



DRAFT MINUTES
BOARD OF ALDERMEN
Meeting Minutes

NOVEMBER 11, 2019

7:00 PM 1 GOVERNMENT CTR. BALLWIN, MO 63011

THE MINUTES ARE PREPARED IN SUMMARY TO REFLECT THE OVERALL DISCUSSIONS, NOT VERBATIM QUOTES.

The meeting was called to order by Mayor Tim Pogue at 7:01 p.m.

ROLL CALL

Present

Mayor Tim Pogue
Alderman Mike Utt
Alderman Michael Finley
Alderman Kevin M. Roach

Absent

Alderman Mark Stallmann (work obligation)
Alderman Frank Fleming (work obligation)

Alderman Jim Leahy (arrived at 7:05)
Alderman Ross Bullington
Alderman Raymond Kerlagon
City Administrator Bob Kuntz
City Attorney Robert Jones

The Pledge of Allegiance was recited.

MINUTES

The Minutes from the October 28, 2019, Board of Aldermen meeting were submitted for approval. *A motion was made* by Alderman Finley and seconded by Alderman Bullington to approve the minutes from the October 28, 2019 Board of Aldermen meeting as amended. A voice vote was taken with a unanimous affirmative result and the motion passed.

The Minutes from the October 28, 2019, Board of Aldermen Closed meeting were submitted for approval. A motion was made by Alderman Finley and seconded by Alderman Roach to approve the minutes from the October 28, 2019 Board of Aldermen Closed meeting. A voice vote was taken with a unanimous affirmative result and the motion passed.



PUBLIC COMMENTS

Brent Evans, 126 Holloway Ct., addressed the Board. He stated he has interest in the old government center building and brought a letter of intent to present. Mr. Evans shared that he understands the concerns over what will happen with that property and how it will affect the City. He also stated this letter of intent would need to be signed by Friday, November 15, 2019. City Attorney Robert Jones reminded Board members a letter of intent is not the same as a sales contract; he also stated to Mr. Evans it would not be possible to have the letter signed by Friday as the Board would not have time to meet to discuss. Mr. Evans was asked if he would be comfortable waiting until the next Board meeting (November 25). Mr. Evans stated he was comfortable amending his proposal to extend the timeline.

PRESENTATION

Budget Presentation – Denise Keller, Finance Officer

Ms. Keller discussed the Special Revenue Funds and provided a review of the Capital and General Funds. Included with Special Revenue Funds are the Special Allocation Fund, the Transportation Development District Fund and the Sewer Lateral Fund. Ms. Keller stated we expect a decline in the revenues to be received in the Sewer Lateral Fund. The County had been assessing sewer lateral fees on some condos with more than seven dwelling units, which are not eligible for the repair program and we are now in the process of reimbursing those tax payers for fees paid in the past. Between now and next year, we expect to pay out approximately \$56,000. Ms. Keller also explained we had a backlog of repairs, but the Board passed legislation in 2015 which tightened up the rules for sewer lateral. Alderman Leahy asked if we still have a backlog; Ms. Keller replied that we do not. Alderman Leahy also asked if we are turning down more applicants; Mayor Pogue explained that since tightening up regulations, there hasn't been as many. City Administrator Bob Kuntz stated this issue could be brought back to the Board after all the reimbursements have been paid. City Attorney Robert Jones stated this does deserve closer attention again mid-year. Ms. Keller also talked about the Federal Asset Seizure Fund, which derives its revenues from drug seizures; we are waiting for the FBI to release our share of approximately six pending cases. She also discussed the POST (Peace Officers Standards/Training) fund. Ms. Keller stated there are two changes to the Capital Improvement Plan; some of the work on the golf building will be completed this year rather than all in 2020 and we are escalating the needs assessment for the Public Works yard from 2021 to 2020. General Fund revisions include personnel changes which added \$70,000 back into the fund, a sales tax shift redistribution of \$30,000, additional technical support from REJIS and the Vlasik Park parking lot, which will not be completed in 2019 so \$155,000 has been pushed to 2020. City Administrator Kuntz stated we will have a balanced budget due to the conservative nature of the city.

CONSENT ITEMS

PUBLIC WORKS – Park Bathroom Utility Connections

Staff recommends accepting the low bid of \$13,049 for the connection of the utilities for the new restroom in Vlasis Park. This will be to install a 4” sewer lateral and a 1 ½” water service.

Discussion:

None

A motion was made by Alderman Finley and seconded by Alderman Kerlagon to accept the staff recommendation. A voice vote was taken with a unanimous affirmative result and the motion passed.

STAFF REPORTS

POLICE DEPARTMENT – Emergency Communications User Agreement

Staff is requesting a motion from the Board to draft legislation to enter into a five-year agreement with the Emergency Communications Commission for the use of our dispatch equipment.

Discussion:

Alderman Leahy asked if we have had any problem in the last five years; Captain Bergfeld stated we have not. City Attorney Jones stated the EEC obligates themselves to the extent that they are financed; can we continue to maintain if they are no longer funded; Captain Bergfeld stated we would be able to.

A motion was made by Alderman Bullington and seconded by Alderman Kerlagon to accept the staff request to draft legislation to enter into the five-year agreement. A voice vote was taken with a unanimous affirmative result and the motion passed.

PUBLIC WORKS – Bobcat Purchase

Staff recommends purchasing a S650 T4 Bobcat skid steer loader for \$45,321.42 in the 2019 budget year.

Discussion:

Public Works Superintendent Jim Link stated the two-ton truck in the 2019 budget cannot be delivered, completed by 12/31/19, therefore he would like to defer the body and bed of the truck to the 2020 budget and purchase the Bobcat from the 2020 budget now, essentially swapping the two items. City Administrator Kuntz stated there would be no additional funding needed, just swapping the two items.

A motion was made by Alderman Roach and seconded by Alderman Finley to accept the staff recommendation of the Bobcat purchase from Bobcat of St. Louis. A voice vote was taken with unanimous affirmative result and the motion passed.

MAYOR'S REPORT

Mayor Pogue asked the Board to consider a Saturday morning in January for a workshop; January 4 or 11. Board members should let the Mayor or City Administrator Kuntz know what date works best.

Mayor Pogue asked for a motion to enter into an agreement with GovHR for City Administrator recruitment. This would be not to exceed \$23,000 (travel expenses for out-of-town candidates would not be included in this total). A motion was made by Alderman Roach and seconded by Alderman Finley to enter into an agreement with GovHR. A voice vote was taken with unanimous affirmative result and the motion passed.

CITY ADMINISTRATOR'S REPORT

City Administrator Kuntz asked if the Board would like to consider cancelling the December 23, 2019 meeting this evening or wait until next meeting. A motion was made by Alderman Roach and seconded by Alderman Finley to cancel the December 23, 2019 Board of Aldermen meeting. A voice vote was taken with unanimous affirmative result and the motion passed.

Mr. Kuntz stated that a Parks and Recreation Committee meeting would be held on November 25, 2019 at 6:00 p.m., prior to the regular Board of Aldermen meeting.

Mr. Kuntz stated there has been a series of personnel changes and he will be sending Board members a memo to tie up loose ends.

CITY ATTORNEY'S REPORT

None



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ALDERMANIC COMMENTS

None

A motion was made by Alderman Finley and seconded by Alderman Kerlagon to adjourn. A voice vote was taken with unanimous affirmative result and the motion passed. The meeting adjourned at 7:40 p.m.

_____ TIM POGUE, MAYOR

ATTEST:

_____ Polly Moore, CITY CLERK