

6:30 P.M. Work Session on 12 hour shifts for Police Department



AGENDA
WARRENTON BOARD OF ALDERMEN
Tuesday, December 1, 2009
7:30 P.M.
Warrenton City Hall Chambers
200 West Booneslick

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, **December 1, 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. Work Session Minutes of November 17, 2009
3. Open and Executive Session Minutes of November 17, 2009
4. Hearing from the Public
5. Board of Aldermen Comments
6. Mayor's Report to the Board
 - a) Closing of city buildings for the holidays
7. Hiring of Planning and Zoning Coordinator, Jeri Halsey-Walters
8. Introduction of Jerri Halsey-Walters
9. Approval of Original Package Liquor including Sunday for Walgreens # 10211, located at 701 N. Hwy 47
10. Terri Thorn, Director of Operations/Finance Officer
 - a) Accounts Payable
 - b) Ameren UE Streetlight billing
11. Rob Hamlin, Public Works Director
 - a) Sidewalk Project Update
 - b) Request for new Computer
 - c) Request for Water St. Lift Station Preliminary Study
12. Patrick Randolph, Recreation Director
13. Greg Houdyshell, Chief of Police
 - a) Digital Camera & Equipment Bid
14. Jim Daly, Building Commissioner
 - a) Building Report
15. Michelle Schlenker, Economic Development Director
16. Deb Jett, Human Resources Director
17. Brad Busekrus, Maintenance and Grounds Director
 - a) Booster Station Building Update
 - b) Wesleyan Church Update
 - c) Grounds and Maintenance Report
18. Bills to Ordinance:
 - a) Bill No. 61-09 An Ordinance approving the Conditional Use Permit for Kids Under Construction located at 501 N. Hwy 47.
19. Executive Session – Litigation
20. Executive Session – Real Estate

- 21. Executive Session – Personnel
- 22. 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 25th day of November, 2009

Melody Rugh
City Clerk

**Next regular meeting of the Warrenton Board of Aldermen
December 15, 2009 at 7:30 p.m.**

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President of the Board of Aldermen, Fred Flake, called the meeting to order at approximately 7:30 p.m. on December 1, 2009 at Warrenton City Hall, 200 West Booneslick. Present were Alderman Dreyer, Alderman Flake, Alderman Cullom, Alderman Tallo, Alderman Clark, Alderman Kendall and City Attorney Chris Graville. Mayor Costello was absent.

Staff present: Director of Operations/Finance Officer Terri Thorn, Public Works Director Rob Hamlin, Economic Development Director Michelle Schlenker, Human Resources Director Deb Jett, Building Commissioner Jim Daly, Recreation Director Patrick Randolph, Maintenance and Grounds Director Brad Busekrus and City Clerk Melody Rugh. Chief of Police Greg Houdyshell was absent.

APPROVAL OF MINUTES

Alderman Cullom moved and Alderman Kendall seconded the motion to approve the November 17, 2009 work session minutes on discussion of recreation/vacation vehicles.

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

AYES: 6 NAYS: 0 ABSTENTIONS: 0 ABSENT: 0

The motion passed 6 to 0.

Alderman Tallo moved and Alderman Dreyer seconded the motion to approve the November 17, 2009 open and executive session minutes with the corrections that were discussed.

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

AYES: 6 NAYS: 0 ABSTENTIONS: 0 ABSENT: 0

The motion passed 6 to 0.

MAYOR’S REPORT TO THE BOARD

In Mayor Costello’s absence President of the Board, Fred Flake, informed everyone that Mayor Costello has followed in past tradition and declared a holiday starting at noon on Thursday, December 24. City offices will close at that time.

HIRING OF PLANNING AND ZONING COORDINATOR, JERI HALSEY-WALTERS

Alderman Kendall moved and Alderman Cullom seconded the motion to hire Jeri Halsey-Walters as a full time Planning and Zoning Coordinator at \$13.00 an hour.

Dreyer: Yes Flake: Yes Cullom: Yes

Tallo: Yes Kendall: Yes Clark: Yes

AYES: 6 NAYS: 0 ABSTENTIONS: 0 ABSENT: 0

The motion passed 6 to 0.

LIQUOR LICENSE FOR WALGREES #10211

Alderman Clark moved and Alderman Cullom seconded the request to approve the Original Package Liquor including Sunday liquor license for Walgreens #10211 located at 701 N. Hwy 47.

Dreyer: Yes Flake: Yes Cullom: Yes

Tallo: Yes Kendall: Yes Clark: Yes

AYES: 6 NAYS: 0 ABSTENTIONS: 0 ABSENT: 0

The motion passes 6 to 0.

TERRI THORN, DIRECTOR OF OPERATIONS/FINANCE OFFICER

Terri Thorn presented the accounts payable list in the amount of \$528,078.20 this includes several loan payments that were due December 1st. Alderman Kendall moved and Alderman Clark seconded to approve the accounts payable list as submitted.

Dreyer: Yes Flake: Yes Cullom: Yes

Tallo: Yes Kendall: Yes Clark: Yes

AYES: 6 NAYES: 0 ABSENTIONS: 0 ABSENT: 0

The motion passed 6 to 0.

Larry Shroeth from Ameren UE informed Terri last week that there are 80 street lights in different subdivisions that the City of Warrenton has never been billed for. Mr. Shroeth estimates the cost of the street lights to be around \$400 to \$500 a month. The miscommunication was with Ameren UE employees and the bill will be going forward not retroactive.

Jenny Hoffmann informed Terri the proceeds from the City Garage sale was \$614.00.

ROB HAMLIN, PUBLIC WORKS DIRECTOR

Rob updated the Board on the sidewalks along S Hwy 47. Approximately 600 feet has been poured to date which is a little over half way and the sign for Wesleyan Church has been moved to finish the sidewalks there.

Rob presented the bid for a new computer for the public works assistant. Alderman Cullom moved and Alderman Dreyer seconded the motion to approve the recommendation of the Public Works Director and accept the low bid from CDW-G for a new computer, for the amount of \$832.79.

Dreyer: Yes Flake: Yes Cullom: Yes

Tallo: Yes Kendall: Yes Clark: Yes

AYES: 6 NAYES: 0 ABSENTIONS: 0 ABSENT: 0

The motion passed 6 to 0.

Rob presented a project estimate to have an engineering firm do a preliminary report on the Water Street Lift Station which is having overflow problems. Rob had two estimates one from Cochran Engineering and the

other from Lewis and Bade. Lewis and Bade is not as familiar with this type of study therefore Rob would like to have Cochran Engineering do the study for \$12,500.00, which is the low bid. Alderman Kendall moved and Alderman Tallo seconded the motion to approve Cochran Engineering doing a preliminary study on the Water Street Lift Station in the amount of \$12,500.00. This is an unbudgeted expense.

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

AYES: 6 NAYES: 0 ABSENTIONS: 0 ABSENT: 0

The motion passed 6 to 0.

PATRICK RANDOLPH, RECREATION DIRECTOR

Patrick updated the Board with the activities that are coming up in the Recreation Department.

TERRI THORN PRESENTED THE DIGITAL CAMERA & EQUIPMENT BID

Chief Houdyshell was absent. Terri presented the bid for a digital camera and equipment. Alderman Tallo moved and Alderman Dreyer seconded the motion to approve the recommendation of the Chief of Police and accept the low bid from Creve Coeur Camera, for the amount of \$2,206.56.

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

AYES: 6 NAYES: 0 ABSENTIONS: 0 ABSENT: 0

The motion passed 6 to 0.

JIM DALY, BUILDING COMMISSIONER

Jim presented the monthly building report.

MICHELLE SCHLENTER, ECONOMIC DEVELOPMENT DIRECTOR

Michelle had nothing to report.

DEB JETT, HUMAN RESOURCES DIRECTOR

Deb had nothing to report other than she included an updated photo log of the new employees for the City of Warrenton in the Boards packets.

BRAD BUSEKRUS, MAINTENANCE AND GROUNDS DIRECTOR

Brad updated the Board on the structure for the booster pump and the sign for Wesleyan Church. The generator is here and has been set. Ross electric should be here next week to hook it up. Christmas lights and wreaths are up and Brad thanked Ameren UE and Kevin Gellhousen for their help with this. The parks have been winterized.

BILLS TO ORDINANCE

BILL NO. 61-09 AN ORDINANCE APPROVING THE CONDITIONAL USE TO ALLOW A DAY CARE AND LEARNING CENTER AT 501 N. HWY 47.

Alderman Tallo moved and Alderman Dreyer seconded the motion to introduce Bill No. 61-09. The motion carried and the City Clerk read the bill by title only. Alderman Cullom moved and Alderman Dreyer seconded the motion to read Bill No. 61-09 for the second time and final passage. The motion was approved and the City Clerk read the bill by title only. Bill No. 61-09 passed becoming Ordinance No. 1880.

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

AYES: 6 NAYES: 0 ABSENTIONS: 0 ABSENT: 0

The motion passed 6 to 0.

Ordinance No. 1880 is on file at the office of the City Clerk.

EXECUTIVE SESSION

Alderman Cullom moved and Alderman Dreyer seconded the motion to go into Executive Session for

discussion of real estate, litigation and personnel.

Dreyer: Yes Flake: Yes Cullom: Yes

Tallo: Yes Kendall: Yes Clark: Yes

AYES: 6 NAYES: 0 ABSECTIONS: 0 ABSENT: 0

The motion passed 6 to 0.

ADJOURNMENT

Alderman Tallo moved and Alderman Clark 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 8:03 p.m.

Greg Costello, Mayor

Melody Rugh, City Clerk