

NOTES OF COUNCIL MEETING

August 1, 2017

(Subject to Approval at the August 15, 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 One Mark Dalton, Alderman Ward Three Bobby Maupin, Alderman Ward Two T.J. Carey, and Alderman Ward One Tony Wessler. Alderman Ward Three Paul McCulloch and Alderman Ward Two Jason Alexander were unable to attend. 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 Maupin made a motion to approve the agenda as presented. Alderman Dalton seconded the motion and it carried unanimously.

Minutes

MINUTES APPROVED

Notes from the council meeting held July 18, 2017 were presented. Alderman Carey made a motion to approve the minutes as submitted. Alderman Maupin seconded the motion and it carried unanimously.

STANDING COMMITTEE REPORTS

Planning & Zoning

Public Hearings

Annexation
Elmont Road

1) Annexation (1790 Elmont Road)

P&Z scheduled a public hearing at 7:00 p.m. on August 8, 2017 in the council room at the request of Robert and Rita Schaffer for annexation of property located at 1790 Elmont Road.

Annexation
N. Service Road

2) Zoning Change (309 North Service Road)

P&Z scheduled another public hearing for August 8, 2017 in the council room at the request of Lawrence A. West for changing the zoning at 309 North Service Road from C-4 to C-3 which would allow for possible future multi-family development.

Bud Street Area
Subdivision Plat

Subdivision Plat Review - Emily's Green Acres

RMJ Properties has requested a resubdivision of Lot 9 of Emily's Green Acres located on Bud Street. This would adjust boundary lines between two existing lots. The property is currently zoned R-1.

AIRPORT BOARD

Meeting & Fly-In

Fly-In

The next Airport Board meeting has been scheduled for August 9, 2017 at 6:00 p.m. where the main topic of discussion will be the Fly-In on August 19th.

CITY ADMINISTRATOR

Trail Extension Easement - City Lake to Campbell Chapman Parking Lot

City Lake Trail Extension Easement

To facilitate construction of a connecting trail from the City Lake Park Trail to the parking lot at Campbell Chapman Park, an easement has been requested along the common property line between Missouri Baptist Sullivan Hospital and Campbell Chapman Park. MoBap agreed to grant the easement. City Attorney Justin Head has reviewed same. Alderman Carey made a motion authorizing City Administrator Hardy to execute the easement agreement. Alderman Maupin seconded the motion and it carried unanimously.

Northside Trail Easement - Between Tessa Park Estates & Cripple Creek Estates

Northside Trail Easement & Surveying

Mr. K.R. Wilson owns the property between Tessa Park Estates & Cripple Creek Estates. The property contains twenty-three acres with approximately twelve acres being in the flood plain of Winsel Creek. This area includes a detention pond for Cripple Creek Estates and the remaining property between Tessa and Cripple Creek. Mr. Wilson is willing to give the city a land lease or permanent trail easement and detention pond easement over the portion that resides in the flood plain now. He is presenting this to any potential buyer(s) that they make this area a donation to the city for tax purposes as an incentive to purchase. There have been changes to what easements a professional engineer can write, i.e., only being direct offsets of previously defined property boundaries. The easement required defining the trail and detention area has to be surveyed to create. Bids were solicited and are briefly summarized as follows:

Survey Bids

- | | | |
|----|--|-------------------------------|
| 1) | Lafayette & Associates Surveying Services, LLC | \$5,660.00 |
| 2) | Marler Surveying Company, Incorporated | \$4,550.00 |
| 3) | Wunderlich Surveying & Engineering, Incorporated | \$4,350.00 |
| 4) | BFA Engineering & Surveying | \$3,500.00 |
| 5) | Cochran Engineering | \$3,300.00 (+ reimburseables) |
| 6) | Archer-Elgin | \$2,800.00 |

Staff recommended approval to enter into an agreement with Archer-Elgin of Rolla, Missouri to complete the necessary survey and legal description for a land lease or permanent easement. Alderman Maupin made a motion to approve staff's recommendation. Alderman Dalton seconded the motion and it carried unanimously.

Amendment #1 - MAMU Lease Purchase Agreement

MAMU Amendment #1 City Wells

The City of Sullivan has funds remaining from the original lease-purchase agreement with the Missouri Association of Municipal Utilities in the amount of \$339,511.42. The original was used to construct the wastewater treatment plant facility. The city has been requested to expend the funds that remain. Items that qualify include remediation of existing wells or construction of new wells. After reviewing needs within the system, staff recommended:

- 1) Drilling a new well off Franklin Street.
- 2) Remediate Well #10 (off Glaser Road).
- 3) Remediate Well #11 (off Bud Street).

The proposed projects total \$373,938.75 which would leave the city funding approximately \$35,000 of the projects. (See Ordinance No. 3767 subsequently passed later on in the meeting.)

Bids - Parks & Street Department Building Roof

Parks & Street
Department Roof
Bids

Bids were advertised and opened on July 21, 2017 at 10:00 a.m. for applying a polyurethane modified acrylic roof coating on the roof at the Parks & Street Department building. The bids are briefly summarized as follows:

	<i>Bidder/Address</i>	<i>10-year Warranty</i>	<i>20-year Warranty</i>
1)	Midwest Storm Restoration Trenton, MO	\$59,640.00	\$69,725.00
2)	Foam Engineers Sullivan, MO	(No Bids)	
3)	MDM Roofing Lee's Summit, MO	(No Bids)	
4)	Superior Industrial Coatings Wentzville, MO	\$33,750.00	\$39,150.00

Staff recommended accepting the lowest qualifying bid from Superior Coatings in the amount of \$39,150 for the twenty-year warranty roof. Alderman Carey made a motion to approve staff's recommendation. Alderman Maupin seconded the motion and it carried unanimously. (See Ordinance No. 3768 subsequently passed later on in the meeting.)

CITY ATTORNEY

Closed Session

Closed Session

City Attorney Justin Head reported there was one matter for personnel and one matter for real estate for discussion in closed session.

FINANCE COMMITTEE

August 2017
Finance

August 2017

Alderman Dalton was appointed to review the monthly bills for August 2017 with Alderman Carey named as the alternate.

ORDINANCES

MAMU Lease

MAMU - Lease #1 Amendment

Bill No. 3767 sponsored by Alderman Paul McCulloch, being an ordinance approving Amendment #1 (One) with the Missouri Association of Municipal Utilities which amendment deals with certain public improvements associated with the lease for the wastewater treatment

MAMU Lease
Amendment #1
City Wells

plant located on Emma Lane in the City of Sullivan, Missouri and authorizing the Mayor to execute, was introduced and read two times. The question was asked, “Shall Bill No. 3767 become Ordinance No. 3767?” The aldermen were polled and voted as follows: Alderman Jason Alexander, (absent), Alderman Paul McCulloch, (absent); Alderman T.J Carey, aye; Alderman Tony Wessler, aye; Alderman Bobby Maupin, aye; and Alderman Mark Dalton, aye. Passage of this ordinance approved a lease amendment with MAMU for expenditure of remaining funds in order to drill a new well off Franklin Street and to remediate Well #10 (off Glaser Road) and remediate Well #11 (off Bud Street). The remaining funds amount to \$339,511.42. The proposed projects total \$373,938.75 which leaves the city to fund approximately \$35,000 on the projects.

Parks & Street
Roof
Replacement

Superior
Industrial
Coatings

Superior Industrial Coatings Contract - Parks & Street Roof Replacement

Bill No. 3768 sponsored by Alderman Tony Wessler, being an ordinance approving a contract agreement with Superior Industrial Coatings which agreement deals with roof replacement for the Parks & Street Department building (located at the corner of Springfield Avenue & Church Street) in the amount of Thirty-nine Thousand One Hundred Fifty Dollars (\$39,150.00) in the City of Sullivan, and authorizing the Mayor to execute was introduced and read two times. The question was asked, “Shall Bill No. 3768 become Ordinance No. 3768?” The aldermen were polled and voted as follows: Alderman Mark Dalton, aye; Alderman Bobby Maupin, aye; Alderman Tony Wessler, aye; Alderman Jason Alexander, (absent); Alderman T.J. Carey, aye; and Alderman Paul McCulloch, (absent). Passage of this ordinance approved a 30-day agreement with Superior to apply a polyurethane modified acrylic roof coating on the roof at the Parks & Street Department building.

ALDERMEN INPUT

Total Eclipse 2017

Total Eclipse

Alderman Maupin noted that several local organizations are gearing up for the August 21, 2017 solar eclipse. Administrator Hardy stated that the City of Sullivan should expect a potential influx of visitors to view this rare celestial event.

CITY CLERK

2017 Tax Levy Hearing

2017 Tax
Hearing
8-15-17

A public hearing has been scheduled for 7:00 p.m. on August 15, 2017 for setting the 2017 tax levy. Preliminary figures indicate a slight decrease:

	<i>2016</i>	<i>2017</i>
General Fund:	\$0.4339	\$0.4306

However, assessed valuations show an increase:

	<i>2016</i>	<i>2017</i>	<i>2017 (adjusted)</i>
General Fund:	\$77,650,195	\$80,932,388	\$76,881,851

There were \$1,050,537 (in assessed valuation) for new construction & improvements in the city this year. All the aforementioned figures reflect real estate property only as personal property taxes were repealed by voters at a special election held February 2, 1993. The tax levy is subject

to review and approval by the Missouri State Auditor’s Office.

CLOSED SESSION

Closed Session

The time was approximately 7:20 p.m. and Alderman Dalton made a motion to adjourn into closed session to discuss one matter concerning personnel and one matter concerning real estate. Alderman Maupin seconded the motion and it carried with a roll call vote as follows: Alderman Bobby Maupin, aye; Alderman Mark Dalton, aye; Alderman T.J. Carey, aye; and Alderman Tony Wessler, aye.



CLOSED RESULTS

Closed Results

As a result of the closed meeting held August 1, 2017 one matter concerning real estate was discussed with no results to report at this time. Another matter concerning personnel was also discussed with the Board taking the following action:

Code Enforcement Officer Hired

Johnston Hired
Code
Enforcement

A motion was made and duly seconded to approve a recommendation to hire Marcus Johnston as Code Enforcement Officer at a Grade 10-1 (\$15.81 per hour) contingent upon satisfactory completion of preemployment screening paperwork. The motion carried unanimously with a roll call vote as follows: Alderman Mark Dalton, aye; Alderman Bobby Maupin, aye; Alderman Tony Wessler, aye; and Alderman T.J. Carey, aye.

RETURN TO OPEN

Return to Open

The Board reconvened into open session at approximately 7:55 p.m.



FY 2018 BUDGET WORKSHOP

Roll Call

FY 2018 Budget
Workshop
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 Bobby Maupin, Alderman Ward Two T.J. Carey, and Alderman Ward One Mark Dalton. Alderman Ward One Tony Wessler, Alderman Ward Three Paul McCulloch, and Alderman Ward Two Jason Alexander were unable to attend. Also attending were City Administrator J.T. Hardy, City Attorney Justin Head, and City Clerk Jan Koch.

Preliminary Drafts - Fiscal Year 2018 Budget

Budget Summary

For discussion, Administrator Hardy presented a preliminary draft summary of the entire budget for all departments.

- General Fund Shortfall Projected**
General Fund
Preliminary figures indicated a shortfall of about \$55,000. No changes in employee benefits or wages were presented at this time. This shortfall could possibly be covered via retained earnings within the General Fund for one year.
- Capital Improvements Prioritized**
Capital Improvements
Administrator Hardy presented a preliminary draft of current requests, past requests, and some potential requests for the Board to consider for Fiscal Year 2018 Capital Improvements. Proposed capital improvements in the Police Department, the Street Department, and the Parks Department were reviewed and discussed. Administrator Hardy asked that each Board member prioritize and contact him as soon as possible.
- Budget Variances**
Budget Variances
Administrator Hardy then presented a preliminary draft of budget variances which showed a comparison of Fiscal Year 2017 to the Fiscal Year 2018 draft. This showed changes between the two budget years.
- Next Budget Review**
Next Budget Meeting
The next budget review was tentatively scheduled for August 15, 2017 following the regular council meeting.
- Adjourn**
ADJOURN
Being no further business at this time, Alderman Maupin made a motion to adjourn. Alderman Dalton seconded the motion and it carried unanimously. The meeting adjourned at approximately 9:45 p.m..