

# City of Desloge

## NOTICE OF OPEN MEETING AND VOTE TO CLOSE PART OF THE MEETING DESLOGE BOARD OF ALDERMEN REGULAR MEETING

Monday September 14, 2020

7:00 p.m.

Desloge City Hall, 300 North Lincoln

Posted: September 10, 2020 at 10:00 a.m. on the outdoor City Hall bulletin board.

Faxed: September 10, 2020 at 10:00 a.m. to radio and newspaper media.

The tentative agenda for this meeting includes:

- I. Call to Order and Pledge of Allegiance
- II. Consent Agenda
  - a. Approve or Amend Agenda
  - b. Approve August 10, 2020 Monthly Meeting Minutes
  - c. Approve August 31, 2020 Special Meeting Minutes
  - d. Bills for Payment
    - i. Missouri Rural Services Work Comp Invoice
    - ii. SFCEC Invoice
    - iii. Cochran Invoice
    - iv. Mastercard Invoice
    - v. FS Leasing – Water Dept.

The items on the Consent Agenda are enacted with one motion. If separate discussion is desired, that item may be removed from the Consent Agenda and place on the regular Agenda by request of a member of the Board of Aldermen.

- III. Employee of the Quarter
- IV. Public Comment
- V. Resolution-Shared Leave Policy
- VI. Ordinance
  - a. An ordinance of the City of Desloge Missouri, amending Title IV: Government Code; Chapter 405, Zoning Regulations; Section 405.053, Car Wash
  - b. An ordinance of the City of Desloge, Missouri, amending Title IV: Government Code; Chapter 405, Zoning Regulations; Section 405.109, Parking and Storage of Vehicles in Residential Areas.
  - c. An Ordinance of the City of Desloge, Missouri accepting and approving the lot split of Country Lane Place Subdivision, Tract 6.
- VII. Bids
  - a. Scanners
  - b. Spreader Bed and Stand
  - c. Salt
  - d. Solar Lighting
- VIII. Discussion Items
  - a. Solar Lighting
  - b. Recycling
  - c. Evergreen Sewer
  - d. Work Comp Update
  - e. Move October Board Meeting
- IX. Mayor and Aldermen's Report
- X. Vote to Close the meeting pursuant to RSMo 610.021 – (3) Personnel
- XI. Adjourn

Individuals who require an accommodation should contact City Hall twenty-four (24) hours prior to the meeting. Representatives of the news media may obtain copies of this notice by contacting Stephanie Daffron, City Clerk

## DESLOGE BOARD OF ALDERMEN REGULAR MONTHLY MEETING

MONDAY, SEPTEMBER 14, 2020

7:00 p.m.

DESLOGE CITY HALL, 300 North Lincoln

Members present were, Mayor David Kater, Alderman David Shaw, Alderman Alvin Sutton, Alderman Chris Gremminger and Alderman J.D. Hodge. Alderman Deion Christopher and Alderman Jerry Hulsey were absent. Staff present were City Administrator Dan Bryan, City Clerk Stephanie Daffron, Park and Recreation Director Terry Cole, Chief Water Operator Paul Pilliard, Public Works Director Jason Harris, Building Inspector Bryan Cato and Police Chief James Bullock.

Visitors present were Bobby Radford with the Daily Journal, Heather Pilliard, Annita Hagerman, Ernie and Jamie Lucy.

Call to order

Mayor David Kater called the meeting to order and led in the Pledge of Allegiance.

Consent Agenda

- A. Approve or Amend Agenda
- B. Approve August 10, 2020 Monthly Meeting Minutes
- C. Approve August 31, 2020 Special Meeting Minutes
- D. Bills for Payment
  - i. Missouri Rural Services Work Comp Invoice
  - ii. SFCEC Invoice
  - iii. Cochran Invoice
  - iv. Mastercard Invoice
  - v. FS Leasing – Water Dept.

Approve Consent Agenda

Alderman Gremminger made the motion to approve the consent agenda and Alderman Shaw seconded the motion. Sutton – aye; Christopher – absent; Shaw – aye; Gremminger – aye; Hulsey – absent; Hodge – aye. Motion carried.

Employee of the Quarter

Mayor Kater announced employee of the quarter and presented the Certificate of Achievement to Public Works Director, Jason Harris.

Public Comment

Anita Hagerman, 112 South Ravencrest, spoke to the board regarding the Library. Ms. Hagerman is a member of the Library Board and is concerned about the hours of operation. Ms. Hagerman stated due to the City's budget the hours for the Librarian and Assistant Librarian have been cut and she is concerned that the Library hours of operation will be cut. Ms. Hagerman stated that the Librarian does a wonderful job and the library is a great public resource for homebound students, tutored students and afterschool students. Ms. Hagerman stated that she knew the city received CARES Act funds and she knew this could be used for salaries. Ms. Hagerman would like to see these funds used for the Librarian and Assistant Librarian so there hours would not have to be cut and therefore cut the hours



we must use R&D Computer System, as they are tech support for our Laserfiche program. This will be a Fujitsu fi-7160 scanner with the laserfiche user licensing agreement, support and maintenance. For court, they will not be using Laserfiche so we may purchase this scanner wherever we choose. Court Administrator, Linda Simino did not have a preference on which scanner to get so she bid the same scanner as city hall, Fujitsu fi-7160. The Court will need two scanners one for each clerk.

Walmart	\$799.99 x 2	\$1,599.98 court
Office Depot	\$879.99 x 2	\$1,759.98 court
Staples	\$1,109.99 x 2	\$2,219.98 court
R&D	\$2,222.00 – City Hall	

Alderman Sutton made the motion to approve the bid from R&D Computers for the City Hall scanner for \$2,222.00 and Alderman Gremminger seconded the motion. Hodge – aye; Sutton – aye; Christopher – absent; Shaw – aye; Gremminger – aye; Hulseley – absent. Motion carried.

Alderman Sutton made the motion to approve the bid from Walmart for two Court scanners for a total of \$1,599.98 and Alderman Shaw seconded the motion. Hodge – aye; Sutton – aye; Christopher – absent; Shaw – aye; Gremminger – aye; Hulseley – absent. Motion carried.

#### *Spreader Bed and Stand*

Public Works Director, Jason Harris presented the bid for the spreader bed and stand to the board.

Woody's Municipal Supply Co.	\$19,580.00
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Alderman Sutton made the motion to approve the bid from Woody's Municipal Supply Co. for \$19,580.00 and Alderman Shaw seconded the motion. Sutton – aye; Christopher – absent; Shaw – aye; Gremminger – aye; Hulseley – absent; Hodge – aye. Motion carried.

#### *Salt*

Public Works Director Jason Harris presented the bids for salt to the board.

Bruce Oakley	\$76.50 per ton delivered
Gunther	\$103.00 per ton delivered
Compass	\$88.94 per ton delivered

Alderman Gremminger made the motion to approve the bid from Bruce Oakley for \$76.50 a ton and Alderman Sutton seconded the motion. Shaw – aye; Gremminger – aye; Hulseley – absent; Hodge – aye; Sutton – aye; Christopher – absent. Motion carried.

#### *Solar Lighting*

Public Works Director, Jason Harris presented two bids for solar lighting and explained each bid. This bid is for twenty lights. The city will need eleven for the Riverwood's subdivision and three for the dog park. City Administrator, Dan Bryan stated that \$10,000.00 was budgeted for this project because the original plan was to use Ameren lighting. The solar lighting will be a bigger cost up front but will have a return investment after about four and half to five years. Mr. Harris stated the biggest difference in the two companies is the difference in battery life and replacement. Go Green has a battery life of approximately eight years and Solar Illuminations is five years. Mr. Harris recommends Go Green as it is located in St. Charles and the location to the supplier is a big advantage. Solar Illuminations is located in Florida. Alderman Sutton stated if we went with Go Green this would put us \$60,000.00 over budget, does the city have the capital funds to support this overage. Mr. Bryan stated we did have a significant amount. Alderman Sutton did not want to run the capital budget short and would like to err on the side of caution. Alderman Gremminger stated we should compromise and scale down the project by getting fourteen solar lights, eleven for the subdivision and three for the dog park pending

roughly \$50,000.00.

Go Green Solar       \$70,063.60

Solar Illuminations   \$50,739.80

Alderman Gremminger made the motion to approve the bid for fourteen lights, eleven for the subdivision and three for the dog park from Go Green Solar for \$51,000.00 and Alderman Hodge seconded the motion. Hodge – aye; Sutton – aye; Christopher – absent; Shaw – aye; Gremminger – aye; Hulsey – absent. Motion carried.

Evergreen Sewer

Public Works Director, Jason Harris presented to the board the estimate of \$6,221.75 for materials to fix the sewer issues on Evergreen Street. Park Hills stated that they would do the work for the installation. Mayor Kater asked if the City could get that in writing, Alderman Gremminger agreed and would like a statement saying they would install it and maintain it.

Alderman Shaw made the motion to approve the amount of \$6,221.75 to pay for the materials for sewer installation on Evergreen Street and Alderman Sutton seconded the motion. Christopher – absent; Shaw – aye; Gremminger – aye; Hulsey – absent; Hodge – aye; Sutton – aye. Motion carried.

Workman's Comp Update

City Administrator, Dan Bryan brought to the boards attention that are Missouri Rural Services Workers' Compensation Insurance Trust audit review is up from last year. Last year the city paid \$137,000.00 and this year it is \$138,000.00. It will take a series of three good years before this amount will come down in cost. The city should be paying roughly \$69,000.00.

Move Board of Alderman Monthly October Meeting

City Administrator, Dan Bryan stated that next month's October Board Meeting would fall on Columbus Day, which is a holiday for the city. Mr. Bryan requested to move the meeting to October 5, 2020.

Alderman Gremminger made a motion to move the October Board of Alderman Meeting to October 5, 2020 and Alderman Shaw seconded the motion Hulsey – absent; Hodge – aye; Sutton – aye; Christopher – absent; Shaw – aye; Gremminger – aye. Motion carried.

Mayor and Alderman Reports

Alderman Christopher was absent

Alderman Sutton asked where the city was on the abandon and vacant properties. City Administrator Dan Bryan stated that regarding the structure on South Country Lane the city had the administrative hearing sent out certified letters, now we have to do an administrative search warrant to access the property. City Attorney, Scott Reid is working with the Desloge Municipal Judge Seth Pegram on this.

Once we get the search warrant Mr. Bryan will notify the structural engineer and inspect the building inside and out and make a determination if this building is salvageable or will need to be demolished. The structure on South Harry Jr. will be next, followed by the structure on Cowling Street. Alderman Sutton asked the Building Inspector, Bryan Cato if the open, broken windows on these structures have to be boarded up per ordinance, Mr. Cato stated yes they can be boarded up, Alderman Sutton stated these have not been boarded up for the last six months.

Alderman Gremminger stated he was tired of spending money on projects that are not ours.

Alderman Hodge had nothing to report

Alderman Shaw stated that the police report included in this month's Board packet had April's dates on it. Police Chief James Bullock stated he would have to look at it and see if it was for April or September. Alderman Shaw talked about grass growing in the streets, on School Street where the asphalt meets the curb there is grass growing out there and Shaw believes it is to the city's advantage to get weed killer on it before it messes up asphalt and the city has some serious repairs. Public Works Director, Jason Harris stated per code it is the responsibility of the property owner. Alderman Gremminger asked how much it would cost for a barrel of weed killer, Mr. Harris stated \$7,000.00 Alderman Gremminger recommended to purchase this and start killing weeds. Alderman Gremminger stated we just spent \$1,200.00 on curbing in one neighborhood and \$6,000.00 for sewer repairs in another so we might as well purchase weed killer. Mayor Kater stated if you start spraying weed killer and it kills grass in property owner's yards we would be liable for their grass. Alderman Gremminger stated you have to be aware that this weed killer will drain into big river. Alderman Sutton asked if this weed killer would be poisonous to cats or dogs. We do not want to cause harm to someone's pet.

Alderman Shaw stated the property down on Hawthorne across the street from the car wash has some questionable activity going on and asked if we could get these people removed because of something to do with COVID. Is there some kind of COVID restriction that keeps the city from moving on this issue? Mayor Kater asked what reason Alderman Shaw wanted them evicted. City Administrator, Dan Bryan stated we are not in the business of eviction. Alderman Shaw asked if there was anything we could do to make sure the homeowner knew what was going on in the home. Alderman Sutton stated that if the property owner does not care then there is not anything the city can do about it. Alderman Shaw stated that the city has nuisance ordinances for property that is not taken care of, what determines what a nuisance really is. Police Chief, James Bullock stated if the people were arrested, they can post bail and will be right back at the home. Alderman Shaw stated the property is looking bad and it is not a good situation for the city.

Alderman Hulseley was absent

Mayor Kater thanked all departments and thanked the library board for coming and talking to the board.

Vote to Close the Meeting

Alderman Hodge made the motion to close the meeting pursuant to RSMo 610.021 (3) Personnel and Alderman Gremminger seconded the motion. Hodge – aye Sutton – aye; Christopher – absent; Shaw – aye; Gremminger – aye; Hulseley – absent. Motion carried.

EXECUTIVE SESSION BEGAN

8:19 p.m.

Vote to Return to Open Session

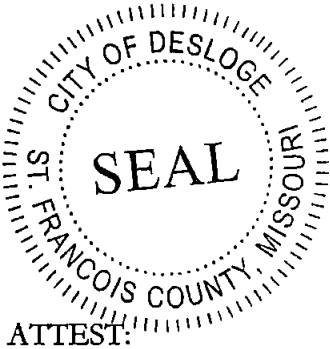
Alderman Sutton made a motion to return to open session and Alderman Shaw seconded the motion. Shaw – aye; Gremminger – aye; Hulseley – absent; Hodge – aye; Sutton – aye; Christopher – absent. Motion carried

RETURN TO OPEN SESSION

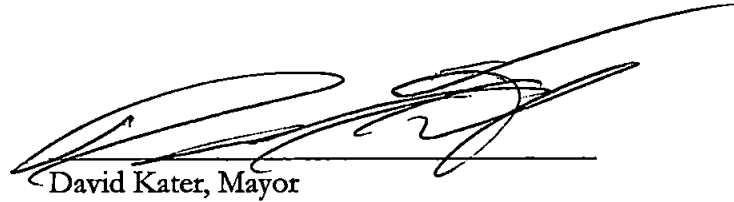
8:35 p.m.

Adjourn

Alderman Sutton moved to adjourn and Alderman Hodge seconded the motion. Hodge – aye; Sutton – aye; Christopher – absent; Shaw – aye; Gremminger – aye; Hulsey – aye. Motion carried.

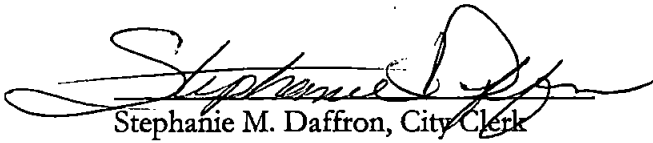


MEETING ADJOURNED  
8:35 p.m.



David Kater, Mayor

ATTEST:



Stephanie M. Daffron, City Clerk

# Resolution to Amend Personnel Practices

## Shared Leave Policy

**WHEREAS**, The City of Desloge, the Mayor and the Board of Aldermen for the City of Desloge review the Personnel Practices for the city as they see fit and;

**WHEREAS**, The City of Desloge, the Mayor and the Board of Aldermen for the City of Desloge have reviewed the Personnel Practices for the City and;

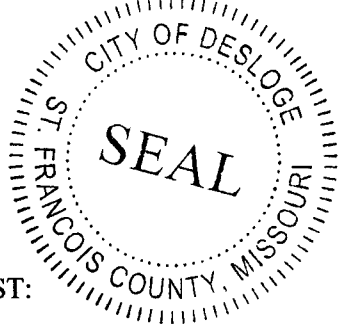
**WHEREAS**, The Board of Aldermen of the City of Desloge have determined that certain updates are necessary to the Personnel Practices for the City.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF DESLOGE, MISSOURI, AS FOLLOWS:**

Section 1. That the Board of Aldermen, acting in its capacity as the governing body of the City of Desloge, hereby amends Personnel Practices to include the addition of Section 115.0718 – Shared Leave to read as attached (Exhibit A).

Section 2. That this Resolution shall take effect immediately upon its adoption by the Board of the Aldermen of the City of Desloge, Missouri.

**PASSED AND RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF DESLOGE, MISSOURI THIS 14<sup>TH</sup> DAY OF SEPTEMBER 2020**



ATTEST:

CITY OF DESLOGE MISSOURI

A handwritten signature in black ink, appearing to read 'David Kater', written over a horizontal line.

David Kater, Mayor

A handwritten signature in black ink, appearing to read 'Stephanie Daffron', written over a horizontal line.

Stephanie Daffron, City Clerk



## Shared Leave Policy

### **Purpose**

The purpose of this section is to establish a Shared Leave Program to provide additional paid leave to employees who are eligible to earn leave benefits who have exhausted all of the accrued leave time due to a serious personal or immediate family illness or injury which is life threatening, catastrophic or resulting in a permanent disability. The City of Desloge recognizes that employees may have a family medical emergency resulting in a need for additional time off in excess of their available personal leave. To address this need, all eligible employees will be allowed to donate accrued sick leave, vacation, or personal days from their unused balance to their co-workers in need of additional paid time off as stated below. These donated hours will be referred to as leave credits.

Leave Credits- are converted vacation, sick, or personal hours, regardless of pay rate.

1. Eligibility – Employee must be employed with the City of Desloge for a minimum of one (1) year to be eligible to donate and/or receive donated leave credits.
2. Guidelines – Employees who would like to make a request to receive donated leave credits from their co-workers must have exhausted their existing leave and be in a situation that meets the following criteria:
  - a. Medical Emergency – Defined as a medical condition of the employee or their spouse, child, or parent that will require the prolonged/extended absence of the employee from duty and will result in a substantial loss of income to the employee due to the exhaustion of all paid leave available.
3. Donation of leave credits –
  - a. The donation of leave credits are strictly voluntary and shall be done in writing using the “Leave Credit Donation” form. This form will be submitted to their direct supervisor for signature, then forwarded to the City Administrator for final approval.
  - b. The donation of leave credit is on an hourly basis without regard to the dollar value or pay rate of the donated or used leave;
  - c. The minimum number of leave credits that an eligible employee may donate is four (4) credits per form; the maximum is forty (40) credits or no more than fifty percent (50%) of the employee’s current balance;
  - d. Employees who donate credits must maintain a minimum of forty (40) sick leave hours, no minimum will be established for vacation leave or personal days;
  - e. Employee cannot borrow against future leave time to donate;