

MINUTES  
CITY COUNCIL WORK SESSION  
FREDERICKTOWN, MISSOURI  
FEBRUARY 24, 2014  
5:30 PM

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**A. CALL TO ORDER AND ROLL CALL**

Mayor Korokis called the meeting to order. Those present on roll call were: Alderman Wulfert, Alderman Miller, Alderman Polete, Alderman Loretta Brown, Alderman Thomas, and Alderman Paul Brown. Also present were: Interim City Administrator Friend, City Attorney Boner, City Engineer Baer, City Clerk Stevens, department heads and visitors.

**B. APPROVAL OF MINUTES**

1) Minutes of the work session dated February 10, 2014. A motion was made by Miller with a second by Paul Brown to approve the minutes as presented. Motion carried.

**C. APPROVAL OF AGENDA**

- 1) **Additions or deletions.** Add to Work Session #1: Jennifer Ballew addressing council with Planning & Zoning recommendations (this item was originally on the regular council meeting). Add one (1) litigation matter to closed session.
- 2) **Approval of agenda.** A motion was made by Paul Brown with a second by Thomas to approve the agenda as amended. Motion carried.

**D. WORK SESSION BUSINESS**

- 1) **Jennifer Ballew addressing council with Planning & Zoning recommendations.** Ballew began by stating P&Z met February 12<sup>th</sup> with the following new permit procedures for new construction: of the five one was deleted, two had additions and two had minor changes.
- 2) **Request by the Electric Department to repair breaker in downtown substation.** After a brief discussion, a motion was made by Paul Brown with a second by Wulfert to approve rebuilding the breaker at a cost of \$6,925. Motion carried.
- 3) **Set spring cleanup dates.** A motion was made by Wulfert with a second by Miller to set the spring cleanup dates for Monday, March 31<sup>st</sup> through April 5<sup>th</sup>. Motion carried. Note: this cleanup includes pickup services for \$10 if registered in advance.
- 4) **Annual renewal of volunteer Firefighters AD&D insurance police (as stated in Section 240.090 of the Municipal code Book) in the amount of \$1668.** A motion was made by Thomas with a second by Wulfert to approve the invoice. Motion carried with four ayes and two abstentions (P.Brown and Polete for financial interest)
- 5) **Travel request for annual Missouri Floodplain & Stormwater Managers Association conference at Tan-Tar-A, April 9-11, 2014.** A motion was made by Paul Brown with a second by Wulfert to approve the travel request. Motion carried.
- 6) **Invoice approval for annual Sensus System support for our utility hand held devices in the amount of \$1524.60.** A motion was made by Miller with a second by Thomas to approve the invoice. Motion carried.
- 7) **Request by Fire Department to purchase radio repeater (budgeted item).** After a brief discussion, a motion was made by Wulfert with a second by Miller to approve the radio repeater purchase from Midwest Radio Systems, Inc., Bismarck, MO in the amount of \$4664.03. Motion carried.
- 8) **Travel request by Captain Hovis for cost of gas only; all other expenses paid in full.** After a brief explanation by Captain Hovis, a motion was made by Wulfert with a second by Miller to approve two officers for the travel request. Motion carried.
- 9) **Continued review of sign ordinance.** City Administrator Friend began by stating he and building inspector Macke met and went through the proposed sign ordinance with a "fine tooth comb". He went on say they agreed on the sign ordinance recommendations as a whole with a couple of additions. He recommended adding structural requirements to include the following: all signs will be required to transfer a twenty-five (25) pound per square foot wind load safely to the ground and require an engineering certification to that effect. He then said he and Macke felt the original recommendation on length of time to start and complete repairs to signs once the owner received a notice of disrepair should be: work to commence within fifteen (15) days (instead of 30) with project completion forty-five (45) days instead of ninety (90). He also said he felt a fee adjustment needed to be made based on cost of construction of the sign, but that issue can be addressed at a later time. A motion was then made by Paul Brown with a second by Thomas to approve the sign ordinance including those additional recommendations from Friend/Macke. Motion carried. An ordinance will be prepared for next council meeting.
- 10) **Continued review of the utility budget billing.** The discussion began with a general discussion of how the present budget billing rules work, although, budget billing is presently not being offered to utility customers. City Administrator Friend stated he would check into how our present billing software works and see if it can be modified for our needs.

**E. CLOSED SESSION BUSINESS** (As authorized by Section 610.021 RSMo 2008). A motion was made by Paul Brown with second by Thomas to go into Closed Session. Roll call vote resulted in six ayes, zero nays and zero absent. The account of the

Closed Session is exempt from 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) Litigation matter – Discussion only; no voting actions taken.

A motion was made by Wulfert with a second by Miller to return to Open Session. Motion carried with all voting aye.

F. **ADJOURNMENT** A motion was made by Wulfert with a second by Polete to adjourn. Motion carried.

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Kelly Korokis, Mayor

ATTEST:

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Barbara Stevens, City Clerk