

BOARD OF ALDERMEN MINUTES
October 9, 2018

The Board of Aldermen of the City of Weston, Missouri, met in regular session at the Weston City Hall, 300 Main Street on Tuesday, October 9, 2018 at 6:00 p.m. Board members Mark Seymour, Joyce Priddy and James Lowe were present with Mayor Cliff Harvey presiding. Also, present were Sgt. Kip McGrath, Weston Police Department; Stephen Cornelius, Water Plant Superintendent; Mike Large, Superintendent of Public Works; Jeremy Webb, City Attorney; and Ed Farrand, City Treasurer. Also present for some or the entire meeting was Peter Browning, Michael Soler, Erin Kimsey, Kate Jones, Kyle Darby, Beth McPherson, Jeff Elsea, Drake Stelljes, Brent Newkirk, Wendy Maupin, and Bill & Chuck Sebus.

Mayor Harvey led the gathering in the Pledge of Allegiance.

Consent Agenda

Minute Approval.

Approval of September Collector's Report.

Approval to pay September Accounts Payables.

Business License Approvals - About Anything - RDS Bobcat Construction
- Royal Home Builders LLC - Acorns & Gatherings

Alderman Mark Seymour moved to approve the consent agenda. Alderman Joyce Priddy seconded the motion, and all were in favor.

Concerns, Questions or Requests

Chamber Report. Brent Newkirk reported on chamber activities, which included the number of visitors to the office, current membership levels and social media numbers. Apple Fest was the past weekend. Everything went smooth considering it was a rainy weekend.

Bluff Road Boogie – 5K Event Kate Jones explained she was holding a fun Halloween themed 5K run/walk for charity. The proceeds would benefit the Masonic Lodge. Participants will gather at 4pm for a costume contest, run up Main and over to Washington and out the North Bluff Road. There will be course watchers to help with traffic. Alderman Priddy moved to approve the special event on Saturday, October 27 at 4:00 p.m. and waive the city requirements for special event insurance. Alderman Lowe seconded, and the motion passed.

Drake Stelljes – Eagle Project – Housing Authority Entrance Boy Scout Drake Stelljes told the board he was working on his Eagle Scout Project, which was to beautify the entrance to the Housing Authority of Weston. The housing authority is on the 2nd floor of 526 Main. He would be removing and pouring the concrete, repainting the door and mulching around the plants. There is no set date yet to do the work. Alderman Priddy moved to approve the request contingent upon Mike Large's approving the plans and work. Alderman Lowe seconded the motion, and all were in favor.

Peter Browning-Owner of 621 Washington Mr. Browning explained he was present to discuss the house next door to his. The house at 615 Washington St. is vacant and unmaintained for the last ten years. His brother, Don Browning, currently occupies the house he owns at 621 and has filed two complaints with the city. Mr. Browning stated

he was uncertain if the city has followed through on the complaints. Mr. Browning asked what the policy was on abandoned or negligent property and if a safety inspection is going to be done. There have been bricks falling from the chimney and recently did some minor damage to his brother's trailer. Jeremy Webb stated there was a defined process to handling dangerous buildings and/or nuisance violations. He would be happy to look in to what is being done and provide Mr. Browning with the ordinances.

Mr. Large said at this point the complaint has been handled by the Police Department. Mr. Browning stated that he felt it a bigger issue at this point. It is blight and the value of his home is declining due to the condition 615 Washington. Mayor Harvey stated he would have it researched and would get back to Mr. Browning.

Kyle Darby – 1108 Doniphan Ct. Ms. Darby stated she received an invoice from the city for \$150.00 that is for a broken water meter. She does not know how the meter was damaged, but she is retired and has no extra funds to pay this invoice. She talked with her lawn mowing service who told her they are aware of the meter and did not damage it. She also spoke with her landlord who has told her it isn't her responsibility either. Kim Kirby explained to the Board members that charges to broken water meters are billed to the person who has water in their name. When a new resident comes to city hall they are instructed they are responsible for the meter and will be invoiced if the meter is damaged. Numerous newsletter articles have been placed in the city newsletter. Mrs. Kirby stated that the city hall personnel did not have the authority to waive the invoiced amount, only the Board of Aldermen. That is why Ms. Darby was instructed to attend the meeting. Alderman Lowe moved to waive the fee of \$150.00 for water meter replacement parts that was invoiced to Kyle Darby. Alderman Priddy seconded and the motion was approved.

Mayor's Announcements and Ideas

Mayor Harvey reviewed the following:

- Proposition D – Encouraged everyone to research this issue which is on the November 6 ballot. It is very important for the safety of everyone driving on the highways of Missouri.
- Platte County Mayors – will be meeting in Weston on November 7. They discuss their problems and give each other possible solutions.
- City Administrator Discussion – The mayor introduced Michael Soler to the Board.

Mr. Soler explained he was present at the request of the Mayor to discuss the "talking points" of hiring a city administrator, the job description and the compensation information. The talking points hand out was meant to help the Board and Mayor answer questions about the value of creating this position in the city.

Alderman Lowe asked about grant writing and if that was stipulated in the job description. Mr. Soler replied that it the job description states the administrator will "Supervise and coordinate efforts" to obtain grants, but it doesn't specifically say it is the administrator's job to write the grant. Mayor Harvey asked about the administrator having knowledge of historic preservation. The job description does not reflect a requirement to have that knowledge. These two suggestions will be added to the job description per Mr. Soler.

Mr. Soler informed the Board he had used five sources to look at a pay scale for the position. His professional opinion was a minimum of \$66,000.00 and a maximum of \$88,500.00. He was confident that the position would fall somewhere in this range. Alderman Lowe asked about additional benefits. Kim Kirby stated the benefits included paid medical and dental insurance, social security and LAGERS (supplemental retirement). She has not put a dollar figure on these benefits as they are based on age and on the wage of the person. Soler explained that there would be an employment contract for this individual that would detail the package for employment as well as a severance if the person didn't work out. His company does guarantee the position. So, if the first person is not a match they will continue to search for the right candidate.

Chuck Sebus asked if the person was required to live in Weston. Mr. Soler stated that they would be looking in the area and outside the area for this position. If they live here that was fabulous. Mayor Harvey agreed and said they could be asked to move to Weston if currently living somewhere else.

- **Office Reconstruction – Furniture -** Mayor Harvey explained that when the city hires a city administrator they would need an office for the person. The most likely is the office where files are currently stored. Aldermen Seymour agreed to look at writing specifications on the door installation and made a motion to table the discussion until those specifications were prepared. Alderman Priddy seconded and the motion was approved.

Economic Development Issues

Make It Happen Committee Mr. Elsea stated he had no report from the committee.

Annexation Update Mr. Elsea reported the following:

- He thought the O&E 's are complete but wasn't 100% sure.
- He has asked for a speed study on JJ Highway as several of those rural residents would like the speed limit lowered.
- He has talked with Jennifer Goring of the Platte County Tourism office about establishing JJ Highway as a Scenic-By-Way. Several people would consider annexing if it was.
- He understood that the Rotary asked to have JJ Highway renamed to Ben Holliday Drive, which might be a good match for the scenic by-way.

Mr. Elsea said he thought when property was annexed into the city limits it came in as a county zoning designation. He questioned if the city had no zoning to match what would happen. Kim Kirby said the city ordinances state all annexation comes in as Agriculture Zone and then is rezoned to whatever the property owner requests. Although a hearing does have to be held for the rezone issue.

Old Business

Sewer Lagoon- EPA Compliance & Update on Land Application Project Mike Large reported everything was happening according to plan. The current operating permit would continue until the land application was complete.

Dangerous Buildings – 403 & 405 Main and 926 ½ Thomas St. Mike Large reported that a contractor for tuckpointing has been hired by the Sebus Brothers. The roof has not been completed yet. There was no action inside the building with aisles being

cleaned etc. Chuck Sebus asked what they needed to do to reopen their business. Alderman Seymour and Mike Large agreed to meet with the Sebus Brothers on Thursday night at 5:00 p.m. to review the list of repairs on the engineer's report.

Mr. Sebus asked about moving his business to 45 Highway. Jeremy Webb informed him that was possible if he got a proper business license to operate. Mike Large stated he would have to have proper aisle width and fire ingress/egress' marked etc.

Thomas Street Parking Lot Improvements – Update on Cost Estimate for Budget Estimate The budget estimate is complete from Larkin Engineers. The total budget estimate was \$497,658. Mayor Harvey stated he felt it could be a 2019 project.

Planning & Zoning – Recommendation on 700 Block of Market St. Alderman Priddy reported the Commission was recommending a change to the C-1 Commercial and H-1 Historic Zoning Codes to allow for apartment's in certain lots and blocks. Alderman Priddy moved to schedule the public hearing to adopt zoning code changes for Tuesday, November 13 at 5:30 p.m. Alderman Lowe seconded, and the motion passed.

Planning & Zoning – Update on Strategic Plan There is a public forum scheduled for Thursday, December 6 at 5:00 p.m. in the Bluejay Room at the West Platte School District office. The K. U. students will present their findings on the Weston Estates subdivision and other planning information items.

Planning & Zoning – Preservation Awards Program Alderman Priddy reported the Commission worked very hard on designing a preservation awards program for the city. Individuals can nominate properties for several different award categories. Alderman Priddy moved to approve the Preservation Awards Program. Alderman Lowe seconded the motion, and all were in favor.

Discussion on Larry Selleck Agreement- Building Inspector – Insurance Jeremy Webb explained that the previous inspector had no insurance and the city covered everything for him. Mr. Selleck has some insurance, but not what is being asked for in the agreement. The change would incorporate what insurance Mr. Selleck has and what the city will cover. It is not uncommon for people in a small business to forego Work Compensation insurance, but the city is required to cover him as a contracted employee. Alderman Lowe motioned to approve a revision to the Agreement with Larry Selleck regarding insurance. Alderman Seymour seconded, and the motion was approved.

Review of Safety Policy The first ten (10) pages were reviewed by the Board. Alderman Seymour requested a change to the "Asbestos" section by saying that the employee should not be allowed to work on or near suspected asbestos. Kim Kirby agreed and stated that she would look at the next section for review in November.

City Credit Card Update Kim Kirby informed the Board her findings on the city getting a credit card. The VISA card company has told her they would not issue a credit card to the city due to such a small volume of usage. It was suggested to have a separate checking account with a debit card for on-line purchases. This checking account would only have a small amount of money in the account. Alderman Priddy moved to authorize Jeremy Webb to write a policy on a second debit card for on-line purchases that would have a limit of four people on the account. Alderman Lowe seconded the motion and the motion carried.

Medical Insurance Broker – Request for Proposals Kim Kirby reported that medical insurance applications were sent to several insurance companies for quotes.

New Business

Loflin Property- 131 Walnut- Sewer Fee Adjustment Kim Kirby explained the sewer charges were billed on this property since October 2015. It has been determined that the sewer line is not connected to the main. Alderman Lowe moved to credit the Loflin water & sewer bill in the amount of \$993.75 for past sewer payments. Alderman Priddy seconded and the motion passed with all in favor.

Weston Rotary Request – Return Correspondence President of the Rotary, Brent Newkirk, explained that the Rotary wanted to spend time, money and effort to help with tourism in Weston. They have lots of ideas, and one was the Ben Holliday “Days” and other suggestions around a Ben Holliday theme. Mayor Harvey asked if the Chamber was going to form a committee to look in to this. Mr. Newkirk said he thought they would. Mr. Newkirk agreed to look in to the chamber organizing a Ben Holliday “Day”; and Jeff Elsea agreed to look in to renaming JJ Highway “Ben Holiday Drive”.

Bid Approvals

Sale of Assets – Trucks and Police Vehicle The following were bids received:

2001 GMC ½ Ton

- \$275.00 Michael Hall*
- \$100.00 David Witter

2008 Ford Crown Victoria

- \$1000.00 Andrew Erlichman*
- \$ 275.00 Michael Hall
- \$ 100.00 David Witter

2000 Chevy ¾ Ton

- \$200.00 David Witter*
- \$100.00 Michael Hall

Alderman Lowe moved to accept the high bids on each of the vehicles being sold: Michael Hall at \$275.00 for the 2001 GMC; Andrew Erlichman at \$1,000.00 for the 2008 Crown Vic; and David Witter at \$200.00 for the 2000 Chevy. Alderman Priddy seconded and all were in favor.

Electric Panel Replacement & Upgrades – 526 Main St. Kim Kirby stated there were no bids on the Electric Panel bid request. Alderman Lowe moved to rebid the work. Alderman Seymour seconded, and the motion passed.

Treasurer’s Report

Ed Farrand, City Treasurer, gave highlights of the income and expenses for the month of September. Alderman Priddy moved to accept the Treasurer’s Report. Alderman Lowe seconded, and the motion carried.

Significant Activities Report

Public Works – MRWA Conference – Eric Mosier Alderman Lowe moved to approve the training request at an approximate cost of \$574.89. Alderman Seymour seconded, and all were in favor.

Public Works – Asphalt Expense for Main Street – from CIP/Transportation Tax Fund Mike Large explained he didn't plan for the expense to asphalt patch upper Main Street. His total expense of \$4,553.22 he requested to be taken from the CIP/Transportation Tax Fund, rather than the General Fund. Alderman Lowe moved to deduct the \$4,553.22 from the CIP/Transportation Tax Fund rather than the General Fund. Alderman Priddy seconded and the motion was approved.

Alderman Priddy- Organ Grinders – Request for street spot-Chamber office Priddy explained that the Organ Muster's needed one parking spot to place a platform organ. She requested the spot in front of the chamber office. Sgt. McGrath said it could be a site problem and suggested one parking space and the blank space be used as well. Alderman Lowe moved to approve one parking space and the space in front of 526 Main Street for the Organ Muster group. Alderman Seymour seconded, and the motion carried.

Water Production – Discuss Lightning Protection options for the water plant Stephen Cornelius explained the plant was always getting struck by lightning. He received a budget estimate of around \$10,000.00 to install lightning protectors around the plant. This money would be well spent as he spends money on equipment repairs that are caused by lightning strikes. Alderman Lowe moved to authorize a Request for Bids to address the lightning strikes for the water plant. Alderman Priddy seconded and the motion passed.

Public Works Mike Large said the city folding tables were out in the rain over the weekend. These might need to be replaced and didn't know if the city wanted to replace them or not. Alderman Priddy said the chamber purchased "umbrellas" for outdoor table use but never have used them. If someone buys tables, they should look in to ones that would hold the umbrellas.

Stephen Cornelius reported the recent water sample test results were free of TTHM's. The city is producing zero TTHM's in water that is going out of the plant.

Joyce Priddy stated the Park Board had concerns regarding where the boundaries are in the downtown city park. Jeremy Webb agreed that occasionally it comes up. There are 99-year leases on the park ground. If an owner wants to sell they don't want the property incumbered.

With no further business to discuss, Alderman Priddy made a motion to adjourn. Alderman Lowe seconded, and all were in favor. The meeting adjourned at 8:20 p.m.

Minutes approved November 13, 2018

Attest:

Cliff Harvey, Mayor

Kim Kirby, City Clerk

DRAFT