

City of Marthasville

MINUTES OF THE CITY OF MARTHASVILLE BOARD OF ALDERMEN April 20, 2016

The April 20, 2016 regular meeting of the Marthasville Board of Alderman was held at Marthasville City Hall and called to order at 7:00 PM with Mayor David Lange, presiding. Mayor Lange led the Pledge of Allegiance. Roll call was taken by City Clerk, Carla Heggemann. Aldermen Dan Grafrath, Pam Jensen, Mike Kloepfel, Nicholas Lange and Mayor David Lange were present. After roll call Mayor Lange reported a quorum was present.

Also in attendance were City Clerk, Carla Heggemann; City Attorney, Jamis Kresyman; Police Chief, Gene Jenkins; Deputy Clerk, Lisa Irwin; Public Works Director, Brad Landwehr; Joe Barker, Missouriian Publishing; Dave Goebel, ECM/Alliance Water; Mark Piontek, Lewis & Rice; Grover Hilgedick (908 Tanglewood Dr); Mona Anderson; Sue Gloeckle; Tom Haberberger (811 Northridge Dr); Amy Lange (808 Grand Ave); John Eckstrom (808 Grand Ave); Trei Irwin; Butch Broeker (501 E Main St); Craig Glosemeyer (106 Norcoa); Chris DeVore (303 Hillcrest Dr); Kevin & Lauren Williams (100 Lane Garrett); Tim Rigg; Don Deeker (316 S Sixth St); Dana Lange (103 Rottmann); Tom DeVore (303 Hillcrest); William Wessel; Angela Carr (801 Northridge); Lulu Hasenjaeger (33 Kountry Ln); Becky Adams (404 E South St); Martha Smith (303 E South St); Kendall Lange (809 Tiffany Ct); Charles Heggemann (818 Tiffany Ct); Deborah Fox (109 Norcoa Dr); Brenda Daniels (103 Shawn Patrick); Sarah Thomas (106 Lane Garrett) and Addam Ayala.

ACCEPTING THE APRIL 5, 2016 ELECTION RESULTS

Mayor Lange read the official election results from the Warren County Clerk. From the Marthasville East Ward, Nicholas Lange 76 votes and John Graham 51 votes. From the Marthasville Southwest Ward, Pam Jensen 84 votes and Christopher DeVore 107 votes. Mayor Lange entertained a motion to accept the election results. Motioned by Alderman Grafrath, seconded by Alderman Jensen to accept the election results. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

SWEARING IN OF ELECTED OFFICIALS

City Clerk Carla Heggemann swore in Christopher DeVore as Southwest Ward Alderman and Nicholas Lange as East Ward Alderman.

RECOGNITION OF OUTGOING OFFICIALS

Mayor Lange presented Pam Jensen with a plaque for her four years of public service as Southwest Ward Alderwoman.

APPROVAL AND APPOINTMENT OF BOARD OF ALDERMEN PRESIDENT

Mayor Lange entertained a motion for nominations of Board of Aldermen President. Motioned by Alderman Lange, seconded by Alderman DeVore to appoint Dan Grafrath to Board of Aldermen President. Mayor Lange asked for any other nominations. There being none, all Aldermen present voted "Aye". Motion passed with a 4-0 vote.

APPROVAL OF AGENDA

Motioned by Alderman Lange, seconded by Alderman DeVore, to approve the meeting agenda. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

APPROVAL OF MINUTES

Mayor Lange asked for a motion to approve all the minutes from the March 16, 2016 Regular Meeting, the March 30, 2016 Special Meeting. Motioned by Alderman Lange, seconded by Alderman Grafrath to approve the regular meeting and the special meeting minutes. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

PUBLIC COMMENT

Debra Fox (109 Norcoa) Concerned about intersection at Hwy D [S. One St] and W. Main Street. They have a small house down there with a creek. Debra distributed pictures to the Board that show what she is concerned about. Debra is requesting that improvements be made to the right side creek bank where the creek has eroded into the creek. The left side of the creek has previously been fixed by the City with a landscaping block wall. The erosion has caused the creek to close and the creek has become very narrow. Debra has professionals coming to remove the trees and brush from that section of the creek, but she would still like to see the bank rocked or blocked to stop the erosion. On top of the erosion, the creek is an eyesore at that intersection. Something should be done to beautify that area.

Charles Heggemann (818 Tiffany Ct) Wondered about his request that was made two months ago about tickets written on Rottmann, Shawn Patrick and Lane Garrett which were private streets. Gene has stated that this request has been fulfilled, but his wife was given one ticket that is not on Gene's statement and they still have not received one even though it was paid for two months ago. Pam Jensen lured him to last month's meeting telling him to come get his refund from her which was not there. Pam Jensen also stated that she spoke to the City Attorney, Jamis Kresyman and Lisa about taking care of it the next day which he still has not received or heard anything about. Charles would also like to thank Brad Landwehr for coming and filling in around the drainage ditch or the inlet.

Lulu Hasenjaeger (33 Kountry Ln) Stated she wished to thank the authors and writers of the unsigned "CUM" letters mailed to select Citizens of Marthasville. As without these Citizens receiving these it helped Chris and Nick become our Aldermen. If all the CUM committee are not present, please pass her thanks to them. Lastly, she hopes the postage came out of your pockets and not the City's.

Sarah Thomas (106 Lane Garrett) Keeping with Lulu's letter, she asked everyone if they know who wrote the letters to take that energy. We obviously know the Board can make decisions we may or may not like, that goes along with your jobs, your companies, wherever you work. So there are always going to be decisions that impact directly or indirectly. If we stand behind them and put the energy toward them. So if you know who those writers are, to take the negative energy and turn it into positive. Take the financial component out of it for ink, paper, envelopes, stamps and put the financial toward the City. To take that and make it more of a positive and come together instead of divide. She does agree that some of those letters did benefit Nick and Chris and hopefully everything will be a positive experience. However, we just need to ask them to take that negative and turn it into a positive to take the City forward.

John Eckstrom (808 Grand Ave) Had an interesting observation. After living her a year and a half now, he has noticed on Griswold Street depending on what sign you look at it is either spelled with an "O" or an "A". He questioned if anyone knew which way is it supposed to be spelled.

BOARD OF ALDERMEN COMMENTS

None at this time.

MAYORS COMMENTS, REPORTS, APPOINTMENTS

Mayor Lange stated the Title Search on Boone Estates streets and properties came back as no ownership like we thought. They found several of the bankruptcy papers the Bank of Washington supplied showed that the streets were set to be dedicated to the City. Mayor Lange wanted to comment on the Easter Egg Hunt that went very well downtown. It as well attended and he would like to thank the Chamber for sponsoring that event. Next month Mayor Lange will be reappointing some Park Board members.

REPORTS OF OTHER OFFICERS:

a. Treasurers Report -

- i. **Approval of Bills for the Month** - Mayor Lange stated that the Rottmann Street repair bill from Lamke Excavating as well as the water line repair from Crestview Drive is included in this month's bills. Motioned by Alderman Grafrath, seconded by Alderman Lange, to approve and pay all bills for the month. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

- b. **City Clerk's Report** - Mayor Lange stated that the report included a request for office supplies and there is a rabies clinic on the 28th. Alderman Grafrath questioned if this needs approval since the Clerk's office has an allowance. Alderman Lange stated that they have an allowance for anything that's not questionable, this will need approval. Motioned by Alderman Grafrath, seconded by Alderman Kloeppel, to approve everything on the Clerk's Report. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

DEPARTMENT REPORTS

a. City Parks

- i. **City Parks Board** – John Eckstrom, Vice President of City Parks Board, stated they have a few items to bring to the attention of the Board of Aldermen. They will be having a work day Saturday, April 30th meeting at Lichtenberg Park at 9am. They will move from park to park performing cleanup. In reference to Pam Jensen's issues with the totem pole at Wessel Park, the Park Board decided to move it back toward the burn pit. The Park Board is planning a Summer Fest on July 1st. This will be a neighborhood gathering, maybe have some fireworks, a band, face painters, balloon artist and some other things. The Park Board is developing a budget and will get back to the Board of Aldermen at a later date for approval.
- ii. **Rusche Park Board** – Don Deeker, Rusche Park Board Member, stated that the railing on the back side of the cabin is rotting and falling off, it will need replaced. The deck is good but all the posts will need to be replaced as well. At the next meeting the Rusche Park Board will be looking at it and getting some specifics on it to go out and get two bids on it. Don is unsure when it will be ready to presented to the Board of Aldermen, it depends when they get the bids back. Don stated that the Grabs House will be open one Saturday a month hopefully May through the fall, that is still to be determined. Mayor Lange added that the barn is done burning, but there is more cleanup yet to do. Alderman Lange questioned if the railing on the back side of the cabin poses a safety issue to which Don Deeker stated that it is roped off at the present time. Alderman Lange stated that if they want approval from the Board of Aldermen tonight, so when they do get bids to go ahead and get it replaced, so they do not have to wait for another meeting to get approval then. Don stated that he doesn't know how much it is going to cost, they don't know if they are going to go with something treated or something composite. So, the Rusche Park Board does not want to ask for approval tonight.
- b. **Public Works** - Brad Landwehr stated next week we will be renting a skid steer to clean up Rusche Park and some other projects. Brad spoke with the Corp of Engineers about clean out of Hwy D box culvert, Mayor Lange and him will work on obtaining a permit. The Corp suggested not putting it out for bids until we obtain a permit. The storm siren was tested last week and Brad suggests the City look into a bigger system. The one we have on the water tower cannot be heard throughout the whole City. Maybe something could be worked into next year's budget.
- c. **Water and Sewer** - Tim Flagg could not make it to give his report. Brad Landwehr stated that the effluent limits were good, Ammonia was a little high and water samples were all good.
- d. **Police Department** - Police Chief, Eugene Jenkins presented his report. 11 Summons, 23 Warnings, 8 Reports, 6 Arrest, 26 Assist Citizens, 13 Assist other Agencies, 0 Nuisance Violations, 0 Derelict Vehicles, 1 Death, 0 Accidents. The Police Department received another traffic grant for seat belt enforcement in the amount of \$400. The report was received back from the Attorney General's Office regarding Racial Profiling. Nothing negative was found. On June 4th there will be approximately 1,200 runners on the Katy Trail passing through Marthasville and they have asked for Police presence at the Hwy D crossing.
- e. **Animal Control** - 4 visits in March; 2 Warnings, 1 Dog and 0 Cats.

UNFINISHED BUSINESS:

- a. **Hiawatha Street Improvements/Engineer Recommendation** – Mayor Lange stated that two bids were received for the project. Lamke Trenching and Excavating, Inc. bid \$137,000 and Tramar Contracting bid \$165,600. The Engineers opinion of probable cost on this project was estimated at \$182,133. Lamke was the lowest bid and submitted a proper bid form, indicated they received the addendum, provided a good bid bond and provided a list of proposed subcontractors and suppliers being West Contracting and Franklin County Concrete. Therefore Lamke Trenching and Excavating is the lowest responsive bid and the Engineer recommends them to the City of Marthasville for construction of the Hiawatha Street Improvements. Mayor Lange entertained a motion to approve the Engineer's recommendation. Motioned by Alderman Lange, seconded by Alderman DeVore to approve the recommendation from BFA to award the Hiawatha Street Improvement project to Lamke Trenching and Excavating for \$137,000. Alderman Kloeppel questioned were the money for this project is coming from, the Street Fund is running low. Alderman Lange stated that the budget will have to be amended at the end of the year and there is money in the General Fund and a bunch of money in the Capital Improvement Fund. Mayor Lange stated that the General Fund has \$852,000, the Capital Improvement Fund has \$256,623 and there is still \$48,000 to \$50,000 left in the Street budget for this year. Alderman Grafrath, Alderman Lange and Alderman DeVore voted "Aye". Alderman Kloeppel voted "Nay". Motion passed with a 3-1 vote.

- b. **Reward Bids Opened on April 14, 2016 at 2pm** – Mayor Lange stated that bids were advertised and we opened a lot of bids on various items this past week. Mayor Lange recommends to the Board of Aldermen to remove and dismiss the Graville Law Firm. Motioned by Alderman Lange, seconded by Alderman Grafrath to approve the Mayor's recommendation to remove the Graville Law Firm as the City Attorney. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.
- i. **Legal Services** - Mayor Lange stated that we went out for proposals on legal services. Graville did not submit a proposal. A proposal was received from Zick, Voss, Politte & Richardson and from Lewis Rice and Associates, Mark Piontek. On qualifications Mayor Lange would like to appoint Lewis Rice Law Firm, Mark Piontek with the Board of Aldermen's approval. Motioned by Alderman Lange, seconded by Alderman DeVore to approve the Mayor's recommendation to retain Mr. Mark Piontek with Lewis Rice and Associates as the City Attorney and City Prosecutor services effective immediately. All Aldermen present voted "Aye". Motion passed with a 4-0 vote. City Clerk Carla Heggemann swore in Mark Piontek as City Attorney.
 - ii. **Disposal of Residential Refuse and Recyclables** - Mayor Lange stated that two responses were received for residential refuse disposal and recycling. Wilson Waste thanked us for the opportunity to bid and Grace Hauling gave same bid they have been working at. Mayor Lange recommends to the Board of Aldermen to accept Grace Hauling's bid, it's for a three year period at the present rate. Motioned by Alderman Lange, seconded by Alderman Grafrath to accept the bid from Grace Hauling effective for three years. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.
 - iii. **Collection of Delinquent Accounts** - Mayor Lange stated that one bid was received for collection of delinquent accounts. Access Credit Management out of Arkansas gave a bid of 30% for collection. The current company we use is Regional Credit Services from Washington, MO. Mayor Lange recommends to the Board of Aldermen to keep the business in the state and local and to stay with Regional Credit Services. Alderman Lange questioned how many collection we have each year to which Lisa Irwin stated since she started working for the City, she's turned in maybe 15. Motioned by Alderman Lange, seconded by Alderman DeVore to stay with Regional Credit Services for our collection services. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.
 - iv. **Workers Compensation Insurance** - Mayor Lange stated that one bid was received for Workers Compensation Insurance. Our present carrier, Scott Agency bid two companies and the rate is the same \$6,078 current due. Mayor Lange recommends to the Board of Aldermen to stay with Scott Agency. Motioned by Alderman Grafrath, seconded by Alderman Kloeppel to stay with Scott Agency. All Aldermen present voted "Aye". Motion passed with a 4-0 vote. Carla Heggemann brought to Mayor Lange's attention that the Board of Aldermen must vote to accept one of the two packages Scott Agency has submitted proposals on. Mayor Lange stated that he just assumed Scott Agency would accept the low bid for us, and stated that if someone wants to make a motion on that to clarify to do so. Motioned by Alderman DeVore, seconded by Alderman Grafrath to approve Missouri Rural Services through Scott Agency. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.
 - v. **Wastewater Treatment Facility and Water System Monitoring** - Mayor Lange stated that four different bids were received. Mayor Lange recommends to the Board of Aldermen to do the monitoring and such in house and to name Brad Landwehr our operator of choice for water samples and to hire PDC Laboratories which was low bidder on the lab work portion of the bidding. \$138 per month to do lab work for water and sewer both. Becky Addams questioned who the bids were from. Alderman Lange stated PDC, Inc., Water Resource Management, ESA, Inc. and Alliance. Mayor Lange stated that he believes that we could save substantial money by having Brad do it in house since he is here full time, 40 hours a week. Alderman Lange stated his analysis, after looking over permit requirements for testing looking over costs of testing he believes if we bring Brad in and name him as the operator we could save the City somewhere around \$15,000 per year that could go towards his salary. It's good that Brad's on board and he has his certification for these systems. Alderman Lange has found that for lab work PDC would be the cheapest average yearly cost to do all the lab work. Alderman Grafrath questioned Brad what license he carries for water and sewer to which Brad replied he has a DS2 on water and wastewater C which is above and beyond what Marthasville needs. Alderman Lange stated he contacted DNR and verified Brads credentials before the meeting. Motioned by Alderman Lange, seconded by Alderman Grafrath to make Brad Landwehr our wastewater and water system operator under the City of Marthasville's DNR operating permits as well as collecting water samples in house and add PDC Inc. to the City's wastewater

and water lab work and testing as required by the City. All Aldermen present voted "Aye". Motion passed with a 4-0 vote. Motioned by Alderman Lange, seconded by Alderman DeVore to terminate ESA, Inc. contract with the City effective immediately by sending a letter notifying them of such termination. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

- vi. **Unit Price Bidding** - Mayor Lange stated that we received three responses. S&R Concrete Company, Lamke Trenching and Excavating and Hasenjaeger Trucking, Inc. S&R Concrete only bid on pouring concrete, Hasenjaeger Trucking only bid on Hauling and Lamke bid on everything. S&R was lower per foot on concrete than Lamke, Hasenjaeger was lower on hauling than Lamke. Hasenjaeger was \$85 per hour where Lamke was \$95 per hour. On concrete flatwork Lamke was \$4.50 per square foot and S&R was \$3.00 per square foot. Lamke was the only bidder on all the other work, curb and gutter, excavation and equipment services, trackhoe and operator highlift and operator, skid loader and operator, mini excavator and operator, boring machine and operator and general labor. Alderman Lange stated since we did not receive that many unit price bids, we should accept all of them in case we need something and the low bidder is not available we could have the option to use the next lowest bidder. Motioned by Alderman Lange, seconded by Alderman DeVore to accept all unit price bids received for three years for concrete work, excavation work, hauling and any given item that is not available the City reserves the right to use the next lowest bidder. All Aldermen present voted "Aye,". Motion passed with a 4-0 vote.

NEW BUSINESS:

- a. **Liquor License**

- i. **No. 047 - Donald Sherman, c/o Marthasville Community Club, 601 One Street (Temp Permit By Drink)**
Mayor Lange entertained a motion to approve the liquor license. Motioned by Alderman Grafrath, seconded by Alderman Kloeppe to approve the liquor license. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

- b. **Street Sweeping Bid** - Mayor Lange stated that he got a fourth bid. The City of Washington has offered to do street sweeping for \$87 per hour. The other bids were from Contractors & Municipal Sweeping Services at \$150 for 1st hour then \$85 per hour, Metro Sweeping Services at \$95 per hour shop to shop with 8 hours max and Katsam, LLC from Berkeley, MO at \$95 per hour shop to shop. Alderman Lange questioned if the City of Washington would charge drive time also to which Mayor Lange stated no it would be per hour, they come over and charge us what it would take them to clean per hour. The City provides dump site for debris and water. Mayor Lange stated that it took six hours last year at \$775, at \$87 an hour it would be \$522. Motioned by Alderman Lange, seconded by Alderman Grafrath to use the City of Washington for street sweeping services at \$87 per hour. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

Alderman Lange wanted to say something further on wastewater treatment plant. He forgot to include the Lift Station Repair and wants Brad to take care of that for the time being and see how he handles it. If we need to go out for bid on that in the future, we can do that. Wanting to clarify, motioned by Alderman Lange, seconded by Alderman DeVore to have the City of Marthasville make their own repairs to lift stations for the time being. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

Brad Landwehr stated that he will need to purchase a PH meter and a DO meter and asked for approval for the purchase. DO meters are around \$800-1000 and a PH meter are \$400-500. Alderman Lange questioned if this system has the daily flow meter to which Brad stated it has a flow gage down at gear box that he would monitor every day. Mayor Lange questioned if all the meters have been installed at the lift stations and well houses to which Brad replied they have not been installed yet. Brad stated he will need to do some monitoring this week if it has not been done yet. Alderman Lange stated that ESA, Inc. has a 30 day notice in his contract so they have some time. Alderman Grafrath, seconded by Alderman Lange to spend up to \$1,500 for the DO meter and the PH meter. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

Mayor Lange entertained a motion to give approval to Mayor Lange to enter into a contract with contractor on Hiawatha Street Improvement Project. Motioned by Alderman Lange, seconded by Alderman DeVore to allow the Mayor to enter into contract with Lamke Trenching and Excavating for the Hiawatha Project. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

EXECUTIVE SESSION - PERSONNEL

Motioned by Alderman Grafrath, seconded by Alderman Lange, to adjourn the Regular Meeting and enter into Executive Session. By roll call vote, Alderman Kloeppel "Aye", Alderman Grafrath "Aye", Alderman Lange "Aye", Alderman DeVore "Aye". Motion passed with a 4-0 vote. Meeting adjourned at 7:52pm and will enter into Executive Session after a five minute recess.

VOTE TO RE-ENTER REGULAR MEETING

Motioned by Alderman Lange, seconded by Alderman Grafrath, to adjourn the Executive Session. By roll call vote, Alderman Grafrath "Aye", Alderman Lange "Aye", Alderman Kloeppel "Aye", Alderman DeVore "Aye". All Aldermen present voted "Aye". Motion passed with a 4-0 vote. Meeting adjourned and entered into regular meeting at 9:03pm.

Motioned by Alderman Lange, seconded by Alderman DeVore, to reconvene. By roll call vote, Alderman Grafrath "Aye", Alderman Lange "Aye", Alderman Kloeppel "Aye", Alderman DeVore "Aye". All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

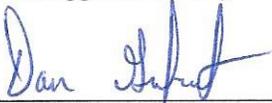
Motioned by Alderman DeVore, seconded by Alderman Lange to add Dan to the signature cards at the bank. All Aldermen present voted "Aye". Motion passed with a 4-0 vote.

VOTE TO ADJOURN

Motioned by Alderman Lange, seconded by Alderman Grafrath, to adjourn the meeting. All Aldermen present voted "Aye". Motion passed with a 4-0 vote. Meeting adjourned at 9:05pm.

I hereby certify that these are the original minutes of the regular meeting of the Board of Aldermen held on Wednesday, April 20, 2016.

Carla Heggemann, City Clerk



Dan Grafrath, Board President

(seal)

Date Minutes Approved: 5-18-16



Attest: Carla Heggemann, City Clerk