

**BOARD OF ALDERMEN MEETING  
TUESDAY, JULY 18, 2019**

**CALL TO ORDER.** Mayor Luke Davis called the regular, semi-monthly meeting of the Board of Aldermen to order at 6:02 PM on Tuesday, July 18, 2019 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	Absent	Sean O’Connell, Alderman Ward 1	Present
Ben York, Alderman Ward 2	Present	Kerry Nelson, Alderman Ward 2	Present
Alisa Lowry, Alderman Ward 3	Absent	Randy West, Alderman Ward 3	Present

**Guests In Attendance:** Resident, Ruth Benedett

**City Officials In Attendance:** Dale Batson/Project Manager, Matt Growcock/City Attorney and Jeanette Curtiss/City Clerk-Finance Officer.

**OPEN FLOOR TO VISITORS\*** There were no questions or comments to come before the Board.

**CONSENT AGENDA**

**Approval of June 20, 2019 Regular Meeting Minutes (Davis)**

A motion to approve the June 20, 2019 regular meeting minute was made by Kerry Nelson, with Randy West seconding the motion. York abstained as he was absent. The motion was approved.

**Approval of July 9, 2019 Regular Meeting Minutes (Davis)**

A motion to approve the July 9 2019 regular meeting minutes was made by Kerry Nelson, with Randy West seconding the motion. O’Connell abstained as he was absent. The motion was approved.

**Approval of Treasurer’s Report and Expenses To Be Paid (Curtiss)**

A motion to approve the Treasurer’s Report and expenses of \$16,092.61 from the general fund and \$31,822.09 from the sewer fund was made by Sean O’Connell, with Kerry Nelson seconding the motion. The motion was approved.

**Petition For Annexation Of Wastewater Treatment Plant (Davis)**

The petition for annexation of the wastewater treatment plant was filed with the City by Mayor Davis on June 20, 2019. Growcock reviewed the request for the legal description from Shaffer & Hines and feels they understood our request so it should be the correct legal.

**Resolution #218-2019 Intent To Annex Wastewater Treatment Plant (Davis)**

A motion to approve Resolution #218-2019 contingent on the proper dates for the public hearing, was made by Kerry Nelson, with Sean O’Connell seconding the motion. The motion was unanimously approved.

**Resolution #220-2019 Appointing PFC Replacement (Davis)**

The Public Funding Commission met on July 9, 2019 and is recommending the appointment of Tom Tobin to replace Steve Hirsch, who has moved from the City. A motion to approve Resolution #220-2019 was made by Kerry Nelson, with Ben York seconding the motion. The motion was unanimously approved.

**Resolution #221-2019 Appointing PFC Registered Agent (Davis)**

The Public Funding Commission met on July 9, 2019 and is recommending the appointment of Matt Growcock, legal counsel for the City, as the replacement to our former registered agent, Carson Elliff, who has passed away. A motion to approve Resolution #221-2019 was made by Kerry Nelson, with Randy West seconding the motion. The motion was unanimously approved.

**Bill #312-2019/Ordinance #312-2019 IGA for Sidewalk Improvements (Davis)**

A motion to approve Bill #312-2019 on the first reading by title only was Randy West, with Sean O’Connell seconding the motion. Roll call all. Dispense with second reading Randy West/Sean O’Connell. Roll call all. A motion to adopt Bill #312-2019 as Ordinance #2 Sean/Kerry Nelson Roll call all.

**Approval of Six-Month Financial Report (Curtiss)**

The six-month financial report, ending June 30, 2019 was made a part of the Board packet. A motion to approve the six-month financial report was made by Randy West, with Kerry Nelson seconding the motion. The motion was unanimously approved. The report will be published in the Headliner and on our website.

**Approval of Fence Painting Bids (Batson)**

Bids for fence painting closed at 5 PM today and were opened publicly at 5:15 PM today by Batson and Curtiss. Gorman came in as the lowest bidder at \$4.00 per lineal foot—there were 2 other bids received. The CC corridor is approximately 2,100 linear feet/\$8,376.00 to do all the CC fencing owned by the City. A motion to approve the project for all the CC fencing and awarding it to Tom Gorman was made by Randy West, with Ben York seconding the motion. The motion was approved.

**Approval Of Engineering Services For WWTP Controls System Upgrade (Davis)**

The contracted rate is \$3,000 for GRE to write the specs, a large part is the frontend documentation. It will take two weeks to write the specs so it can be placed for bid—the stormwater is just now being surveyed (delayed due to rain). After general discussion as to the scope of the frontend documentation, it was decided to delay the approval for more contract information. Any work authorization agreements over \$5,000 we will place on the agenda for Board approval. Davis, O’Connell and Batson will meet with GRE for a better understanding of their documentation process.

## **OLD BUSINESS**

### **Traffic Studies (Batson)**

GRE placed 2 traffic counters—Oakmont and Winged Foot. The third counter location is Greenbriar. They are leaving the first two in place for another week at no additional cost. They can see if there are any odd traffic patterns that may have been missed. The study should be available by our next meeting—we would like GRE to present the data.

### **GRE Landscape Architect (York)**

There is nothing to update.

### **Drainage Grate/Rip Rap—Cassidy Addition (Batson)**

Batson met with the new pastor of Cassidy Methodist and the architect who did their expansion, who drew up a drainage plan. Our old rock will be trenched in properly, and a berm placed on the south side of their drainage channel. The church will touch base with the Wilsons. Finding a contractor to do such a small project may take some time. The church will clean off our drainage grate. This will all tie into an existing berm. We will check easements to make sure it allows access to the properties involved. The church should notify all when the work is to be done.

### **Discussion Of Meeting Date Frequency (Davis)**

After general discussion as to the meeting date frequency, it was decided to continue with two meetings per month (first and third Thursdays) with the start time of 6:30 PM.

## **NEW BUSINESS**

### **Hazard Mitigation Plan Meeting/Update (Curtiss)**

Every 5 years the hazard mitigation plan has to be updated if entities want to be considered for FEMA/SEMA funding if the need were to arise. Curtiss will be attending the kickoff meeting—August 7, 2019. The Southwest Missouri Council of Governments (of which we are a member) is conducting these series of update meetings.

### **2019 Property Tax Levy Worksheet/Tax Levy Hearing Date (Curtiss)**

The Board received a copy of a tax levy worksheet providing information on setting the 2019 levy. The tax levy has to be set by September 1—the levy hearing will be held on Thursday, August 22 (we will move our second meeting of the month to the fourth Thursday) so we have time to receive the final documentation from the State Auditor. We have to publish our levy hearing and provide a proposed levy rate in that public notice. A motion to leave the tax levy the same as last year for purposes of the proposed levy for the public hearing notice, was made by Sean O’Connell, with Kerry Nelson seconding the motion. The motion was approved.

### **Abandoned Sewer Lines (Batson)**

There’s a manhole that was in place before the realignment of the highway and the change to the plant—we need to cap the lines (abandon it) so we don’t continue to take in water and rock. We are capping everything that goes up the hill and to the vacant lots to the east. The

lines in the development above the hill are taking in gravel and are compromised—the developer will have to test the integrity of the system before connecting to our main. We may want to consider bidding out a contractor for an hourly rate to do our excavation work, much like some of the other smaller cities.

**Smoke Testing (Batson)**

Raising the buried manholes will not happen before smoke testing begins, which starts on Tuesday, July 23. The Board received a copy of the communication that will go out tomorrow to all the property owners on our system (Fair Haven and Briarbrook included). We will notify 911 of our project.

**Adjourn**

A motion to adjourn was made by Kerry Nelson, with Sean O’Connell seconding the motion. The motion was approved and the meeting adjourned at 7:58 PM.

CITY OF FREMONT HILLS

By: \_\_\_\_\_

Luke Davis, Mayor

ATTEST:

\_\_\_\_\_

Jeanette Curtiss, City Clerk/Finance Officer