

**MINUTES OF BOARD OF TRUSTEES MEETING
FEBRUARY 23, 2015
VILLAGE OF CLAYCOMO, MISSOURI**

The recessed Board Meeting of February 9, 2015 was called to order at 7:00 pm by Chairman Stoufer.

Trustee Powell, seconded by Trustee Barker, moved to adjourn the Board Meeting of February 9, 2015. All yeas. Motion carried.

The regular meeting of February 23, 2015 was called to order.

Present: Trustees Barker, Harvey and Powell; Chairman Stoufer, Chief Coonce; Chief Stewart, and Clerk King.

Absent: Trustee Cooper

Chairman Stoufer requested that all stand for the Pledge of Allegiance.

Trustee Harvey moved, seconded by Trustee Barker, to approve the minutes of the Regular Meeting of February 9, 2015 with stated corrections. Chairman Stoufer – yea; Trustee Barker – yea; Trustee Harvey – yea; Trustee Powell – nay. Motion carried.

Trustee Barker moved, seconded by Trustee Harvey, to approve the Payment of Bills for the period of February 6, 2015 – February 19, 2015. Chairman Stoufer – yea; Trustee Barker – yea; Trustee Harvey – yea; Trustee Powell – nay. Motion carried.

OLD BUSINESS:

Trustee Powell asked about the following:

1. If a time had been set for evaluations for the department heads. Chairman Stoufer stated a time had not been set. Mr. Dale Goeller, resident, stated the Village Ordinances indicated evaluations should be done in October. Chairman Stoufer replied the Ordinance would be changed to have future evaluations completed in January. The Board agreed to conduct the evaluations, in a closed session, on Monday, March 2 at 9:00 am for all department heads.
2. Requested that a letter of appreciation be sent to Debbie Crossley for her service in City Hall. Chairman Stoufer replied this should have been done and would have a letter sent to her.
3. **Stated that the evaluation for Debbie Crossley was missing. Trustee Barker replied all evaluations were missing for employees.**

Trustee Barker asked about the following:

1. If any more dirt was being dumped or spilled on Park St. due to the Blue Nile trucks. Chief Coonce replied any dirt was a result of the truck tires and not from any further dumping or loose debris.
2. She asked about the concrete and drainage for 488 Park. Jason Wallace replied he had looked at the yard and there was more work the property owner needed to do. He didn't believe the work completed to cover up the concrete would cause any drainage problems for the property owner, or the neighbor's, property.
3. Asked for a status update on contacting the DNR and Corp. of Engineers to look at the creek along **Emerson &** Park. Clerk King stated both organizations had been contacted and was awaiting confirmation of a date they would be able to look at the site in question.
4. **Asked if records had been shredded by the previous clerk. She had heard half of a 55-gal. garbage bag was seen leaving City Hall. Clerk King replied he was not aware of anything other than the recycle materials being hauled away.**

Clerk King requested the Board approve the budgeted line item for street signs. Trustee Barker moved, seconded by Trustee Powell, to approve up to \$2,000 as budgeted for the purchase of new streets signs to comply with the new revised Federal laws. The monies will be drawn from the General Fund under line item #6016180. All yeas. Motion carried.

Chief Coonce clarified that a second quote had been received from Crossley Ford for the replacement of the transmission **at a quote of \$1,997.00**. The 2011 Crown Vic Police Vehicle (Unit 103) was in need of a new transmission.

NEW BUSINESS:

Mr. Dennis Schmidt, resident, asked if there were any legal fees involved with the settlement for Mr. Foster. Chairman Stoufer replied there were fees involved.

Mr. Jeff Carter, resident, asked if a project costs over the bid amount approved what was being done to correct the policy of not having it paid as a result. The Board agreed that going forward any costs over approved amounts could not be paid until the amount had been presented to the Board and approved.

Mr. Carter asked Trustee Powell to explain what she meant by monies being transferred to other funds. Trustee Powell explained that monies in past years had been transferred to other accounts without any repayment to those funds. Several hours had been spent researching but without determining when the transfers occurred.

Ms. Sharon Bayte, resident, asked if documents were secured. Clerk King stated all confidential records are in the City Hall office and locked in filing cabinets.

Ms. Roxie McClure, resident, asked if new flags were in works for the Village. Clerk King stated the flags had been ordered and should arrive later in the week. Mr. Dennis Schmidt reminded the Board that the local Boy Scouts will offer to respectfully dispose of the old flags for the Village.

Ms. McClure asked about the need for repair to the walkover bridge and if there was any way to contact MoDOT to have them look into it. The perception is the Village is responsible for the maintenance of the bridge. **MoDOT are the ones responsible for the bridge maintenance.**

Mr. Greg Thompson, resident, asked about the status of the I-35 sound barrier. Chairman Stoufer stated the barrier would be only for the north side of I-35 and would start next year. His understanding is the barrier would run from Bryant to the I-35/435 interchange.

Ms. Morgan Perry, from Mid-Continent Library, provided an overview on how the Library now has her as a resource to local small business owners to help with marketing and other methods to promote their business. She asked that they contact her with any questions. She shared there is a marketing seminar on March 13 at 8:30 am **at the Liberty Library (Woodneath Library Center, 8900 NE Flintlock)** for any business owner to attend. She thanked everyone for the time to speak.

Mr. Bruce Culley was introduced as an audit candidate to conduct the 2013-14 and 2014-15 Village audits. Questions were asked of Mr. Culley regarding his process, completion dates, and pricing. He stated he did not recommend that records be kept in tubs or loose files.

Trustee Powell moved to approve Ms. Lisa Wright, CPA, as the Village auditor for the next 3 years at her quoted bid response pricing. No second was heard. Motion died for lack of a second.

Trustee Powell moved to approve Ms. Lisa Wright, CPA, as the Village auditor for the 2013/14 audit at her quoted bid response pricing. No second was heard. Motion died for lack of a second.

Trustee Barker stated Mr. Culley was familiar with the records history and recommended remaining with Mr. Culley as he would notice/be aware of any compromised records or irregularities. Trustee Powell stated to prove it.

Trustee Barker moved, seconded by Trustee Harvey, to approve a three (3) year agreement with Mr. Bruce Culley, CPA, at \$5,900 per year with the 2013-14 audit to be completed by April 30, 2015 and the 2014-15 audit completed by June 15, 2015. A \$100 penalty would be imposed for each week the completion dates are not met unless an extension is approved by the Board. Chairman Stoufer – yea; Trustee Barker – yea; Trustee Harvey – yea; Trustee Powell – nay. Motion carried.

The Board reviewed the proposed Fire Department Collective Bargaining Agreement (CBA) between the Village and Local IAFF 42. Trustee Powell asked why there was a change to the grievance policy that was different than in the Village handbook. Chairman Stoufer indicated the change was not that different. The CBA clarified more directly the procedures to be followed as a result of a recent situation in which the appropriate procedure had not been followed. Trustee Barker moved, seconded by Trustee Harvey, to approve the Fire Department Collective Bargaining Agreement (CBA) between the Village and Local IAFF 42 as written and to be in effect through February 1, 2017. Chairman Stoufer – yea; Trustee Barker – yea; Trustee Harvey – yea; Trustee Powell – nay. Motion carried.

A new business license application for Star Loans, Inc. to be located at 66 NE 69 Hwy, Claycomo was presented. Discussion was held regarding Ordinance 16-12(c) which restricts the number of Pay Day Loan permits can be issued based upon the population of the Village. Because the Village has approximately 1,400 residents and the Ordinance states only one permit may be issued for every 1,000 residents, the Board declined the application of Star Loans, Inc.

Sealed bids were opened for the RFP to paint the interior of the Fire Station. There were two (2) bids received; CertaPro Painters submitted a bid of \$10,005.78 and Dayco Painting, Inc. submitted a bid of \$7,730.00. Trustee Barker moved, seconded by Trustee Harvey, to approve the bid from Dayco Painting, Inc. in the amount of \$7,730.00. All yeas. Motion carried.

Sealed bids were opened for the RFP to carpet the interior of the Fire Station. There were two (2) bids received; from WJ Cole Floor Products, Inc. and from Flooring and More KC. Because both companies provided multiple options and there were further questions to have clarified by the companies, there was agreement to table any final decision until the next meeting.

Trustee Powell suggested a purchasing policy that any purchase which exceeded 3-5% of the approved bid the Board would need to approve. The Board discussed and agreed that any alteration to the pricing which resulted in a price above the approved bid would need Board approval.

Trustee Powell asked that a letter be forwarded to our local Boy Scout troop asking for their assistance and that we would be honored to work with them on **our** Village projects.

Trustee Harvey indicated he has plans for an additional 3-4 car shows for 2015 with the first one of the year being a Saturday sometime in May. He will provide more details shortly.

Chief Stewart stated he had received a bid from MadSky Roofing to have the stucco repaired and painted on the fire station hose tower along with the front entrance wall. The price for the tower would be \$2,500

and the front entrance at \$3,100. Trustee Barker moved, seconded by Trustee Powell, to approve the stucco repairs to the Fire Station Hose Tower and front entrance with the complete project not to exceed the project proposal price of \$5,600. All yeas. Motion carried.

Chief Stewart shared that the bunk room walls and hall area needed to be replaced with permanent walls while the interior remediation was taking place. The Board discussed if this should be bid out or having the Village residents and Board step in and provide the labor. Trustee Powell moved, seconded by Trustee Harvey, to have the Village donate the labor to remodel and purchase the materials necessary to replace the bunk room and hall walls with materials (e.g. drywall; primer; screws; etc.) not to exceed \$700 and the monies to be drawn from the ¼ % Fund. All yeas. Motion carried.

Chief Coonce informed the Board that the engine on the 2011 Police Car was most likely blown and would need to be replaced. He had received quotes from Cooper Automotive to install a used engine with 23,000 miles at a price of \$3,000. They also quoted him a new engine at approximately \$6,000 with an 18-month warranty. Christian Bros. quoted a new engine at \$5,800 with an 18-month warranty and Thoroughbred Ford quoted a new engine at \$4,370 with a 3-year warranty. Discussion was held on if this should be replaced or just sold. The original plan before the engine blew up was to get rid of the Explorer and purchase a new vehicle for next year. With the FY2015-16 budget about to be presented, the decision was to hold off on making any decisions on the vehicle engine until the Board heard details for the new budget year.

The Board agreed to have a budget planning session on Wednesday, March 4, 2015 at 12:00 pm to discuss the proposed budget for FY2015-16.

There being no further business with the Board, Trustee Harvey moved, seconded by Trustee Powell, to recess the meeting subject to the call of the Chairman. All yeas. Motion carried. Recessed at 10:19 pm.

Dennis W. King, Village Clerk

Jim Stoufer, Chairman
Board of Trustees