



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, NOVEMBER 16, 2015
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 Baumann, Alderman Diehl, Mayor Willson and Attorney Gunn. A quorum was present.

3. APPROVAL OF THE MINUTES

a. Minutes of the Regular Board of Aldermen meeting of November 2, 2015

Alderman Clement made the motion to approve the Minutes of the Regular Board of Aldermen meeting of November 2, 2015. The motion was seconded by Alderman Ottenad and carried unanimously, without objection.

4. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Alderman Clement advised there would be a new item 10 (g). Alderman Diehl advised that 9 (a) would be deferred.

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. Presentation from Mike Busch – MO APWA Chapter

Mr. Mike Busch, representing the Missouri Chapter of the American Public Works

Association stated last Monday, November 9 during the fall conference in Columbia Missouri the Missouri chapter of the APA held their annual award luncheon to recognize excellence in the field of Public Works. He announced that Bob Ruck, the Manchester Public Works Director, received the award of “Public Works Professional of the Year” for the Public Sector. This award seeks to inspire excellence and dedication in public service by recognizing the outstanding career service achievements of individual public works professionals as officials from the Public Sector.

In addition, Mayor Willson presented Director Ruck with a Proclamation in recognition of his service and this award.

b. Announcement of Outstanding Financial Accounting Award

Mayor Willson stated that the Government Finance Officers Association awarded Director of Finance Dave Tuberty a certificate of achievement for excellence in financial reporting presented to the City of Manchester for its “Comprehensive Annual Financial Report” for the fiscal year ended December 31, 2014.

In addition, Mayor Willson presented Director Tuberty with a Proclamation in recognition of his service and this award.

c. Presentation of Proposed 2016 Budget

Director of Finance Dave Tuberty gave a presentation of the proposed budget for fiscal year 2016. The projected revenues for all funds combined are \$19.7 million. The total projected expenditures combined are \$20.8 million with an excess of expenditures over revenues at \$1.07 million. The General Fund Revenue is \$9,144,700 with projected expenditures of \$9,004,169, so excess revenues over expenditures after transfers would be \$89,531.00.

d. Comments from the Public

Mayor Willson explained that at the last Board of Aldermen meeting, a new process was put into effect. He said that if attendees have a comment to offer to the Board, he asks that they please come forward to make their comment. If they have a question to ask, he asks that they please complete the card that can be found on the table in the Board Chambers and when they come up to the podium, he asks that they direct their question to him, and he will see that the City Staff gives them a reply to their question within two business days. Staff will also make sure that the members of the Board and he are aware of the reply that has been given.

Ms. Pauline Bair, 305 Morewood Drive, asked why the street cleaner is now going through the subdivisions in November. Ms. Bair also asked about outstanding lawsuits. Ms. Bair asked who got authority for Academy Sports to come to Manchester.

Mayor Willson replied that Director of Public Works Bob Ruck would reply to her question about the street cleaner.

In regard to the outstanding lawsuits, City Attorney Gunn stated there are no changes since she last asked.

Pertaining to Academy Sports, City Attorney Gunn stated that the City was contacted, and he worked directly with the attorneys for Academy Sports.

6. REPORTS FROM THE MAYOR

a. Mayoral Report

Mayor Willson reported that on November 6, he attended the First Friday Coffee, sponsored by the West County Chamber of Commerce, at Kennedy High School, the only co-ed Catholic High School in this area. Also on November 6, he attended the Planning and Zoning meeting, Mayor Willson stated that on November 10, he was in Country Lane Woods, along with Alderman Ottenad and Alderman Clement, for the subdivision meeting. Mayor Willson stated he attended the staff meeting on November 12, and the Metro Mayors meeting, where one of the topics discussed was the 2% tax. He said that he also attended the Lafayette Area Mayors Breakfast with City Administrator Hixson on November 13, and the St. Louis Artists' Guild Art Exhibit opened that day. This afternoon, City Administrator Hixson and he attended the Lafayette Industries event sponsored by Rotary Club, and they made ornaments. Helen Hume and other Arts Council members were also there.

7. REPORTS FROM THE CITY ADMINISTRATOR

a. List of Paid Bills (Warrant dates of November 1 – November 14, 2015)

There were no questions.

8. REPORTS FROM COMMITTEES

a. Planning and Zoning Commission

Alderman Clement advised that the Planning and Zoning Commission did meet, and they had a site plan approved for a new home at 608 Joyce Ann Drive.

Mayor Willson said that as an update for Culver's and Joey B's, they both just got their flood plain approvals from the Federal Emergency Management Agency, (FEMA), so now they are able to proceed with their projects.

b. Manchester Arts

Alderman Stevens stated that several of the employees of Lafayette Industries said they weren't very good at art, and both people who said that, somewhere along the line said: "I'm not an artist", but they were excited about their ornaments. There was discussion about a Lafayette Industries art display at Manchester United Methodist Church and also having a glee club concert. Alderman Stevens said that very seldom do the employees at Lafayette Industries get to show their talents, and the Rotary and Manchester Arts are glad to provide that opportunity.

Alderman Stevens said she was interested to find out that Lafayette Industries had a glee club, and they wished there was a venue where they could have a concert for their families and friends and also be open to the public. Alderman Stevens advised that they had asked for the ability to have a concert in Manchester, and a venue at the Manchester United Methodist Church in the fellowship hall was chosen for December 14.

Attorney Gunn stressed that these are wonderful things the City is doing for the community.

Mayor Willson stated that while they are talking about Lafayette Industries, he wanted to mention that on Wednesday, City Administrator Hixson and he are going to a presentation at the Kirkwood Walmart. He advised that Walmart is giving out six grants, and one is for \$25,000 which is going to be given to Lafayette Industries.

Alderman Stevens said she didn't know who received the most gratification today, her or the workers. She encouraged volunteering.

Alderman Stevens advised that there will be new art being displayed here, and they have finalized the schedule for 2016 with various spectrums of art forms.

9. ACTION ON OLD BILLS

- a. BILL # 15-2240 - AN ORDINANCE AMENDING THE CODE OF ORDINANCES REGARDING OUTDOOR SMOKERS

Alderman Diehl stated that this Bill is being deferred.

- b. BILL # 15-2243 - AN ORDINANCE AMENDING THE CODE OF ORDINANCES RELATING TO ELIGIBILITY FOR ELECTIVE OFFICE

Alderman Ottenad read for the second time Bill # 15-2243, entitled: "AN ORDINANCE AMENDING SECTION 110.025 OF THE CODE OF ORDINANCES RELATING TO ELIGIBILITY FOR ELECTIVE OFFICE AND REPEALING SECTION 105.045 OF THE CODE OF ORDINANCES", by title only.

Alderman Ottenad made the motion that Bill # 15-2243 become Ordinance # 15-2127. The motion was seconded by Alderman Clement.

A poll of the Board showed:

Alderman Stevens – aye
Alderman Hamill – aye
Alderman Diehl – aye
Alderman Baumann – aye
Alderman Ottenad – aye
Alderman Clement – aye

Mayor Willson announced that the motion passed by a vote of 6 – 0, with no objections.

10. INTRODUCTION OF NEW BILLS

- a. BILL APPROVING 2016 BUDGET

Alderman Clement introduced Bill # 15-2244, entitled: "AN ORDINANCE ADOPTING AND APPROVING THE BUDGET FOR THE CITY OF MANCHESTER FOR THE YEAR JANUARY 1, 2016 THROUGH DECEMBER 31, 2016, AND APPROPRIATING SUCH SUMS AS SET FORTH HEREIN FOR ALL DEPARTMENTS AND ACCOUNTS THEREIN

SPECIFIED”, by title only.

No further action at this time.

b. **BILL AMENDING CERTAIN PROVISIONS RELATING TO THE CITY’S SEWER LATERAL PROGRAM**

Alderman Ottenad introduced Bill # 15-2245, entitled: “AN ORDINANCE AMENDING CERTAIN PROVISIONS OF CHAPTER 520 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER RELATING TO THE CITY’S SEWER LATERAL REPAIR PROGRAM”, by title only.

Alderman Ottenad asked for an explanation of the changes.

City Attorney Gunn replied that this was precipitated by the current code in regard to the contribution paid by citizens for several lateral repairs.

Director of Public Works Bob Ruck added that originally the amount payable by residents was \$500, and some years ago it was lowered to \$250. He stated that the limit covered by the City per repair is \$6,000.

City Attorney Gunn commented that this Bill is actually to clarify the program.

No further action at this time.

c. **BILL APPROVING STP AGREEMENT WITH MODOT FOR THE SPRING MEADOWS BRIDGE REPLACEMENT**

Alderman Baumann introduced Bill # 15-2246, entitled: “AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO AN AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION IN CONNECTION WITH A FEDERAL AID PROGRAM PROJECT RELATING TO THE CONSTRUCTION OF THE REPLACEMENT OF THE SPRING MEADOWS DRIVE BRIDGE IN THE CITY OF MANCHESTER”, by title only.

No further action at this time.

d. **RESOLUTION FOR THE PURCHASE OF CUSTOM FABRICATED ALUMINUM REPLACEMENT FENCE POSTS AND RAILS AT CITY HALL AND THE WEST CITY ENTRANCE MARKER**

Alderman Diehl read Proposed Resolution # 15-0540, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO AN AGREEMENT WITH CONTRACTORS WELDING, INC. IN AN AMOUNT NOT TO EXCEED TWENTY-EIGHT THOUSAND SEVEN HUNDRED TWENTY-FIVE DOLLARS (\$28,725.00) TO PROVIDE ALUMINUM FENCE COMPONENTS INCLUDING THE CUSTOM FABRICATION OF CORNER AND LINE POSTS FOR REPLACEMENT OF PICKET FENCES LOCATED AT CITY HALL AND THE WEST CITY ENTRANCE MARKER AT THE SULPHUR SPRING ROAD AND MANCHESTER ROAD INTERSECTION IN THE CITY OF MANCHESTER”, by title only.

Alderman Clement commented that this Resolution seems to focus only on the posts; he asked about the pickets.

Director of Public Works Bob Ruck responded by saying that at the first meeting in December, there will be a Resolution for the purchase of plastic lumber for the fences. Director Ruck said that Public Works and Parks staff will install the fence during the winter months. He discussed the fence posts, and said that there are pipes which will be inside all the posts to support them. There will be a six inch aluminum ball on the posts, all power-coated white.

Alderman Clement discussed the sign. He said that the City Hall sign has been painted, but the sign is dark.

Director Ruck said the new sign will be elongated; Craig Waterhouse has a design in mind.

There being no further discussion, Alderman Diehl made the motion for approval of Resolution # 15-0540. The motion was seconded by Alderman Clement and carried unanimously, without objection.

e. RESOLUTION AUTHORIZING CONTRACT WITH WOLFE ARCHITECTURE

Alderman Hamill read Proposed Resolution # 15-0541, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH WOLFE ARCHITECTURE & DESIGN, LLC IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY-ONE THOUSAND DOLLARS (\$121,000.00) FOR ARCHITECTURAL AND RELATED SERVICES, INCLUDING ESTIMATED REIMBURSABLES OF TWO THOUSAND DOLLARS (\$2,000.00), ALL RELATING TO THE CITY'S PARKS BUILDING ADDITION PROJECT", by title only.

Alderman Ottenad asked when Graybar was out if they can do things to save money on the new building.

Director of Parks and Recreation Eileen Collins responded that Horner and Shifrin will present different lighting; there isn't anything that can be determined totally green, but the design and skylight will be leading toward that. She added that the City hasn't actually gotten to that phase of the contract yet.

Alderman Hamill made the motion to approve Resolution # 15-0541. The motion was seconded by Alderman Clement and carried unanimously, without objection.

f. RESOLUTION AUTHORIZING PROFESSIONAL SERVICES OF HORNER & SHIFRIN ENGINEERS FOR THE NEW PARKS BUILDING

Alderman Stevens read Proposed Resolution # 15-0542, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH HORNER & SHIFRIN, INC. IN AN AMOUNT NOT TO EXCEED SEVENTY THOUSAND THREE HUNDRED DOLLARS (\$70,300.00), PLUS REIMBURSABLES FOR EXPENSES NOT TO EXCEED TWO THOUSAND ONE HUNDRED DOLLARS (\$2,100.00) FOR A GRAND TOTAL OF SEVENTY-TWO THOUSAND, FOUR HUNDRED DOLLARS (\$72,400.00), TO PROVIDE THE CITY WITH ENGINEERING

SERVICES FOR THE NEW PARKS AND RECREATION BUILDING IN THE CITY OF MANCHESTER”, by title only.

Alderman Stevens made the motion for approval of Resolution # 15-0542. The motion was seconded by Alderman Hamill and carried unanimously, without objection.

g. RESOLUTION ACCEPTING A GRANT FROM THE MISSOURI DEPARTMENT OF CONSERVATION

Alderman Clement read Proposed Resolution # 15-0543, entitled: “A RESOLUTION ACCEPTING A TREE RESOURCE IMPROVEMENT AND MAINTENANCE (TRIM) GRANT FROM THE MISSOURI DEPARTMENT OF CONSERVATION IN THE AMOUNT OF TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT THEREFOR”, by title only.

Alderman Clement asked Director of Public Works Bob Ruck to explain.

Director of Public Works Bob Ruck stated that this goes back to the onset of Emerald Ash Borer and the damage to ash trees. He said the local forester recommended the City apply for a “TRIM” grant to get an inventory of trees in the public right of way to get them assessed and get a management plan established. He advised that late last Friday afternoon, he received notification of the grant award and the need to get back to the Department of Conservation by November 30. He said that Davey Tree Resource Group will be starting to accumulate all the information and getting the information ready to go to the Department of Conservation by May 6, 2016. Director Ruck added that financially Davey’s Bid was \$31,550.

Alderman Clement asked if we are also going to identify trees in our parks.

Director of Parks and Recreation Eileen Collins replied that there was a tree inventory done in Schroeder and Stoecker Park previously.

Alderman Clement made the motion for approval of Resolution # 15-0543. The motion was seconded by Alderman Hamill and passed unanimously, without objection.

11. MISCELLANEOUS

a. Comments from the Public

There were none.

12. ADJOURNMENT

At 7:59 p.m., there being no further business, Alderman Hamill made the motion to adjourn. The motion was seconded by Alderman Baumann and carried unanimously, without objection. The meeting adjourned at 7:59 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MRCC-S
City Clerk

Note: This is a journal of the Board of Aldermen meeting held November 16, 2015 (summary); not a verbatim transcript. If a recording of the meeting is desired, please contact City Hall.