

**MINUTES OF BOARD OF TRUSTEES MEETING
WORK SESSION
JULY 16, 2018
VILLAGE OF CLAYCOMO, MISSOURI**

The recessed Regular Meeting of July 9, 2018, was called to order at 6:01 pm, by Chairman McClure.

Trustee Goeller moved to adjourn the Regular Meeting of July 9, 2018, seconded by Trustee Hook. All yeas.
Motion carried.

The Work Session Meeting of July 16, 2018 was called to order. Those Present: Trustees Dale Goeller, Daryl G. Hook, and Chairman Roxanna McClure, Police Chief Matt Coonce, Assistant Fire Chief Jay Curless, and Village Clerk Sheri Chapman. Trustees Norma Sulzberger and Greg Thompson were absent.

The Board reviewed the previous list of discussion and objectives:

Employee Handbook – This is completed, it was placed on the agenda and read once on July 9th, and is awaiting review by the Village Attorney, the Police Union and Fire Union. It is on the agenda for second reading and approval July 23rd, 2018. Chief Coonce and Assistant Fire Chief Miles stated they had not had a response from either union at the time of the work session.

Business License Revision – Clerk Chapman provided a rough draft of an ordinance revising only the fee for \$25.00 to \$100.00, as previously directed by the Board. This had been sent to the Village Attorney for review. Trustee Goeller confirmed and it was agreed that the Board would like to review the prior proposed changes to the rest of the Licensing Chapter of the Ordinances at a later work session.

Codification of Ordinances – Trustee Hook had provided changes and research notes to Clerk Chapman. Trustee Sulzberger is completing her work for Clerk Chapman. The Police and Fire Department were asked to review the ordinances for any conflicting or outdated information. It was agreed that Clerk Chapman should receive the information as soon as possible but that she will try to pull the information together for a work session around the end of August.

Liquor Ordinance Revision – Clerk Chapman stated she had started an ordinance regarding the addition of Sunday sales. She had not completed the revisions regarding the licenses and fees required. The Board decided to include the Tavern description in the definitions of the Chapter 4 Liquor Ordinances. In addition, it was asked to research the terminology of saloon and determine if it was required. Clerk Chapman believed it may be covered under State Liquor Statutes and would review. It was agreed that the restaurant licenses should be limited to six at this time and could be expanded by future boards if needed. Additionally, it was recommended only one tavern license should be permitted, due to the population, size and need within the community.

Zoning Ordinance Regarding Tavern District – Clerk Chapman provided an ordinance that would abolish the Tavern District from the Zoning Section of the ordinances. It was agreed a zone was not needed for a Tavern District that could not exist within the parameters as defined. Taverns would now be regulated by Chapter 4 of the Ordinances under updated ordinances being provided by Clerk Chapman. The current draft was being reviewed by the Village Attorney.

It was also agreed to reach out to T.J. Berry of the Clay County EDC and help determine the impact of such liquor license and zoning changes as proposed. Additionally, for him to meet with the Board to discuss future planning.

Sign Ordinance Revision – The Board agreed further discussion was needed to change the policy on temporary sign placement and who can approve temporary or permanent signs. There were no changes made at this time.

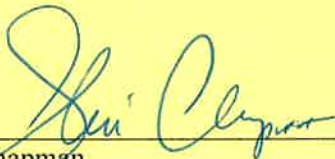
The Board also spoke about a Community Development Block Grant (CDBG) that is being proposed for road planning by Ford Company. This will be discussed further in future meetings as Clerk Chapman begins to work on the process. It was agreed that Clerk Chapman would work to get assistance to determine the requirements needed to complete a forms provided by the State Economic Development.

Trustee Goeller raised concerns regarding the Zoning section being noted as Appendix A in the ordinances. It was discussed and agreed that the Zoning section should be granted a Chapter number. The Appendix A, as previously discussed could then be set as a section for fees as noted in the ordinances. The section would be referenced in each ordinance to see Appendix A as needed, instead of fees that have to be changed by individual ordinances each time. This could be done during codification and therefore not require additional codifications and supplements in the future. Chairman McClure added Appendix A could then be reviewed with the budget on an annual basis to help determine fees and budget expectations. Clerk Chapman agreed this could be done and would be beneficial.

The Board briefly discussed who pays franchise fees and finding out the information that helps determines the payments received. It was asked if the tax collection agreement had been renewed. Clerk Chapman stated she believed the contract was an automatic renewal with the Clay County Collectors office. It was then briefly discussed the pros and cons of the continuance of outsourcing the tax collections or hiring someone internally and keeping the contractual fees the collector's office receives. It was determined to table the discussion until the next budget of 2019 for 2020 tax collections.

Trustee Hook moved for the Board to go into Executive Session to discuss Employee Matters, as required by RSMO Section 610.021 (1) Legal, (3) Employee Matters, and/or (12) Contracts and RFP, and that all records be kept sealed and confidential, seconded by Trustee Goeller. Roll Call: Trustees: Goeller, yea; Hook, yea; Sulzberger, absent; Thompson, absent; and Chairman McClure, yea. All yea. Motion carried. Meeting was recessed at 7:43 pm. The Board Meeting was called back to order at 8:05 pm.

There being no further business with the Board, Trustee Hook moved to recess the meeting, subject to the call of the Chairman, seconded by Trustee Goeller. All yea. Motion carried. Recessed 8:33 pm.



Sheri Chapman
Village Clerk



Roxama McClure, Chairman of the Board
Board of Trustees