



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, MAY 6, 2019
AT 200 HIGHLANDS BOULEVARD DRIVE**

Session One

1. CALL TO ORDER

Mayor Mike Clement called the Regular Board of Aldermen meeting Session One to order at 7:00 p.m.

2. ROLL CALL AND STATEMENT OF QUORUM

Roll call showed those present were Alderman Huether, Alderman Nolte, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Toben and Mayor Clement. A quorum was present.

3. APPROVAL OF THE MINUTES:

- a. Minutes of the April 15, 2019 Public Hearing regarding a proposed zoning text amendment pertaining to the Planning and Zoning Commission

Alderman Toben made the motion to approve the Minutes of the April 15, 2019 Public Hearing regarding a proposed zoning text amendment pertaining to the Planning and Zoning Commission. The motion was seconded by Alderman Ottenad and carried 6 - 0, without any objections from the members of the Board of Aldermen.

- b. Minutes of the April 15, 2019 Regular Board of Aldermen meeting

Alderman Huether made the motion to approve the Minutes of the April 15, 2019 Regular Board of Aldermen meeting. The motion was seconded by Alderman Baumann and carried 6 - 0, without any objections from the members of the Board of Aldermen.

4. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Alderman Hamill made the motion to approve the order of items on the agenda, as submitted. The motion was seconded by Alderman Toben and carried 6 - 0, with no objections from the members of the Board of Aldermen.

5. ACTION ON OLD BILLS

- a. BILL # 19-2371 - AN ORDINANCE APPROVING AN AMENDMENT TO THE CODE OF ORDINANCES PERTAINING TO THE PLANNING AND ZONING COMMISSION

Alderman Hamill read for the second time Bill # 19-2371, entitled: "AN ORDINANCE APPROVING TEXT AMENDMENTS TO THE ZONING CODE OF THE CITY OF MANCHESTER PERTAINING TO COMPOSITION AND QUORUM OF THE PLANNING AND ZONING COMMISSION", by title only.

Alderman Hamill made the motion that Bill # 19-2371 become Ordinance # 19-2255. The motion was seconded by Alderman Ottenad.

A poll of the Board showed:

Alderman Hamill - aye
Alderman Toben - aye
Alderman Baumann - aye
Alderman Ottenad - aye
Alderman Huether - aye
Alderman Nolte - aye

Mayor Clement announced the motion passed 6 - 0, with no objections from the members of the Board of Aldermen.

6. INTRODUCTION OF NEW BILLS

- a. RESOLUTION CERTIFYING RESULTS OF THE APRIL 2, 2019 GENERAL MUNICIPAL ELECTION

Alderman Nolte read proposed Resolution # 19-0677, entitled: "A RESOLUTION DECLARING THE RESULTS OF THE GENERAL MUNICIPAL ELECTION HELD IN THE CITY OF MANCHESTER, MISSOURI ON APRIL 2, 2019 FOR THE OFFICES OF ALDERMAN FOR WARDS I, II, AND III", by title only.

Alderman Nolte made the motion for approval of Resolution # 19-0677. The motion was seconded by Alderman Toben and carried unanimously, without any objection from the members of the Board of Aldermen.

7. MISCELLANEOUS

- a. Oaths of Office

City Clerk Ruth Baker gave the Oath of Office to Alderman Hamill, Alderman Huether and Alderman Rich Baumann.

- b. Comments from the Public

There were none.

8. MOTION TO END SESSION

At 7:09 p.m., there being no further business, Alderman Nolte made the motion to end Session One. The motion was seconded by Alderman Baumann and carried unanimously, without any objection from the members of the Board of Aldermen. Session One was ended at 7:09 p.m, and there was a short recess between Sessions One and Two.



**MINUTES OF THE PUBLIC HEARING OF
MONDAY, MAY 6, 2019
AT 200 HIGHLANDS BOULE VARD DRIVE
REGARDING THE COMMUNITY DEVELOPMENT BLOCK GRANT**

Mayor Mike Clement called the Public Hearing of the Board of Aldermen to order at 7:14 p.m.

Roll call showed those present were Alderman Huether, Alderman Nolte, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Toben, and Mayor Clement. A quorum was present.

The following notice of the public hearing was then read:

“The City of Manchester Board of Aldermen will hold a public hearing to discuss the estimated allocation of \$24,300.00 in Community Development Block Grant funds which will become available after January 1, 2020. The public hearing will be held at 7:00 p.m. on Monday, May 6, 2019 at the Manchester Police Facility, 200 Highlands Boulevard Drive.”

Mayor Clement advised that first the proponents would speak, then the opponents, and comments from the public, followed by questions from the members of the Board of Aldermen or the City staff.

Speaking as a proponent, Director of Planning, Zoning and Economic Development Melanie Rippetoe stated that the City goes through the process of the Community Development Block Grant yearly. The City of Manchester opts to use it for home improvements. It is a program that, after it gets approved here, it is orchestrated through St. Louis County. It is for eligible people who meet certain income requirements, and they may be able to receive up to \$5,000 for home improvements based on a five-year forgivable loan.

Mayor Clement closed the public hearing at 7:18 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MPCC
City Clerk

Note: This is a journal of the Public Hearing held May 6, 2019 (summary); not a verbatim transcript, regarding the Community Development Block Grant Funds.



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, MAY 6, 2019
AT 200 HIGHLANDS BOULEVARD DRIVE**

Session Two

1. CALL TO ORDER

Mayor Mike Clement called the Regular Board of Aldermen meeting Session Two to order at 7:18 p.m.

2. ROLL CALL AND STATEMENT OF QUORUM

Roll call showed those present were Alderman Huether, Alderman Nolte, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Toben, and Mayor Clement. A quorum was present.

3. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Alderman Ottenad made the motion to approve the order of items on the agenda, as submitted. The motion was seconded by Alderman Hamill and carried 6 - 0, with no objections from the members of the Board of Aldermen.

4. CONSIDERATION OF PETITIONS AND COMMENTS FROM THE PUBLIC

a. Comments from the Public

Mr. Ted Herman, 16208 Berry View Court, Wildwood, MO, stated that he does go to Church in Manchester at the Community Christian Church. He is a team member on the "Mission Work First Group". They decided they should do something around home, and Manchester is their home. Therefore, they had an opportunity to help set up for this coming summer at Schroeder Park. They spoke with Kat Douglas and Craig Waterhouse. On April 7, 2019, their group of 18 people from Community Christian Church, plus City staff, spread mulch around and made it look good. They had a great time, and they are pleased to be able to do this work in Manchester. He said they look forward to more opportunities.

Mr. Rick Geiser, 1211 Wood Station Place, said he is thinking about moving. He has lived 25 years next door to the library and will be moving to Texas for his wife's job. He discussed a rental property at 1218 Wood Station Place. He said the gentleman who lives there has been confrontational with other neighbors. He would like to get a contact number for the management company. He feels as the president of the subdivision, he needs to be handling this, as there are some undesirable things that can be seen from the street.

5. REPORTS FROM THE MAYOR

a. Presentation of Proclamation for National Police Week

Mayor Clement presented a Proclamation to Police Chief Scott Will in recognition for National Police Week.

b. Presentation of Proclamation for Municipal Clerks Week

Mayor Clement presented a Proclamation to City Clerk Ruth Baker in recognition for Municipal Clerks Week.

c. Mayoral Report

Mayor Clement reminded everyone that on May 8, the City will be hosting a Community Safety Summit, a first for the Police Department, and they will be discussing Opioids, Gun Safety and Suicide. They have presenters and 8 to 10 agencies who will be presenting. This event will be held at the Parks Building, and the doors open at 6:30 p.m.

Mayor Clement stated he will be at City Hall upstairs starting Wednesday through the following Tuesday, to meet with residents, if they would like to come and sign either the Freeholders Petition or the Better Together Petition.

Manchester Business Association will have its first lunch and networking meeting this Thursday at the Park Building. Alderman Ben Toben is also a small business owner and is funding this lunch.

Mayor Clement reported that on May 11, the City of Manchester is holding another Craft Beer Festival. It will be held in Paul Schroeder Park.

On May 15 at 7:30 a.m. another "Conversation with the Mayor" will be held at the Police Headquarters.

On May 16 there will be two more Better Together/Freeholders events.

May 17 there will be a retirement party for Director of Parks, Recreation and Arts Eileen Collins at the Parks Building.

On May 27, Manchester is going to have a big celebration at the Veterans Memorial.

Mayor Clement said he wanted to acknowledge Officer Jason Gibbs who was nominated and selected to receive the John J. McAtee Award. That award is given each year to Police Officers who demonstrate compassion, patience and understanding when dealing with a person in a psychiatric crisis.

Mayor Clement stated that three weeks ago, he attended a luncheon that celebrated another one of our officers, and that was mentioned in the last Mayor's report.

6. Reports from the City Administrator

a. List of Paid Bills (Warrant dates of April 14 - May 4, 2019)

There were no questions.

b. Discussion regarding update to the FMLA policy

City Administrator Larry Perney stated that he sent out a copy of the revised FMLA/and other leave policies in the personnel manual. These policies have not been updated since 1995, and a lot of the update is just language and changes to State Laws.

c. Projector, sound system, and screen for Parks Department

City Administrator Larry Perney stated that the Parks Department has a stand-up projector and the sound system is not very good. The screen is bad, and we need to borrow a projector from Ballwin. He said there is nothing in the budget, but we need a projector, sound system, and screen. He asked the Board to approve a \$7,000 expenditure in the budget for these items.

Mayor Clement attested that when the City's equipment was used for the first educational session, it was a blur and was unacceptable and embarrassing. Fortunately, we were able to find a neighboring City that was nice enough to share their equipment. A question that could be asked was "how we did not arrange for that equipment to be installed when the building was built?"

Alderman Hamill made the motion to approve the \$7,000 expenditure to enhance the projector, sound system and screen for the Parks Department. The motion was seconded by Alderman Ottenad and carried 6 - 0, without any objections from the members of the Board of Aldermen.

7. REPORTS FROM COMMITTEES

a. Planning and Zoning Commission

Alderman Hamill advised that on the agenda there was a sign approval for the Diamond Family, and a site plan for Al Manara Academy. The sign approval was unanimously approved, and the site plan was deferred for more information.

b. Homecoming Committee

Alderman Ottenad advised that the next meeting is May 8 at 6:30 p.m. at the Parks Office.

8. ACTION ON OLD BILLS

a. There were none.

9. INTRODUCTION OF NEW BILLS

a. ORDINANCE APPOINTING THE NEW DIRECTOR OF PARKS, RECREATION, AND ARTS

Alderman Baumann introduced Bill # 19-2372, entitled: "AN ORDINANCE APPOINTING KATHRYN S. DOUGLAS AS THE DIRECTOR OF PARKS, RECREATION AND ARTS FOR THE CITY OF MANCHESTER, SETTING THE SALARY, AND

ESTABLISHING THE TERMS AND CONDITIONS OF SAID EMPLOYMENT”, by title only.

Alderman Baumann stated that emergency legislation had been requested, so he made the motion for approval of emergency legislation. The motion was seconded by Alderman Ottenad, and carried unanimously, without any objection.

Alderman Baumann read for the second time Bill # 19-2372, entitled: “AN ORDINANCE APPOINTING KATHRYN S. DOUGLAS AS THE DIRECTOR OF PARKS, RECREATION AND ARTS FOR THE CITY OF MANCHESTER, SETTING THE SALARY, AND ESTABLISHING THE TERMS AND CONDITIONS OF SAID EMPLOYMENT”, by title only.

Alderman Baumann made the motion that Bill # 19-2372 become Ordinance # 19-2256. The motion was seconded by Alderman Toben.

A poll of the Board showed:

Alderman Toben - aye
Alderman Baumann - aye
Alderman Ottenad - aye
Alderman Huether - aye
Alderman Nolte - aye
Alderman Hamill - aye

Mayor Clement announced the motion passed by a vote of 6 - 0, with no objections from the members of the Board of Aldermen.

b. RESOLUTION APPROVING PARKWAY PARTNERSHIP AGREEMENT

Alderman Huether read proposed Resolution # 19-0678, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A DISTRICT PARTNERSHIP AGREEMENT BETWEEN THE CITY OF MANCHESTER AND THE PARKWAY SCHOOL DISTRICT”, by title only.

Alderman Huether made the motion for approval of Resolution # 19-0678. The motion was seconded by Alderman Ottenad and carried unanimously, without any objection.

10. MISCELLANEOUS

a. Election of President of the Board

Alderman Baumann nominated Alderman Marilyn Ottenad as President of the Board of Aldermen. The motion was seconded by Alderman Huether, and carried by a vote of 6 - 0, with no objections.

b. Comments from the Public

There were none.

11. ADJOURNMENT

At 7:47 p.m., there being no further business, Alderman Nolte made the motion to adjourn. The motion was seconded by Alderman Baumann and carried unanimously, without objection. The meeting adjourned at 7:47 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MPCC
City Clerk

Note: This is a journal of the Board of Aldermen meeting, Sessions One and Two of May 6, 2019 (summary), and the Public Hearing regarding the Community Development Block Grant, not a verbatim transcript. If a recording of the meeting is desired, please contact City Hall.