



AGENDA
WARRENTON BOARD OF ALDERMEN
Tuesday, January 5, 2010
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, **January 5, 2010** 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.

Public Hearing:

- **Annexation of Interstate 70 and the surrounding right-of-ways 600 feet west from the western city limits.**
1. Open meeting
 2. Open and Executive Session Minutes of December 15, 2009
 3. Hearing from the Public
 4. Board of Aldermen Comments
 5. Mayor's Report to the Board
 6. Hiring of Police Officers John Morris and Branden Weber
 7. Introduction of New Employees
 8. Approval of Liquor License - Retail Liquor by the Drink and Sunday by the Drink for Holy Rosary Activity Center located at 724 E Booneslick
 9. James Reid Landscaping – Requested change to approved site plan
 10. Terri Thorn, Director of Operations/Finance Officer
 - a) Accounts Payable
 - b) Work session request on dumpster enclosure variances
 - c) Work session request on budget revisions
 - d) Summary of Accomplishments
 11. Rob Hamlin, Public Works Director
 - a) Christmas tree pickup
 - b) Request to repair/replace garage doors
 12. Patrick Randolph, Recreation Director
 - a) Pool Management Contract
 13. Greg Houdyshell, Chief of Police
 - a) Purchase of handheld radios
 - b) Purchase of police vehicle
 14. Jim Daly, Building Commissioner
 - a) Building Report
 15. Michelle Schlenther, Economic Development Director
 - a) NSP Grant Approval Process
 - b) Approval to submit Energize Missouri Communities Grant
 - c) Approval to request grant funds from Ameren UE to supplement Energize Missouri Communities Grant
 16. Deb Jett, Human Resources Director
 - a) Approval of Changes to the Safety Awareness Manual
 17. Brad Busekrus, Maintenance and Grounds Director
 18. Bills to Ordinance:

- a) Bill No. 1-10 Ordinance annexing unincorporated areas of Warren County, Missouri to extend the western corporate limits into the City of Warrenton

- 19. Resolution No. 283 providing for a Special Election on April 6, 2010 to annex an unincorporated area west of the present city limits.
- 20. Executive Session – Litigation
- 21. Executive Session – Real Estate
- 22. Executive Session – Personnel
- 23. 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 31st day of December, 2009

Melody Rugh
City Clerk

**Next regular meeting of the Warrenton Board of Aldermen
January 19, 2010 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 January 5, 2010 at Warrenton City Hall, 200 West Booneslick. Present were Alderman Dreyer, Alderman Flake, Alderman Cullom, Alderman Tallo, and Alderman Clark. Mayor Costello, Alderman Kendall and City Attorney Chris Graville were absent.

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

PUBLIC HEARING

Annexation of Interstate 70 and the surrounding right-of-ways 600 feet west from the western city limits. Current western city limits is at the Pendleton Cut-off road. The City Clerk has some information she would like to pass on.

City Clerk: I will read the legal description that was in the paper: The purpose of the annexation of Highway 70 and the surrounding right-of-ways is to preserve the City of Warrenton’s historic and rural characteristics while providing orderly development of the impending industrial and commercial growth along the Interstate 70 corridor. The City intends only to annex Interstate 70 and the surrounding right-of-way, not to annex any private property. All that part of the right-of-way of Interstate 70 between the north right-of-way line and the

south right-of-way line lying in Warren County, Missouri and described as follows: Commencing at the intersection of Interstate Highway 70 with the west city limits of Warrenton (being Highway Station 166+00) and proceeding 600 feet West in Section 14, Township 47 North, Range 3 West (to Station 160+00). The east side of said tract is the West City Limits of Warrenton; the north side of said tract is the north right-of-way line; the south side of said tract is the south right-of-way line; the west side of said tract is a line 600 feet west of the east side of said tract.

Alderman Flake: With that being read do we have any questions or comments from the public? If you have any questions please step up to the podium and give your name so we can have that for the record. (no response from public)

City Clerk: I would like to at this time introduce the plan of intent for this annexation. THE CITY OF WARRENTON, MISSOURI INTENDS TO PROVIDE MUNICIPAL SERVICES FOR AN UNINCORPORATED AREA OF LAND THAT IS UNDER CONSIDERATION FOR ANNEXATION BY THE CITY OF WARRENTON, MISSOURI. THIS PROPERTY CONSISTS OF THE ENTIRE PART OF INTERSTATE HIGHWAY 70 AND THE SURROUNDING RIGHT-OF-WAY, WHICH IS LOCATED IN WARREN COUNTY, MISSOURI, AND LIES WEST OF THE PRESENT CITY LIMITS.

This Plan of Intent has been posted for public review at City Hall and copies have been provided to the public prior to the meeting.

At this time I would ask one of the Aldermen to make a motion to have the plan of intent be made a part of the record of the public hearing as Exhibit "A".

Alderman Tallo: So moved.

Alderman Cullom: Second

Alderman Flake: Motion by Alderman Tallo, second by Alderman Cullom to have the plan of intent be made a part of the record of the public hearing as Exhibit "A". Any questions or comments? Roll call vote.

Alderman Dreyer, Flake, Cullom, Tallo and Clark: Yes.

Alderman Flake: Motion passes 5 to 0 with 1 absent.

City Clerk: Does the Board or public have any questions at this time? (no response from public) At this time I would ask one of the Aldermen to make a motion on accepting the plan of intent for the proposed annexation.

Alderman Cullom: So moved.

Alderman Clark: Second

Alderman Flake: Motion by Alderman Cullom, second by Alderman Clark to accept the plan of intent for the proposed annexation. Questions or comments? Roll call vote.

Alderman Dreyer, Flake, Cullom, Tallo and Clark: Yes.

Alderman Flake: Motion passes 5 to 0 with 1 absent. Any questions? Is that it? Public hearing is officially closed.

Items to add to the agenda: 11b. Items to be removed from the agenda: 15a, 15b, 16 and 16a.

APPROVAL OF MINUTES

Alderman Cullom moved and Alderman Dreyer seconded the motion to approve the December 15, 2009 open and executive session minutes as presented.

Dreyer: Yes Flake: Yes Cullom: Yes

Tallo: Yes Kendall: Absent Clark: Yes
AYES: 5 NAYS: 0 ABSTENTIONS: 0 ABSENT: 1
The motion passed 5 to 0 with 1 absent.

HIRING OF POLICE OFFICER , BRANDEN WEBER

Alderman Cullom moved and Alderman Clark seconded the motion to hire Branden Weber as a full time Police Officer at \$15.60 an hour.

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

HIRING OF POLICE OFFICER , JOHN MORRIS

Alderman Cullom moved and Alderman Clark seconded the motion to hire John Morris as a full time Police Officer at \$15.60 an hour.

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

APPROVAL OF LIQUOR LICENSE FOR HOLY ROSARY ACTIVITY CENTER

Alderman Clark moved and Alderman Dreyer seconded the request to approve the Retail Liquor by the Drink and Sunday by the Drink liquor license for Holy Rosary Activity Center.

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

JAMES REID LANDSCAPING-REQUESTED CHANGE TO THE APPROVED SITE PLAN

Alderman Cullom questioned Brandon from Lewis and Bade is there were any changes to the amount of parking spaces with this revision. Brandon stated that there were no changes. Alderman Tallo moved and Alderman Clark seconded the request to approve the requested change to the approved site plan.

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

TERRI THORN, DIRECTOR OF OPERATIONS/FINANCE OFFICER

Terri Thorn presented the accounts payable list in the amount of \$226,261.34. Alderman Clark moved and Alderman Cullom seconded to approve the accounts payable list as submitted.

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

There were 2 requests for work sessions. The first will be on February 2nd at 6:30 P.M. to discuss dumpster enclosure variances and the second on January 19th at 6:00 P.M. to discuss budget revisions. Terri gave a list of the bigger accomplishments from the City for the Board's review.

ROB HAMLIN, PUBLIC WORKS DIRECTOR

Rob presented a Christmas tree pickup schedule for the north side of I-70 on January 14th and south side on January 15th. Also, the residents would have the option to drop their trees at the animal shelter until January 30 if they miss the pickup date. This will help alleviate trees being tossed in City ditches. Alderman Cullom

expressed her concern with trees being dropped off at the shelter by individuals from outside the City due to the lack of surveillance and discussed other options for residents to have their trees picked up if they miss the date. Alderman Clark moved and Alderman Dreyer seconded the motion to approve the curbside Christmas trees being picked up by the Public Works department on the north side of 70 on January 14th and on the south side January 15th and also offering the residents the option to drop off the trees at the animal shelter until January 30.

Dreyer: Yes Flake: Yes Cullom: No

Tallo: Yes Kendall: Absent Clark: Yes

AYES: 4 NAYES: 1 ABSENTIONS: 0 ABSENT: 1

The motion passed 4 to 1 with 1 absent.

Rob presented a request to purchase material to repair/replace some of the maintenance shed garage doors. Alderman Clark moved and Alderman Cullom seconded the motion to approve the request to purchase material to repair/replace some of the garage doors on the maintenance shed in the amount of \$1,419.40.

Dreyer: Yes Flake: Yes Cullom: Yes

Tallo: Yes Kendall: Absent Clark: Yes

AYES: 5 NAYES: 0 ABSENTIONS: 0 ABSENT: 1

The motion passed 5 to 0 with 1 absent.

Rob updated the Board on the sewer camera. It is scheduled to arrive this Thursday and thanked the residents for moving the basketball hoops away from the road so the snow plows could plow the streets.

PATRICK RANDOLPH, RECREATION DIRECTOR

Patrick presented the 2010 pool contract from Midwest Pool Management to the Board. The contract has been reviewed and changes made by the City attorney. Alderman Clark moved and Alderman Cullom seconded the motion to approve the 2010 pool contract with Midwest Pool Management.

Dreyer: Yes Flake: Yes Cullom: Yes

Tallo: Yes Kendall: Absent Clark: Yes

AYES: 5 NAYS: 0 ABSTENTIONS: 0 ABSENT: 1

The motion passed 5 to 0 with 1 absent.

GREG HOUDYSHELL, CHIEF OF POLICE

Greg presented 2 requests that are relative to the grant and will be funded by the grant and both are on state bid. The first request is to purchase 2 handheld radios in the amount of \$1,977.60. This amount is less than the budgeted amount of \$2,023.24. Alderman Clark moved and Alderman Tallo seconded the motion to approve the purchase of 2 handheld radios from A & W Communications Inc. in the amount of \$1,977.60.

Dreyer: Yes Flake: Yes Cullom: Yes

Tallo: Yes Kendall: Absent Clark: Yes

AYES: 5 NAYS: 0 ABSTENTIONS: 0 ABSENT: 1

The motion passed 5 to 0 with 1 absent.

The second request is a new police car in the amount of \$33,567.00. This amount is less than the budgeted amount of \$34,400.00. Alderman Cullom moved and Alderman Tallo seconded the motion to approve the purchase of a fully equipped vehicle from Don Brown in the amount of \$33,567.00.

Dreyer: Yes Flake: Yes Cullom: Yes

Tallo: Yes Kendall: Absent Clark: Yes

AYES: 5 NAYS: 0 ABSTENTIONS: 0 ABSENT: 1

The motion passed 5 to 0 with 1 absent.

Greg reminded the Board that the 12 hour shifts were implemented yesterday on January 4.

JIM DALY, BUILDING COMMISSIONER

Jim presented the December monthly report.

MICHELLE SCHLENTHER, ECONOMIC DEVELOPMENT DIRECTOR

Michelle requested that the Board review the Neighborhood Stabilization Program process. Currently, the challenge has been that the properties are under contract by the time the city is able to place an offer due to the timing of the Board meetings. To expedite and make the process quicker, Michelle suggested that Terri, Brad and Michelle be on a committee and decide if the property is something the City would want to purchase and meets the criteria that was previously considered in discussions with the Board regarding the available properties. Alderman Tallo moved and Alderman Cullom seconded the motion to approve a committee to review the property under the NSP grant.

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

The motion passed 5 to 0 with 1 absent.

BRAD BUSEKRUS, MAINTENANCE AND GROUNDS DIRECTOR

Brad updated the Board on the grounds and maintenance year end report for 2009.

BILLS TO ORDINANCE

BILL NO. 01-10 AN ORDINANCE FOR THE PURPOSE OF PROVIDING FOR THE ANNEXATION OF CERTAIN UNINCORPORATED AREAS OF WARREN COUNTY, MISSOURI, TO THE CITY OF WARRENTON, MISSOURI, AND FOR THE EXTENSION OF THE WESTERN CORPORATE LIMITS OF SAID CITY TO INCLUDE SUCH AREAS.

Alderman Tallo moved and Alderman Clark seconded the motion to introduce Bill No. 01-10. 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. 01-10 for the second time and final passage. The motion was approved and the City Clerk read the bill by title only. Bill No. 01-10 passed becoming Ordinance No. 1882.

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

The motion passed 5 to 0 with 1 absent.

Ordinance No. 1882 is on file at the office of the City Clerk.

RESOLUTION NO. 283

A RESOLUTION CALLING FOR AN ELECTION ON APRIL 6, 2010 REGARDING AN UNINCORPORATED AREA OF LAND THAT IS UNDER CONSIDERATION FOR ANNEXATION BY THE CITY OF WARRENTON, MISSOURI.

Alderman Cullom moved and Alderman Tallo seconded the motion to introduce and read Resolution No. 283. The motion carried and the City Clerk read the resolution by title only.

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

The motion passed 5 to 0 with 1 absent.

EXECUTIVE SESSION

Alderman Cullom moved and Alderman Tallo seconded the motion to go into Executive Session for discussion of litigation and personnel.

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

The motion passed 5 to 0 with 1 absent.

ADJOURNMENT

Alderman Tallo moved and Alderman Dreyer 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 8:25 p.m.

Greg Costello, Mayor

Melody Rugh, City Clerk