

**MINUTES OF BOARD OF TRUSTEES MEETING  
DECEMBER 11, 2017  
VILLAGE OF CLAYCOMO, MISSOURI**

The recessed Regular Meeting of November 27, 2017 was called to order at 7:05pm, by Chairman Barker.

Trustee McClure moved to adjourn the Regular Meeting of November 27, 2017, seconded by Trustee Sulzberger. All yea. Motion carried.

The Regular Meeting of December 11, 2017 was called to order. Those Present: Trustees Daryl G Hook, Roxanna McClure, Norma Sulzberger, Greg Thompson and Chairman Marina Barker, Police Chief Matt Coonce, Fire Chief Eric Miles, and Village Clerk Sheri Chapman.

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

Trustee McClure moved to approve the Minutes of the Regular Meeting of November 27, 2017, as corrected, seconded by Trustee Sulzberger. Trustees Hook, yea; McClure, yea; Sulzberger, yea; Chairman Barker, yea; and Trustee Thompson abstained, as he was absent. Motion carried.

Trustee McClure moved to approve the Payment of Bills for the period of November 25, 2017 thru December 8, 2017, seconded by Trustee Sulzberger. All yea. Motion carried.

**OLD BUSINESS:**

Police Chief Coonce shared with the Board that he spoke with Jake Daugherty of 425 Park Street and Larry Brown Excavating. Mr. Brown stated he would work to move the planned project up on their project list. Officer Boyles was still addressing the junk at the Bryant Street Apartments. Chairman Barker stated she spoke with the property owner the prior weekend and it was a nice conversation about the issues and finding a resolution.

Fire Chief Miles stated that the recent motion to obtain the bunker gear did not include a change in the gear. It was expressed that the gear quoted had clasps and it should have included zippers to ensure better protection of the fire fighters. This change adds \$1,284.24. In addition, they needed to obtain two to three additional pairs of special sized boots, which added an approximate cost of \$100 per set of boots. Trustee McClure move to approve an additional \$1,600.00 for changes in bunker gear and additional boots, seconded by Trustee Hook. All yea. Motion carried.

Village Clerk Chapman shared that the winter newsletter would be going out on Tuesday. She reminded everyone the community holiday event was Saturday, December 16<sup>th</sup>, from 3pm to 5pm. She thanked Trustee Sulzberger for posting on Claycomo Next Door. Chapman also noted that the election process would open at 8:00am on Tuesday, December 12<sup>th</sup> and would close on January 16<sup>th</sup> at 5:00pm. The notice had been placed in publication and will run three times during this open candidacy enrollment. She updated everyone that the phones had been delayed for installation but they hoped Birch Communications would release the existing numbers this week to allow the installation of the new phone system.

Trustee Hook shared that he spoke to Jim Mathys of the Road District and they had a brush hog to assist with the overgrown areas in the parks. Trustee McClure said she would assist with determining the areas needing addressed.

Trustee McClure thanked the Board members for providing the Employee Appreciation Dinner on Saturday, December 2<sup>nd</sup>. She also thanked El Sombrero Restaurant, Ma & Pa's Kettle Restaurant, Walgreens, Dollar General, Chinese Garden Restaurant, Pizza Hut and McDonald's for their donations.

for their kind contributions in support of the event. Trustee Sulzberger and Chairman Barker were thanked for their dessert contributions. She appreciated Chief Coonce, Officer Boyles, Detective Bruner and their families who stayed to help clean up. Next year's dinner has been scheduled for the first Saturday in December.

Chairman Barker also acknowledged everyone and added that she thanked Trustee McClure. She appreciated Terry Sulzberger for providing the music. It was agreed it was nice event and could not have been done without everyone's help and the support of the businesses. She recognized Larry Barrera of El Sombrero for providing additional food beyond what was requested. Recommendations for the next year would be to ask for a head count, limit it to maybe two hours, have nametags and maybe make it an adult only event. She stated that it was nice to show that we appreciate the employees we have.

#### **NEW BUSINESS:**

Resident Marjorie Finley, 35 N Riley, asked to have the street signs installed where they have been removed due to accidents or other issues, as it is difficult for people to find streets when visiting Claycomo. North Emerson & 69 Hwy (in front of Walgreen's), two missing on Bryant St., Longfellow and Lowell, Riley and 69 Hwy, Park and 69 Hwy were some of the locations to review. In addition, she stated it is difficult to see house numbers on some places. The Board agreed the signs should be ordered and replaced. In addition, the house numbers should be put in the spring newsletter asking residents and businesses to place numbers to identify their property so that it can easily be found, especially in case of a police or fire emergency.

Resident Jeff Carter shared with the Board that he was aware of new fiber optics being put in metro wide. He wanted administration to be aware to check for contractors and sub-contractors for licenses and to be sure, if there is any digging that they call Dig-Rite to eliminate problems that have occurred in other areas of the metro. Ms. Finley also addressed small cell towers that are being placed in right-of-ways without municipal notifications. Clerk Chapman stated she had received a call from a contractor from Verizon the day of the meeting. They were in preliminary stages for the fiber optics and did not have the mapping yet for even Mo-Dot. They would work to get it to the Board by the next meeting to keep the Board informed and to assist in acknowledging with MoDot if the Village has any concerns or agrees with the plan.

Police Chief Coonce shared that the 2018 calendars should be in the next week and they will be delivered soon. It was acknowledged that this year's calendar represented the Police and Fire Department.

Assistant Chief Miles stated they have an issue with the Fire Squad Unit 623. They recently took it to Midway Ford for repairs. After it was out, they found the tires balding on one side. Midway Ford stated they believed it was a ball joint and would repair it for \$900. He was taking it to another vendor for a second quote. Additionally, the Reserve Ambulance Medic 622 fuel pump may be out. Cooper's was planning to visit the station to look at it during the week. The vehicle will not stay running.

Clerk Chapman shared that she had been in contact with Bukaty regarding the prior Harassment training provided. They were able to do several sessions if necessary but wanted to be sure of need before proposing a cost to perform the training. Clerk Chapman stated that she had spoken to Chief Miles and they have a training as part of the new online training previously purchased. It could be modified to also have an acknowledgment form for the employee that they have read and understood the Village policy as well. Chief Coonce stated they had the same requirements. He also stated he had the original video from the training in 2014. It was determined that the training should coincide with the passing of the new handbook. As the policy has not changed, the video would be reviewed and may be used in order to complete the annual training.

Chapman informed the Board she was contacted by B & T Services regarding snow and ice removal on the sidewalks this winter season. She stated they had provided service for the last two years. They were local, the

pricing would be the same, and as they were a service bids were not required. It was the consensus of the Board to utilize B & T Services for off-hour services for the City Hall/Police Station and Community Building sidewalks. Trustees Hook and Thompson believe the Road District will again take care of the Fire Department, City Hall/Police Station and Community Building parking lots.

Trustee Sulzberger noted that there was a sign inside the window of the former Ay Chihuahua's building at 455 NE 69 Highway regarding a new business coming soon. Clerk Chapman agreed that a call had come in on Friday regarding the licensing and sign permits. The new tenant did not provide their name. They stated they were still working with the state and they needed to talk about the sign on the building and that they would be in on Monday. Clerk Chapman said they would follow up on the signage in the window as they do not have the contact information as of yet.

Trustee McClure noted it would be important with all the upgrades and changes coming up to put in the spring newsletter the Dig-Rite information.

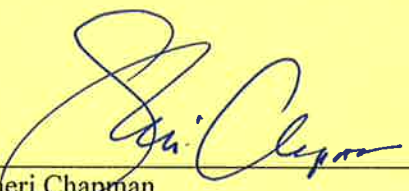
Chairman Barker stated that she had received an agreement from Kissick Construction for the sewer project at the end of Eugene Field Road. She had consulted with the village attorney, who stated due to the urgency and mutual project with the City of Kansas City, Missouri, the Village does not require obtaining bids. The cost savings is also greater. Kissick Construction is obtaining all the required permits and working with all the local and state government agencies to ensure compliance. Chairman Barker stated the agreement is being reviewed but it will be provided to Clerk Chapman to place in the next board meeting packet.

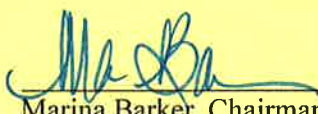
Speed Letter from Village Clerk Chapman to approve \$1,571.16 to Epic Electric Service Corp. to install and bury new UF wire and install one new LED photo eye cell light for the Community Building sign and flagpole from budget line 610130 Community Building Repair Funds. Trustee Thompson moved to grant the motion to install wiring and light replacement for the Community Building flagpole, seconded by Trustee McClure. All yea. Motion carried.

Bill No. 2980, being an **AN ORDINANCE CHANGING THE DATE OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF CLAYCOMO FROM MONDAY, DECEMBER 25, 2017 TO TUESDAY, DECEMBER 26, 2017**, Bill No. 2980 was read by Title only. Trustee Thompson moved for Bill No. 2980 to become Ordinance No. 2979, seconded by Trustee McClure. Trustee Hook, yea; McClure, yea; Sulzberger, yea; Thompson, yea; and Chairman Barker, yea. Motion carried.

Motion to Accept November 2017 Police Department and Fire Department Activity Reports. Trustee Thompson moved to accept the November 2017 reports for public viewing, seconded by Trustee McClure. All yea. Motion carried.

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 Hook. All yea. Motion carried. Recessed at 8:15pm.

  
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Sheri Chapman  
Village Clerk

  
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Marina Barker, Chairman  
Board of Trustees