

# DRAFT NOTES OF COUNCIL MEETING

October 16, 2012

(Subject to Approval at the November 6, 2012 Meeting)

## CALL TO ORDER

Attendance

### Roll Call

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 then taken and attending the meeting were Alderman Ward Two Craig Kase, Alderman Ward Two Jason Alexander, Alderman Ward Three Dennis Watz, and Alderman Ward One Mike Ryan, Jr., and Alderman Ward One Tony Wessler. Alderman Ward Three Jarrett Dace was unable to attend. Also attending were City Attorney Matt Schroeder, City Administrator J.T. Hardy, 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 Alexander made a motion to approve the agenda as submitted. Alderman Ryan seconded the motion and it carried unanimously.

Minutes

## MINUTES APPROVED

Notes from the council meeting held October 2, 2012 were presented. Alderman Watz made a motion to approve the minutes as submitted. Alderman Ryan seconded the motion and it carried unanimously. Notes from the closed meeting held October 2, 2012 were presented. Alderman Kase made a motion to approve the minutes as submitted. Alderman Watz seconded the motion and it carried unanimously.

5K Run & Vine Street Closure

### 5K Run (Temporary Street Closure)

Chamber of Commerce President Tina Cook appeared before the Board and requested a partial street closure on behalf of the Sullivan Chamber of Commerce and Missouri Baptist Hospital. The request was to temporarily close East Vine Street from the Sullivan High School to East Street for a 5K Run event on November 3, 2012 around 9:00 a.m. Discussion ensued with the Board voicing concerns about ingress-egress for residents in the areas as well as Country Club traffic. President Cook reported that the bulk of the runners should clear the area in about ten or fifteen minutes and traffic could then resume. She stated that volunteers would be on hand to help out as well. The police, fire, and ambulance personnel have or will be contacted. Following this discussion Alderman Ryan made a motion to approve the request as outlined. Alderman Alexander seconded the motion and it carried unanimously.

Santa Fun Run & Tree Lighting

### Temporary Street Closure Request - Christmas Tree Lighting

President Cook also requested that Main Street be closed Friday, November 30, 2012 from approximately 5:30 p.m. until 8:00 p.m. between Taylor Avenue and Hughes Ford Road for a tree lighting ceremony. Alderman Kase made a motion to approve the request contingent upon the Chamber notifying all emergency personnel. Alderman Ryan seconded the motion and it carried unanimously. Chamber President Cook also requested to have a Santa Fun Run 6-6:30 that same evening that would incorporate the regular parade route: Main to Clark, Clark to Springfield, Springfield to Park, Park to Elmont, Elmont back to Main Street ending at the gazebo bandstand with Santa bringing up the end of the race. Alderman Ryan made a motion

Main Street Closure

to approve the request as outlined contingent upon notification of all emergency services. Alderman Wessler seconded the motion and it carried unanimously.

**Temple Baptist - Temporary Beeman Closure**

Temple Baptist  
Beeman Street  
Closure

Temple Baptist Church requested that Beeman Street from Orchard to South Mansion, which is directly in front of their property, be temporarily closed on Wednesday, October 31, 2012 between the hours of 5:30 p.m. and 7:30 p.m. The church would like to have a block party for their Fall Festival. The church reported they would be in charge of the road block and will contact all emergency services. Alderman Watz made a motion to approve the request as outlined. Alderman Alexander seconded the motion and it carried unanimously.

**STANDING COMMITTEE REPORTS**

**Planning & Zoning**

*Subdivision Review*

Moss  
Subdivision

Mr. Clint Moss submitted a minor subdivision to P&Z to combine two lots into one. A utility easement located between the existing two lots would be vacated by way of the proposed plat. P&Z recommended approval of the plat. Bill No. 3538 was presented later on in the meeting which was passed by the Board.

*Conditional Use Permit - Certified Truck & Auto*

Certified  
Towing  
Conditional Use

Mary Turner of Certified Truck & Auto requested a conditional use permit allowing for auto repair at their existing business located at 107 West Euclid. It would allow for the specific use of motor vehicle repair and maintenance, not including substantial body work. P&Z voted to approve the conditional use permit with the following conditions:

- 1) minor repair/inspections of light duty trucks and passenger vehicles only;
- 2) all vehicles under repair must be on premise no longer than ten business days;
- 3) all parts must be under cover in existing cabinet;
- 4) no impounded vehicles on premise,
- 5) no towing vehicles or equipment allowed on premise;
- 6) no salvage vehicles on premise; minor repair/inspection only;
- 7) the conditional use permit will expire on December 31, 2013;
- 8) the conditional use permit will also expire on non-renewal or revocation of the City of Sullivan's business license.

**CITY ADMINISTRATOR**

**Airport Mower Bids**

Airport Mower  
Bids

Bids were duly advertised and opened on October 9, 2012 at 10:00 a.m. for a new (year 2013) 72-inch zero-turn mower for the Sullivan Regional Airport. An option for a trade-in was offered which was a 2002 Exmark 72" mower. A rear discharge deck option was also considered. The bids are briefly summarized as follows:

<i>Bidder/Address</i>	<i>Make/Model</i>	<i>Total</i>	<i>Trade-In</i>	<i>Rear Discharge</i>	<i>Grand Total</i>
Wally's Do It Best Sullivan, MO					No Bid
Tri-County Equipment Sales Sullivan, MO	Exmark/LZDS902K725	\$13,919.00	\$919.00	No Bid	\$13,000.00

Airport Mower Chaseco Bid	<i>Bidder/Address</i> Chaseco, Incorporated Sullivan, MO	<i>Make/Model</i> Hustler/Hustler Z Diesel	<i>Total</i> \$11,829.00	<i>Trade-In</i> No Bid	<i>Rear Discharge</i> \$432.00	<i>Grand Total</i> \$12,261.00
	Chaseco, Incorporated Sullivan, MO	Hustler/Hustler Z Diesel	\$11,619.00	No Bid	\$420.00	\$12,039.00*

*\*did not meet specs. (This bid was for 60-inch mower.)*

Staff recommended accepting the lowest qualifying and best bid that meets specs from ChaseCo in the amount of \$11,829.00 plus the rear discharge deck option at \$432.00 for a total of \$12,261.00. The budgeted amount was \$12,000. Alderman Watz made a motion to approve staff's recommendation. Alderman Ryan seconded the motion and it carried unanimously.

**Surplus Property**

Surplus Property  
Advertisement

Administrator Hardy reported at a previous council meeting that the Board declared two vehicles surplus property: 1) a 1995 GMC Sierra 2500 truck (apx 85,813 mileage); and, 2) a 1994 Chevrolet 3500 truck (apx 93,636 mileage). Staff recommended two additional items be included: 1) a 1990 brush chipper model 200+; and, 2) a 2002 Exmark 72-inch mower. The City Administrator recommended that all of these items be declared surplus property and advertised for sale via sealed bids. Alderman Kase made a motion to approve the recommendation with Alderman Alexander seconding it. The motion carried unanimously.

**EEZ Application**

EEZ Application

A bill was drafted for Board consideration that would support an application to the State of Missouri for an Enhanced Enterprise Zone and establish real estate tax abatement for the designated area. Another bill was drafted that would endorse the application. Alderman Jarrett Dace will sponsor the bill. The bills will be placed on the next regular council meeting (11/06/12). The EEZ area would include Oak Grove Village, the Village Miramiquoa, and unincorporated areas in Franklin County.

**Bud Street Paving Bids**

Bud Street  
Paving Bids

Bids were advertised and opened on October 10, 2012 at 10:00 a.m. for paving the gravel section of Bud Street. They are briefly summarized as follows:

<i>Bidder/Address</i>	<i>Total Bid</i>
Binks Paving & Excavating Sullivan, MO	No Bid
Strothkamp Paving & Excavating Sullivan, MO	No Bid
Maupin Paving Sullivan, MO	No Bid
N.B. West, Incorporated Sullivan, MO	\$9,265.00

Staff recommended awarding the contract to N.B. West. It was noted that this project would be completed before the asphalt plant closed in the Fall. Alderman Ryan made a motion to approve

the bid from N.B. West in the amount of \$9,265. Alderman Watz seconded the motion and it carried unanimously.

Closed Session

**Closed Session**

Administrator Hardy reported he had some matters concerning litigation and one matter concerning personnel for closed session.

**CITY ATTORNEY**

**Mowing Liens**

Mowing Liens  
Filed

City Attorney Matt Schroeder reported that thirteen liens have been filed on properties for mowing. The liens include not only mowing fees, but legal & recording fees as well. It was noted that property owners had received no less than three notifications.

Poor Housing  
Conditions &  
Demolition

**Poor Housing Conditions**

Attorney Schroeder also reported that he and Code Administrator Dan King recently toured four properties that are on the city's nuisance violations log. The process has started declaring the property(s) as nuisances and if not abated, a court order will be filed ordering them to be demolished. The City Attorney stated that these are abandoned properties and the titles are cloudy which makes for a difficult process finding the legal owner(s).

**FINANCE COMMITTEE**

**October 2012**

October 2012  
Bills Paid

Alderman Ryan reported he reviewed the monthly bills for October 2012 and made a motion to approve payment in the amount of \$1,063,636.16. Alderman Watz seconded the motion and it carried unanimously.

**ORDINANCES**

**Clint Moss Subdivision Plat**

Clint Moss  
Subdivision Plat

Bill No. 3538 sponsored by Alderman Jarrett Dace, being an ordinance approving Clint Moss Subdivision 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. 3538 become Ordinance No. 3538?" The aldermen were polled and voted as follows: Alderman Jarrett Dace, (absent); Alderman Tony Wessler, aye; Alderman Dennis Watz, aye; Alderman Mike Ryan, Jr., aye; Alderman Jason Alexander, aye; and Alderman Craig Kase, aye. Passage of this ordinance combined two lots into one lot located off Sunset Drive owned by Clinton & Katherine Moss.

**Bud Street Paving Contract - NB West**

Bud Street  
Paving

Bill No. 3539 sponsored by Alderman Jason Alexander, being an ordinance approving an agreement with N.B. West Contracting, Incorporated which agreement deals with paving a portion of Bud Street in the City of Sullivan, in an amount not to exceed Nine Thousand Two Hundred Sixty-five Dollars (\$9,265.00), and authorizing the Mayor to execute, was introduced and read two times. The question was asked, "Shall Bill No. 3539 become Ordinance No. 3539?" 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

NB West  
Contract

Jarrett Dace, (absent); and Alderman Tony Wessler, aye. Passage of this ordinance approved a 5-day contract with West Contracting to pave the gravel section of Bud Street.

**Low Income Health Care - Missouri Baptist Hospital**

Low Income  
Health Care  
Agreement  
Mo Bap Hospital

Bill No. 3540 sponsored by Alderman Mike Ryan, Jr., being an ordinance of the City of Sullivan, Missouri, approving the form of an agreement with Missouri Baptist Sullivan Hospital, Crawford County, Missouri which agreement deals with health care services for qualifying low income individuals; and authorizing the Mayor to execute was introduced and read two times. The question was asked, "Shall Bill No. 3540 become Ordinance No. 3540?" The aldermen were polled and voted as follows: Alderman Jarrett Dace, (absent); Alderman Tony Wessler, aye; Alderman Dennis Watz, aye; Alderman Mike Ryan, Jr., aye; Alderman Jason Alexander, aye; and Alderman Craig Kase, aye. Passage of this ordinance approved an updated version of Ordinance No. 3358 passed and approved by the Mayor & Board of Aldermen on September 1, 2009--- that when the city receives inquiries from citizens, the city shall make reasonable efforts to notify low income individuals residing within the city who are not entitled to benefits under Title 18 (XVIII) of the Social Security Act or eligible for assistance under the State plan under that title, regarding this arrangement with MBSH. The City shall have no further obligations under the passage of this Agreement.

**ALDERMEN INPUT**

**Halloween Traffic**

Halloween

Alderman Wessler noted that Halloween is just around the corner and urged everyone to exercise caution navigating around street traffic.

**Online Utility Payments**

Online Payments

Alderman Kase asked the City Administrator Hardy for an update on the quest for online utility payments. Administrator Hardy reported at the last meeting he discovered *GovTeller* which allows the public to pay at any time of the day using all major credit cards at no cost to the city and the site charges utility customers a convenience fee. However since that time he has received some inquiries from other cities as well as vendors which led him into more research into different options. While still exploring the details of these options, Administrator Hardy reported that he might be favoring using the city's software *Incode* for online bill paying. He is still exploring the best but most cost-effective measure. The Board asked that he keep them informed of his research/information.

**High School Sports**

High School  
Sports Congrats

Alderman Kase offered congratulations to both the softball & football high school teams. The football team is currently ranked 6<sup>th</sup> in the State of Missouri, Class 4 and the softball team earned the championship in District 9, Class 3.

**MAYOR INPUT**

**Board of Adjustment Appointment**

Sam Scott Board  
of Adjustment

Mayor Leasor reappointed Mr. Sam Scott to another term on the Board of Adjustment. His new term expires August 2017. Alderman Watz made a motion to approve the Mayor's appointment. Alderman Ryan seconded the motion and it carried unanimously.

It's All About You Program

**"It's All About You" Program**

Mayor Leasor reported that he and Administrator Hardy had the privilege of attending a graduation ceremony on a program called *It's All About You*. This is a new goal-based program designed to improve marketability of those seeking employment. The program helps those in need to identify a career path and offers the tools needed for that career. The Mayor stated that he felt it was a worthy program.

**CITY CLERK**

**FCML Meeting**

FCML Meeting

City Clerk Jan Koch reminded Board members about the Franklin County Municipal League meeting being held October 17, 2012 in Union, Missouri.

**CLOSED SESSION**

Closed Session

The time was approximately 7:50 p.m., and Alderman Alexander made a motion to adjourn into closed session with closed records and closed votes to discuss four matters concerning litigation and one matter concerning personnel. Alderman Wessler seconded the motion and it carried with a roll call vote as follows: Alderman Mike Ryan, Jr., aye; Alderman Dennis Watz, aye; Alderman Jason Alexander, aye; Alderman Tony Wessler, aye; and Alderman Craig Kase, aye.

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**CLOSED RESULTS**

Closed Results

As a result of the closed meeting held October 16, 2012, one matter concerning personnel and four matters concerning litigation was discussed with no final results to report at this time.

**RETURN TO OPEN**

Return to Open

The Board reconvened into open session at approximately 8:35 p.m.

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**ADJOURN**

Adjourn

Being no further business at this time, Alderman Kase made a motion to adjourn. Alderman Alexander seconded the motion and it carried unanimously. The meeting adjourned at approximately 8:35 p.m.