

The Board of Aldermen met in regular session at 6:00 P.M.

Aldermen Present: Greg Smith, Mark Greening, Roch Buckman, Michael Purol, Tyler Wheeler and Gerry Quinn

Others Present: Rich Enochs, Darren Freidank, Linda Greening, Connie Painter, Brad & Christine Watson, Kevin O'Bryan, Gary Thompson, Jackie Pangborn and John Wilcox

Mayor Minor called the meeting to order.

Mayor Minor asked everyone to stand and recite the Pledge of Allegiance.

The Board of Aldermen reviewed the consent agenda. Jackie Pangborn said that the \$.15 per gallon discount at Buckman's Convenience ended January 31, 2016. Effective February 1, 2016, the City will receive a \$.02 per gallon discount. Alderman Buckman motioned to approve the consent agenda; Alderman Quinn seconded it, with all in favor.

Mayor Minor opened the floor for open forum.

Linda Greening requested that the City make a donation to the Monroe City Task Force for their annual Easter Egg Hunt and allow the Fire Department to also make a donation. After discussion, Alderman Quinn motioned for the City to donate \$50.00 to the Easter Egg Hunt and also allow the Fire Department to make a donation; Alderman Wheeler seconded it, with all in favor.

Brad Watson said that he had a water leak at his residence and it showed that he used over 27,000 gallons of water. The current City policy is to adjust the usage back to 20,000 gallons if they get the leak fixed. The cost for 20,000 gallons of water is \$141.80 for the water and \$141.80 for the sewer. He said that the leaked water did not go down the sewer therefore he does not think that he should be charged for it. He said that he should only be charged for his average sewer use. Jackie Pangborn said that his average sewer usage is 3,800 gallons. She said that at a prior meeting the Board agreed that this type of situation would be handled on a case by case basis. Brad Watson said that he has had the leak repaired at the site of the leak. After discussion, Alderman Greening motioned to charge Brad Watson for 20,000 gallons of water and for 3,800 gallons of sewer, which is his monthly average, for the February 29, 2016 billing; Alderman Purol seconded it, with all in favor.

Kevin O'Bryan presented the Director of Public Works report to the Board of Aldermen.

The Board of Aldermen reviewed the following bids for portable toilets and handwashing stations for 2016:

<u>Vendor</u>	<u>Amount</u>	
<u>Midwest Service Enterprise, Inc.</u>		
April 1 st to October 31 st	\$ 50.00	Per unit per month
Regular toilets	\$ 45.00	Per unit per event
Handicapped toilets	\$ 75.00	Per unit per event
Handwashing stations	\$ 65.00	Per unit per event

Extra cleaning - \$10.00 per unit, per cleaning, per trip, Spray paint removal - \$15.00. Toilet repair – Parts & labor (\$45.00 per hour). Most parts take less than 15 minutes to repair.

CTS

April 1 st to October 31 st	\$ 65.00	Per unit per month
Regular toilets	\$ 65.00	Per unit per event
Handicapped toilets	\$ 85.00	Per unit per event
Handwashing stations	\$ 30.00	Per unit per event

All units will be secured to the ground
 Extra charge for special cleaning \$10.00 per unit, \$20.00 minimum. No additional trip charge.
 Special events require 1 week notice.

After review and discussion, Alderman Quinn motioned to accept the bid from CTS to provide portable toilets and handwashing stations to the City for 2016; Alderman Wheeler seconded it, with all in favor.

The Board of Aldermen reviewed bid specifications for concrete and asphalt to be used by the City from April 1, 2016 through March 31, 2017. Alderman Greening motioned to approve the bid specifications and authorize soliciting bids; Alderman Quinn seconded it, with all in favor.

Jackie Pangborn said that funds have been appropriated for a pipe & cable line locator. Funds have also been appropriated for GPS mapping for cross country services. With the desired pipe & cable line locator, the City can do the GPS mapping. She requested authorization to solicit bids for the pipe & cable locator. Alderman Greening motioned to grant this authorization; Alderman Wheeler seconded it, with all in favor.

Jackie Pangborn said that at the last meeting, the City agreed to retain H2O Solutions to provide assistance and training to the Water Plant personnel. She requested authorization for the Mayor to enter into an agreement on behalf of the City with H2O Solutions to provide assistance and training to the Water Plant personnel. Alderman Greening motioned to authorize Mayor Minor to sign this agreement; Alderman Purol seconded it, with all in favor.

Jackie Pangborn presented a draft of a policy addressing water leaks. Water leaks occurring outside would be adjusted to 20,000 gallons for water and their average sewer usage based on the previous 12 month on the condition that they have the leak fixed and that it is documented by City personnel. The adjustment would only be done one time per year. Attorney Wilcox recommended leaving the original policy in place but allow the Board of Aldermen to review these situations on a case by case basis. The Board of Aldermen agreed with Attorney Wilcox and concluded by stating that any water customer in this situation can come to a Board of Aldermen meeting and state their case.

Alderman Wheeler said that the State of Missouri requested and received a Federal disaster declaration for the severe storms, tornadoes, straight-line winds and flooding that occurred between December 23, 2015 and January 9, 2016. Therefore funds will be available to eligible applicants to complete eligible mitigation activities. All interested parties must complete and return a HMGP notice of Interest form by Thursday, March 31, 2016. Jackie Pangborn asked if the Board if they had any projects for which to apply. The Board has no projects at this time, but asked Jackie Pangborn to complete and submit the HMGP notice of interest form.

Alderman Wheeler said that the Police Department is requesting a new program to replace the Capture Program that is up for renewal. The desired program is called Caliber Public Safety and would be used for both the Police Department and the Court records keeping. It will be tied in directly with the sheriff's computer system. The capture program is not tied in with the sheriff's computer system. The cost for the first year is \$5,138.00. The following year the cost would be \$2,200.00. As more entities use the program, the cost could be lower in future years. After further discussion, Alderman Quinn motioned to authorize the Police Department to switch to the Caliber Public Safety Program; Alderman Wheeler seconded it, with all in favor.

Rich Enochs requested authorization to solicit bids for vinyl wrapping the Fire Department's boat. Alderman Quinn motioned to grant this authorization; Alderman Wheeler seconded it, with all in favor.

Jackie Pangborn presented the Director of Administration's report to the Board of Aldermen:

- Marvin Vilorio will be retiring on March 11, 2016. There will be a luncheon at the Public Works Building on that day for him. City Hall will be closed from 12:00 to 1:00 pm on that day.
- The Monroe City High School is hosting the 1st annual Future Fair on Friday, May 13, 2016. They have asked the City to donate a family membership to the Swimming Pool for a door prize. Alderman Greening motioned to donate the family membership as requested; Alderman Purol seconded it, with all in favor.

- She presented a license office holiday schedule that must be turned in by April 1, 2016 for holidays that will be taken during 2017. She asked the Board if they wanted to add any holidays to the schedule. The Board agreed not to add any holidays.
- She received an email from Tami Latifoski, owner of the Monroe Family Restaurant stating that in the newspaper the City reported that the Monroe City Family Restaurant owed the City almost \$3,000.00 in back utility bills. Her customers are confused and asked her if she owes the City for the back utility bills. She wants the City to publish a public apology in the newspaper and tell the public that she is not the one that owes for the back utility bills. The Board agreed that the City did nothing wrong. They correctly reported that the Monroe City Family restaurant owed the back utility bills. They agreed to take no further action on this matter. The Board asked Jackie Pangborn to write a letter to Tami Latafoski stating their decision on this matter.
- The City’s Sewer Department was audited this week by EPA and DNR. This audit was basically for the City’s pre-treatment program. There were several violations and procedures that were supposed to be put in place but were not. The City has 10 days to respond to the EPA on how they are going to address these violations.

Alderman Quinn said that he, Mayor Minor and Corey Mahaffey met with a business representative who was considering locating in Monroe City.

Alderman Smith motioned to adjourn the open session and go into executive session authorized by RSMO 610.021 (3) hiring, firing, disciplining or promoting of particular employees and by RSMO 610.021 (1) legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys; Alderman Tyler seconded it, with the vote as follows:

Greg Smith.....	Yea	Michael Purol	Yea
Mark Greening	Yea	Tyler Wheeler.....	Yea
Roch Buckman.....	Yea	Gerry Quinn	Yea

After the adjournment of the executive session, the open session was reconvened.

Alderman Purol motioned to ratify the decision made in executive session to give Linda Greening a one-step pay increase effective March 6, 2016; Alderman Wheeler seconded it, with all in favor except Alderman Greening who abstained.

Alderman Purol motioned to ratify the decision made in executive session to give Travis Pugh a three step pay increase effective March 6, 2016; Alderman Purol seconded it, with all in favor.

March 3, 2016

Alderman Smith motioned to ratify the decision made in executive session to purchase climbing gear for Blake Rodgers and Terron Ritter at the cost of approximately \$1,800.00 each and for them to pay back the City at the rate of \$100.00 per month each to be deducted from their payroll checks; Alderman Quinn seconded it, with all in favor.

Alderman Quinn motioned to adjourn the meeting; Alderman Purol seconded it, with all in favor.

Neal Minor, Mayor

Gary Osbourne, City Clerk