

# NOTES OF COUNCIL MEETING

May 16, 2017

(Subject to Approval at the June 6, 2017 Council Meeting)

## CALL TO ORDER

### Roll Call

Attendance

Mayor Dennis Watz called the council meeting to order in the Council Room at City Hall, 210 West Washington, Sullivan, Missouri at 7:00 p.m. Roll call was taken and attending the meeting were Alderman Ward Three Bobby Maupin, Alderman Ward Three Paul McCulloch, Alderman Ward Two Jason Alexander, Alderman Ward Two T.J. Carey, Alderman Ward One Tony Wessler, and Alderman Ward One Mark Dalton. Also attending were City Administrator J.T. Hardy, City Attorney Justin Head, City Engineer Robert Schaffer, and City Clerk Jan Koch.

Pledge

## PLEDGE OF ALLEGIANCE

At this time, the Pledge of Allegiance was recited by everyone present. The Pledge was followed by a moment of silence.

Agenda

## AGENDA APPROVAL

Alderman McCulloch made a motion to approve the agenda as presented. Alderman Alexander seconded the motion and it carried unanimously.

Minutes

## MINUTES APPROVED

Notes from the special council meeting held May 2, 2017 were presented. Alderman Wessler made a motion to approve the minutes as submitted. Alderman Dalton seconded the motion and it carried unanimously. Notes from the council meeting held May 2, 2017 were presented. Alderman Maupin made a motion to approve the minutes as submitted. Alderman Wessler seconded the motion and it carried unanimously. Notes from the closed meeting held May 2, 2017 were presented. Alderman Dalton made a motion to approve the minutes as submitted. Alderman Maupin seconded the motion and it carried unanimously.

Team Kaden 5K

## REQUESTS & PETITIONS

### Memorial Team Kaden 5K-Run

Ms. Liz Keller appeared before the Board and requested the use of city streets for a fund-raising event on September 9, 2017. This event is in memory of her son Kaden Keller who was diagnosed with acute lymphoblastic leukemia at age seven in 2009 and passed away on September 9, 2014. The proceeds from this fund raiser will go to three families who have children with serious medical needs. Emergency personnel (police, fire & ambulance) have been notified and stated no objections. The 5K will start at the Campbell-Chapman ball complex and end at the Sullivan Fairgrounds. Streets involved will be Lilac, Bon Oaks, Mattox Drive, and Land Drive. This is the fourth annual run. Alderman McCulloch made a motion to approve the request outlined. Alderman Maupin seconded the motion and it carried unanimously.

Resub Plat  
Virgil & Euclid

## STANDING COMMITTEE REPORTS

### Planning & Zoning

#### Subdivision Review

Planning & Zoning held a meeting on May 9, 2017 and after review of a resubdivision plat of

Lot One of Euclid & Virgil, they recommended council approval. This combined two lots into one located at 224 West Euclid owned by Robert Reed. It is currently zoned R-2. (See Ordinance No. 3762 subsequently passed later on in this meeting.)

P&Z Chair

*Committee Chairman*

David Jones was elected to Chair the P&Z Commission.

Historic District

*Historic District*

P&Z discussed the possibility of a historic district in Sullivan. Planning & Zoning feels that it might be a good idea to conserve historical landmarks within the “downtown business district” in the City of Sullivan.

Airport Meeting

**AIRPORT BOARD**

The Airport Board met on May 10, 2017 and discussed fuel sales & hangar rental demand. They also discussed the Fly-In scheduled for August 19, 2017.

**CITY ADMINISTRATOR**

47' Digger  
Derrick

**47' Digger Derrick - Electric Department**

In accordance with the adopted Fiscal Year 2017 Budget, Electric Commissioner Joe Thurmond requested approval to purchase a 47-foot digger derrick. He recommended using the National Joint Power Alliance Cooperative Purchasing Contract (#031014-ALT) to purchase (model DM47B) from Altec Industries, Incorporated in the amount of \$194,090, additional open market items for \$10,949, and to trade in the department’s 2001 digger derrick for \$5,000 for a net amount of \$200,627. City Code 145.030 allows cooperative purchasing where the bidding has already been done by another agency. Alderman Carey made a motion to purchase the digger derrick as recommended. Alderman Maupin seconded the motion and it carried unanimously.

State Bid

**STP-S 201 Grant Application Results**

Grant Application  
Fisher Drive

City Engineer Robert Schaffer reported that the city applied for two projects for 80/20 grant funding for the Surface Transportation Program - Suballocated (STP-s) funding cycle:

1) *Fisher Drive Sidewalk - W. Springfield Rd. to Elmont - Sidewalk 8' Both Sides.*

This project was recommended for funding by the Missouri Transportation Planning Committee. The total project cost is \$414,346 with the Federal portion being \$284,022 and the city’s portion being \$130,324.

Hwy185South  
Signal

2) *I-44 @ Mo AF/185 - New Traffic Signals - Interconnect.*

This project was not recommended for funding by the Missouri Transportation Planning Committee. The total project cost is \$932,128 with the Federal portion being \$745,702 and the city’s portion \$186,426.

The funding recommendations will be presented to the East-West Gateway Board of Directors at their May meeting. If the Board of Directors agree, then the recommended projects will be included in the draft FY2018-2021 Transportation Improvement Program (TIP). The public comment period of the TIP is June 30 through August 3.

Online Municipal Court Payments **Online Municipal Court Payments**  
Online court payments, as mandated by the Missouri Supreme Court, can now be made via the city’s website at [www.sullivan.mo.us](http://www.sullivan.mo.us).

**FINANCE COMMITTEE**

**May 2017**

May 2017 Monthly Bills Alderman Wessler reported he reviewed the monthly bills for May 2017 and made a motion to approve payment in the amount of \$1,135,017.80. Alderman Maupin seconded the motion and it carried unanimously.

**ORDINANCES**

**Lot One of Euclid & Virgil Consolidation Plat**

Euclid & Virgil Consolidation Plat Bill No. 3762 sponsored by Alderman Tony Wessler, being an ordinance approving the Plat of Lot One of Euclid & Virgil Consolidation in the City of Sullivan, Franklin County, Missouri and authorizing the City Clerk to execute said plat was introduced and read two times. The question was asked, “Shall Bill No. 3762 become Ordinance No. 3762?” The aldermen were polled and voted as follows: Alderman T.J. Carey, aye; Alderman Tony Wessler, aye; Alderman Bobby Maupin, aye; Alderman Mark Dalton, aye; Alderman Jason Alexander, aye; and Alderman Paul McCulloch, aye. Passage of this ordinance approved a plat combining two lots into one lot owned by Robert Reed, located at 224 West Euclid and currently zoned R-2. P&Z reviewed and recommended this plat at their meeting held May 9, 2017.

**ALDERMEN INPUT**

**Scenic Regional Library**

Scenic Regional Library HB568 Alderman Dalton noted that the Sullivan Library District merged (October 1, 2015) with Scenic Regional Library which included the Crawford County side of Sullivan. This consolidation brought forth some territorial issues. Administrator Hardy reported that these issues have been addressed with the passage of State law (House Bill 568) introduced by Representative Nate Tate.

**Stephen Sullivan Grave Site**

Stephen Sullivan Grave Alderman Wessler reported that the grave site of Sullivan’s founding father, Stephen Sullivan, is not being maintained very well. It is located on private property (at 72 East Washington). Administrator Hardy stated that he had a conversation with one of the trustees about this, noting that when the grass is too high it becomes a nuisance

**Manhole Covers Missing**

Manhole Covers Alderman McCulloch reported that manhole covers were missing on Elmont. He noticed that they’ve been replaced. Administrator Hardy reported that the manhole covers were actually stolen and some new replacements have been ordered. The new replacements are fashioned to deter theft.

Committee  
Appointments

**MAYOR INPUT**  
**Committee Appointments**

P&Z - James  
Cross

*Planning & Zoning*  
Mayor Watz reappointed Mr. James Cross to another term on P&Z. His new term will expire in May of 2021.

IDA - Abel &  
Dace

*Industrial Development Authority*  
Mayor Watz reappointed Mr. Rich Abel and Ms. Sharon Dace to another term on the IDA. Their new terms will expire in May of 2023.

Tree - McGuire

*Tree Committee*  
Mayor Watz reappointed Ms. Julie McGuire to another term on the Tree Committee. Her new term will expire in May of 2020.

Airport - Rennick  
Ijames & Branson

*Airport Advisory Board*  
Mayor Watz reappointed Mr. Zack Rennick (pilot), Mr. Kevin Ijames, and Mr. Josh Branson (pilot) to another term on the Airport Advisory Board. Their new terms will end in May of 2020.

EEZ - Schmuke

*Enhanced Enterprise Zone Board*  
Mayor Watz reappointed Ms. Jana Schmuke to another term on the EEZ Board. Her new term will end in May of 2022.

Alderman Maupin made a motion to approve the Mayor’s committee appointments. Alderman Wessler seconded the motion and it carried unanimously.

**ADJOURN**

Adjourn into  
Budget Workshop

Being no further business at this time, Alderman Alexander made a motion to adjourn into a budget workshop meeting. Alderman Dalton seconded the motion and it carried unanimously with a roll call as follows: Alderman T.J. Carey, aye; Alderman Tony Wessler, aye; Alderman Bobby Maupin, aye; Alderman Mark Dalton, aye; Alderman Jason Alexander, aye; and Alderman Paul McCulloch, aye. The meeting adjourned at approximately 7:40 p.m..



**FY 2017 BUDGET WORKSHOP**

**Roll Call**

Attendance

Mayor Dennis Watz called the budget workshop meeting to order in the Council Room at City Hall, 210 West Washington, Sullivan, Missouri at approximately 7:55 p.m. Roll call was taken and attending the meeting were Alderman Ward Three Paul McCulloch, Alderman Ward Two Jason Alexander, Alderman Ward One Tony Wessler, and Alderman Ward One Mark Dalton. Alderman Ward Three Bobby Maupin and Alderman Ward Two T.J. Carey were unable to attend due to prior commitments. Also attending were City Administrator J.T. Hardy, City Attorney Justin Head, and City Clerk Jan Koch.

FY2017 Budget  
Adjustments

**BUDGET ADJUSTMENTS**

Alderman Dalton made a motion to approve the following budget adjustments. The motion was seconded by Alderman McCulloch and it carried unanimously:

General Fund

**General Fund Expenditure Increase**

The budgeted amount for mandated online software for court was increased by \$3,700. This is the initial startup cost. Annually the cost should be around \$2,900.

A patrol car needed some repairs which increased that line item by \$7,500.

The Street Department 410L backhoe needs axle repair which would increase the line item by \$14,000.

Federal Grants

**Federal Grant Fund**

*Revenues*

The Elmont/Springfield Signal reimbursement revenue line was increased by \$166,712.

*Expenditures*

On the expenditure side of the FY2017 budget, the Fisher Grant application with East-West Gateway was increased by \$1,500.

The Elmont/Springfield signalization was increased by \$110,000.

Airport Engineering was increased by \$20,000.

The runway protection zone (RPZ) pad relocate was increased by \$2,500.

Capital  
Improvements

**Capital Improvement Fund**

The expenditure line for capital outlay-building was increased by \$35,000. This is for the roof at the Parks & Street Department. Staff recommended the roof be modified using a polyglass roofing system which is highly reflective--reducing energy cost in warmer months as well as reducing thermal shock and UV damage. A 10-year warranty roof would cost \$33,750 and a 20-year warranty roof would cost \$39,150.

Water & Sewer

**Water & Sewer Fund**

Expenditure line items for maintenance & repair and department supplies & materials were adjusted by \$25,000. Maintenance & repair was increased by \$25,000 and supplies & materials were decreased by \$25,000.

**BUDGET REVIEW & DISCUSSIONS**

Utilities &  
Remote Meters

**Utilities & Remote Read Meters**

As reported earlier in this meeting, online payments can now be made for Municipal Court. If this proves to work out well, then the city will move onto incorporating online payments into the utility billing software.

Remote read meters from single source provider HD Supply, interfaces well with the city's software (Incode). Staff will be commencing with the purchase and installation of the Automatic Meter Reader Project.

Sales Tax &  
Fund Balances

**Fund Balances & Sales Tax**

While sales tax receipts are trending lower than last year, they are still within budgeted amounts.

Overall, the city’s fund balances are in good shape.

**Sullivan Fire Protection District Request**

Sullivan Fire  
Station #1  
Upgrade

The Sullivan Fire Protection District has proposed that the city pay for the labor to install a water distribution line that would be necessary for Fire Station #1's renovation project (Church & Main Street). The estimated costs are \$31,351.86 for material and \$22,068.10 for labor. Initially, city staff had suggested working with the SFPD to install the required water line in order to save the district labor costs and water line engineering costs—while at the same time taking the opportunity to improve some city infrastructure. Since the city council had not yet planned for any of these improvements, it was the general consensus that the city improvements were not warranted at this time to pay the water line installation costs of \$22,068.10. However, the Board generally agreed to consider honoring the original mutually beneficial estimate for material and city labor.

Fidelity KTUI

**Fidelity Broadcast**

KTUI plans on upgrading to a high-definition system and asked if the city would contribute financially to help with the associated costs. Some discussion was held with the general consensus reached that City Hall was content with the equipment already onsite.

Local Use Tax

**Local Use Tax**

Back in 2014, the city explored the opportunity of a local use tax. Other communities in Franklin County voted for the use tax which applies to purchases from out-of-state vendors that are not required to collect tax on their sales. Local use would apply only to those transactions where no sales tax was already applied. This tax would be utilized for services like street, sewer maintenance, and police protection. Following discussion, the Board generally agreed to move forward by providing residents and voters this information for consideration at a future municipal election.

Code  
Enforcement

**Code Enforcement Officer**

Discussion was held on a Code Enforcement Officer to replace Code Administrator Dan King upon his future retirement. This person would work under the direct supervision of Mr. King. Job duties would include building, electrical, plumbing, public health & sanitation inspections. It would also include inspecting properties for nuisances. It was the general consensus of the Board to budget this position as soon as possible this fiscal year.

Adjourn

**ADJOURN**

Being no further business at this time, Alderman Alexander made a motion to adjourn. Alderman Dalton seconded the motion and it carried unanimously. The meeting adjourned at approximately 9:55 p.m..