

# DRAFT NOTES OF COUNCIL MEETING

## August 20, 2013

*(Subject to Approval at the September 3, 2013 Meeting)*

### PUBLIC HEARING

#### 2013 Tax Levy

2013 Tax Levy  
Hearing

Mayor Thomas D. Leasor called the public hearing to order at City Hall, 210 West Washington, at 7:00 p.m. Attending the hearing were six citizens, Alderman Ward Two Craig Kase, Alderman Ward One Mike Ryan, Jr., Alderman Ward Three Dennis Watz, Alderman Ward Two Jason Alexander, Alderman Ward One Tony Wessler, and Alderman Ward Three Jarrett Dace. Also attending were City Administrator J.T. Hardy, City Attorney Matt Schroeder, and City Clerk Jan Koch. The following is a brief summary of the proposed tax levy for 2013:

		Assessed Valuation <i>(Real Estate Only)</i>		
	Fund	Prior Tax Year (2012)	Current Tax Year (2013)	Adjusted Current Tax Year (2013)
Assessed Valuation Decrease	General:	\$80,364,391	\$77,825,054	\$76,069,450
	Library:	\$78,531,833	\$75,998,946	\$75,316,017

		Estimated Property Tax Revenue <i>(Real Estate Only)</i>			
	Fund	Prior Year (2012)	Current Year (2013)	Change (±) (in Dollars) \$	Change (±) (Percentage)%
Estimated Revenue	General:	\$319,704	\$323,949	\$4,245	1.3278%
	Library:	<u>\$81,061</u>	<u>\$82,144</u>	<u>\$1,083</u>	<u>1.3360%</u>
	<b>Total:</b>	<b><u>\$400,765</u></b>	<b><u>\$406,093</u></b>	<b><u>\$5,328</u></b>	<b><u>1.3295%</u></b>

		Property Tax Rates <i>(Real Estate Only)</i>			
	Fund	Prior Year (2012)	Proposed Current Year (2013)	Change (±) (in Dollars) \$	Change (±) (Percentage)%
Proposed Rates	General:	\$0.4031	\$0.4203	\$0.0172	4.2669%
	Library:	<u>\$0.1046</u>	<u>\$0.1091</u>	<u>\$0.0045</u>	<u>4.3021%</u>
	<b>Total:</b>	<b><u>\$0.5077</u></b>	<b><u>\$0.5294</u></b>	<b><u>\$0.0217</u></b>	<b><u>4.2742%</u></b>

Auditor Review     The new tax rate is subject to review and approval by the Missouri State Auditor's Office. There are no personal property taxes in Sullivan as they were repealed back in 1993.

### HEARING ADJOURNMENT

Hearing  
Adjourned

Being no citizen input, the hearing was declared adjourned at approximately 7:05 p.m.

✧   ✧   ✧   ✧   ✧   ✧   ✧   ✧   ✧

### 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 approximately 7:05 p.m. Roll call was taken and attending the meeting were Alderman Ward One Mike Ryan, Jr., Alderman Ward Three Jarrett Dace, Alderman Ward

Two Craig Kase, Alderman Ward Two Jason Alexander, Alderman Ward Three Dennis Watz, and Alderman Ward One Tony Wessler. 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 Dace made a motion to approve the agenda as submitted. Alderman Ryan seconded the motion and it carried unanimously.

**MINUTES APPROVED**  
Minutes Notes from the council meeting held August 6, 2013 were presented. Alderman Watz made a motion to approve the minutes as submitted. Alderman Alexander seconded the motion and it carried unanimously. Notes from the closed meeting held August 6, 2013 were presented. Alderman Ryan made a motion to approve the minutes as submitted. Alderman Alexander seconded the motion and it carried unanimously.

**REQUESTS & PETITIONS**  
*St. Matthew Church - Parade Request*  
St. Matthew Lutheran Church requested to have a parade in conjunction with a “Chuck Wagon Jamboree” on Saturday, September 7, 2012 at 10:30 p.m. The parade route will start at Jim Bottomley Park and end at St. Matthew (528 N. Church). The church contacted the police, fire & ambulance services and reported that they had no objections. Alderman Ryan made a motion to approve the parade request as outlined. Alderman Watz seconded the motion and it carried unanimously.

*Fireworks Display*  
High School Fireworks The Sullivan High School Assistant Principal & Activities Director Sean Erwin requested permission for a fireworks display following a football game on Friday, September 13, 2013. Adam Falloon with Galactic Fireworks is the same person they have used for the past two years for football games and graduations. Alderman Alexander made a motion authorizing the fireworks display contingent upon approval of emergency services (i.e., police, fire & ambulance). Alderman Dace seconded the motion and it carried unanimously.

**STANDING COMMITTEE REPORTS**  
*P&Z*  
P&Z Plat & Comp Plan Planning & Zoning held a meeting on August 13, 2013 and recommended approval of West Country Estates plat submitted by Laury & Cindy West, Maggie Heidbrink, and Tim & Jeanette Peterson. (See Ordinance No. 3586 passed later on in the meeting.) P&Z is also in the process of reviewing the city’s comprehensive plan.

*Airport Board*  
Airport Fly-In The Airport Board held a meeting on August 14, 2013 where final plans for the Fly-In held August 17, 2013 were reviewed. It was reported that a large crowd attended the Fly-In where

118 free flights were given to children. The B-25 bomber aircraft did four flights with five passengers on each flight. The car show which was held in conjunction with the Fly-In had many participants. The car show was organized by Dianna & Kevin Ijames of Ace Manufacturing.

## **CITY ADMINISTRATOR REPORT**

Taylor Street  
Rehab Bid  
Rejected

### **Taylor Avenue Reconstruction Project**

City Engineer Robert Schaffer reported that bids were duly advertised and opened on August 7, 2013 for work to reconstruct Taylor Avenue from Vine Street to Main Street. Three contractors picked up bid documents but only N.B. West Contracting, Incorporated submitted a bid in the amount of \$108,190 which was higher than the budgeted amount of \$46,000. After review, there was some concern with rehabilitation of the street which would probably cost more than replacing it. There's also concern with existing cracks in the concrete causing reflection into a new asphalt overlay. The City Engineer recommended rejecting the bid and budget this project again next fiscal year in hopes of receiving more bids and possibly lowering costs by using city crews to do the demolition work. Following this discussion, Alderman Ryan made a motion to reject the bid as recommended. Alderman Watz seconded the motion and it carried unanimously.

Walking Trail  
Pavement Bid  
Accepted

### **City Lake Walking Path Paving**

Bids were advertised and opened on August 7, 2013 for paving the walking trail around the City Lake which is located off Mattox Drive, Land Drive, and Lake Road. Three vendors picked up plans & specifications but only one of them submitted a bid. Staff recommended accepting the bid from N.B. West Contracting, Incorporated in the amount of \$56,133.46 for asphaltting the entire trail. This project was budgeted at \$55,000. Alderman Alexander made a motion to approve staff's recommendation. Alderman Ryan seconded the motion and it carried unanimously. (See Ordinance No. 3585 passed later on in the meeting that executed a contract with N.B. West.)

Police HRU Bid  
Accepted

### **Police Department Heat Recovery Unit Replacement**

Bids were advertised and opened on August 7, 2013 for the purchase and installation of new heat recovery equipment at the Police Department. Six vendors were solicited but only one submitted a bid. This was the second request for proposals on this project. The first request garnered no bids at all. The sole bidder the second time around was Sheet Metal Contractors, Incorporated from Desoto, Missouri. Staff recommended accepting their bid in the amount of \$19,993 for a rooftop 1,000 cfm unit. The budgeted amount is \$20,000 which will be expended in the FY 2014 budget. Alderman Wessler made a motion to approve staff's recommendation. Alderman Dace seconded the motion and it carried unanimously.

Closed Session

## **CITY ATTORNEY**

### **Closed Session**

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

## **FINANCE COMMITTEE**

August 2013  
Bills Approved

### **August 2013**

Alderman Alexander reported he reviewed the monthly bills for August 2013 and made a motion to approve payment in the amount of \$1,282,364.76. Alderman Kase seconded the motion and it carried unanimously.

## **ORDINANCES**

### **KR Wilson Contract - Demolition (231 N. Center-260 E. Euclid-422 Sappington Bdg)**

KR Wilson  
Contract  
Demolition  
Center, Euclid  
& Sappington

Bill No. 3584 sponsored by Alderman Tony Wessler being an ordinance approving a contract agreement with K.R. Wilson Contracting in the amount of \$25,250.00 (Twenty-five Thousand Two Hundred Fifty Dollars) which agreement deals with demolition of residential buildings located at 231 North Center Street, 260 East Euclid, and 422 Sappington Bridge Road 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. 3584 become Ordinance No. 3584?" The aldermen were polled and voted as follows: Alderman Tony Wessler, aye; Alderman Dennis Watz, aye; Alderman Mike Ryan, Jr., aye; Alderman Jason Alexander, aye; Alderman Craig Kase, aye; and Alderman Jarrett Dace, aye. Passage of this ordinance approved a 30-day contract with K.R. Wilson Contracting in the amount of \$25,250 for the removal of three residential buildings deemed dangerous. Once the work has been completed, liens will be filed against the property owners.

### **NB West Contract - Paving City Lake Trail**

NB West  
Paving City  
Lake Trail

Bill No. 3585 sponsored by Alderman Dennis Watz being an ordinance approving a contract agreement with N.B. West Contracting, Incorporated in the amount of \$56,133.46 (Fifty-six Thousand One Hundred Thirty-three Dollars and Forty-six Cents) which contract agreement deals with paving the City Lake walking path located between Mattox Drive, Lake Road, and Land Drive 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. 3585 become Ordinance No. 3585?" The aldermen were polled and voted as follows: Alderman Dennis Watz, aye; Alderman Mike Ryan, Jr., aye; Alderman Jason Alexander, aye; Alderman Craig Kase, aye; Alderman Jarrett Dace, aye; and Alderman Tony Wessler, aye. Passage of this ordinance approved a 30-day contract with N.B. West Contracting for paving the city lake walking trail.

### **West Country Estates Plat**

West Country  
Plat  
(Forest Drive)

Bill No. 3586 sponsored by Alderman Jarrett Dace being an ordinance approving West Country Estates, a Resubdivision of Lots 1 & 2 (One and Two) of the Resubdivision of Lots 23, 24 & 25 (Twenty-three, Twenty-four and Twenty-five ) of Country Lane Estates in the City of Sullivan, Crawford County, and authorizing the City Clerk to execute said plat was introduced and read two times. The question was asked, "Shall Bill No. 3586 become Ordinance No. 3586?" The aldermen were polled and voted as follows: Alderman Dennis Watz, aye; Alderman Jason Alexander, aye; Alderman Jarrett Dace, aye; Alderman Tony Wessler, aye; Alderman Craig Kase, aye; and Alderman Mike Ryan, Jr., aye. Passage of this ordinance approved changing lot lines in Country Lane Estates on properties located off Forest Drive owned by Laury & Cindy West, Tim & Jeanette Peterson, and Maggie Heidbrink.

Tax Levy 2013

**Tax Levy 2013**

Bill No. 3587 sponsored by Alderman Tony Wessler being an ordinance levying taxes for the Year 2013 and fixing the effective date of said ordinance was introduced and read two times. The question was asked, "Shall Bill No. 3587 become Ordinance No. 3587?" The aldermen were polled and voted as follows: Alderman Mike Ryan, Jr., aye; Alderman Tony Wessler, aye; Alderman Dennis Watz, aye; Alderman Jason Alexander, aye; Alderman Craig Kase, aye; and Alderman Jarrett Dace, aye. Passage of this ordinance levied real estate taxes for 2013 at 42.03¢ per \$100 valuation for the General Fund; and 10.91¢ for the Library Fund. Last year's tax levy was 40.31¢ and 10.46¢ for the library fund. There are no personal property taxes in Sullivan as they were repealed in 1993.

**ALDERMEN INPUT**

**Nixle Alerts**

Nixle Program

Alderman Wessler commended the city's new "Nixle" community information service. He reported that it has already proved helpful to him. Administrator Hardy stated that this is a secure system available to government agencies at no cost (standard text message rates apply for subscribers who do not have text plans with their cell phone providers). To sign up text SULLIVANPD to 888777 or go to [www.nixle.com](http://www.nixle.com). Notifications of the following scenarios might be possible: child abductions; serious injuries or fatal crashes; adult with Alzheimer's disease that may have strayed from home; utility outages; etc. Administrator Hardy reported that so far, about 145 residents have signed up.

**MAYOR INPUT**

**Resolution - Senior Housing Program**

Senior Housing  
Project  
Resolution  
Adopted

Mayor Leasor reported that Chad Johnston has requested adoption of a resolution supporting and encouraging efforts to construct a senior multi-family apartment community for residents over the age of fifty-five. Mr. Johnston then appeared before the Board and reported that this is his third attempt in securing funds for this project. He reported that the senior housing project would consist of 42-units located off Pine Ridge Drive. Alderman Wessler reported that several residents have voiced concerns to him about the proposed income-based apartment complex development located off the North West Service Road that crosses Winsel Creek. He felt that this resolution request should be postponed until the next council meeting so that there was more time to gather input from residents. Mr. Johnston reported that the resolution is part of an application which needed to be submitted posthaste. Alderman Alexander asked what recourse citizens would have if they were opposed to the development? Administrator Hardy reported that Mr. Johnston must also submit an application to Planning & Zoning in order to have the property properly rezoned. This would require a public hearing as well as notification to surrounding property owners. Following this discussion, Mayor Leasor read the resolution aloud which was followed by a motion from Alderman Watz authorizing the Mayor to sign the resolution. Alderman Dace seconded the motion and it carried with Alderman Wessler being opposed.

Closed Session

**CLOSED SESSION**

The time was approximately 7:45 p.m., and Alderman Dace made a motion to adjourn into closed session with closed records and closed votes to discuss matters concerning personnel,

litigation, and real estate. Alderman Ryan seconded the motion and it carried with a roll call vote as follows: Alderman Craig Kase, aye; Alderman Mike Ryan, Jr., aye; Alderman Jarrett Dace, aye; Alderman Dennis Watz, aye; Alderman Jason Alexander, aye; and Alderman Tony Wessler, aye.



**CLOSED RESULTS**

Closed Results

As a result of the closed meeting held August 20, 2013 two matters concerning litigation, two matters concerning real estate, and four matters concerning personnel were discussed with no results to report at this time.

**RETURN TO OPEN**

Return to Open

The Board reconvened into open session at approximately 8:50 p.m.



**BUDGET WORKSHOP**

Budget Workshop 2013 Review

**Current Fiscal Year 2013 Review**

Administrator Hardy gave an overview of the current fiscal year progress. The funds were reported as fiscally sound. Cash & investments were reviewed with Administrator Hardy noting that the General Fund portion is still showing signs of improvement. The Board agreed to make a transfer at the end of the year to the General Fund if one is needed.

**Proposed Budget - Fiscal Year 2014**

Budget Workshop 2014 Development

A draft of the FY 2014 Budget was presented. It included a 3% increase over Fiscal Year 2012 wages. A list of capital improvements totaling \$677,000 was presented which the Board reviewed in detail. Highlights from that list included:

Capital Improvements

- City Hall Ramp
- City Hall HVAC
- Police Department Cameras
- Two Patrol Cars
- Police HVAC
- Shooting Range Repairs
- Animal Control Truck
- Outdoor Warning Sirens
- Project New Field Design/Engineering
- City Park Cameras
- Grandstand
- Bleachers
- Dump Truck
- Airport Runway Repairs

SRO Billing

Other projects included rehabilitation of Taylor Street and engineering of additional basins for the wastewater treatment plant. Novachip (ultra-thin bonding) for twice as many streets was budgeted. As part of the agreement with Oak Grove Village, striping for Acid Mine Road was budgeted using funds set aside for that purpose. Administrator Hardy reported that while reviewing the billing for the School Resource Officer, he discovered that some of the costs had

been overlooked in the past. Future billings will reflect the same.

**Electric Study**

Electric Rate  
Study

Discussion on the electric system was held and due to the fact that the city now has a new supplier, the Board felt that this warranted a new rate study. This led into more discussion about the electric service which was followed by a motion from Alderman Watz that no electric operation cost adjustments be budgeted for Fiscal Year 2014. Alderman Alexander seconded the motion and it carried unanimously. Discussion then turned to adoption of a hot & cold weather rule even though there isn't a legal requirement to do so. An ordinance will be drafted for consideration at the next council meeting.

Hot & Cold  
Weather Rule

**Budget Hearing & Adoption**

Budget Hearing  
& Ordinance

A public hearing for the new budget and ordinance adopting same was scheduled for the September 24, 2013 meeting.

**ADJOURN**

Adjourn

Being no further business at this time, Alderman Alexander made a motion to adjourn. Alderman Dace seconded the motion and it carried unanimously. The meeting adjourned at approximately 11:15 p.m.