



MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, JANUARY 7, 2013
AT 200 HIGHLANDS BOULEVARD DRIVE

1. CALL TO ORDER

Mayor David L. Willson called the Regular Board of Aldermen meeting to order at 7:00 p.m.

2. ROLL CALL AND STATEMENT OF QUORUM

Roll call showed those present were: Alderman Clement, Alderman Stevens, Alderman Hamill, Alderman Ottenad, Alderman Schrader, Alderman Diehl, Mayor Willson and Attorney Gunn. A quorum was present.

3. APPROVAL OF THE MINUTES

a. Minutes of the December 17, 2012 Regular Board of Aldermen meeting

Alderman Clement made the motion to approve the Minutes of December 17, 2012 Regular Board of Aldermen meeting. The motion was seconded by Alderman Hamill and carried unanimously, without objection.

4. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Mayor Willson announced that he would be introducing a boy scout who is in the audience.

Alderman Hamill made the motion to approve the Order of Items on the Agenda, as amended. The motion was seconded by Alderman Clement and carried unanimously, without objection.

5. CONSIDERATION OF PETITIONS AND COMMENTS FROM THE PUBLIC

a. Comments from the Public

Mr. James Bottorff, 580 Larksmore Court, thanked the City for the Senior Citizen Christmas luncheon.

6. REPORTS FROM THE MAYOR

a. Mayoral Report

Mayor Willson reported on December 18, the City Staff delivered gifts to the family adopted for the holidays.

On December 20, Mayor Willson was invited to be the guest of Ruth Baker at her City Clerk's luncheon to "Honor the Mayors".

Mayor Willson stated that he helped a couple boy scouts who were working on their merit badges, and their topic of discussion was annexation.

b. Introduction of Boy Scout

Mayor Willson introduced Boy Scout Tom Barron of Troop 750 from Wren Hollow Elementary School who is working on his merit badge.

7. REPORTS FROM THE CITY ADMINISTRATOR

a. List of Paid Bills (Warrant dates of December 14, 2012 – January 3, 2013)

There were no questions.

8. REPORTS FROM COMMITTEES

a. Planning and Zoning Commission/Manchester Arts

Alderman Clement advised that the Planning and Zoning Commission has not met for quite some time, but they will be meeting next week.

Alderman Clement advised that in regard to Manchester Arts, there will be formal presentation in February.

b. Historic Review Commission

Alderman Diehl advised that the Commission met this evening prior to this meeting, and they discussed the December 10 Historic Review Commission performance evaluation by the State of Missouri; the report will be shared when received.

Alderman Diehl stated that the Commission discussed a request by Scotty's Produce Market to locate in the Historic District. He said the Historic Review Commission feels there is no problem with the produce market. The Planning and Zoning Commission will consider a request for outside storage of merchandise.

Alderman Diehl advised that the next meeting will be on Jan 21 at 5:30 p.m.

9. ACTION ON OLD BILLS

- a. There were none.

10. INTRODUCTION OF NEW BILLS

- a. RESOLUTION APPROVING THE PURCHASE OF FINANCIAL ACCOUNTING SOFTWARE

Alderman Stevens read proposed Resolution # 13-0422, entitled: "A RESOLUTION ACCEPTING THE BID OF TYLER TECHNOLOGIES, INC. IN AN AMOUNT NOT TO EXCEED TWO HUNDRED TWENTY-THREE THOUSAND FOUR HUNDRED NINETY DOLLARS (\$223,490.00) FOR THE PURCHASE, CONVERSION, IMPLEMENTATION AND TRAINING, INCLUDING TRAVEL COSTS, FOR THE INCODE FINANCIAL ACCOUNTING SYSTEM SOFTWARE FOR A PERIOD OF FIVE YEARS, AND AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO AN AGREEMENT THEREFOR", by title only.

Alderman Stevens made the motion that Resolution # 13-0422 be adopted. The motion was seconded by Alderman Hamill and carried unanimously, without objection.

- b. RESOLUTION APPROVING PURCHASE OF CODE ENFORCEMENT SOFTWARE

Alderman Clement read Proposed Resolution # 13-0423, entitled: "A RESOLUTION ACCEPTING THE PROPOSAL OF COMCATE, INC. IN AN AMOUNT NOT TO EXCEED FOUR THOUSAND EIGHT HUNDRED FIFTY DOLLARS (\$4,850.00) FOR THE PURCHASE, IMPLEMENTATION AND LICENSE FEE FOR THE CODE ENFORCEMENT MANAGER SOFTWARE FOR A PERIOD OF ONE YEAR, WITH ADDITIONAL ANNUAL ROLLOVER, IF DESIRED, AND AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT THEREFOR", by title only.

Alderman Clement asked if the annual fee will be the same year after year.

Detective Skaggs said he has no idea of an upfront scale barring normal inflation increases.

Alderman Clement made the motion for approval of Resolution # 13-0423. The motion was seconded by Alderman Hamill and carried unanimously, without objection.

- c. RESOLUTION ACCEPTING BID FOR PRINTING OF THE COURIER NEWSLETTER

Alderman Ottenad read Proposed Resolution # 13-0424, entitled: "A RESOLUTION ACCEPTING THE BID OF MESSENGER PRINTING COMPANY, INC. IN AN AMOUNT NOT

TO EXCEED THIRTY-ONE THOUSAND SEVEN HUNDRED FORTY-TWO DOLLARS AND FIFTY-FIVE CENTS (\$31,742.55), INCLUDING A FIVE PERCENT (5%) CHANGE ORDER IN THE AMOUNT OF ONE THOUSAND FIVE HUNDRED ELEVEN DOLLARS AND FIFTY-FIVE CENTS (\$1,511.55), IN THE EVENT OF UNFORESEEN CIRCUMSTANCES, FOR THE LABOR, MATERIALS AND PERFORMANCE OF ALL PRINTING WORK FOR CALENDAR YEARS 2013, 2014 AND 2015, NECESSARY FOR PUBLICATION OF THE MANCHESTER *COURIER* NEWSLETTER AND THE PARKS AND RECREATION GUIDE”, by title only.

Alderman Ottenad made the motion for approval of Resolution # 13-0424. The motion was seconded by Alderman Clement and carried unanimously, without objection.

11. MISCELLANEOUS

a. Comments from the Public

Mr. Joe Smythe, 832 Sugarhill Drive, asked about the Financial Accounting Software and wanted to know if it is a one-year contract or a multi-year agreement. He also wondered if this includes review and update.

City Attorney Patrick Gunn stated it is an accounting software system which is a five-year contract and it includes updates.

12. ADJOURNMENT

At 7:17 p.m., there being no further business, Alderman Clement and Alderman Schrader simultaneously made the motion to adjourn. The motion was seconded by Alderman Hamill and carried unanimously, without objection. The meeting adjourned at 7:17 p.m.

Respectfully submitted,

Ruth E. Baker, CMC/MRCC
City Clerk

Note: This is a journal of the Board of Aldermen meeting held January 7, 2013 (summary); not a verbatim transcript. If a recording of the meeting is desired, please contact City Hall.