

6:30 P.M. Work Session on Commercial Water Meters



**AGENDA**  
**WARRENTON BOARD OF ALDERMEN**  
**Tuesday, September 15, 2009**  
**7:30 P.M.**  
**Warrenton City Hall Chambers**  
**200 West Booneslick**

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Public notice is hereby given that a meeting of the Warrenton Board of Aldermen will be held at City Hall, 200 West Booneslick, Warrenton, Missouri, on Tuesday, **September 15, 2009** at 7:30 P.M. to consider and act upon the matters on the following agenda and such other matters as may be presented at the meeting and determined to be appropriate at that time.

1. Open meeting
2. Approval of Minutes from August 18, 2009
3. Approval of Work Session Minutes from September 1, 2009 – Bidding Policies
4. Approval of Executive Session Minutes from September 1, 2009
5. Hearing from the Public
6. Board of Aldermen Comments
7. Mayor's Report to the Board
8. Hiring of Melody Schowe, Records Clerk & Tammy Smith, Municipal Court Clerk
9. Introduction of Melody Schowe, Records Clerk
10. Jenny Hoffmann – Recycling Event Agreement with Warren Co RIII School
11. Sonya Strong – Water Bill
12. Cochran Engineering –
  - a) Change Order Booster Station Electrical
  - b) Booster Pump Equipment Bid
13. Approval of Retail Liquor by the Drink Picnic License at Holy Rosary Activity Center for Fall Dinner on 10/25/2009 and Trivia Night on 11/21/2009.
14. Terri Thorn, Director of Operations/Finance Officer
  - a) Meeting with Post Office
  - b) I-70 involuntary annexation timeline
15. Rob Hamlin, Public Works Director
  - a) Salt bid
  - b) Update on the Pedestrian Bridge
  - c) Lake Chateau Asphalt Project Update
16. Patrick Randolph, Recreation Director
17. Greg Houdyshell, Chief of Police
  - a) Computer Voice Stress Analyzer proposal
  - b) Monthly Reports
  - c) Homecoming Parade
18. Michelle Schlenker, Economic Development Director
  - a) City Hall Message Board Sign
19. Brad Busekrus, Maintenance and Grounds Director
20. Bill to Ordinance:

a) 54-09 Ord. establishing Warrenton Municipal Court

- 21. Executive Session – Litigation
- 22. Executive Session – Real Estate
- 23. Executive Session – Personnel
- 24. Adjournment

Copy of the above Bills will be available for public inspection prior to the meeting.

This meeting is open to the public.

Pursuant to Section 610.022 RSMo, the Board of Aldermen of the City of Warrenton, Missouri, subject to a motion duly made and adopted, may also close the public meeting and hold a closed meeting for the purpose of dealing with matters relating to one or more of the following: 610.021(1) Legal Actions, Causes of Action, Litigation or Privileged Communications between the City’s representatives and its attorneys; 610.021(2) Leasing, purchasing or sale of real estate; 610.021(3) Hiring, firing, disciplining or promotion of an employee of a public governmental body or other matters as permitted by Chapter 610.

If you have any special needs as addressed by the ADA, please contact City Hall at 636 456-3535

Dated and posted this 11<sup>th</sup> day of September, 2009

Melody Rugh  
City Clerk

**Next regular meeting of the Warrenton Board of Aldermen  
October 6, 2009 at 7:30 p.m.**

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Mayor Greg Costello called the meeting to order at approximately 7:30 p.m. on September 15, 2009 at Warrenton City Hall, 200 West Booneslick. Present were Mayor Costello, Alderman Dreyer, Alderman Flake, Alderman Cullom, Alderman Tallo, Alderman Kendall and City Attorney Chris Graville. Alderman Clark was absent.

Staff present: Director of Operations/Finance Officer Terri Thorn, Special Events Coordinator Jenny Hoffmann, Public Works Director Rob Hamlin, Recreation Director Patrick Randolph, Chief of Police Greg Houdyshell, Economic Development Director Michelle Schlenther, Maintenance and Grounds Director Brad Busekrus and City Clerk Melody Rugh.

**APPROVAL OF MINUTES**

Alderman Cullom moved and Alderman Tallo seconded the motion to postpone the August 18, 2009 minutes until they are corrected.

Dreyer: Yes                 Flake: Yes                 Cullom: Yes  
Tallo: Yes                 Kendall: Yes             Clark: Absent  
AYES: 5   NAYS: 0   ABSTENTIONS: 0   ABSENT: 1

The motion passed 5 to 0 with 1 absent.

Alderman Tallo moved and Alderman Dreyer seconded the motion to approve the work session

minutes of September 1, 2009 regarding bidding policies.

Dreyer: Yes           Flake: Yes           Cullom: Yes  
Tallo: Yes            Kendall: Yes         Clark: Absent  
AYES: 5   NAYES: 0   ABSTENTIONS: 0   ABSENT: 1

The motion passed 5 to 0 with 1 absent.

Alderman Cullom moved and Alderman Flake seconded the motion to approve the executive session minutes from September 1, 2009.

Dreyer: Yes           Flake: Yes           Cullom: Yes  
Tallo: Yes            Kendall: Yes         Clark: Absent  
AYES: 5   NAYES: 0   ABSTENTIONS: 0   ABSENT: 1

The motion passed 5 to 0 with 1 absent.

### **HIRING OF CITY EMPLOYEES**

Alderman Kendall made a motion to hire Melody Schowe as a full time records clerk at \$12.00 an hour and Tamie Smith as a full time Court Clerk for \$14.50 an hour. The motion was seconded by Alderman Tallo.

Dreyer: Yes           Flake: Yes           Cullom: Yes  
Tallo: Yes            Kendall: Yes         Clark: Absent  
AYES: 5   NAYES: 0   ABSTENTIONS: 0   ABSENT: 1

The motion passed 5 to 0 with 1 absent.

### **RECYCLING EVENT WITH WARREN CO RIII SCHOOL**

Jenny Hoffmann requested direction from the Board of Aldermen on how they would like to proceed with the recycling day event due to the School's contract requiring the City to indemnify the School. The Board of Aldermen requested that Jenny Hoffmann contact the School and discuss other ways for the recycling event could occur without the necessity of the indemnification agreement.

### **COCHRAN ENGINEERING CHANGE ORDER AND BOOSTER STATION BID**

Cochran Engineering was present and presented a change order to tie the electrical system on the SCADA system together with the Booster Pump Station by using the same electrical company so there would not be any confusion between contractors. A motion was made by Alderman Tallo, seconded by Alderman Cullom, to authorize a change order for the Booster Station electrical in the amount of \$77,095.00 in favor of Electrical Control Company.

Dreyer: Yes           Flake: Yes           Cullom: Yes  
Tallo: Yes            Kendall: Yes         Clark: Absent  
AYES: 5   NAYES: 0   ABSTENTIONS: 0   ABSENT: 1

The motion passed 5 to 0 with 1 absent.

A motion was made by Alderman Cullom, seconded by Alderman Flake, to accept the recommendation of Cochran Engineering and accept the low bid for the booster pump equipment presented by USEMCO, Inc. for \$44,220.00.

Dreyer: Yes           Flake: Yes           Cullom: Yes  
Tallo: Yes            Kendall: Yes         Clark: Absent  
AYES: 5   NAYES: 0   ABSTENTIONS: 0   ABSENT: 1

The motion passed 5 to 0 with 1 absent.

Motion made by Alderman Tallo, seconded by Alderman Kendall, to accept the recommendation of Cochran Engineering in regard to the bids for pressure reducing valves and valve vaults from EFI in

the amount of \$33,500.00.

Dreyer: Yes           Flake: Yes           Cullom: Yes  
Tallo: Yes            Kendall: Yes        Clark: Absent  
AYES: 5 NAYES: 0 ABSTENTIONS: 0 ABSENT: 1

The motion passed 5 to 0 with 1 absent.

**HOLY ROSARY LIQUOR LICENSE**

Motion made by Alderman Kendall, seconded by Alderman Cullom to approve the retail liquor by the drink picnic license for Holy Rosary Activity Center for their Fall Dinner on October 25, 2009 and Trivia Night on November 21, 2009.

Dreyer: Yes           Flake: Yes           Cullom: Yes  
Tallo: Yes            Kendall: Yes        Clark: Absent  
AYES: 5 NAYES: 0 ABSTENTIONS: 0 ABSENT: 1

The motion passed 5 to 0 with 1 absent.

**TERRI THORN , DIRECTOR OF OPERATIONS/FINANCE OFFICER**

Terri Thorn presented a request from Stan Shelton to meet with the Post Office. The Board of Aldermen agreed to meet with the Post Master to discuss parking on Main Street.

The Auditors were working with City Hall employees. They will submit a report that will be presented to the Board of Alderman at the first meeting in November.

As a result of combining employee offices the City has an excess of office furniture. Terri Thorn requested that the City hold an "inside garage sale" to sell some of the items at a reasonable price. Alderman Cullom moved and Alderman Kendall seconded a motion to authorize an "inside yard sale" to dispose of unused and unneeded city office equipment and furniture.

Dreyer: Yes           Flake: Yes           Cullom: Yes  
Tallo: Yes            Kendall: Yes        Clark: Absent  
AYES: 5 NAYES: 0 ABSTENTIONS: 0 ABSENT: 1

The motion passed 5 to 0 with 1 absent.

**SONYA STRONG – WATER BILL**

Sonya Strong requested an adjustment on her water bill due to a water leak that she was unaware related to her toilet. Mayor Costello explained to Ms. Strong that the water went into the sewer system which resulted in the City treating the water therefore an adjustment could not be made per City policy.

**ROB HAMLIN, PUBLIC WORKS DIRECTOR**

Rob Hamlin presented bids for the purchase of salt for the winter season. The low bidder was Earth City Supply in the amount of \$75.00 per ton. This company has since sold all of their \$75.00 a ton salt and has increased their price to \$85.00 a ton. Gunther Salt sent a confirmation yesterday saying they would hold their price of \$84.50 a ton until April 1, 2009 therefore the Public Works Director recommended that the City purchase salt from Gunter Salt. Alderman Flake made a motion to accept the recommendation of the Public Works Director and award the salt bid to Gunther Salt in the amount of \$84.50 a ton. The motion was seconded by Alderman Cullom.

Dreyer: Yes           Flake: Yes           Cullom: Yes  
Tallo: Yes            Kendall: Yes        Clark: Absent

AYES: 5 NAYES: 0 ABSTENTIONS: 0 ABSENT: 1

The motion passed 5 to 0 with 1 absent.

Rob Hamlin updated the Board of Aldermen on the Pedestrian Bridge and the Lake Chateau Street overlay project. The City was in the process of completing the connection of the water line connected to the Pedestrian Bridge and Rob Hamlin did not have an estimated date for opening of the bridge. The streets in Lake Chateau are scheduled to be asphalted and finished on the 23<sup>rd</sup> as long as the weather cooperates.

**PATRICK RANDOLPH, RECREATION DIRECTOR**

Patrick Randolph updated the Board on the gold fish grab that drew in over 100 participants which is up from the 64 participants the previous year.

**GREG HOUDYSHELL, CHIEF OF POLICE**

Alderman Cullom made a motion to accept the recommendation of the Chief of Police and accept the bid from VIPRE for the purchase of a computer voice stress analyzer in the amount of \$2,765.00. This bid included an extra year of warranty. The motion was seconded by Alderman Flake.

Dreyer: Yes                      Flake: Yes                      Cullom: Yes  
Tallo: Yes                      Kendall: Yes                      Clark: Absent  
AYES: 5    NAYES: 0    ABSTENTIONS: 0    ABSENT: 1  
The motion passed 5 to 0 with 1 absent.

The Chief of Police gave highlights from the detective's report. The Chief of Police also recommended that instead of closing off parking spaces and inconveniencing the downtown businesses before and during the Warren County High School Homecoming Parade on October 8, he would place more officers on duty to help with crowd control.

**MICHELLE SCHLENTHER, ECONOMIC DEVELOPMENT DIRECTOR**

The Mayor and Board of Aldermen agreed to postpone consideration of the City Hall Message Board sign and have Chief Houdyshell, who has experience with electronics, review the bids and research the different companies and see what would be the best fit for the City. The Board requested that the Chief report back to the Board of Aldermen with a recommendation.

Michelle Schlenter gave an update on the easements for the Highway 47 sidewalk project. She reported that she continues to progress forward with regards to acquiring the easements. She also reported that the tentative ship date for the City Hall generator is set for September 18, 2009. She also reported that the City had received confirmation that they had been awarded the solid waste grant, which provides shredded tires for the playground at the Athletic Complex.

**BRAD BUSEKRUS, MAINTENANCE AND GROUNDS DIRECTOR**

Brad Busekrus updated the Board of Aldermen regarding the lights for the flag poles in front of City Hall that are now working. He also provided the Board of Aldermen with a written description of what Grounds and Maintenance was presently responsible for maintaining within the City limits.

**BILL TO ORDINANCE**

**BILL NO. 54-09 AN ORDINANCE AMENDING CHAPTER 135 OF THE MUNICIPAL CODE OF THE CITY OF WARRENTON, MISSOURI PERTAINING TO MUNICIPAL COURT.**

Alderman Kendall moved and Alderman Tallo seconded the motion to introduce Bill No. 54-09. The motion carried and the City Clerk read the bill by title only for the first time. Alderman Flake moved

and Alderman Dreyer seconded the motion to read Bill No. 54-09 for the second time and for final passage. The motion passed and the City Clerk read the bill by title only for the second time. Bill No. 54-09 passed becoming Ordinance No. 1873.

Dreyer: Yes           Flake: Yes           Cullom: Yes  
Tallo: Yes           Kendall: Yes       Clark: Absent  
AYES: 5   NAYES: 0   ABSTENTIONS: 0   ABSENT: 1  
The motion passed 5 to 0 with 1 absent.

### **EXECUTIVE SESSION**

Alderman Cullom moved and Alderman Dreyer seconded the motion to go into Executive Session for discussion of litigation, real estate and personnel.

Dreyer: Yes           Flake: Yes           Cullom: Yes  
Tallo: Yes           Kendall: Yes       Clark: Absent  
AYES: 5   NAYES: 0   ABSTENTIONS: 0   ABSENT: 1  
The motion passed 5 to 0 with 1 absent.

### **ADJOURNMENT**

Alderman Kendall moved and Alderman Cullom seconded the motion to adjourn the Regular Board of Aldermen meeting. The motion was approved and the Regular Board of Aldermen meeting was adjourned at approximately 9:00 p.m.

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Greg Costello, Mayor

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Melody Rugh, City Clerk