

**MINUTES OF BOARD OF TRUSTEES MEETING
NOVEMBER 28, 2016
VILLAGE OF CLAYCOMO, MISSOURI**

The recessed Regular Meeting of November 14, 2016 was called to order at 7:05PM, by Chairman Barker. Trustee McClure moved to adjourn the Regular Meeting of November 14, 2016, seconded by Trustee Sulzberger. All yea. Motion carried.

The Regular Meeting of November 28, 2016 was called to order. Those Present: Trustees Carter, McClure, Sulzberger, Thompson, Chairman Barker, Chief Coonce, Chief Stewart, Assistant Chief Miles, and Clerk Chapman.

Chairman Barker asked everyone to stand for the Pledge of Allegiance.

Chairman Barker asked everyone for a moment of silence in memory of Charlie Ward, life-long resident and Superintendent of the Claycomo Special Road District #4 for nearly 50 years.

Trustee Carter moved to approve the Minutes of the Regular Meeting of November 14, 2016, as corrected, seconded by Trustee McClure. All yea Motion carried.

Trustee McClure moved to approve the Payment of Bills, as corrected for the period of November 11, 2016 thru November 23, 2016, seconded by Trustee Sulzberger. All yea. Motion carried.

OLD BUSINESS:

Clerk Chapman stated that Bruce Culley had provided the management letter and if no one had any objections there is a Resolution 108 under new business. She confirmed that to her knowledge more information was being reviewed and that they were working on the 2015-2016 audit to be presented to the board in December.

Trustee McClure reminded everyone of the Holiday Event being held at the Community Building from 3 to 5PM on Saturday, December 3. Everyone was invited to attend and volunteer for the event.

Chairman Barker shared that the 70th Anniversary Event was a good turnout. There were nice displays on behalf of the Claycomo Historical Society and the Board of Trustees. She appreciated everyone's help and assistance for such a nice event.

Clerk Chapman noted that Public Works fixed the exterior lights at the Community Building. It was also mentioned to check the lights outside City Hall on the Police Department side. It may be KCP&L's light. Chairman Barker stated that the light in the parking lot is still going off at Mildred Keeney Park and to have it checked.

Trustee McClure noted that she had contacted MoDot regarding the street light down by Interstate 435. Chairman Barker confirmed that she noted there were orange cones and that it appears they were beginning to work on it. In addition, the concrete under the bridge at Poe Street has been fixed. She thanked Trustee McClure.

Chief Stewart stated the representative Rick Dye, who sold The Village the new ambulance, was not happy with the service they provided for delivery of the ambulance. Mr. Dye decided they would extend the existing warranty for two years free of charge to the Village on the new 2016 ambulance.

NEW BUSINESS:

Dale Goeller, Resident, 250 East Park, stated he believed a new auto junkyard was going in behind his home at 50 S. Whitney Street. He asked if there were any licenses as there had previously been a tow company in that location. Clerk Chapman stated there had been no applications. Chief Coonce stated they would send an officer and then work with City Hall.

Linda Calligan, Resident, 250 East Park, asked about the mobile trailer at the Dent location next to TitleMax. Chief Coonce stated they had asked the business to move it back. They had not as of the meeting. Chief Coonce said they would follow up with them.

Trustee McClure stated she was contacted regarding service for a heating issue at the Fire Station on Thanksgiving. She contacted Trustee Carter and Trustee Sulzberger and informed them of the service need before giving approval for repairs. The motor, bracket and capacitor were repaired for a cost of \$615.00, by Barker Heating & Cooling.

Trustee McClure stated that there is also a van parked at Dead Eye Chopper. They have a license for service of motorcycles. She asked that we verify if they have the proper licenses and if they are selling on property as they do not have a Dealer's License. Clerk Chapman stated they would contact the business and confirm their licenses.

Chairman Barker read aloud an email received from Joyce Koppenheffer, in acknowledgement of the passing of her husband, long time and active resident Eddie Koppenheffer. Mrs. Koppenheffer thanked the ambulance personnel of the Fire Department for their service.

Speed Letter request from Chief Stewart requesting approval to purchase four, tires for MED622, backup ambulance was read. Trustee Thompson moved to approve to purchase four, Firestone Transforce HT LT 225/75 R16 Mounted & Balanced from Firestone Complete Care, in Liberty, MO for \$626.36, seconded by Trustee McClure. All yea. Motion carried.

Mutual Aid Agreement between the Village of Claycomo and The City of Randolph, MO in firefighting and protection of life and property from fire or from any other source requiring ambulance assistance, from January 1, 2017 thru December 31, 2023, in the amount of \$564.00 per month was reviewed. Clerk Chapman was asked to confirm that The Village Attorney has reviewed it and to confirm the dates. It was discussed to table it and bring it back on December 12, 2016.

Resolution 108, was read. A RESOLUTION AUTHORIZING AND APPROVING THE VILLAGE OF CLAYCOMO, CLAY COUNTY, MISSOURI AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2015. Acceptance of The Village of Claycomo Financial Statements for the year ending March 31, 2015, received from Bruce Culley, CPA. Trustee Carter moved to accept The Village of Claycomo Financial Statements for the year ending March 31, 2015 Final Draft, received from Bruce Culley, CPA, seconded by Trustee McClure. All yea. Motion carried.

Request for Proposal (RFP) for Heating Units for the Public Works Building was reviewed. Additional information was requested as follows: ability and cost to install the gas at the location, consideration of square footage to heat, type of unit as in bid or consider radiant heating. Trustee Carter was going to contact MGE and determine what can be done where the gas line is capped off. Clerk Chapman would do additional work and get others to assist in creating information for bidders.

Request for Proposal (RFP) for Snow Removal Services for the Claycomo City Hall, Community Building and Fire Department Parking Lots. Trustee Thompson and Trustee Carter are working with the Claycomo Road District to determine if they will do the Fire Department, Community Building and Municipal Building lots. Clerk Chapman was to move forward with the RFP in consideration if we are not able to obtain assistance. Trustee McClure asked that Chief Coonce to be sure of the criteria to determine when to call and who to call. In addition, she asked Clerk Chapman to find out if we would have someone available to do an as is needed service until the bid is awarded.

Request for Proposal (RFP) for Claycomo Community Building Cleaning Services. Clerk Chapman will update as requested and will post the RFP. It was noted that we needed to look at renting the necessary equipment to reach the fans and upper windows. In addition, the windows at the City Hall inside the front door. Clerk Chapman stated they would look to do that in the first of the year.

Medical Insurance recommendation from Bukaty Company, to continue with Blue Cross Blue Shield for medical insurance from December 1, 2016 to November 30, 2017, with a rate increase to The Village and employees for coverage per the handbook Page 36, of 5% on all plans. Clerk Chapman stated she had reviewed the budget line and due to the staffing changes this year the increase should not be an issue. The Board consented to accepting Bukaty's recommendation to continue with Blue Cross Blue Shield with the 5% increase required.

Vision Insurance recommendation from Bukaty Company, to continue with EyeMed for vision insurance from January 1, 2016 to December 30, 2017, with a rate increase to the employee of 3% on all plans. This is an employee paid program with no cost to The Village. The Board consented to accepting Bukaty's recommendation for offering EyeMed to the employees with the 3% increase required. Clerk Chapman stated they would notify Bukaty and offer open enrollment the next day to the employees.

Chairman Barker stated there were additional RV's that are behind Dead Eye Choppers and Walgreen's. Chief Coonce stated he believed they were moved from Village Store It. In addition, Chairman Barker stated they were coming in and out of the pasture. There was a trailer with tires that day. Chief Coonce said that they would look into each situation.

Speed Letter request from Assistant Chief Miles requesting approval for annual repair work expenditure on Self-Contained Breathing Apparatus (SCBA) repairs and testing was read. Trustee McClure moved to allow the self-contained breathing apparatus repairs and tests not to exceed \$4,800.00 from the Equipment and Repair Budget, seconded by Trustee Carter. All yea. Motion carried.

Assistant Chief Miles presented the memorandum stating he had applied for a grant called the "Assistance to Firefighters Grant", to replace damaged gear, such as coats, gloves, hoods and facemasks that are over ten years old. The request is for \$35,710.80 and there are usually 300+ applicants. Miles hopes The Village will know the outcome by March.

Clerk Chapman shared with the board a letter from Travelers Insurance Company, stating that The Village was denied their claim for hail damage. The amount of damage due to past hail and age of the roof did not meet the \$10,000 deductible. We did receive two bids previously from JR & Company for immediate repairs or full roof replacement. Trustee McClure moved to approve the bid for immediate repairs as listed to JR & Company in the amount not to exceed \$1,490.00, seconded by Sulzberger. All yea. Motion carried. Jason Wallace was to clean the gutters before the work. It was requested to add the roof for the Municipal Building to the budget discussion for the next year.

Application Retail Sales Business License for Claycomo Children's Academy Inc. by Kendra Lynn at 461 E US 69 Highway. A learning childcare facility for children 6 weeks to 13 years old, available 24 hours a day. They will have a kitchen and follow the Healthy Start Program. Ms. Lynn owns a facility downtown and has found great interest from Ford Motor Company employees. Clerk Chapman was asked to be sure they obtain the proper sign permits. Trustee Carter moved to approve the Application Retail Sales Business License for Claycomo Children's Academy Inc. by Kendra Lynn at 461 E US 69 Highway, seconded by Trustee Sulzberger. All yea. Motion carried.

Clerk Chapman reminded everyone that the dog tags and liquor licenses were due by December 31st. She was also had received the election information for the April Municipal Election and was reviewing it.

There being no further business with the board, Trustee Carter moved to recess the meeting subject to the call of the Chairman, seconded by Trustee McClure. All yea. Motion carried. Recessed at 9:15pm.


Sheri Chapman
Village Clerk


Marina Barker, Chairman
Board of Trustees