

**MINUTES
BOARD OF ALDERMEN MEETING
THURSDAY, APRIL 21, 2016**

CALL TO ORDER. Mayor Tom Tobin called the regular meeting of the Board of Aldermen of the City of Fremont Hills to order on Thursday, April 21, 2016 at 6:00 PM at: Fremont Hills Country Club, 1953 Fremont Hills Dr., Nixa, MO.

PLEDGE OF ALLEGIANCE. The pledge of allegiance was recited.

ROLL CALL. Jeanette Curtiss, City Clerk/Finance Officer, called the roll—a quorum was present.

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| Tom Tobin, Mayor | Present | | |
| Ann Littell Mills, Alderman Ward 1 | Present | Kevin Jansen, Alderman Ward 1 | Present |
| Bud Addington, Alderman Ward 2 | Absent | Luke Davis, Alderman Ward 2 | Present |
| Alisa Lowry, Alderman Ward 3 | Present | Randy West, Alderman Ward 3 | Present |

Guests Present: Gary Shaffer and Kelly Short, with Shaffer & Hines.

City Officials Present: Matt Growcock, City Attorney; Scott Christensen, City Project Manager and Jeanette Curtiss, City Clerk/Finance Officer.

MAYOR’S COMMENTS TO THE BOARD. Mayor Tobin thanked the Board for their time out of their busy schedules and their expertise to help the City. He enjoyed serving in office and the list of accomplishments that were prepared several months ago were something the Board could be proud of—he is excited about the upcoming projects for the City. Mayor Tobin also asked for a moment of silence to remember two residents who had passed away recently—Judy Eiffert and Debra Horn.

OPEN FLOOR TO VISITORS*. There were no comments to come from visitors.

COMMENTS FROM ALDERMEN. Randy West thanked the mayor for his time and leadership over the past several years—seconded by Luke Davis and the Board.

CONSENT AGENDA:

Bill #278-2016/Ordinance #278-2016 Declaring Election Results. Bill #278-2016, declaring the April 5, 2016 election results was read in its entirety on the first reading. A motion to approve Bill #278-2016 on the first reading was made by Ann Littell Mills, with Randy West seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Luke Davis, Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes. A motion to dispense with the second reading was made by Alisa Lowry, with Ann Littell Mills seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Luke Davis, Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes. A motion to adopt Bill #278-2016 as Ordinance #278-2016 was made by Kevin Jansen, with Alisa Lowry seconding the motion. The motion was unanimously

approved by roll call vote with the ayes being: Luke Davis, Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes

Oaths of Office. Jeanette Curtiss, City Clerk/Finance Officer administered the oaths of office for Luke Davis, Ann Littell Mills and Alisa Lowry. Bud Addington will take his oath of office at the next meeting.

Approval of March 17, 2016 Regular Meeting Minutes. A motion to approve the March 17, 2016 regular meeting minutes as written was made by Ann Littell Mills, with Alisa Lowry seconding the motion. The motion was unanimously approved.

Resolution #188-2016 Amending 2016 Budget. Jeanette Curtiss addressed the proposed amendments to the budget. A motion to approve Resolution #188-2016, amending the 2016 budget, was made by Randy West, with Kevin Jansen seconding the motion. The motion was unanimously approved.

Approval of Treasurers Report and Expenses To Be Paid. Jeanette Curtiss presented the treasurer's report and expenses to be paid of \$22,581.65 for the general fund and \$28,113.48 for the sewer fund. The proposed budget amendment was not reflected in the P & L report. A motion to approve the treasurer's report and expenses to be paid was made by Randy West, with Kevin Jansen seconding the motion. The motion was unanimously approved.

Resolution #189-2016 Appointing Replacement To Planning And Zoning Commission. Resolution #189-2016, appointing Luke Davis to replace Tom Tobin on the Planning and Zoning Commission, was read in its entirety. A motion to approve Resolution #189-2016 was made by Randy West, with Kevin Jansen seconding the motion. The motion was unanimously approved.

Bill #279-2016/Ordinance #279-2016 Entering Into Christian County Business Development Corporation—MOU. Bill #279-2016 was read in its entirety on the first reading. A motion to approve Bill #279-2016 as read was made by Ann Littell Mills, with Alisa Lowry seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes. A motion to dispense with the second reading of Bill #279-2016 was made by Randy West, with Kevin Jansen seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes. A motion to adopt Bill #279-2016 as Ordinance #279-2016 was made by Ann Littell Mills, with Randy West seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes.

Bill #280-2016/Ordinance #280-2016 Intergovernmental Cost Share Agreement With County For Street Funds. The funding we have been awarded for 2016, under the cost share agreement, is \$133,574.40. Bill #280-2016 was read in its entirety on the first reading. A motion to approve Bill #280-2016 on the first reading was made by Alisa Lowry, with Randy West seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes. A motion to dispense with the second reading of Bill #280-2016 was made by Ann Littell Mills, with Randy West seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes. A motion to adopt Bill #280-2016 as Ordinance #280-2016 was made by Kevin Jansen, with Ann Littell Mills seconding the motion. The motion was unanimously

approved by roll call vote with the ayes being: Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes.

Bill #281-2016/Ordinance #281-2016 Curb Repair Contract. Scott Christensen reported that the lowest bidder of the three received was disqualified as they were unable to provide proof of insurance. The next lowest bidder was Whisler Construction. Bill #281-2016 was read in its entirety on the first reading. A motion to approve Bill #281-2016 was made by Ann Littell Mills, with Kevin Jansen seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes. A motion to dispense with the second reading was made by Alisa Lowry, with Randy West seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes. A motion to adopt Bill #281-2016 as Ordinance #281-2016 was made by Kevin Jansen, with Ann Littell Mills seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes.

REPORTS FROM COMMITTEES

Planning and Zoning

Code Pertaining To Solar Panels. Scott Christensen presented the solar panel ordinance draft to the Board of Aldermen, for their approval, finalized by the Planning and Zoning Commission. The Board of Aldermen had questions about some of the terms utilized in the ordinance and asked for clarification from Matt Growcock (who wasn't in attendance at this time and available to answer questions). After Board of Aldermen approval, the next step would be for P & Z to hold a public hearing—the aldermen would then pass an ordinance to approve, providing no changes are made after the public hearing.

Sewer

Briarbrook East Development. Scott Christensen reported there are 5 residential lots to the east of our wastewater treatment plant. There has been an inquiry about sewer service location to the second lot (new home construction will start soon)—water and sewer services are provided to these lots.

Bids For Gutters On Control Building. Scott Christensen has 3 bids for gutters/gutter guards/downspouts for the west side of the treatment plant control building (the east side would spill down into the holding tanks and not an issue). Rainwater tends to run down the west side wall and infiltrating the building. It was suggested another vendor be contacted for a bid as the 3 received seemed a high. Scott Christensen was asked to get a bid from Rozell Windows and Siding and then contract with the lowest bidder of the 4.

Beautification. Scott Christensen reported that the shrubs next to the pocket park benches were installed today.

Streets

2016 Street Resurfacing Bids. Scott Christensen reported that 2 bids were submitted for our 2016 project. We discovered incorrect bid documents were given to one of the two bidders, so additional time was granted for the one bidder to review the same set of bid documents and to re-evaluate their bid. We will hold a special meeting to then award the contract to the lowest and best bidder. An estimated, additional expense of \$48,000 would cover additional streets, leaving only the cul de sacs and west side of Winged Foot left to finish. The 2016 project will not only

include an overly, but the drainage ditches on Scioto and Winged Foot will be filled—a few manholes may need to be raised.

OLD BUSINESS

Update On Natural Gas—Franchise Agreement. MGE is currently working on a franchise agreement. The City could charge MGE a franchise fee, but it is usually a pass through expense and then charged to the consumer. Since MGE is outlaying all the money for the infrastructure and lines to the house at no charge, then we would not recommend charging them a franchise fee. Street signs are made when line installation begins.

RFQ For Architects For City Hall Project. The City received two packets in response to our RFQ for architects—Nathan Rapp, with Insight Design Architects and Brian Kubik, with Buxton/Kubik/Dodd and Pellham. We will hold a special subcommittee meeting to review submitted materials.

Drainage Channel Issue On Southern Hills Drive. Scott Christensen reported that Scapes installed an additional outlet pipe and added rip rap to the spillway (both sides).

Annual Neighborhood Garage Sale. Luke Davis reported 32 families participating in the sale (that have paid) and the organizers are going to get a few new signs at each entrance that explains parking policy (no parking on the mailbox side of the street). Officers Whittaker and Kostakis will be patrolling that morning.

NEW BUSINESS

Depository Signers. Jeanette Curtiss reported that if we are going to continue with 4 signors on our depository accounts (2 required to sign checks and bank documents), then we will need to appoint a replacement for Tom Tobin. Ann Littell Mills volunteered to be the fourth signer, replacing Tom Tobin.

Appointment To Fill Unexpired Term For Alderman Ward 2. Luke Davis has a candidate in mind to fill the unexpired term of office for Ward 2 (a mayoral appointment)—he will approach them before our next meeting.

Request For Storage Container Extension From 7 Days To 30 Days. Jeanette Curtiss received a request from a homeowner, who plans to do some extensive interior remodeling, on the length of time a storage pod can be placed in their driveway. This would be a violation of ordinance and they should be made aware of our process for enforcement.

CLOSED SESSION

A motion to go into closed session, pursuant to RSMO 610.021(1) Legal Actions, was made by Ann Littell Mills, with Alisa Lowry seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Kevin Jansen, Alisa Lowry, Ann Littell Mills and Randy West—there were no nay votes.

ADJOURNMENT

There being no further discussion to come before the Board, a motion to adjourn was made by Kevin Jansen, with Ann Littell Mills seconding the motion. The motion was unanimously approved and the meeting adjourned at 9:20 PM.

CITY OF FREMONT HILLS

By: _____
Luke Davis, Mayor

ATTEST:

Jeanette Curtiss, City Clerk/Finance Officer