

**MINUTES
BOARD OF ALDERMEN MEETING
THURSDAY, JUNE 21, 2018**

CALL TO ORDER. Mayor Luke Davis called the regular meeting of the Board of Aldermen to order at 6:12 PM on Thursday, June 21, 2018 at the Fremont Hills Country Club, 1953 Fremont Hills Drive, Fremont Hills, 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.

Luke Davis, Mayor	Present		
Ann Littell Mills, Alderman Ward 1	Present	Kevin Jansen, Alderman Ward 1	Present
Ben York, Alderman Ward 2	Present	Kerry Nelson, Alderman Ward 2	Present
Alisa Lowry, Alderman Ward 3	Present	Randy West, Alderman Ward 3	Absent

Guests Present: Jan and Robert Alder/Fair Haven Estates and Residents Ruth Benedett, James and Lana Jenkins and Greg Haik.

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

OPEN FLOOR TO VISITORS* James Jenkins addressed the Board regarding the need for additional street lights on Shinnecock (currently three lights on Shinnecock—feels one or two more are needed to deter crime and prevent accidents). Alderman Nelson commented he keeps his outdoor lights on and uses LED’s. Jenkins reported asking his immediate neighbors about additional street lights and they would be in favor.

Greg Haik addressed the Board regarding the drainage issue in the Walnut Grove cul de sac. Silt builds up in the drainage pad and Mr. Reid has had to move sprinkler heads because of the buildup. Runoff now ponds in that area and doesn’t flow between the properties and towards CC Hwy. They need the City’s help to see how to improve the drainage—maybe the concrete slab needs to be elevated. Scott Christensen will have it put on the stormwater committee’s list for review.

Alisa Lowry entered the meeting at this time.

CONSENT AGENDA:

New Business: Alder Request For Sewer Connection—Lot #11 Fair Haven Estates (Christensen)

The Alder home is on lot #12—lot #11 is part of Phase IV of Fair Haven Estates. The stub out that was there originally was probably intended for lot #11 but used by lot #10. The Alders are selling lot #11 and would like a letter of intent authorizing connection to our sewer system for this lot (they have already gotten a letter of intent from Ozark for water services). A motion

authorizing a sewer connection for lot #11 was made by Kevin Jansen, with Ann Littell Mills seconding the motion. The motion was approved with the aye votes being: Alisa Lowry, Ann Littell Mills and Kevin Jansen—the nay votes being Kerry Nelson and Ben York.

Approval of May 17, 2018 Regular Meeting Minutes (Davis) A motion to approve the May 17, 2018 minutes as presented was made Kerry Nelson, with Ann Littell Mills seconding the motion. The motion was unanimously approved.

Approval of Treasurer's Report and Expenses To Be Paid (Curtiss) A motion to approve the Treasurer's Report and expenses to be paid of \$56,266.93 for the general fund and \$19,242.43 for the sewer fund (plus \$130 to PDC—invoice just received) was made by Kerry Nelson, with Kevin Jansen seconding the motion. The motion was unanimously approved.

Change Order #2—Interlochen Stormwater Improvement Project (Christensen)

Christensen explained the work associated with Change Order #2--\$800 for additional asphalt paving--\$200 topsoil to fill low spot—total \$1,000. Kerry Nelson motioned to approve the change order, with Ann Littell Mills seconding the motion. The motion was unanimously approved. The Stadnik's presented a request for reimbursement for water usage (water line broken/leak and additional water used for sod). A motion to approve the \$122 payment to the Stadniks was made by Alisa Lowry, with Kevin Jansen seconding the motion. The motion was unanimously approved.

Street Resurfacing Bid Review (Christensen)

Bids were received from APAC, Blevins and Journagan (Whisler declined to bid)—the bid tabulation sheet was made a part of the Board packet. After closer inspection of the bid areas, it was determined resurfacing Cassidy and Fremont Parke is not needed as much as Oak Tree and the plant. We received funding from the county on this project and will check our agreement to see if funds awarded but not used on street resurfacing can be used possibly on a stormwater project. It was mentioned that we might be able to piggyback onto a bid with Ozark Special Road District if asphalt is priced by the ton. A motion authorizing Journagan to do #3 and #4 was made Ann Littell Mills, with Kerry Nelson seconding the motion. The motion was unanimously approved.

NetWatch Maintenance Service Agreement (Davis). The agreement was approved in a prior meeting, provided the language on the contract met with Matt Growcock's recommendations. The language has been changed per those recommendations, and Luke Davis will sign the agreement today.

REPORTS FROM COMMITTEES

Planning and Zoning

Design Review Committee Chairman Resignation (Davis)

Ted Papit resigned from the Design Review Committee effective in May; however, he did not resign from the Planning and Zoning Commission. P & Z will hold a meeting in July to make a recommendation for the appointment of one of the new P& Z members to Design Review.

Sod and Irrigation Requirements (Christensen)

After general discussion, it was decided to provide contractors with the use guidelines for the time being and then incorporate the changes into an ordinance. Kevin Jansen made a motion to accept all recommended edits to the guidelines and to address the sod requirement as: For any new home built within the City limits, it is mandatory that sod be placed in non-landscaped areas of the front, sides and backyard. Kerry Nelson seconded the motion. The motion was unanimously approved.

Possible Increase In Builders Deposit/Forfeiture Rules (Christensen)

The builders deposit is currently \$2,000—there needs to be consideration given to increasing the fee to possibly \$5,000 and stricter rules on the deposit forfeiture. The Board will discuss further at our next meeting.

Sewer

Fence Staining/Main Plant & Cassidy (Christensen).

The fences at the Cassidy lift station and the main plant have been cleaned and need to be stained. The staining material estimated cost would be 66 gallons/\$34 per gallon/\$2,253. Rob Dyer could find someone to apply the stain (approximately 13,200 sf +/-). Kerry Nelson will check with a fence contact to see if they can bid.

DNR paid us an announced visit today. Every 3-4 years they tour the plant and conduct a water quality test at the end. They commented this was one of the better visits they have done (spent 3 hours at the plant). We will get a written report from them. A couple items recommended were to purchase a different tester and different quality UV lights for disinfection.

Sewer Averaging/Sewer Rates (Curtiss)

After general discussion, the flat sewer rate for the entire year was maybe not as appealing. We should look at actual expenses for a couple years to see surplus/deficit in the sewer budget. We should also look at October through March average water usage (rather than January through March) to see how that would impact average sewer rates everyone is paying.

Beautification

Fall Projects (York)

Ben York reported the committee of Marcia Ellis, Susan York, Jeanette Curtiss and himself plan to meet the third Monday of every month at 7:30 PM. The committee decided to first look at improvements to the CC Hwy. entrance, and are having Nature's Image quote a few items (i.e. landscaping plan), Cassidy entrance would be next and then Fremont Hills Drive. We would like to see the same standards for each entrance. Christensen reported we are addressing a few issues with Nature's Image as it pertains to their contract.

Streets

Street Light/Solar Option (Christensen)

Christensen presented research on various samples of solar street lighting (a handout was made a part of the board packet). We will table this topic until our next meeting to explore a funding source—see if funds from the county can be used towards this project.

Replacing Older Street Name Signs (Christensen)

Christensen presented samples of street name signs/poles from a couple of vendors (samples were made a part of the board packet). The street name signs with our logo would further the “branding” efforts for our city. He was asked to see if we have color options for the street name signs (brown/green) and obtain pricing estimates for installation.

Citywide Tree Trimming (Christensen)

There are areas around street lights that would provide better illumination if the trees were trimmed—example is the Rolling Hills Drive/Greenbriar Drive street light that is totally encompassed by the tree on that corner. Some trees in the right-of-way need trimmed as well. Growcock will check to see if there is a statutory notice we need to provide the landowners before trimming.

Scioto Stormwater Project (Christensen)

Shaffer estimates new grates in this area to be \$25,000 if they have to do the whole boxes too—he’s calculated velocity of water and working on a solution—if just the grates then \$10,000-\$12,000. We should have good dollar estimates and drawings for the next meeting.

Website

Resident Communication (Nelson)

There is nothing new to report—Jordan Needham will attend our next meeting.

OLD BUSINESS

457(b) Retirement Plan (Littell Mills)

The prospectus was made a part of the board packet. It was decided to have the representative speak at our next meeting.

Common Area Furnishings (Lowry)

Design plans and furnishings were provided in the board packet. We discussed a few concerns with the plan (i.e. tables didn’t show privacy panels, chair placement around them, etc.). Our next step is to get pricing on the designs provided and will present to the Board at the next meeting.

Cash Management Policy—Amendment (Curtiss)

In addition to a few minor amendments to the policy, we added a section that addresses the credit card usage. We have employee theft insurance coverage and the limit on the credit card is \$5,000. A motion to approve the amendments to the cash management policy was made by Kerry Nelson, with Ann Littell Mills seconding the motion. The motion was unanimously approved.

NEW BUSINESS

Logo/Embroidery (Curtiss)

Hometown Sports prepared a “stitch out” of our new logo for embroidery—they also provide screen printing services. We would like to order a shirt for the Board to wear at different citywide functions. A proof of shirt colors with our logo was circulated for color choice and size. The logo will cost \$5 to embroider on items.

Independence Day Beach Bash (Davis)

Reminder, the Independence Day Beach Bash will be held on Saturday, June 30 at 4 PM.

Adjourn

A motion to adjourn was made by Kerry Nelson, with Ann Littell Mills seconding the motion. The motion was approved and the meeting adjourned at 9:33 PM.

By: _____

Luke Davis, Mayor

ATTEST:

Jeanette Curtiss, City Clerk/Finance Officer