

**MINUTES
CITY OF SUGAR CREEK
BOARD OF ALDERMEN MEETING
SUGAR CREEK CITY HALL
103 S. STERLING
SUGAR CREEK, MISSOURI
MONDAY, MAY 23, 2016**

Note: The Board took a break from the Council meeting at 7:00 p.m. to conduct New Evidence Public Hearing. This is under separate transcript. Council meeting resumed at 7:25 p.m.

Meeting for the City of Sugar Creek, Missouri, Board of Aldermen was called to order by Mayor Matthew Mallinson, May 23, 2016 at 6:30 p.m., with the following present participating in the Pledge of Allegiance.

ROLL CALL

Members Present

Matthew Mallinson, Mayor
Joseph D. Kenney, Sr., Alderman
Stanley J. Sagehorn, Alderman
Lorcan Doyle, Alderman
Robert A. Ray, Alderman

Staff Present

Christopher Soule, Police Chief; Pat Casey, Fire Chief, Ed Layton, Director of Public Works; Linda Martinovich, Finance Officer, Ron Martinovich, City Administrator; Paul Loving, Building Official; Connie Dickinson, Parks and Recreation; Bob Buckley, City Attorney, Jana Olivarez-Dickerson, City Clerk; Marilyn Evans, Deputy City Clerk.

III. CONSENT AGENDA

- A. Approval of Minutes of the May 9, 2016 Council Meeting.
- B. Approval of Claims Ord. 06-16

Now, therefore, **ALDERMAN RAY MOVED THAT THE GOVERNING BODY APPROVE THE CONSENT AGENDA AS ABOVE. SECOND BY ALDERMAN DOYLE.**

UPON A ROLL CALL VOTE, THE MOTION WAS APPROVED UNANIMOUSLY.

YEA:	ALDERMAN SAGEHORN	NAY:	NONE
	ALDERMAN KENNEY	ABSENT:	NONE
	ALDERMAN DOYLE		
	ALDERMAN RAY		

IV. PUBLIC ITEMS NOT LISTED ON AGENDA

- A. Business from the floor – Comments or concerns from Sugar Creek residents.
No business from the floor.

V. MAYOR'S REPORT

- A. Consider approval of Bill No. 05-28-16 an Ordinance authorizing purchase of Fire Equipment Gear to be used by City of Sugar Creek Fire Department. Chief Patrick Casey
(first reading)

Now, therefore, **ALDERMAN RAY MOVED THAT THE GOVERNING BODY APPROVE FIRST READING OF BILL NO. 05-28-16 AS ABOVE. SECOND BY ALDERMAN DOYLE.**

Patrick Casey, Fire Chief, explained this would be to purchase 5 sets of fire gear from Edelbrock. It is a budgeted item that will come out of the Loss Control Fund. He believed the cost increased approximately \$100.00. Alderman Kenney stated the ordinance shows Capital Improvements Public Works Equipment Fund in the ordinance. Jana Olivarez-Dickerson, City Clerk, said that she will make sure it is changed to read the correct fund.

UPON A ROLL CALL VOTE, THE MOTION WAS APPROVED UNANIMOUSLY.

YEA:	ALDERMAN SAGEHORN	NAY:	NONE
	ALDERMAN KENNEY	ABSENT:	NONE
	ALDERMAN DOYLE		
	ALDERMAN RAY		

- B. Consider approval of Ordinance No. 3997 (Bill No. 05-28-16) as stated above.
(adopt)

Now, therefore, **ALDERMAN RAY MOVED THAT THE GOVERNING BODY APPROVE ORDINANCE 3997 AS ABOVE. SECOND BY ALDERMAN DOYLE.**

UPON A ROLL CALL VOTE, THE MOTION WAS APPROVED UNANIMOUSLY.

YEA:	ALDERMAN SAGEHORN	NAY:	NONE
	ALDERMAN KENNEY	ABSENT:	NONE
	ALDERMAN DOYLE		
	ALDERMAN RAY		

- C. Consider approval of Bill No. 05-29-16 an Ordinance approving a site plan for property located at 11222 E. US Highway 24, Sugar Creek, MO 64054 Paul Loving, Building Official
(first reading)

Now, therefore, **ALDERMAN KENNEY MOVED THAT THE GOVERNING BODY APPROVE FIRST READING OF BILL NO. 05-29-16 AS ABOVE. SECOND BY ALDERMAN RAY.**

Paul Loving, Building Official, was comfortable with the New Evidence Public Hearing and what was presented regarding the water issues. He did point out that in order to make the necessary changes in the grading plan and the asphalted area that they needed to reduce the number of parking spaces by two.

Alderman Sagehorn asked for targeted opening date regarding Dollar Tree on 24 Highway. Paul Miller, Davidson Architecture and Engineering, stated the anticipated opening date will be fall 2016.

UPON A ROLL CALL VOTE, THE MOTION WAS APPROVED UNANIMOUSLY.

YEA: ALDERMAN SAGEHORN	NAY: NONE
ALDERMAN KENNEY	ABSENT: NONE
ALDERMAN DOYLE	
ALDERMAN RAY	

- D. Consider approval of Ordinance No. 3998 (Bill No. 05-29-16) as stated above.
(adopt)

Now, therefore, **ALDERMAN RAY MOVED THAT THE GOVERNING BODY APPROVE ORDINANCE 3998 AS ABOVE. SECOND BY ALDERMAN DOYLE.**

UPON A ROLL CALL VOTE, THE MOTION WAS APPROVED UNANIMOUSLY.

YEA: ALDERMAN SAGEHORN	NAY: NONE
ALDERMAN KENNEY	ABSENT: NONE
ALDERMAN DOYLE	
ALDERMAN RAY	

VI. BOARD ITEMS

A. Mayor's Report

- Have spoken to Mayor Weir of Independence regarding concerns of the two cities having festivals at the same time. Mayor Weir was okay with it and directed him to the Independence Chamber where he visited with Lois McDonald and worked out the issues.

B. Aldermen Reports

Alderman Sagehorn

- He wanted to know the status of including a City sign on 24 Highway and Sterling. Ron Martinovich, City Administrator, had talked to Premier and will provide cost estimates of a two-sided sign.
- Asked if there is high-speed internet call service at the various City buildings which are on the real estate market. The City Administrator will share this information with the real estate firm.
- He wanted a section in the July newsletter thanking those businesses located in Sugar Creek.
- Streetlights were purchased in the past and wondered if they could be used at La Benite Park during the events. They could be used.
- He asked if there will be a sign installed on North River stating "Entering Sugar Creek". The City Administrator said there was supposed to be a sign related to the Trail but it has not been installed. The City Administrator will look into the design of the sign. The Board gave direction to put up the Trail sign.
- He wanted a status regarding appointing people on the Parks & Recreation Board. Mayor Mallinson said there are two more openings and he needs to go through the names. Per the Mayor, the City Administrator is putting together a list of all appointed Boards along with the City Clerk's assistance.

- Asked when MML and Truman Heartland is coming out. Jana Olivarez-Dickerson, City Clerk, answered in July. Mayor Mallinson said that last year the Board wanted to discontinue as Alderman Kenney corrected and said it was only one Board member who wanted to discontinue last year. Ms. Olivarez-Dickerson stated MML is July 21 and names have not been submitted for Truman Heartland or MML awards.
- Asked when the trash program will be discussed. Jana Olivarez-Dickerson, City Clerk, said it will be discussed at scheduled Council meeting on June 13 as the City Administrator agreed.

Alderman Kenney

- On behalf of his wife, she thanked everyone who met with her and the group of 5th graders from Nativity last week. It was much appreciated.
- He knew there was contact with the church regarding their driveway and it appears that two dump trucks of millings have been placed at that location. He asked if this is something the Board would approve. Chief Soule stated it is for a kids' play area and not the driveway.

Alderman Doyle

- Asked if received insurance from the church organization that is having their event at LaBenite Park on June 4, 2016. Jana Olivarez-Dickerson, City Clerk, answered it has been received and has been filed. No crane will be at the event.
- He was concerned about the status of the Parks & Recreation Board nominees. He stated the Board had provided names and would like to see it move forward.

Alderman Ray

- Asked for the status regarding the roof collapse on 917 N. Sterling. Paul Loving, Building Official, said he had obtained a permit but felt there are safety factors being ignored so he had sent communication today regarding that.

C. Staff Reports

1. Fire Chief

- No report.

2. Parks and Recreation – Connie Dickinson

- T-ball has started its season.
- Kids of Nativity had visited.
- There were 5 vendors at the Harvest Market Thursday afternoon. Alderman Kenney asked for the hours of operation, which are 4:00 p.m. to 7:00 p.m.

3. City Treasurer/Finance Officer – Linda Martinovich

- The General Fund had less expenditures in 2015. The Fund balance is higher partially due to that.
- Gross receipts in 2016 revenue are up considerably. Overall, it is approximately \$100,000 in revenues.

- There will be a payment on the purchase of police radios in fiscal year 2017. The payment is due December 2016. Due to the purchase, the City is paying the MARRS fee to the City of Independence. Payment in 2016 was \$17,000.
- The Bluffs Fund has a loan using the BP restricted money to use on 24 Highway. At some point, the Board may consider transferring funds.
- Year 2016, the LAGERS Program rates had increased in February to 1%.
- Employees received 2.5% increase in December which are included.
- There might be a few computer modifications that will need to be looked in to with possibly having secured emails for specific employees which would add a monthly cost. Diamond Computers will give an estimate cost.
- She felt there will be a reduction in the phone bill.
- The cost of workers' compensation was not a budgeted item and so it was \$30,000 short.
- The projected Fund reserve at the end of fiscal year is approximately \$1.9 million. Due to the General Fund and \$7,200 from the Sewer Fund and prepaid insurance that will need to be paid out for workers' compensation and liability insurances leaving \$60,000 that could be used for Parks and Recreation.
- The COP payment will come out of the COP Fund.
- There have been some expenditures from Public Health Fund with dangerous buildings. It is funded from the property taxes, real estate and personal property.
- The Revolving and Improvement Funds are small.
- Water rates will increase in October.

Ron Martinovich, City Administrator, added that based on current changes, things are looking positive. There are proceeds from a building sale included in the revenue. Also, the Board needs to keep in mind a dedicated annual amount of funds for street maintenance. The street lighting continue to increase and consume the fund. Mayor Mallinson asked what amount should be considered over the next 5 years. Mr. Martinovich felt the Board needed to allocate money between \$150,000 to \$200,000 per year for this fund. There is also a need for sidewalks in the City of Sugar Creek.

4. Public Works Director – Ed Layton

- No report.

5. City Clerk – Jana Olivarez-Dickerson

- Thanked the employees and staff with the open enrollment. Most have completed the required paperwork. Aflac will be onsite for two days. Everything will be finished by May 31, 2016.

6. Police Chief – Christopher Soule

- Sargent Waterfield welcomed new baby into his family.
- He, Fire Chief and Captain met with BORDA productions today. A lot of questions were answered. They will be meeting again next month and then two weeks before Tumbleweed concert.
- Staff meeting was Wednesday and discussed different items to include in the budget. The most recent vehicle obtained from Cass County was a canine vehicle which came equipped with

everything but the canine. The cost of a canine will be \$11,000. He will not ask for that to be included in the budget but people and organizations within the community have offered to donate funds. A letter will be sent out to the community asking for donations. The amount will include the canine, all equipment, handler training and dog training.

Alderman Sagehorn asked when he expected to have the funds. Corporal Joe Loring answered that once the payment is made to the trainer of the dog, it will take approximately 5 to 6 weeks for the dog's training to be finalized. At the end of the 6 weeks, the handler portion is introduced. The handler will then go for a month training and at the end of the training, the dog and handler will be certified to work through the State.

Male asked what type of dog would be purchased. Corporal Loring said that the department can choose but most of the time it is a German Shepherd. A Belgium Malawa is also another choice.

Alderman Sagehorn would like to have a check issued as soon as possible. Ron Martinovich, City Administrator, felt there needed to be an ordinance considering it will be an expenditure over \$5,000 and the donations can be tracked as they come in. An ordinance will be developed.

Mayor Mallinson asked what age of the dog would be considered. Corporal Loring answered a year and a half to two years old, which is ideal. He suggested to get a dual purpose dog which is narcotics and patrol work such as searching, apprehension and agitation work.

- He would like to have a meeting with the City Administrator and the County regarding the tall grass issue. The City Administrator would also like to look into the cost. There is an administrative fee included but felt like it was short of the actual cost to administer.
- There were quite a few ordinance violations that had been sent out recently.

7. City Administrator – Ron Martinovich

- Regarding establishing compensation for the substitute for alternative judge, he had talked to Judge Helm regarding this and is in agreement. A rate has not been determined as of yet.
- MidAmerica Regional Council, contract administrator of Universal Construction and the City met to discuss the gym project. MidAmerica Regional Council will administer the bidding for the CDBG and will work with Universal to bid the other components. There are seven components for bidding ranging from mechanical/electrical plumbing to roof to demolish. There is an environmental review currently in process. The State of Historic Preservation Office has the right to redo what is proposed and make comment or change. This would extend through June 18 before receiving comments. When finalized, advertising the environmental report will take place. Bids will occur in August and will be ready to award in early to mid-September. He will bring an assessment before the Board for lead-based paint, asbestos, radon and mold which are all excluded in a contractor's bid. They have to be accomplished and abated before entering into an agreement for construction.

- Missouri Main Street meeting on May 18 that was not well attended. This will be rescheduled on June 23, 2016 at 6:30 p.m.

Jana Olivarez-Dickerson, City Clerk, asked how the citizens will be notified since the June newsletter has already been sent to print. Mr. Martinovich will solicit as much as he can and send out flyers.

Now, therefore, **ALDERMAN DOYLE MOVED THAT THE GOVERNING BODY APPROVE A CLOSED EXECUTIVE SESSION AFTER THE NEXT SCHEDULED COUNCIL MEETING ON JUNE 13, 2016. SECOND BY ALDERMAN RAY.**

UPON A ROLL CALL VOTE, THE MOTION WAS APPROVED UNANIMOUSLY.

YEA:	ALDERMAN SAGEHORN	NAY:	NONE
	ALDERMAN KENNEY	ABSENT:	NONE
	ALDERMAN DOYLE		
	ALDERMAN RAY		

Motion for a Closed Executive Session after the next scheduled Council Meeting on June 13, 2016, at City Hall in the Mayor's Office, for the purpose of discussing litigation, acquisition of property and personnel matters and those records are closed.

OLD BUSINESS

No report.

NEW BUSINESS

No report.

OTHER BUSINESS

No report.

ADJOURNMENT

There being no further business to be conducted, **ALDERMAN KENNEY MOVED THAT THE MEETING ADJOURN. SECOND BY ALDERMAN RAY.**

UPON A ROLL CALL VOTE, THE MOTION WAS APPROVED UNANIMOUSLY.

YEA:	ALDERMAN SAGEHORN	NAY:	NONE
	ALDERMAN KENNEY	ABSENT:	NONE
	ALDERMAN DOYLE		
	ALDERMAN RAY		

UPON A ROLL CALL VOTE, THE MOTION WAS APPROVED, AND THE MEETING ADJOURNED AT 8:35 P.M.

Respectfully submitted,

Jana J. Olivarez-Dickerson,

City Clerk