

**MINUTES OF THE BOARD OF TRUSTEES BUDGET PLANNING MEETING
MARCH 23, 2017
VILLAGE OF CLAYCOMO, MISSOURI
CLAYCOMO COMMUNITY BUILDING**

The recessed Budget Planning Meeting of March 15, 2017 was called to order at 5:40pm, by Chairman Barker. Trustee McClure moved to adjourn the Budget Planning Meeting of March 15, 2017, seconded by Trustee Sulzberger. All yeas. Motion carried.

The Budget Planning Meeting of March 23, 2017 was called to order. Those present were Trustees: McClure, Sulzberger, Chairman Barker, Chief Coonce, Assistant Fire Chief Miles, and Clerk Chapman. Trustee Carter was absent. Trustee Thompson arrived at 5:56pm.

Marj Finley, Resident, presented a news article and shared with the board that there is a proposed cellular tower to be placed by city hall and that the company will be planning to hold public meetings.

Assistant Fire Chief Miles presented contract figures to the board to better manage the IT support needs for 2017-2018. The proposal included an option to incorporate the three computers and printers in the police cars, which were not part of the previous budget year. He shared the options for the last four computers to be changed out. Once done the Village can establish a change out plan for each year. It was decided to keep two prior computers for backups if anyone has a computer issue. Those computers would change out each year to keep the most recent on hand. Miles and Chief Coonce stated they had a minimum amount of computer maintenance within their departments. The board decided to leave the line item at \$48,000 leaving a small amount for computer issues that may occur.

Miles also stated that he had obtained malpractice insurance for the new Medical Director, Dr. Ham. This premium amount had been budgeted along with his fees in the Fire Department budget.

Upon review of the Total Expenditures on page 1, the board asked to make changes to balance the negative amounts in the special funds. They reviewed the fire department budget and asked to move the \$8,000 under 1% in Motor Fuel 602280 instead from 1/4 %. In addition, to remove \$1,800 from Building Repairs 602160 under 1/4%, and instead have it come from General Fund.

Trustee McClure asked Clerk Chapman to adjust the budget salaries to show the salary totals differently. The totals as displayed are misleading and hard to calculate the LAGERS and FICA required. Clerk Chapman agreed.

Trustee McClure shared with everyone the recent bids received regarding resurfacing the parking lots. One bid was high and not what was asked for. The second was about \$25,000 total. Discussion also stated that the walking paths are becoming unsafe and maybe the company would review and incorporate or give a combined cost, as they would already be in the area. Clerk Chapman stated she has pulled at least six other local businesses that she would like to reach out to get a better cost comparison. It was recommended that there is surplus for 2016-2017 and that the board may wish to remove the funds and establish a separate account. The weather is not suitable to complete this project at this time and the money is available. Clerk Chapman was asked to check with the auditors regarding removing the money from the accounts and establishing a separate fund, as this has been acceptable in the past.

Trustee McClure also shared pictures regarding the parks walking trail and the baseball field at Claycomo Park, which showed dangerous materials and stated we needed to have the items removed. It included wire fencing, pallets, railroad ties, and other similar materials.

Daryl Hook, Resident, asked that the board consider incorporating codification expenses. The ordinances had not been updated since 2009 with Municipal Code Incorporation, Tallahassee, FL. Clerk Chapman stated that she had been in touch with another company as well in the fall of 2016. The staff was working on getting the materials needed with all the changes so that both companies can propose a bid. Chief Coonce stated that the options for online access would be beneficial. Clerk Chapman stated the option was available with both at a low annual cost. The decision was made to add a line item for Codification Expenses under Operations in the amount of \$15,000.

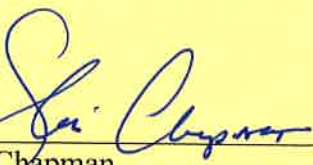
During discussion of ordinances needed, building code issues were raised. Clerk Chapman stated that they had met with the county regarding using the building inspectors and the current agreement is in place. It was stated that there may be an issue as the ordinances show a discrepancy of which years codes are being used. The county is using 2012 and Chairman Barker stated that the Village should also be using them as well.

Trustee Thompson was excused at 8:10pm.


Discussion regarding the next agenda items for March 27 included a reception, oaths, and certificates for the appointments and conclusion of service in the fire department, effective April 1, 2017. Miles was excused during this discussion as it related to the planning for him. Cookies, cake and punch were proposed. Trustees McClure and Sulzberger would oversee the items needed. Clerk Chapman stated she would be sure the oaths and certificate would be prepared for Chief Stewart and Eric Miles as Fire Chief.

The Claycomo Mid-Continent Library staff is to be invited, as the board will be doing a proclamation for the Library Week in April.

There being no further business with the Board, Trustee McClure moved to recess the meeting, subject to the call of the Chairman, seconded by Trustee Sulzberger. All yea. Motion carried. Recessed 8:35pm.



Sheri Chapman
Village Clerk



Marina Barker, Chairman
Board of Trustees