review and discussion (Shinn/Dismuke)** Finance officer, Greg Shinn, reviewed the revised preliminary budget worksheets. Shinn went over each budget change. Council discussed in length the pros and cons of each change to the budget. As more discussion was necessary to complete the review process, a motion was made by Walts with a second by Polete to table further discussion of this and all remaining work session items left to the regular council meeting following this meeting. Motion carried.

E. CLOSED SESSION (As authorized by RSMo Section 610.021). None

F. ADJOURNMENT

1) Motion was made by Merriman with a second by Walts to adjourn. Motion carried.

Danny E. Kemp, Mayor

ATTEST:

Barbara Stevens, City Clerk