

September 22, 2016

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

Aldermen Present: Mark Greening, Roch Buckman, Michael Purol and Gary Thompson

Aldermen Absent: Greg Smith and Tyler Wheeler

Others Present: Jackie Pangborn, Nathan Smith, Hazel Smith, Debbie Kendrick and John Wilcox

Mayor Minor called the meeting to order.

The Board of Aldermen conducted a public hearing on the proposed 2016-17 budget. Mayor Minor said that this budget reduces the City's reserves by approximately \$1,000,000. It does leave the City with 34% of its annual operating expense in reserve which is acceptable. The capital expenditure budget is \$1,600,000. Some of these expenditures will be one-time extraordinary items. Some of the items are from dedicated funds. Alderman Buckman said that the Board will give careful scrutiny to all purchases even though they are in the budget. Just because something is in the budget does not mean that it will be purchased. No one from the public had any comments on the City's proposed 2016-17 budget. Mayor Minor closed the hearing.

The consent agenda was approved on a motion by Alderman Purol; a second by Alderman Thompson, with all in favor.

Mayor Minor opened the floor for open forum.

Debbie Kendrick presented information on the State of Missouri's Amendment 4. This amendment I passed would prohibit the imposition of sales and use tax on services. If this amendment fails, the legislature could impose taxes on services provided by attorneys, doctors, and all others. This would impose a financial hardship on Missouri citizens. She asked for authorization to put a 4' X 8' sign in St. Jude's Park. Attorney Wilcox said that he is not sure at this time if this would be permissible, but he will investigate it and report back at the next meeting. He said that there would be no issue if each of the Board Members individually endorsed a letter of support for Amendment 4.

Debbie Kendrick said that she addressed the Board of Aldermen at their July 21, 2016 meeting about some issues concerning Mosswood Estates Subdivision, First Addition. She wants the City to take ownership of the cul-de-sac. The City made no decision on this matter.

Attorney Wilcox said that Attorney Michael Williams is working on an easement for the area adjacent to Beaver Creek in the Mosswood Estates Subdivision, First Addition.

This easement is needed before the City can decide on whether or not to accept this area and make it a trail.

Debbie Kendrick asked the Board of Aldermen to consider taking over the roadway that runs both north and south from the cul-de-sac. If this roadway is not made a public street there are lots in the subdivision that will be landlocked. She said that there is no way that this roadway can become a 60' wide street as stated in the City's street specification ordinance. She asked that it be a 30' wide road way that will dead end on both ends. The Board agreed that Kerry Lee, the City's building inspector and code enforcer needs to review these streets with Alderman Purol, Kevin O'Bryan and Rich Enochs to discuss the down side of accepting streets that do not meet City specifications. The matter was tabled for now.

She said that See Real Estate will be holding a Christmas Tree Decorating Contest in conjunction with the Home Tour at John Osbourne's residence just south of Monroe City. This residence is served by City electric. They will need additional electric services to light up 50 to 75 Christmas Trees. Kerry Lee will install an electric panel to provide the additional power requested. Rich Enochs, Fire Chief has expressed some concern about all of the extension cords that will be run everywhere in the house. Mayor Minor said that there is a conflict in that Rusty Osbourne is trying to sell this house and it is listed with See Realty. This event will bring many people to his house in which the City will be paying for the electricity. The Board asked that Kerry Lee and Rich Enochs meet with the Chamber representatives and See Real Estate to decide if this would be safe and feasible. Attorney Wilcox said that he would donate \$50.00 towards the electric costs of this event.

Debbie Kendrick asked for a time frame when the Board will make a decision on the roadway at Mosswood Subdivision. The Board stated that if they can get their concerns addressed, they will take it up at the next meeting.

The Board of Aldermen reviewed the report from Kevin O'Bryan, Director of Public Works.

The Board of Aldermen reviewed the monthly reports from the Public Works Managers.

Jackie Pangborn said that Joe Taylor, who works at the Water & Wastewater Plants is resigning effective October 7, 2016. Kevin Sullivan has requested that he be given one week of vacation when he starts back to work for the City. The Board discussed the fact that employees accrue vacation and sick leave each month; however they are not allowed to use any of this accrued time until after their initial six months' probation period. Jackie Pangborn said that if any employee needs to take off during their probation period, they may do so but will not receive any pay. After discussion, Alderman Thompson moved to follow the policy regarding Kevin Sullivan and not give him the one week vacation to start; Alderman Thompson seconded it, with all in favor.

Alderman Greening presented a letter from Richard Hagan who resides at 621 South Main Street. He stated that the alley in back of his house was damaged by K & N Excavating and has not been satisfactorily repaired. There was asphalt on this alley at its intersection with Mill Street. K & N's truck tore up this asphalt. There are holes in the alley and it needs to be graded. Jackie Pangborn said that Kevin O'Bryan has it on his list to address this alley. The Board asked that Kevin O'Bryan put this alley at the front of his list and get this project completed.

The Board of Aldermen reviewed a proposed ordinance which would approve the electric rates to be charged by the City of Monroe City effective October 1, 2016. The proposed ordinance was assigned bill # 6. The first reading of bill # 6 was read and approved on a motion by Alderman Purol, a second by Alderman Buckman with all in favor. The second reading of bill # 6 was read and approved on a motion by Alderman Purol, a second by Alderman Greening, with all in favor. Alderman Greening motioned to approve the final passage of bill # 6; Alderman Purol seconded it, with a vote as follows:

Greg Smith	Absent	Michael Purol	Yea
Mark Greening.....	Yea	Tyler Wheeler.....	Absent
Roch Buckman	Yea	Gary Thompson	Yea

Bill # 6 became ordinance # 6-2016.

Jackie Pangborn said that Rich Enochs, Fire Chief, will be out of town from October 10, 2016 through October 26, 2016. John Long will be in charge of the Fire Department during his absence.

Mayor Minor said that he was approached by a representative of a fund raiser to benefit an individual asking if they could auction off a ride home from school for a student in a fire truck. Attorney Wilcox said that this is the same principle as when they asked the City to donate a pool pass as a prize for this fund raiser. After discussion, Mayor Minor said that he will discuss this matter with Rich Enochs.

Gary Osbourne requested the following accounts be written off as uncollectible for accounting purposes only and referred to the City's Collection agency:

<u>Name</u>	<u>Address</u>	<u>Amount</u>
Majors, Tieran	713 Easy St. # 54	\$479.34
Johnson, Charlene	300 Sunset Dr. # 29	\$465.85

Alderman Buckman motioned to write off these account as uncollectible for accounting purposes only and to refer them to the City's Collection Agency; Alderman Purol seconded it, with all in favor.

Alderman Buckman updated the Board of Alderman on the Administration Committee meeting held September 12, 2016. This was a budget meeting to prepare for the public hearing held earlier in the evening.

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

- United Way of Mark Twain asked the City for a donation. The Board declined their request.
- The City did not receive the grant for the bridge across the spillway.
- She presented a proposal and agreement with Architechnics for the design of the new HVAC system for the City Hall Library Complex. The total for these services is \$23,265.00. Additionally they propose to provide studies for the analysis of the existing roof over the council chambers area and roof access. The total cost for these studies is \$2,500.00. After discussion and review, Alderman Buckman motioned to authorize the Mayor to sign this agreement with Architechnics on behalf of the City; Alderman Purol seconded it, with all in favor.
- She asked the Board if they wanted her to do anything in preparation of MoDOT asphaltting Highway 24. If the City paves the parking areas along this highway, they are going to have to make the sidewalks that go across Main Street & side streets ADA compliant. She asked if the City wanted to hire an engineer to assist in applying for a grant for this project. After discussion, the Board asked Jackie Pangborn to work with Michael Purol to hire an engineer for this project.
- The City needs to solicit bids to have the multiflora rose completely removed in section 1-5 of the Department of Conservation Forest Study at Route J. Park. She wants to go out for bids on the assumption that no chemicals will be used on the multiflora rose and that the multiflora rose will have to be physically uprooted. The Department of Conservation has approved up to \$2,500.00 for this project. All costs over this amount will have to be paid by the City. The Board of Alderman authorized Jackie Pangborn to proceed with soliciting bids to have the multiflora rose removed by uprooting them.
- DNR has rescinded the boil order for both Monroe City and Cannon Water District.
- The Chamber of Commerce is preparing for their annual Fall Festival. They have requested that the City provide porta-potties, handwashing station, streets to be closed on Catherine, Vine and Court around the park, picnic tables and trash cans. They also have submitted a bill for \$2,500 for the City annual donation to this event. The Chambers' requests and this bill need to be approved. Alderman

Thompson motioned to approve the Chambers' requests and approve payment of the bill for \$2,500; Alderman Greening seconded it, with all in favor.

- The City received a follow up letter from EPA wanting to know where the City is with addressing the violations cited earlier in the year. She will be meeting with Jon Rogers to prepare a response.
- The Monroe City High School Basketball coach asked if the City would be a sponsor for their golf tournament. The tournament proceeds will be used to support the boys' basketball program from Holy Rosary through high school. The costs are \$200.00 to sponsor a hole and \$400.00 to sponsor a team. The Board decided not to grant this request.
- The flocculator at the Water Plant is obsolete and is no longer available. The replacement cost is \$1,899.00. This is a specialized item and competitive bids are not available. Jon Rogers is requesting that the City sole source this item and purchase it from Paducah Gear & Machine Company for \$1,899.00. Alderman Greening motioned to allow this purchase; Alderman Purol seconded it, with all in favor.
- The Water Plant has been using a jar tester provided that has been loaned to the City by the Department of Natural Resources. They need to purchase one and return the borrowed one to DNR. Jon Rogers solicited three bids for the jar tester. The lowest bid was from USA Bluebook in the amount of \$3,029.27. This item would be paid from the 2016-17 budget. After discussion, Alderman Buckman motioned to approve the purchase of the jar tester from USA Bluebook for \$3,029.27; Alderman Purol seconded it, with all in favor.
- She presented the swimming pool summary report for 2016. She said that after school starts, there are very few swimmers at the pool on the weekends that they are open. She asked that beginning next year the Swimming Pool be closed for the season on the Sunday before school starts. The Board of Aldermen agreed and authorized the closing of the Swimming Pool on the Sunday before school starts.
- She was approached by MFA stating that they could sell fuel to the City for a discount over the list price at the pump. After discussion, the Board authorized soliciting bids for the purchase of fuel for the City's use.
- She was approached by an individual about putting in permanent horseshoe pits at North Park. Currently there is one pit, but they would like to add 12 more sets. After discussion, the board asked that the individual making the request meet with the Park Board and provide them with all information on this project that they request. The Park Board then can decide whether or not to recommend to the Board of Aldermen that the City allow the installation of the additional horseshoe pits.
- She asked the Board if they wanted to purchase a half page ad in the Monroe City yearbook. The City has purchased this ad in the past on the condition that the Police Department is given one yearbook. Alderman Buckman motioned to purchase the half page for \$100.00 on the condition that they provide one

yearbook to the Police Department at no charge; Alderman Purol seconded it, with all in favor.

Jackie Pangborn updated the Board on the Park Board meeting held on September 20, 2016. She asked the Park Board to use some of the Park Sales tax money to purchase 4 benches and 2 picnic tables for the pool. The cost is \$3,534.00. The Park Board agreed to this request. She compiled a listing of the Memorial trees that are at South Lake.

She also stated that the Park Board developed the following list of items they would like sales tax money allocated for:

1. South Park – remove the rock, repair the drainage, take out the grass section between the swings and play area, install rock or pea gravel to fill in the area and any other work that needs to take place in order to get this area in better shape.
2. South Park – repair the sagging roof on the pavilion.
3. Pool – Benches and picnic tables - \$3,534.00.
4. Trail to C & R – allocate money to begin the Greenway process to get this started.
5. Shelter for St. Jude's Park – install a shelter on the west side of the Church along Vine Street between the playground area and the water tower.

Mayor Minor said that there will be a special Board of Aldermen meeting on Thursday, September 29, 2016 at 4:00 pm to approve the budget adjustments to the 2015-16 budget, approve the 2016-17 budget and approve the 2016-17 appropriation ordinance.

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

Neal Minor, Mayor

Gary Osbourne, City Clerk