

**MINUTES OF BOARD OF TRUSTEES MEETING  
MAY 14, 2018  
VILLAGE OF CLAYCOMO, MISSOURI**

The recessed Special Closed Meeting of May 14, 2018, was called to order at 7:02 pm, by Chairman McClure.

Trustee Hook moved to adjourn the Special Closed Meeting of May 14, 2018, seconded by Trustee Sulzberger. All yea. Motion carried.

The Regular Meeting of May 14, 2018 was called to order. Those Present: Trustees Dale Goeller, Daryl G. Hook, Norma Sulzberger, Greg Thompson, and Chairman Roxanna McClure, Police Chief Matt Counce, Assistant Fire Chief Jay Curless, and Village Clerk Sheri Chapman.

Chairman McClure asked everyone to stand for the Pledge of Allegiance. She asked for a moment of silence for longtime resident Drue Helen Counce who recently passed.

Trustee Thompson moved to approve the Regular Meeting Minutes of April 23, 2018, as written, seconded by Trustee Hook. All yea. Motion carried.

Trustee Thompson moved to approve the Payment of Bills for the period of April 20, 2018 thru May 9, 2018, seconded by Trustee Goeller. Trustees Goeller, yea; Hook, yea; Sulzberger, yea; Thompson, yea; and Chairman McClure, yea. All yea. Motion carried.

**OLD BUSINESS:**

Assistant Fire Chief Curless informed the Board that the check from Midway Ford for damages to the pumper had been received. Clerk Chapman acknowledged it was being deposited. He also stated that Chief Miles was attempting to get Midwest Roofing's estimate for the roof repair and may need to contact someone else as they were not responsive for the third time.

Village Clerk Chapman shared that the street sign replacement project was being worked on between Public Works, Steve Swanson and the Road District. The handbook review is still incomplete as each of the Department Heads had conflicts since the last meeting. They will continue to work on it setting a date to finish reviewing. She noted that she would be working on the newsletter. The Board addressed concerns and wished to see it out the in the following week. She acknowledged that she was working on the lighting bid, to do the energy replacement lighting program in each of the buildings. She was waiting for one update and would reach out to two other companies for comparison. She informed the Board that the auditor's, Accounting Solutions, LLC, would be arriving to start work the week of June 4<sup>th</sup>. Chapman concluded with seeking consensus of the Board to post the Request for Proposal (RFP) for the Heating and Cooling Units and thermostats for the Community Building and Municipal Building. She provided two options for dates. It was the consensus of the Board to accept the RFP, which was to be posted on May 15<sup>th</sup> and to close the bids by June 20<sup>th</sup>.

Trustee Sulzberger asked what had been done regarding the illegal Manley Remodeling sign at 104 N Poe. Chief Counce stated that a ten-day warning notification was sent to the property owner. He also added that they had attempted to reach out to the property owners at 406 Longfellow regarding the incomplete siding. The mortgage company now owns the property. They will be given a notification once they determine who at the mortgage company to provide it to.

Trustee Thompson asked that the police department keep up on the nuisance violations. He also added that there might be some concern regarding the end of Eugene Field Road. The sewer project is complete but the

area may now have issues with persons riding bikes or ATV vehicles in that area. Clerk Chapman stated they could check with the Road District to see about placing something at the end of road.

Trustee McClure informed the Board that she had met with Jason Bush regarding trees in Mildred Keeney Park. She informed them that the ninety-degree angle tree, the one over the picnic table, and another red bud needing to be removed would cost \$395.00. She had approved this to be completed when he can schedule it.

**NEW BUSINESS:**

Marj Finley, Resident, asked about businesses needing a license to mow and do other work at resident's property. Clerk Chapman stated that all businesses charging fees and doing work in Claycomo are required to be licensed and insured. City Hall staff is aware that residents may hire companies to do work. It is the resident's responsibility to ask if they have a business license to do work. City Hall is made aware of companies doing business in Claycomo and the staff tries to work with them to get licensed.

Linda Callahan, Resident, asked about a business being run as a garage sale to sell plants. They are selling them at all times of the day and are not setup as a garage sale. City Hall had been informed a resident was selling items. They stated it was a hobby and had completed a garage sale form. They were informed of the sign requirements as well. Chief Coonce confirmed that they had been made aware that the situation and that they have been doing it outside the garage sale hours, requirements and signage. Clerk Chapman stated they would get the owner a nuisance violation notice.

Kara Drury, Branch Manager at Mid-Continent Public Library, thanked the Fire Department for being generous enough to allow them to park at the Fire Department during their parking lot upgrade. She also shared with the Board that their new reading program for kids, teens and this year adults will be starting the next week.

Assistant Fire Chief Curless informed the Board that all the quarterly preventative maintenance on the vehicles has been completed.

Village Clerk Chapman informed the Board that she and Trustee Goeller would be attending Flood Management Training on July 18<sup>th</sup> and 19<sup>th</sup>. The training is two days and the cost for one night hotel and reimbursement of meals is included. There should be little or no cost to the Village for the required training.

Trustee Sulzberger asked Chief Coonce if they could look at doing a Bike Safety Clinic. He stated they may be able to look at doing one in early fall. She also asked to include grass clippings and containing the trash in the newsletter. Sulzberger noted it may be helpful to add information about keeping chickens. She stated there were chickens down the street from her home and she was not sure if they were in compliance. She stated Republic Trash Service has asked all trash to be put out at 6:30AM and that the brush pickup for those that have added the service is now on Tuesdays. She informed Chief Coonce that there were speeders at Longfellow and Lowell to watch for. Additionally, there is a semi-cab parking on Riley before Thornton illegally.

Trustee Thompson, stated he did not have new business but forgot for old that 406 Longfellow has added a dumpster and appear to be working there during the day.

Chairman McClure shared with the Board that she met with Steve Swanson, Public Works, regarding some work at Claycomo Park. During that visit, they received a call from Miller Pipe Line and they were going to be moving the gas line across the creek at Park Street. It is Miller Pipe Lines policy to review the sewer pipes involved in any job and they sent a camera into the sewer pipe for inspection only. They found that

there was blockage. Quality Plumbing was contacted and the bid to clean the pipe out was \$526. It was approved and has already been taken care of per Clerk Chapman.

McClure also updated the Board regarding a call she received on Saturday night. There was an issue at 20 ½ Riley regarding sewer backup. The fire department was contacted and reached out to Quality Plumbing. The property owner was informed that if it were not the main then they would be responsible for the service call. They declined. The Village received no further contact on the issue. Clerk Chapman stated that Steve Swanson, Public Works, checked on the main that morning and that everything was flowing through the surrounding mains. He had stated that there did not appear to be any issues around the top of the main. The Village found no issue and will not be taking any further action.

Permanent Sign Permit Application, by Manager Trevor Harvel, for MOCL Northgate, at 1260 NE US 69 Hwy. The sign was placed prior to applying for the permit. The late fees were applied. Trustee Thompson moved to approve the permanent sign permit for MOCL Northgate, subject to the Building Inspector's approval, seconded by Trustee Goeller. All yea. Motion carried.

Request by Chief Coonce for the employment for Stephen Lawton as a full-time police officer. Trustee Thompson moved to approve the employment of Stephen Lawton, at the annual rate of pay of \$36,761, with the standard six-month probation, seconded by Trustee Hook. All yea. Motion carried.

Payment approval to KC Wireless. Trustee Thompson moved to approve the payment of \$1,673.96 to KC Wireless for grill installation and removal of light bar/radio for the 2011 Charger (Unit 101) from budget line item 603140 Equipment Conversion of the 1% Equipment Replacement Fund, seconded by Trustee Goeller. All yea. Motion carried.

Purchase request by Fire Chief Miles. Trustee Thompson moved to purchase one MSA E6000+ Thermal Imaging Center complete truck kit with range finder in the amount of \$6,905.00 from the budget line item 602190 Equipment Maintenance and Repair of the 1% Equipment Replacement Fund, seconded by Trustee Sulzberger. All yea. Motion carried.

Monthly Activity Reports for April 2018. Trustee Thompson moved to accept the April 2018 Claycomo Police Department and the Claycomo Fire Department as printed, seconded by Trustee Goeller. All yea. Motion carried.

Reading of Bill No. 2988 **AN ORDINANCE AMENDING CHAPTER 27, ARTICLE IX AND ARTICLE X, SECTION 1 AND 2, TOW VEHICLES, FOR THE VILLAGE OF CLAYCOMO, MISSOURI** was read. Second reading by title only. Trustee Thompson moved that Bill No. 2988 become Ordinance No. 2987, seconded by Trustee Goeller. Roll Call: Trustees: Goeller, yea; Hook, yea; Sulzberger, yea; Thompson, yea; and Chairman McClure, yea. All yea. Motion carried.

There being no further business with the Board, Trustee Thompson moved to recess the meeting, subject to the call of the Chairman, seconded by Trustee Sulzberger. All yea. Motion carried. Recessed 8:32 pm.

  
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Sheri Chapman  
Village Clerk

  
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Roxanna McClure, Chairman of the Board  
Board of Trustees