



DRAFT MINUTES
BOARD OF ALDERMEN
Meeting Minutes

APRIL 27, 2020

7:00 PM 1 GOVERNMENT CTR./ZOOM 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
- Alderman Mark Stallmann
- Alderman Frank Fleming
- Alderman Jim Leahy
- Alderman Ross Bullington
- Alderman Raymond Kerlagon
- City Administrator Bob Kuntz
- City Attorney Robert Jones

Absent

MINUTES

The Minutes from the April 2, 2020, Board of Aldermen meeting were submitted for approval. *A motion was made* by Alderman Fleming and seconded by Alderman Stallmann to approve the minutes from the April 2, 2020 Board of Aldermen meeting. A voice vote was taken with a unanimous affirmative result and the motion passed.

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LEGISLATION

Bill 4059 – Metro West Fire Protection District

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF BALLWIN, MISSOURI, ON BEHALF OF THE CITY, TO EXECUTE AN AGREEMENT WITH METRO WEST FIRE PROTECTION DISTRICT FOR THE INSTALLATION, OPERATION AND MAINTENANCE OF A PRIORITY CONTROL SIGNAL SYSTEM AT A CERTAIN CITY OWNED TRAFFIC SIGNAL.

A motion was made by Alderman Fleming and seconded by Alderman Stallmann for a first reading of Bill 4059, title only. A voice vote was taken with unanimous affirmative result and Bill 4059 was read for the first time.

In discussion of Bill 4059:

Alderman Roach asked about the circled word “police” on page two of the document. City Attorney Bob Jones responded that he had done that to make sure of consistency with other agreements with Metro West. It was stated that our police department cannot control this signal; it is controlled by Metro West. Alderman Finley asked for background on the agreement. City Attorney Jones responded that this is updating the controller currently at the intersection. Police Chief Doug Schaeffler also stated that this is simply updating the system in place.

A motion was made by Alderman Roach and seconded by Alderman Fleming for a second reading of Bill 4059. A voice vote was taken with unanimous affirmative result and Bill 4059 was read for a second time.

A roll call vote was taken for passage and approval of Bill No. 4059 with the following results:

Ayes – Aldermen Utt, Finley, Roach, Stallmann, Fleming, Leahy, Bullington, Kerlagon

Nays -- None.

Bill No. 4059 was approved and became Ordinance No. 20-07

CONSENT ITEMS

ADMINISTRATION – MEDICAL INSURANCE RENEWAL

Staff recommends accepting the increase from SLAIT for group medical insurance.

Discussion:

None

A motion was made by Alderman Roach and seconded by Alderman Stallmann to accept staff recommendation and accept the increase for group medical insurance. A voice vote was taken with unanimous affirmative result and the motion passed.

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PUBLIC WORKS – AUTHORIZATION TO SELL VEHICLE

Staff is requesting authorization to sell a 2006 Chevrolet C7500 truck on GovDeals.com.

Discussion:

None

A motion was made by Alderman Roach and seconded by Alderman Stallmann to authorize staff to sell the truck on GovDeals.com. A voice vote was taken with unanimous affirmative result and the motion passed.

MAYOR'S REPORT

Mayor Pogue noted that the second regular Board of Aldermen Meeting in May (May 25) falls on the Memorial Day holiday and asked the board for a motion to cancel the meeting. He also noted a special Board meeting could be called if necessary.

A motion was made by Alderman Fleming and seconded by Alderman Stallmann to cancel the second regular Board meeting in May. A voice vote was taken with unanimous affirmative result and the motion passed.

CITY ADMINISTRATOR'S REPORT

City Administrator Bob Kuntz presented his report regarding the short-term and long-term financial impact on the business community due to the COVID-19 pandemic. He stated we are already seeing some impact on sales tax and the expectation is that the next quarter will be negatively impacted. Some steps that have already been implemented include canceling out-of-state travel, implementing a hiring freeze and scaling back on non-reimbursable major projects. The goal is to keep full-time staff working as much as possible. Alderman Fleming asked about street work. Mr. Kuntz stated that in terms of materials, Public Works has made all their requests and the department is completing work orders, fixing street issues, etc. Alderman Roach asked about the cancellation of any non-reimbursable major projects and if those will be brought to the Board first. Mr. Kuntz stated that any major project would be brought to the Board for a decision.

Mr. Kuntz also presented steps proposed for 2021, including a wage freeze, a continued hiring freeze, suspension of out-of-state travel, decreasing spending, deferring major capital improvement projects which are not offset by grants or other revenue sources, suspending all annexation initiatives, and putting a local use tax on the ballot to try to offset the expected decline in local sales tax. Alderman Roach asked about the full-time hiring freeze, specifically for Public Works. Mr. Kuntz responded that most vacant positions have already been filled. Jim Link has been promoted to Public Works Director and the front line staffing has been strengthened. Alderman Roach asked if we have enough staff for a strong work force during the winter season. Mr. Kuntz stated we have an

adequate labor force to provide services and maintenance at our current level of service. There was also discussion of Parks and Police Department staffing as well as Permits/Inspections.

Alderman Roach asked about suspending annexations and if the proposed annexation of Kylewood would be affected as he would rather it did not apply. Mr. Kuntz agreed as the Kylewood annexation would have no significant impact since there are so few households. Alderman Stallmann agreed as well.

Mayor Pogue stated the Board would continue to review and monitor projects for amendments and/or changes.

STAFF REPORTS

PARKS – 2020 Compact Tractor Purchase

Staff recommends the purchase of a 2020 Yanmar compact tractor from Turfwerks.

Discussion:

Parks Director Chris Conway stated this purchase is to replace a 1980's tractor which is being used daily for mowing, etc. He had budgeted \$30,000 and the cost for the new tractor is \$29,960 with a trade-in; this is the low bid. Mr. Conway also stated we are delaying the purchase of six golf carts (\$11,900).

A motion was made by Alderman Roach and seconded by Alderman Utt to approve staff's recommendation of the compact tractor purchase. A voice vote was taken with unanimous affirmative result and the motion passed.

POLICE – Police Vehicle Purchase Cancellation

The Police Department has cancelled its order for four new Dodge Durangos.

Discussion:

Chief Schaeffler stated the department has cancelled the order for the Durangos, totaling just under \$124,000. He stated Public Works is keeping the vehicles running and performing all necessary maintenance and he is confident in the department's fleet as is. He also stated they could reevaluate later in the year regarding costs for maintenance, etc.

A motion was made by Alderman Stallmann and seconded by Alderman Fleming to accept the department's decision to cancel the order. A voice vote was taken with a unanimous affirmative result and the motion passed.



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PUBLIC WORKS – Microsurfacing

Staff recommends awarding the unit price contract to Donelson Construction through the Greene County cooperative bid contract.

Discussion:

Mayor Pogue congratulated Jim Link on his promotion to Director and asked him to pass on to his staff that they are doing a great job.

Public Works Director Jim Link stated \$189,000 had been budgeted for this project, though the scope of work could be reduced. Alderman Roach stated he is in favor of the original amount as the streets are an asset to our community and a reduction could cause greater deterioration and maintenance costs. Aldermen Stallmann and Utt agreed.

A motion was made by Alderman Fleming and seconded by Alderman Utt to award the unit price contract to Donelson Construction. A voice vote was taken with a unanimous affirmative result and the motion passed.

CITY ATTORNEY'S REPORT

Nothing to report

INFORMATION ONLY

Park Facility Conceptual Plan for Reopening

Mayor Pogue stated that if the Board had any questions, they should contact either City Administrator Kuntz or himself.

ALDERMANIC COMMENTS

Alderman Bullington thanked Chief Schaeffler and his staff for their immediate feedback on Twigwood; long-term solution are being researched on getting drivers to slow down on this street. It was asked if constituents have talked about traffic calming additions. Alderman Bullington stated the addition of a roundabout has been looked at since this street is a long straightaway with nothing to slow people down. There had been a roundabout at Twigwood and Statewood long ago.



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A motion was made by Alderman Fleming to adjourn. The motion was seconded by Alderman Finley. The motion passed by unanimous voice vote. The meeting adjourned at 7:41 pm.

_____ TIM POGUE, MAYOR

ATTEST:

_____ Polly Moore, CITY CLERK