

**HOLTS SUMMIT BOARD OF ALDERMEN
CITY OF HOLTS SUMMIT**

**Holts Summit Municipal Center Hall 245 S. Summit Dr.
BOARD OF ALDERMEN REGULAR MEETING
MINUTES OF
December 13th at 6:00 P.M.
STATUS: Draft**

Call to Order

The Regular Meeting of the Holts Summit Board of Aldermen was called to order at 6:00 p.m. on Thursday December 13th, 2018 by Mayor Landon Oxley, who presided. At the request of the Mayor the assembly stood and recited the Pledge of Allegiance.

Roll call and Determination of Quorum

Members of the Board Present: Alderman Durham, Alderman Fedorchak, Alderwoman Schlueter, Mayor Oxley

Members of the Board Absent: Alderman Chamberlin

Approval of Agenda-as written

1st motion- Alderman Fedorchak

2nd motion- Alderwoman Schlueter

All in favor- motion approved

Approval of Minutes-adopted minutes of November 27th as written

1st motion- Aldermen Fedorchak

2nd motion- Alderman Durham

All in favor- motion approved

Public Hearing: FY 2019 Annual Budget

Open at 6:10pm

Closed at 6:11pm

Public Hearing: Adopting a New Code of Ordinances

Open at 6:11pm

Closed at 6:12pm

Comments from Visitors-none

Old Business-

1. Bill No. 2018-34 An ordinance authorizing the Mayor to enter into an agreement with Azavar for financial services with amended agreement
 - a. **Previous meeting (First reading)**

1st motion: Alderman Fedorchalk

2nd motion: Alderwoman Schlueter

Discussion: Travis Akin with Azavar came to speak with the board about what exactly Azavar is and what the company will do for the City. Azavar work with municipalities to identify and help collect franchise fee and taxes for the city that is owed, but for varies reasons is now. Once the final report is done, we start the collection process. We don't get paid until the City gets paid, we work on a con 55% to municipalities and 45% to us for 36 months. Then after 36 months than 100% comes to your community. We can go back in time for 36 months (3 years) and collect those taxes. Will not go after residents. Attorney Bandre asked if they could go back and get the taxes owed to Lake Mykee before they were consolidated in the City of Holts Summit and Travis responded with yes, it's a possibility. Motion carried.

Clerk Lechner gave the first reading by title only of Bill No. 2018-34.

b. Second reading and roll call vote

1st Motion: Alderman Fedorchalk

2nd Motion: Alderman Durham

Discussion: City Administrator Harline stated that the new ordinance was amended we needed to have a motion to move the amended agreement. 1st: Alderwoman Schlueter 2nd: Alderman Fedorchalk.

Roll Call: Alderman Fedorchalk – Aye Alderman Durham – Aye
Alderwoman Schlueter - Aye

Motion Carried. Clerk Lechner gave the Second reading by title of Bill No. 2018-34.

Mayor Oxley declared Bill No. 2018-34 to become Ordinance No. 2692.

2. Bill No. 2018-35 An ordinance authorizing the Mayor to enter into an Agreement with the Holts Summit Optimist Club for recreational services

a. Previous meeting (First reading)

1st motion: Alderman Durham

2nd motion: Alderman Fedorchalk

Discussion: Attorney Bandre stated that he was making a few amendments to the contract itself but will have it for the final read/prior to the next reading. Administrator Harline stated that the agreement is put in place so that the optimist club can use the facility for reaction services this summer for league. They will then in return have a set schedule and keep times open for the public.

Motion carried.

Clerk Lechner gave the first reading by title only of Bill No. 2018-35.

b. Second reading and roll call vote

1st Motion: Alderwoman Schlueter

2nd Motion: Alderman Durham

Discussion: Administrator Harline stated that there have been a couple minor edits to the agreement. The Agreement requires the City and the Optimists to agree to a specific Schedule for each sport. In exchange for running programming that a City Parks Department might do, if we had the staff, we will grant the Optimists the exclusive right to the fields according to the Schedule adopted. The rest of the time the fields are free for use or to be reserved by other entities.

Roll Call: Alderman Fedorchalk – Aye Alderman Durham – Aye
Alderwoman Schlueter - Aye

Motion Carried. Clerk Lechner gave the Second reading by title of Bill No. 2018-35.

Mayor Oxley declared Bill No. 2018-35 to become Ordinance No. 2693.

3. Bill No. 2018-36 An ordinance adopting the FY 2019 Annual Budget for the City of Holts Summit Missouri

a. Previous meeting (First reading)

1st motion: Alderman Fedorchalk

2nd motion: Alderwoman Schlueter

Discussion: Administrator Harline stated this was for work session in the discussion section. Motion carried.

Clerk Lechner gave the first reading by title only of Bill No. 2018-36.

b. Second reading and roll call vote

1st Motion: Alderman Fedorchalk

2nd Motion: Alderwoman Schlueter

Discussion: A couple notes, there is a table of contents in the front. he budget is developed with 2% COLA (across the board) and 0 - 2% merit increases. I feel that this needs specific Board approval. he budget is legal, and the City can operate under it, but we may need to review and revise it in May or June after we have the audit, and know what the actual fund balance was on January 1, 2018 and January 1, 2019

Roll Call: Alderman Fedorchalk – Aye Alderman Durham – Aye

Alderwoman Schlueter - Aye

Motion Carried. Clerk Lechner gave the Second reading by title of Bill No. 2018-36.

Mayor Oxley declared Bill No. 2018-36 to become Ordinance No. 2694.

4. Bill No. 2018-39 An ordinance adopting a new Code of Ordinances for the City of Holts Summit, Missouri (First reading).

a. Previous meeting (First reading)

1st motion: Alderwoman Schlueter

2nd motion: Alderman Durham

Discussion: Administrator Harline stated that to keep this on schedule doing a first read tonight and then the planning and zoning commission will review and edit the agriculture zoning code on December 6th at 6:30pm.

Motion Carried.

Clerk Lechner gave the first reading by title only of Bill No. 2018-39.

b. Second reading and roll call vote

1st Motion: Alderwoman Schlueter

2nd Motion: Alderman Fedorchalk

Discussion: Alderman Fedorchalk stated he wanted to TABLE this Bill until the Planning and Zoning commission finishes and goes through the code to make all the changes before, we continue. Administrator Harline stated that we can still pass this Bill and make all the changes at after.

Roll Call: Alderman Fedorchalk – **Ney** Alderman Durham – Aye

Alderwoman Schlueter - Aye

Motion Carried. Clerk Lechner gave the Second reading by title of Bill No. 2018-39.

Mayor Oxley declared Bill No. 2018-39 to become Ordinance No. 2697.

5. Bill No. 2018-40 An ordinance authorizing an agreement with Archive Social for social media archiving. (First reading)

a. Previous meeting (First reading)

1st motion: Alderman Fedorchalk

2nd motion: Alderwoman Schlueter

Discussion: Clerk Lechner there isn't really an agreement this does include the City and the Police Department Facebook accounts.

Motion Carried.

Clerk Lechner gave the first reading by title only of Bill No. 2018-40.

b. Second reading and roll call vote

1st Motion: Alderman Fedorchalk

2nd Motion: Alderwoman Schlueter

Discussion: None

Roll Call: Alderman Fedorchalk – Aye

Alderman Durham – Aye

Alderwoman Schlueter - Aye

Motion Carried. Clerk Lechner gave the Second reading by title of Bill No. 2018-40.

Mayor Oxley declared Bill No. 2018-40 to become Ordinance No. 2698.

New Business-

1. Resolution No 2018-25 A Resolution for one-time salary and wage increases for City Employees

1st motion: Alderwoman Schlueter

2nd motion: Alderman Durham

Discussion: None

Motion Carried.

Clerk Lechner read the resolution by title.

Mayor Oxley declared Resolution No. 2018-25 has been Approved

2. Resolution No 2018-26 A resolution authorizing the Mayor to enter into an agreement with J&M

Displays for a firework display at the 2019 Fireworks Festival

1st motion: Alderwoman Schlueter

2nd motion: Alderman Durham

Discussion: None

Motion Carried.

Clerk Lechner read the resolution by title.

Mayor Oxley declared Resolution No. 2018-26 has been Approved

3. Bill No 2018-41 An ordinance authorizing the Mayor to enter into agreement with the City of New Bloomfield, Missouri for police protection services

First Reading

1st motion: Alderman Fedorchalk

2nd motion: Alderwoman Schlueter

Discussion: Administrator Harline stated that because the new year is approaching, and the current agreement is about to expire, it is necessary to pass this or to withhold service. Chief McIntyre can explain better, but this agreement has worked out well for both cities so far.

The main change in this agreement is to make specific when payment must be made. Staff is comfortable with passing this in one meeting. Alderman Fedorchalk asked the Chief McIntyre how it was working out and he replied with its working out great and we are averaging 40-80, not taxing in our department, worked a case the other night and had a suspect arrested within 30 mins. Alderman Schlueter asked how we did money wise? Chief McIntyre stated so far, we have spent less than \$7,000 in 6 months. So that can change with just one call.

Motion Carried.

Clerk Lechner gave the first reading by title only of Bill No. 2018-41.

Second Reading

1st motion: Alderman Durham

2nd motion: Alderman Schlueter

Discussion: None

Roll Call: Alderman Fedorchalk – Aye
Alderwoman Schlueter - Aye

Alderman Durham – Aye

Motion Carried. Clerk Lechner gave the Second reading by title of Bill No. 2018-41.

Mayor Oxley declared Bill No. 2018-41 to become Ordinance No. 2699.

4. Bill No 2018-42 An ordinance authorizing the Mayor to enter into an agreement with the Jefferson City Public School District for sewer service to Callaway Hills Elementary School
1st motion: Alderman Fedorchalk
2nd motion: Alderwoman Schlueter
Discussion: Administrator Harline stated this is a draft of the full contract is also attached, but the Letter of Agreement is all that is covered by the ordinance. This allows Callaway Hills to demonstrate that the City is on board and they can secure the funds necessary to complete the engineering work from the School District. An annexation agreement will also be required. The City may choose to upsize the force main and lift station to provide capacity for growth in the area. All of those additional costs will be borne by the City and recouped by new sewer fees. The school is responsible for getting their sewer line to us.
Motion Carried.
Clerk Lechner gave the first reading by title only of Bill No. 2018-42.
5. Bill No 2018-43 An ordinance accepting temporary construction easements, permeant sewer easements, permeant electric easements, and other agreements associated with construction of a force main sewer line for the City of Holts Summit, Missouri partially funded by CDBG funds.
1st motion: Alderman Fedorchalk
2nd motion: Alderwoman Schlueter
Discussion: none
Motion Carried.
Clerk Lechner gave the first reading by title only of Bill No. 2018-43.
6. Bill No 2018-44 An ordinance approving a Sketch Platt for the Indian Hills Subdivision
1st motion: Alderman Fedorchalk
2nd motion: Alderwoman Schlueter
Discussion: Bart Komman with Lewis Bade the engineer on the project came to see if the Board had any questions and give them contact information f they had questions as the project continues. 35 lots with two roads.
Motion Carried.
Clerk Lechner gave the first reading by title only of Bill No. 2018-44.
7. Bill No 2018-45 An ordinance approving a Preliminary Platt for the Indian Hills Subdivision
1st motion: Alderwoman Schlueter
2nd motion: Alderman Fedorchalk
Discussion: none
Motion Carried.
Clerk Lechner gave the first reading by title only of Bill No. 2018-45.
8. Motion to approve an extension of the sole source Agreement with BVPS for maintenance on the storm Sirens and for the City administrator to sign the agreement.
1st motion: Alderwoman Schlueter
2nd motion: Alderman Fedorchalk
Motion Carried.

Discussion-

1. Northrup Drive storm water management.
2. Draft Ordinance for Complete Streets
3. Draft RFQ for engineering, surveying and architectural services.

4. Special legal and technical services for economic development.

Reports and Announcements-None

1. Financial Report November 2018
2. Report on status of grants
3. City Administrator's Monthly Report

As May Arise

Adjournment

With no further business to consider it was moved by Alderman Fedorchalk and seconded by Alderwoman Schlueter for adjournment of the meeting. The motion passed by a unanimous voice vote. The motion carried. The meeting adjourned at 7:59p.m.

Respectfully Submitted
Hanna Lechner
City Clerk

Landon Oxley, Mayor

Transcribed by Hanna Lechner, City Clerk

City of Holts Summit