

DRAFT NOTES OF COUNCIL MEETING

March 4, 2014

(Subject to Approval at the March 18, 2014 Meeting)

CALL TO ORDER

Roll Call

Attendance

Mayor Thomas D. Leasor called the council meeting to order in the Council Room at City Hall, 210 West Washington at 7:00 p.m. Roll call was taken and attending the meeting were Alderman Ward One Tony Wessler, Alderman Ward Two Jason Alexander, Alderman Ward Two Craig Kase, Alderman Ward Three Dennis Watz, and Alderman Ward One Mike Ryan, Jr. Alderman Ward Three Jarrett Dace was unable to attend. Also attending were City Attorney Matt Schroeder, City Administrator J.T. Hardy, City Engineer Robert Schaffer, and City Clerk Jan Koch.

PLEDGE OF ALLEGIANCE

Pledge

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

AGENDA APPROVAL

Agenda

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

MINUTES APPROVED

Minutes

Notes from the council meeting held February 18, 2014 were presented. Alderman Alexander made a motion to approve the minutes as submitted. Alderman Wessler seconded the motion and it carried unanimously. Notes from the closed meeting held February 18, 2014 were presented. Alderman Kase made a motion to approve the minutes as submitted. Alderman Wessler seconded the motion and it carried unanimously.

REQUESTS & PETITIONS

JJE One More, LLC - Liquor-by-the-Drink Sales

JJE One More
Liquor License

Jeff & Jane Epperson submitted an application for a liquor by-the-drink license on behalf of JJE One More, LLC located at 1122 Highway 185 South. Alderman Ryan made a motion to approve the license, contingent upon approval by the State of Missouri and a city business license. Alderman Watz seconded the motion and it carried unanimously.

STANDING COMMITTEE REPORTS

P&Z and Airport Board

P&Z Meeting
3/25/14

Hearings

Planning & Zoning will hold a meeting March 25, 2014 at 7:00 p.m. instead of the regular second Tuesday of the month. The reason for the change was to allow enough time to notify and advertise for public hearings: one for a zoning change and the other two for conditional use permits.

Airport Mtg

The Airport Board is scheduled to have a meeting on March 11, 2014 at 6:00 p.m.

CITY ADMINISTRATOR REPORT

Electric Cable Bids

Elect Cable Bid

Bids were advertised and opened on February 27, 2014 for 15 KVA primary underground cable.

They are briefly summarized as follows:

<i>Bidder/Address</i>	<i>Delivery Time</i>	<i>Price/Foot</i>	<i>Total Bid</i>
Fletcher-Reinhard Bridgeton, MO	In Stock	\$1.73	\$12,975.00
Harry Cooper Springfield, MO	In Stock	\$1.59	\$11,925.00
Delmo Electric Poplar Bluff, MO	12-14 Weeks	\$1.73	\$12,975.00
Brownstown Electric Fairfield, IL	In Stock	\$1.75	\$13,125.00

Staff recommended accepting the lowest qualifying bid from Harry Cooper in the amount of \$11,925. Alderman Ryan made a motion to approve staff’s recommendation. Alderman Kase seconded the motion and it carried unanimously.

WWT Plant
UV Disinfection
Contract

WWT Plant - UV Contract

Water & Sewer Commissioner Tom Harman recommended approving another one-year agreement with Xylem Total Care for two inspections & maintenance service of the wastewater treatment plant UV disinfection system. Each of the two visits will require two full days on site. There’s also an 8% discount on spare parts ordered during the contract period. This is the same company successfully used last year at a “gold” level. This year’s agreement would be at a “silver” level which Commissioner Harman felt would be adequate at this time. (See Ordinance No. 3624 subsequently passed later on in the meeting.)

Animal Control
Module

Animal Control Module

The Police Department recently purchased a 2014 Dodge Ram 2500 pick- up truck with the intention of transferring the chassis-mounted Mavron Animal Control Module that was purchased in 2002 for \$11,505.00 to the new truck. The current Animal Control truck and module were recently taken to Gerry Counts Auto Body to have the module removed, minor cosmetic repairs made and then remounted onto the new truck. During this process it was discovered that the steel frame on the module was rusted through in multiple locations and that the module would not be serviceable in its current state. It is likely that the corrosion resulted from exposure to the elements combined with the age of the module. This leaves the department with two options:

- 1) Attempt to repair the old module; or
- 2) Purchase a new module.

Corrosion

Repair Estimate

A ballpark estimate of \$6,000 was provided by Gerry Counts Auto Body to remove the old module, repair the damage to the frame, address the cosmetic issues and mount the module onto the new truck. The module will have to be completely removed and inverted before a completely accurate estimate can be provided. Quotes were sought for a new Animal Control Module based on price, previous product experience by contacting other law enforcement agencies. They are briefly summarized as follows:

Quotes	1) Mavron: AT-6	\$24,465.00
	2) Custom Fiberglass Coaches: C-100	\$13,595.00 (demo)

3) Jones Trailer Company: *Chassis Mount* \$13,171.40

Animal Control
Module

Demo Module
Available

Procurement &
Budget

Sergeant Michael Simmons of the Sullivan Police Department then appeared before the Board and reported that based on research and conversations with dealers and Animal Control Officers from other agencies, the recommendation would be that the *C-100* be purchased. When asked if the old module could be successfully repaired & retrofitted, Sergeant Simmons outlined in detail how a new module would be an upgrade from the old 2002 module insofar as safety equipment, ease of access and animal comfort. He then reiterated that the \$6,000 estimate from Gerry Counts Auto Body was only a ballpark estimate since the module would have to be completely removed and inverted before a complete and accurate estimate could be given. He stated concerns about the stability of the wood & rusty steel frame. Sergeant Simmons noted that the new module has a frame that is completely sealed in fiberglass which should minimize the risk of corrosion. This type of frame would make it the logical choice for longevity and future transfer of the module to a new truck. Since the recommended unit is a demo, it has been discounted and the \$13,595 price tag also includes delivery from Iowa. This led into discussion about the city's *Procurement Policy*. City Attorney Matt Schroeder stated that since the demo would be considered a single-source provider, the purchase would be sanctioned by *Policy*. Administrator Hardy reported that the budget would have to be amended to allow the purchase. Following this discussion, Alderman Watz made a motion to amend the budget and approve the purchase of the demo model as recommended. Alderman Wessler seconded the motion and it carried unanimously.

CITY ATTORNEY

Closed Session

Closed Session

City Attorney Matt Schroeder and City Administrator J.T. Hardy reported they had some matters concerning real estate, personnel, and litigation for closed session.

FINANCE COMMITTEE

March 2014

March 2014
Finance

Alderman Dace was appointed to review the monthly bills for March 2014 with Alderman Kase named as the alternate.

ORDINANCES

Xylem Contract - WWT Plant UV System

Xylem Contract
WWT Plant
UV System

Bill No. 3624 sponsored by Alderman Tony Wessler, being an ordinance approving an agreement with Xylem Water Solutions which agreement deals with maintenance & service of the City of Sullivan's wastewater treatment plant disinfection system for one year in the amount of eleven thousand dollars (\$11,000.00), and authorizing the Mayor to execute was introduced and read two times. The question was asked, "Shall Bill No. 3624 become Ordinance No. 3624?" The aldermen were polled and voted as follows: Alderman Jason Alexander, aye; Alderman Craig Kase, aye; Alderman Jarrett Dace, (absent); Alderman Tony Wessler, aye; Alderman Dennis Watz, aye; and Alderman Mike Ryan, Jr., aye. Passage of this ordinance approved a one-year contract with Xylem for two inspections & maintenance service of the wastewater treatment plant UV disinfection system. Each of the two visits per contract period will require two full days onsite. There's also an 8% discount on spare parts ordered during the

contract period.

ALDERMEN INPUT

Snow Removal

Snow Removal

Alderman Ryan commended the Street (and Parks) Department on the recent winter storm snow removal.

Hwy 185 North Sidewalk Project

Highway 185 Sidewalks

Alderman Alexander stated that even though inclement weather has delayed progress on the Highway 185 North on the installation of new storm sewers, a pedestrian bridge, and sidewalks on the south side from the Elmont Overpass to Deer Meadows Subdivision, he felt this was a great project and was looking forward to its completion.

Auto Bill Pay Trial & Tests

Automatic Bill Pay

Alderman Watz reported that a resident has inquired whether the city was looking into automatic bill pay for utilities. Administrator Hardy replied that staff has been working on it and it is currently undergoing trial and testing.

Dog Park Request

Dog Park

Alderman Wessler reported that a citizen wants the city to build a dog park. This request will be reviewed at budget time.

MAYOR INPUT

Spring Cleanup

Spring Cleanup

Mayor Leasor reported that the annual Spring Cleanup will be held the week of April 14-18, 2014.

Projects & Progress

Annual Review

Mayor Leasor reported that it was both a privilege and an honor to be one of the speakers at the annual Chamber of Commerce Awards Banquet held on February 22, 2014. He stated that since some did not have the opportunity to attend, he wanted to share some points brought forth that night:

Electric Supplier

1) The City switched electric providers during 2013. Electric rates have started to decline enabling the City of Sullivan to have cheaper rates than other electric providers in our area. Although the down turn in the economy made cause for some businesses to close over the past couple years, 2013 brought the addition of eighteen new businesses for the City of Sullivan, along with the expansion of several others.

Industry & Business

2) The Board of Aldermen, along with City Administrator J.T. Hardy and City Engineer Robert Schaeffer, have adopted the progressive philosophy of trying to see what the City can do to entice industry and businesses for jobs. They want the City of Sullivan to thrive and in turn be a community where our young people will want to return to once they complete college, also making it a great community for those who choose to call Sullivan home.

- 2013 CID
- 3) During 2013, the City of Sullivan passed ordinances enabling its first Community Improvement District (CID) to be formed. This endeavor has enabled for the transformation of the old Hood's building into thriving retail facilities for Hibbett's Sports and Dollar Tree, with future plans for several more retail buildings on the same site.
- EEZ
Established
- 4) The City of Sullivan pursued and achieved the first Enhanced Enterprise Zone (EEZ) to be established in Franklin County. This has enabled the current Oak Grove Village business of Reliable Turbine to expand and take advantage of economic incentives. The City is currently working with several industries and future industries committed to Sullivan, to utilize the EEZ for their benefit, ultimately creating more jobs for the area.
- Menard
Development
- 5) Sullivan developed a partnership with the Missouri Department of Economic Development. Resources such as this are not only going to aid current industries and businesses in the area, but are enabling the City of Sullivan to pursue additional opportunities. The City of Sullivan has entered into a contract with Menard Incorporated to sell them 121.8 acres of industrial property, in the hope that it will be used for a future manufacturing facility. Although the City isn't at liberty at this time to discuss details of the proposed development, they are currently working with the Missouri Department of Economic Development to secure incentives and resources necessary to bring good paying manufacturing jobs to Sullivan.
- Building Permit
Report
- 6) There were more building permits issued for 2013 than in 2012. The City is excited for 2014 as the area will see the utilization of these noted resources in the expansion and construction of many more businesses and industry. During 2013, the total construction cost of building permits was \$6,055,336. That's \$292,834 over those permits issued for 2012. There was a total of 50 more construction permits issued for 2013 over 2012. 62 of the 175 construction permits issued for 2013 were issued for commercial or industrial projects. The City of Sullivan saw the addition of a new Dollar General, the addition of Hibbett Sports, Dollar Tree, and Boss Shop. Bartolotta's Used Cars also constructed a new building. The City has seen renovations and additions to such businesses as West Brothers Chrysler, Clark Street Bakery & Café, and Sullivan Professional Building. The total cost for these construction, renovation, and addition permits was \$4,547,481.
- 2014 Projects
- 7) City staff and elected officials are excited about 2014. Although the City isn't at liberty to release information about all the projects it is diligently working on--even though it would like to, out of mere excitement--there are several projects that are public knowledge. A new building will be constructed at Sullivan Market Place, next to the new Aldi's that was completed in 2012. A new \$8 million doctor's facility will be constructed by Mercy on 8 acres along Interstate 44 in Sullivan. A residential construction project for the west side of Winsel Creek Industrial Park should also be underway during 2014.

Halmick
Proclamation

Proclamation - In Memory of Nancy Halmick

Mayor Leisor read a proclamation in memory of former City Collector Nancy L. Halmick who

passed away on February 20, 2014. Nancy was an honest and dedicated public official for more than 44 years and known for her warm, friendly smile. She was City Clerk from 1957 until 1973. In 1973 she ran for the office of City Collector where she was reelected every two years until her retirement on April 30, 2001. She played an integral role in getting a city hospital established during the early 1960's – which today is known as the *Missouri Baptist Hospital Sullivan*. She will be sadly missed by all who knew her.

Closed Session

CLOSED SESSION

The time was approximately 7:30 p.m., and Alderman Ryan made a motion to adjourn into closed session with closed records and closed votes to discuss matters concerning litigation, real estate and personnel. Alderman Alexander seconded the motion and it carried with a roll call vote as follows: Alderman Dennis Watz, aye; Alderman Jason Alexander, aye; Alderman Mike Ryan, Jr., aye; Alderman Craig Kase, aye; and Alderman Tony Wessler, aye.

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Closed Results

CLOSED RESULTS

As a result of the closed meeting held March 4, 2014 one matter concerning litigation and two matters concerning real estate were discussed with no final results to report at this time. One matter concerning personnel was discussed with the Board taking the following action:

Patrolman
Daniel Adams
Hired

- 1) A motion was made and duly seconded to hire Daniel M. Adams as police patrolman with an effective date of March 10, 2014 at a Grade 10-3(\$15.81/hour). The motion carried unanimously with a roll call vote as follows: Alderman Dennis Watz, aye; Alderman Jason Alexander, aye; Alderman Mike Ryan, Jr., aye; Alderman Tony Wessler, aye; and Alderman Craig Kase, aye.

Return to Open

RETURN TO OPEN

The Board reconvened into open session at approximately 8:20 p.m.

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Adjourn

ADJOURN

Being no further business at this time, Alderman Ryan made a motion to adjourn. Alderman Alexander seconded the motion and it carried unanimously. The meeting adjourned at approximately 8:20 p.m.