



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, MAY 7, 2018
AT 200 HIGHLANDS BOULEVARD DRIVE**

Session One

1. **CALL TO ORDER**

Mayor David L. Willson 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 Clement, Alderman Nolte, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Diehl, Mayor Willson and Attorney Gunn. A quorum was present.

3. **APPROVAL OF THE MINUTES:**

- a. **Minutes of the April 16, 2018 Public Hearing regarding a proposed zoning text amendment pertaining to uses specifically prohibited in the R-1 Single-Family Residential District**

Alderman Clement made the motion to approve the Minutes of the April 16, 2018 Public Hearing regarding a proposed zoning text amendment pertaining to uses specifically prohibited in the R-1 Single-Family Residential District. The motion was seconded by Alderman Ottenad and carried unanimously, without objection.

- b. **Minutes of the April 16, 2018 Public Hearing regarding a proposed zoning text amendment pertaining to construction requirements of scoreboards**

Alderman Hamill made the motion to approve the Minutes of the April 16, 2018 Public Hearing regarding a proposed zoning text amendment pertaining to construction requirements of scoreboards. The motion was seconded by Alderman Clement and carried unanimously, without objection.

- c. Minutes of the April 16, 2018 Public Hearing regarding a proposed zoning text amendment pertaining to special uses in the PBD Planned Business Development District

Alderman Clement made the motion to approve the Minutes of the April 16, 2018 Public Hearing regarding a proposed zoning text amendment pertaining to special uses in the PBD Planned Business Development District. The motion was seconded simultaneously by Alderman Ottenad and Alderman Hamill and carried unanimously, without objection.

- d. Minutes of the April 16, 2018 Public Hearing regarding a Special Use Permit Request for a not-for-profit collegiate educational institution, with associated athletic fields to be located at 498 Woods Mill Road

Alderman Ottenad made the motion to approve the Minutes of the April 16, 2018 Public Hearing regarding a Special Use Permit Request for a not-for-profit collegiate educational institution, with associated athletic fields to be located at 498 Woods Mill Road. The motion was seconded by Alderman Clement and carried unanimously, without objection.

- e. Minutes of the April 16, 2018 Public Hearing regarding a Special Use Permit Request for approval of a microbrewery to be located at 14336 Manchester Road

Alderman Ottenad made the motion to approve the Minutes of the April 16, 2018 Public Hearing regarding a Special Use Permit Request for approval of a microbrewery to be located at 14336 Manchester Road. The motion was seconded by Alderman Clement and carried unanimously, without objection.

- f. Minutes of the April 16, 2018 Regular Board of Aldermen meeting

Alderman Hamill made the motion to approve the Minutes of the April 16, 2018 Regular Board of Aldermen meeting. The motion was seconded by Alderman Clement and carried unanimously, without objection.

4. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Alderman Clement made the motion to approve the Order of Items on the Agenda as submitted. The motion was seconded by Alderman Hamill and carried unanimously, without objection.

5. CONSIDERATION OF PETITIONS AND COMMENTS FROM THE PUBLIC

- a. Recognition of Officer Josh Waggener

Chief Timothy Walsh stated that on April 25, St. Louis County Police Chief Belmar recognized several members of the Drug Task Force and Auto Crime Unit, among them our own Manchester Police Officer Josh Waggener. He received a Meritorious Service Citation.

- b. Comments from the Public

There were none.

6. REPORTS FROM THE MAYOR

a. Mayoral Report

Mayor Willson reported he attended the Community Emergency Response Team (CERT) Graduation on April 21 and part of the requirement for graduation was that the participants had to rescue people from a building. He stated that he also attended the Planning and Zoning Commission meeting on April 23, and, on April 25, he attended the Administrative Assistants Day lunch to recognize those people who are there working hard for the City every day.

b. National Police Week Proclamation

Mayor Willson presented a Proclamation for National Police Week to Chief of Police Timothy Walsh, and called upon all citizens of the City of Manchester and all patriotic, civic and educational organizations to observe the week of May 13 to May 19, 2018 as National Police Week in the City of Manchester, and to publicly salute the service of law enforcement officers in our community and in communities across the nation.

Chief Walsh stated that this past Saturday was National Prescription Drug Take-Back Day and in response, Detective Sergeant Dan Rehm was posted at the front door of the police headquarters to accept any unused or unneeded prescription drugs dropped off from the community. The purpose of the program is to impact prescription drug abuse and to keep the drugs out of our water system. A second collection of prescription drugs was also held at the Manchester United Methodist Church on Sunday. All collected drugs are being delivered to the Drug Enforcement Administration (DEA) for incineration.

c. National Public Works Week Proclamation

Mayor Willson presented a Proclamation for National Public Works Week to Director of Public Works Bob Ruck, and called upon all citizens, business leaders, and civic organizations to acquaint themselves with the issues involved in providing and maintaining our public works infrastructure and to recognize the contributions which public works employees make every day to our health, safety, comfort, and quality of life.

Director of Public Works Bob Ruck expressed his thanks.

7. REPORTS FROM THE CITY ADMINISTRATOR

a. List of Paid Bills (Warrant dates of April 15 – May 5, 2018)

There were no questions.

b. Upcoming second Craft Beer Festival

City Administrator Perney reminded all that May 12 will be the City's second Craft Beer Festival at Schroeder Park. He invited everyone to attend.

c. Request from Valley Park Fire and Rescue

City Administrator Perney had a visit from Chief Jim Polk from Valley Park Fire and Rescue. They are looking for five community members to assist with discussing many aspects of the district. They will be accepting submissions until noon on May 14.

d. Metropolitan Sewer District Public Hearing regarding rate change

Metropolitan Sewer District is looking at a rate change for stormwater capital rates, there will be a public hearing May 17 at Manchester Parks, Recreation and Arts Building at 6:00 p.m.

8. REPORTS FROM COMMITTEES

a. Planning and Zoning Commission

Alderman Clement stated they did meet on April 23. He said there was one case, a request for site plan approval for a very nice new home on Carman Road; it was approved. He said the Planning and Zoning Commission will meet a week from tonight.

b. Homecoming Committee

Alderman Ottenad informed the audience that the next meeting will be May 9 at 6:30 at the Legion. She invited everyone to attend.

9. ACTION ON OLD BILLS

a. AN ORDINANCE AMENDING THE CODE OF ORDINANCES
PERTAINING TO LIQUOR LICENSES

Alderman Baumann read for the second time Bill # 18-2331, entitled: "AN ORDINANCE AMENDING CERTAIN PROVISIONS OF CHAPTER 600 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER RELATING TO LIQUOR LICENSES FOR MICROBREWERIES IN THE CITY OF MANCHESTER", by title only.

Alderman Baumann made the motion that Bill # 18-2331 become Ordinance # 18-2215. The motion was seconded by Alderman Ottenad.

Alderman Nolte – aye
Alderman Hamill – aye
Alderman Diehl – aye
Alderman Baumann – aye
Alderman Ottenad – aye
Alderman Clement – aye

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

b. AN ORDINANCE APPROVING A ZONING TEXT AMENDMENT PERTAINING TO SPECIAL USES IN THE PBD PLANNED BUSINESS DEVELOPMENT DISTRICT

Alderman Baumann read for the second time Bill #18-2332, entitled: “AN ORDINANCE AMENDING SECTIONS 405.060 AND 405.285 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER BY ADDING THERETO NEW SECTIONS RELATING TO MICROBREWERIES IN THE PBD PLANNED BUSINESS DEVELOPMENT DISTRICT OF THE CITY OF MANCHESTER”, by title only.

Alderman Baumann made the motion that Bill # 18-2332 become Ordinance # 18-2216. The motion was seconded by Alderman Ottenad.

Alderman Hamill – aye
Alderman Diehl – aye
Alderman Baumann – aye
Alderman Ottenad – aye
Alderman Clement – aye
Alderman Nolte – aye

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

c. AN ORDINANCE APPROVING A SPECIAL USE PERMIT REQUEST FOR A MICROBREWERY TO BE LOCATED AT 14336 MANCHESTER ROAD

Alderman Baumann read for the second time Bill # 18-2333, entitled: “AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO NICO PROPERTIES II, L.L.C. TO OPERATE A MICROBREWERY AT 14336 MANCHESTER ROAD, AS PROVIDED FOR IN SECTION 405.285(C)(20) OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER”, by title only.

Alderman Baumann made the motion that Bill # 18-2333 become Ordinance # 18-2217. The motion was seconded by Alderman Ottenad.

Alderman Diehl – aye
Alderman Baumann – aye
Alderman Ottenad – aye
Alderman Clement – aye
Alderman Nolte – aye
Alderman Hamill – aye

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

d. AN ORDINANCE RELATING TO ELIGIBILITY FOR ELECTIVE OFFICE

Alderman Clement read for the second time Bill # 18-2334, entitled: “AN ORDINANCE AMENDING SECTION 110.025(A) OF THE CODE OF ORDINANCES OF THE CITY OF

MANCHESTER RELATING TO ELIGIBILITY FOR ELECTIVE OFFICE IN THE CITY OF MANCHESTER”, by title only.

Alderman Clement made the motion that Bill # 18-2334 become Ordinance # 18-2218. The motion was seconded by Alderman Ottenad.

A poll of the Board showed:

Alderman Baumann – aye
Alderman Ottenad – aye
Alderman Clement – aye
Alderman Nolte – aye
Alderman Hamill – aye
Alderman Diehl – aye

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

10. INTRODUCTION OF NEW BILLS

- a. RESOLUTION PERTAINING TO MEMORANDUM OF UNDERSTANDING WITH THE CITY OF BALLWIN FOR SHORT TERM PRISONER PROCESSING AND HOUSING

Alderman Hamill read proposed Resolution # 18-0629, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF BALLWIN, MISSOURI FOR USE OF THE CITY OF MANCHESTER’S HOLDOVER FACILITY UNDER CERTAIN CONDITIONS”, by title only.

Alderman Ottenad asked about payment/reimbursement for the housing of the prisoners.

Chief of Police Timothy Walsh responded that no arrangements have been made for payment or reimbursement, but they have recognized that the only prisoners that we will probably have at Manchester are going to require housing. Everyone is going to make an effort to not take people into custody. There still has to be a jail facility. They expect very few prisoners from Ballwin. He said the prisoner processing and housing would be for five or seven days during their construction.

Alderman Hamill made the motion for approval of Resolution # 18-0629. The motion was seconded by Alderman Clement and carried unanimously, without objection.

- b. RESOLUTION AUTHORIZING AGREEMENT WITH PARKWAY SCHOOL DISTRICT FOR SCHOOL RESOURCE OFFICERS

Alderman Ottenad read proposed Resolution # 18-0630, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A THREE-YEAR AGREEMENT WITH THE PARKWAY SCHOOL DISTRICT RELATING TO THE SCHOOL RESOURCE OFFICER PROGRAM”, by title only.

Alderman Ottenad made the motion for approval of Resolution # 18-0630. The motion was seconded by Alderman Clement and carried unanimously, without objection.

c. RESOLUTION CERTIFYING RESULTS OF THE APRIL 3, 2018
GENERAL MUNICIPAL ELECTION

Alderman Diehl read proposed Resolution # 18-0631, entitled: "A RESOLUTION DECLARING THE RESULTS OF THE GENERAL MUNICIPAL ELECTION HELD IN THE CITY OF MANCHESTER, MISSOURI ON APRIL 3, 2018 FOR THE BALLOT PROPOSITION AND FOR THE OFFICES OF MAYOR AND ALDERMAN FOR WARDS I, II, AND III", by title only.

Alderman Diehl made the motion for approval of Resolution # 18-0631. The motion was seconded by Alderman Hamill and carried unanimously, without objection.

11. MISCELLANEOUS

a. Alderman Clement's resignation as Alderman of Ward Two

Alderman Clement resigned as Alderman of Ward Two.

b. Alderman Clement's resignation as the Board of Aldermen Liaison to the Planning and Zoning Commission

Alderman Clement resigned as the aldermanic liaison to the Planning and Zoning Commission.

c. Oaths of Office

City Clerk gave the Oath of Office to Alderman Nolte, Alderman Ottenad, Alderman Elect Benjamin Toben and Mayor Elect Mike Clement.

d. Presentations

Mayor Clement gave Proclamation Presentations to Alderman John Diehl and Mayor David Willson, and complimented them on their service to the City of Manchester.

e. Comments from the Public

There were none.

12. MOTION TO END SESSION

At 7:58 p.m., there being no further business, Alderman Hamill made the motion to end Session One. The motion was seconded by Alderman Baumann and carried unanimously, without objection. Session One was ended at 7:58 p.m, and there was a short recess between Sessions One and Two.



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, MAY 7, 2018
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Session Two

1. CALL TO ORDER

Mayor Mike Clement called the Regular Board of Aldermen meeting Session Two to order at 8:05 p.m.

2. ROLL CALL AND STATEMENT OF QUORUM

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

3. 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 Nolte and carried unanimously, without objection.

4. CONSIDERATION OF PETITIONS AND COMMENTS FROM THE PUBLIC

- a. Nomination of Megan Huether to assume the duties of Alderman Ward Two for the balance of the current open term

Alderman Ottenad made the motion for Megan Huether to assume the duties of Alderman in Ward Two. The motion was seconded by Alderman Hamill and carried unanimously, without objection.

- b. Comments from the Public

There were none.

5. REPORTS FROM THE MAYOR

a. Mayoral Report

Mayor Clement reviewed things going on in the City:

Mayor Clement spoke about Proposition S, the vote was very well received by the voters and there will be a lot of funding provided to improve streets and sidewalks, a significant investment in the community by the residents. He said that City Staff, along with himself, have already started the process. Horner and Shifrin will be taking on the project with the City of Manchester. They are creating a data base that will be on the website. He said it is hoped that improvements will be seen by the end of the year.

Mayor Clement advised that the City of Manchester has just purchased a new parcel of land that is immediately adjacent to the City's Veteran's Memorial in Margaret Stoecker Park. This land will be purchased from the Parks and Stormwater fund, and this will open up access to more land that is City property.

Mayor Clement stated they continue to hear about the need to manage the size of the deer herd. He commented that the residents have elected a bow hunter: Ben Toben, and the team will look at how to manage the herd. He said that the City of Town and Country's sampling is 25 deer per square mile now, and Manchester's population from a year ago was 42 deer per square mile.

Mayor Clement stated he wants the City to reach out to small business owners and recognize them, and see if there are things the City can do to better support them. He plans to host a small business meeting.

Mayor Clement hopes to develop meetings with residents and trustees along with City Staff and other Aldermen.

Mayor Clement said he would like to use the Veterans' Memorial more. Rick Randall has been one of the advocates and developers for the Veterans' Memorial.

Mayor Clement stated the City created the Tree Board, and that needs to be launched. He said that he had a resident say he would help to satisfy the requirements of a Tree City USA. He thinks the trees and green scape is important to Manchester.

6. REPORTS FROM THE CITY ADMINISTRATOR

There was no report.

7. REPORTS FROM COMMITTEES

a. Planning and Zoning Commission

There was no report.

b. Homecoming Committee

There was no report.

8. ACTION ON OLD BILLS

a. There were none.

9. INTRODUCTION OF NEW BILLS

a. There were none.

10. MISCELLANEOUS

a. Oath of Office

City Clerk Ruth Baker gave the Oath of Office to Megan Huether as Alderman in Ward Two.

b. Nomination of John Dodge as a new Planning and Zoning Commissioner

Alderman Hamill made the motion for John Dodge to become a Planning and Zoning Commissioner. The motion was seconded by Alderman Nolte and carried unanimously, without objection.

c. Nomination of Alderman Paul Hamill to become the Board of Aldermen liaison to the Planning and Zoning Commission

Alderman Ottenad made the motion for Alderman Hamill to become the Board of Aldermen liaison to the Planning and Zoning Commission. The motion was seconded by Alderman Baumann and carried unanimously, without objection.

d. Election of President of the Board

Alderman Baumann nominated Alderman Ottenad to be President of the Board. The motion was seconded by Alderman Nolte and carried unanimously, without objection.

e. Comments from the Public

There were none.

11. ADJOURNMENT

At 8:29 p.m., there being no further business, Alderman Hamill made the motion to adjourn. The motion was seconded by Alderman Nolte and carried unanimously, without objection. The meeting adjourned at 8:29 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 7, 2018 (summary); not a verbatim transcript. If a recording of the meeting is desired, please contact City Hall.