

# DRAFT NOTES OF COUNCIL MEETING

July 3, 2012

(Subject to Approval at the July 17, 2012 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 then taken and attending the meeting were Alderman Ward Two Craig Kase, Alderman Ward Three Dennis Watz, Alderman Ward One Mike Ryan, Jr., and Alderman Ward One Tony Wessler. Alderman Ward Three Jarrett Dace Alderman Ward Two Jason Alexander were unable to attend. Also attending were City Attorney Matt Schroeder, City Administrator J.T. Hardy, City Clerk Jan Koch, and City Engineer Robert Schaffer.

## 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 with Mayor Leasor noting the recent passage (6/26/12) of former Mayor Winford "Winnie" Politte.

## AGENDA APPROVAL

Agenda

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

## MINUTES APPROVED

Minutes  
Approved

Notes from the council meeting held June 18, 2012 were presented. Alderman Wessler made a motion to approve the minutes as submitted. Alderman Ryan seconded the motion and it carried unanimously. Notes from the closed meeting held June 18, 2012 were presented. Alderman Kase made a motion to approve the minutes as submitted. Alderman Watz seconded the motion and it carried unanimously.

## REQUESTS & PETITIONS

### Bliss/Ruble Enterprises, LLC - Patio Addition

Bliss Patio  
Addition

At the June 18, 2012 council meeting, an application was reviewed to change the Bliss/Ruble description premises located at 651 Fisher Drive to include a fenced-in patio area for their liquor license. David Ruble was present to field questions. The City Administrator reported that Mr. Ruble has been made aware that noise heard outside of a building made by musical instruments or electronic reproduction of sounds are prohibited between the hours of 10:00 p.m. and 7:00 a.m. on weekdays or any time on Sunday. Noise made by same would be allowed on Saturdays up until midnight. Following this discussion, Alderman Ryan made a motion to include the patio area for the Bliss/Ruble Enterprises liquor license. Alderman Wessler seconded the motion and it carried unanimously.

## STANDING COMMITTEES

P&Z and  
Airport Meeting

### P & Z and Airport Board Meetings

The regularly scheduled Planning & Zoning for July 2012 has been cancelled. The Airport Board will be meeting on July 11, 2012. An item scheduled for discussion is the Fly-In which has been scheduled for August 25, 2012.

**CITY ADMINISTRATOR**

**Website Design Agreement**

Revize Website Software

After researching various website development options and discussing these options with Mayor Leasor and Alderman Watz, City Administrator Hardy recommended entering into an agreement with *Revize Software Systems* to design a new website for the City of Sullivan. The new website will allow city staff to make changes to page content, add pictures, post FAQ's, create and archive various document categories, create survey forms, implement an events calendar, automate activation/expiration of content, maintain a business directory and integrate with Facebook and Twitter. *Revize* currently has about 650 nationwide county & city government clients. The cost of the website development will be \$2,700.00 with an annual subscription fee of \$1,200. The initial expenditure for the website will be an expense from the city administration professional services budget line item (001-500-223). Two local companies were contacted to discuss the new website. The city's current ( and local) website vendor concurred that *Revize* would be a viable option for the City of Sullivan for the cost and governmental experience. (Ordinance No. 3526 was introduced and passed later on in the meeting which executed an agreement with *Revize*.)

**Conflict of Interest Ordinance**

Ethics Bill

The city's Conflict of Interest ordinance expires on September 15, 2012 and to keep the policy in effect, the city must readopt it. This policy requires municipal officials to file personal financial disclosure statements with the Missouri Ethics Commission. A draft ordinance was submitted for Board review and Alderman Watz offered sponsorship for next meeting.

**Water & Sewer Truck**

Water & Sewer Truck Bids Rejected

Bids for a new (year 2012) F250SD or equivalent service truck (without trade-in) were advertised and opened on Thursday, June 28, 2012 at 10:00 a.m. They are briefly summarized as follows:

<i>Bidder/Address</i>	<i>Make/Model</i>	<i>Estimated Delivery</i>	<i>Bid</i>
Auffenberg Washington, MO	no bid	no bid	no bid
Barrett Union, MO	Ford F250 R/C 4X4	10-12 weeks	\$27,055.05
Hutcheson St. James, MO	Ford F250 R/C 4X4	12-14 weeks	\$25,469.00
West Brothers Sullivan, MO	Ford F250 R/C 4X4	4-6 weeks	\$37,549.00

Discussion ensued with Administrator Hardy noting that the bid specs mentioned that an XLT model was preferred but after further investigation, an XL model would be less expensive and acceptable for city use. It was the general consensus to reject all the bids and to rebid the truck with basic XL model specs. Alderman Kase made a motion to reject the bids and to readvertise. Alderman Ryan seconded the motion and it carried unanimously.

Aviation Insurance

**Aviation Insurance**

The city's broker for aviation insurance Ted Schroeder, submitted the following quotes for aviation liability:

<i>Ace USA</i>	<i>W Brown</i>	<i>Chartis</i>
\$3,198	\$9,100	\$5,190

He recommended that the city add on a special events policy which would bring the premium up to \$4,398 with Ace USA. While this is \$42 higher than last year's, liability and hangar keeper limits are higher. The Board stated no objections.

**Street Maintenance - Nova Chip**

Nova Chip Bids

Bids were advertised for the application of Nova Chip (ultra-thin bonded wearing course) for seven streets (Kelly Circle, Karen Ann Drive, Karen Ann Circle, George Street west of Alden, West Washington by the elementary school, South Clark by the Post Office, and Jane Street). Bids were opened on July 2, 2012 at 10:00 a.m. and are briefly summarized as follows:

<i>Bidder/Address</i>	<i>Total Bid</i>
NB West Sullivan, MO	\$99,982.20
Pace Construction St. Louis, MO	\$110,000.00
Ideker, Incorporated St. Joseph, MO	no bid

Alderman Ryan made a motion to accept the bid from N.B. West in the amount of \$99,982.20. Alderman Kase seconded the motion and it carried unanimously. An ordinance executing a contract will be submitted at the next regular meeting.

**Emergency Well Repair**

Emergency  
Repair Well #5

The City Administrator reported that on June 6, 2012 water well #5 located off Edgewood Drive needed a new pump. A report is forthcoming on the expenses for the repairs which were estimated to be somewhere in the neighborhood of around \$40,000.

**Solid Waste Service - Independence Day**

Trash Service

Administrator Hardy reported that trash service will continue on schedule for July 4, 2012.

**Cooling Station - Community Center**

Cooling Station  
100°F Weather

The City Administrator reported that some residents have utilized the community center as a cooling station this past week. It will be manned again from noon until 6:00 p.m. on Thursday, Friday & Saturday (7/5 thru 7/7/12) should the temperature exceed 100° F.

**CITY ATTORNEY**

**Closed Session**

Closed Session

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

**FINANCE COMMITTEE**

**July 2012**

July 2012  
Finance

Alderman Wessler was appointed to review the monthly bills for July 2012 with Alderman Watz named as the alternate.

## **ORDINANCES**

### **Online Auction Service - City Code 145.090**

City Code  
145.090 Change

Online Auction  
Sales

Bill No. 3525 sponsored by Alderman Jarrett Dace, being an ordinance repealing Section 145.090 of the Municipal Code and enacting a new Section 145.090 in lieu thereof dealing with the sale of equipment or property in the City of Sullivan, Missouri, and establishing the effective date was introduced and read two times. The question was asked, "Shall Bill No. 3525 become Ordinance No. 3525?" The aldermen were polled and voted as follows: Alderman Mike Ryan, Jr., aye; Alderman Dennis Watz, aye; Alderman Tony Wessler, aye; Alderman Jason Alexander, (absent); Alderman Jarrett Dace, (absent); and Alderman Craig Kase, aye. Passage of this ordinance allows the sale of city property via the Internet thru a commercially recognized electronic online auction service.

### **Revize Agreement - Website Software**

Revize Contract  
Website  
Software

Bill No. 3526 sponsored by Alderman Dennis Watz, being an ordinance approving a sales agreement with Revize Software Systems which agreement deals with website designing services for the City of Sullivan, Missouri, and authorizing the Mayor to execute was introduced and read two times. Some discussion was held about the possibility of utilizing the website for online bill paying. City Administrator Hardy reported that currently residents can pay utility bills with credit cards which currently costs about \$15,000 in fees annually. For online bill pay service, there would be an additional cost. The question was then asked, "Shall Bill No. 3526 become Ordinance No. 3526?" The aldermen were polled and voted as follows: Alderman Dennis Watz, aye; Alderman Craig Kase, aye; Alderman Jarrett Dace, (absent); Alderman Tony Wessler, aye; Alderman Mike Ryan, Jr., aye; and Alderman Jason Alexander, (absent). Passage of this ordinance approved a software subscription service agreement with Revize for the city's website.

## **ALDERMEN INPUT**

### **Outdoor Smoking & Dogs**

Public Areas  
Smoking  
Outdoors &  
Dogs

Alderman Wessler reported that he has received some citizen input regarding a request to designate smoking areas for outdoor public areas—particularly the ballfields. Administrator Hardy noted that current policy prohibits smoking in enclosed areas owned by the city but does not address open air. He also reported that the Parks Department will be putting up doggie boxes for bags that responsible pet owners carry.

## **MAYOR INPUT**

### **Library Board Appointment**

Grant Williams  
Library Appt

Mayor Leasor appointed Mr. Grant Williams to replace the seat vacated by Mrs. Toni Hill. Mr. Williams' term will expire June 2013. Alderman Ryan made a motion to approve the Mayor's appointments. Alderman Watz seconded the motion and it carried unanimously.

Fireworks  
Cancelled

### **Fireworks - Independence Day**

Mayor Leasor reported that the July 4<sup>th</sup>, a fireworks display scheduled to be held at the fairgrounds has been cancelled due to hot, dry conditions. They will be rescheduled at a later date—after some rainy weather. Mayor Leasor thanked cosponsors Tim Peterson of First State

Community Bank, and Laury West of West Brothers for their donations on the fireworks display.

Airport Grass  
Fire &  
Haycutting  
Operation

**Airport Fire - Haycutting Spark**

Mayor Leasor reported that a haycutting operation at the airport triggered a fire at the Sullivan Regional Airport on Saturday (6/30/12) around noon. The fire to spread quickly in the extremely dry grass. The Sullivan Fire Department was able to put the fire out but the wind whipped the flames around damaging one of their trucks. However, there was no aircraft or airport structures damaged but about 20-25 acres were burned or affected. Mayor Leasor thanked the Fire Department and other responders for their quick action.

Fireworks  
Prohibited

**No Fireworks Allowed**

City Code does not allow for the sale or the discharge of fireworks inside the city limits (unless the Board of Aldermen issue a special permit). Mayor Leasor reported that the Sullivan Police Department will be issuing citations.

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



Closed Results

**CLOSED RESULTS**

As a result of the closed meeting held July 3, 2012 three matters concerning real estate and two matters concerning litigation were discussed with no results to report at this time. Three matters concerning personnel were discussed with the Board taking the following action:

Greg West  
Promotion

1) A motion was made and duly seconded to approve a recommendation from Chief George R. Counts to promote Sergeant Greg West to Lieutenant at a pay grade of 14(4) \$23.15 per hour with an effective date of July 4, 2012. He replaces Lieutenant Dave Roche who resigned on April 13, 2012. The motion carried unanimously with a roll call vote as follows: Alderman Mike Ryan, Jr., aye; Alderman Dennis Watz, aye; Alderman Tony Wessler, aye; and Alderman Craig Kase, aye.

Michael  
Simmons  
Promotion

2) A motion was made and duly seconded to approve a recommendation from Chief George R. Counts to promote Patrolman Michael Simmons to Sergeant at a pay grade of 13(1) \$19.26 per hour with an effective date of July 4, 2012. He replaces Greg West. The motion carried unanimously with a roll call vote as follows: Alderman Tony Wessler, aye; Alderman Craig Kase, aye; Alderman Mike Ryan, Jr., aye; and Alderman Dennis Watz, aye.

3) A motion was made and duly seconded to approve a recommendation from Chief George R. Counts that the salary grade of Field Services Bureau Lieutenant Patrick Johnson be

Patrick Johnson  
Salary Increase

increased to 14(4) \$23.15 per hour with an effective date of July 4, 2012. The motion carried unanimously with a roll call vote as follows: Alderman Craig Kase, aye; Alderman Mike Ryan, Jr., aye; Alderman Dennis Watz, aye; and Alderman Tony Wessler, aye.

**RETURN TO OPEN**

Return to Open

The Board reconvened into open session at approximately 9:00 p.m.

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**ADJOURN**

Adjourn

Being no further business at this time, Alderman Kase made a motion to adjourn. Alderman Ryan seconded the motion and it carried unanimously. The meeting adjourned at approximately 9:00 p.m.

