



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING  
OF MONDAY, APRIL 5, 2021  
BY VIDEO CONFERENCING ON ZOOM  
AT 200 HIGHLANDS BOULEVARD DRIVE**

1. CALL TO ORDER

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

2. ROLL CALL AND STATEMENT OF QUORUM

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

3. APPROVAL OF THE MINUTES

a. Minutes of the Monday, March 15, 2021 Regular Board of Aldermen Meeting

Alderman Toben made the motion to approve the minutes of the Monday, March 15, 2021 Regular Board of Aldermen Meeting. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

4. 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 Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

5. CONSIDERATION OF PETITIONS AND COMMENTS FROM THE PUBLIC

a. Comments from the Public

There were none.

6. REPORTS FROM THE MAYOR

a. Mayoral Proclamation – Sergeant Dan Rehm

Mayor Clement presented Sergeant Dan Rehm a proclamation in honor of his 25 years of service to the City.

b. Mayoral Proclamation – Local Government Week

Mayor Clement presented a proclamation to City staff and officials in honor of Local Government Week.

c. Schroeder Park Camera Update

Mayor Clement provided an update on the new security cameras in Schroeder Park. Mayor Clement discussed how successful the cameras have been in reducing crime and unlawful activities in the Park.

d. Resumption of In-Person Board of Aldermen Meetings Discussion

Mayor Clement sought the opinion of the Board of Aldermen regarding the return of the Board to in-person meetings. Following a discussion by the Board, it was decided that the body would meet in-person for one meeting in the month while the other meeting would be held over the video conference system, Zoom. Mayor Clement said residents or others would still be able to attend the meeting virtually if they are unable to attend the meeting in-person.

Mayoral Report

Mayor Clement reported that Director Pracht received notification that the City obtained the classification of Tree City USA for another year.

Mayor Clement acknowledged the successful electronic recycling event on March 24, 2021 and added that 485 vehicles with 32,000 pounds of electronic goods were received at the event.

Mayor Clement reported on the improvement project for the Manchester Aquatic Center and complimented the work City staff and the contractors had done.

Mayor Clement reported on the American Rescue Plan Act of 2021 and what effects it would have on the City. Mayor Clement said initial discussions on how the City could utilize the stimulus funds were underway and the City would seek input from the Board in the coming weeks.

Mayor Clement reminded the Board of upcoming Parks programming and explained that the Department remained very active with their activities and thanked Parks, Recreation and Arts Staff for their dedication and hard work.

7. REPORTS FROM THE CITY ADMINISTRATOR

a. Presentation of Lieutenant Ed Skaggs

Chief of Police Scott Will announced the promotion of Lieutenant Ed Skaggs. Lt. Skaggs has been a police officer for over 30 years and been a supervisor for over 13 years with Manchester.

b. Body-Worn Camera Report – Chief Will

Chief Will stated the Police Department is doing the soft launch to work out the bugs. There were a lot of things that they did not anticipate with this. They plan to work out all the bugs in the next two weeks and then after that every officer on the road should have a body camera.

Chief Will stated that they have named for first two CRU officers: Officer Jeff Lang and Officer Jim Ervin. Once they get the two new officers off field training, they will start having the officers on the CRU team.

c. MOCCFOA Spring Institute Report – City Clerk Klocke

City Clerk Justin Klocke stated that he, along with Deputy Clerk Michelle Melugin, attended this year's MoCCFOA Spring Institute. City Clerk Klocke attended in person while Deputy Clerk Melugin attended virtually.

City Administrator Larry Perney stated that this week they are having a scheduled preconstruction meeting for the work that will be done to the Lyceum building. He is hopeful construction will start in April.

City Administrator Perney stated that the Auditors were in the City March 22 through March 26. His report from the Auditor is very positive.

d. List of Paid Bills (Warrant dates of 03-16-2021 to 04-04-21)

There were no questions.

8. REPORTS FROM COMMITTEES

a. Planning and Zoning Commission

Alderman Hamill stated that the Commission had two cases on the agenda; a site plan approval for a new house on Alexander Mark Way and the second was a site plan approval for a second-floor addition. Both were approved.

b. Veterans Commission

Alderman Huether stated the full commission met and was very productive. She said they also had a planning meeting for Memorial Day. She said that plans are on the way for a Memorial Day commemoration event, and it will be a mix of in-person and online.

c. Homecoming Committee

Alderman Ottenad said the Committee will be meeting April 14, 2021 at 6:30 p.m. at the Park's Office.

d. Audit and Finance Committee

Alderman Baumann said the Committee will meet on April 19, 2021.

e. Tree Advisory Board

Director of Public Works Dave Pracht announced that Manchester was awarded "Tree City USA" and received the Growth Award for the second year.

Director Pracht said the Board discussed the current Tree Trim Grant project. They discussed the upcoming Arbor Tree Celebration, and right-of-way tree pruning, along with educational workshops.

9. ACTION ON OLD BILLS

a. BILL NO 21-2429 – AMENDMENT TO FY 2021 BUDGET

Alderman Baumann read for the second time Bill No 21-2429, entitled: "AN ORDINANCE AMENDING ORDINANCE NO. 20-2306 THAT ADOPTED AND APPROVED THE BUDGET FOR THE CITY OF MANCHESTER FOR THE YEAR JANUARY 1, 2021 THROUGH DECEMBER 31, 2021", by title only.

Alderman Baumann made the motion that Bill #21-2429 become Ordinance #21-2315. The motion was seconded by Alderman Ottenad.

A poll of the Board showed:

Alderman Baumann – aye  
Alderman Ottenad – aye  
Alderman Huether – aye  
Alderman Nolte – absent  
Alderman Hamill – aye  
Alderman Toben – aye

Mayor Clement announced that the motion passed 5 – 0, with no objections from any members of the Board of Aldermen, and one absent.

10. ACTION ON NEW LEGISLATION

a. BILL NO 21-2430 – 14317 MANCHESTER ROAD PROPERTY FINANCING AUTHORIZATION

Alderman Hamill read Proposed Bill No #21-2430, entitled: "AN ORDINANCE AUTHORIZING THE CITY OF MANCHESTER, MISSOURI TO ENTER INTO A LEASE TRANSACTION WITH CLAYTON HOLDINGS, LLC, AS LESSOR, WITH RESPECT TO THE ACQUISITION OF CERTAIN REAL PROPERTY AND IMPROVEMENTS THEREON TO BE USED AS A NEW CITY HALL; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH", by title only.

No further action at this time.

b. BILL NO 21-2431 - CONVEYANCE OF EASEMENT - 301 SPRING MEADOWS DRIVE (BAXTER ACRES PARK)

Alderman Toben read Proposed Bill No #21-2431, entitled: "AN ORDINANCE AUTHORIZING THE GRANT TO ST. LOUIS COUNTY OF A PERMANENT ROADWAY IMPROVEMENT MAINTENANCE UTILITY SEWER AND SIDEWALK EASEMENT AND A TEMPORARY SLOPE AND CONSTRUCTION LICENSE OVER PROPERTY LOCATED AT 301 SPRING MEADOWS DRIVE AS PART OF THE COUNTY'S BAXTER ROAD (SOUTH) ARS RESURFACING PROJECT AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE EASEMENT DOCUMENT ON BEHALF OF THE CITY", by title only.

c. RESOLUTION NO 21-0801 - AMENDMENT TO PERSONNEL MANUAL

Alderman Huether read Proposed Resolution No 21-0801, entitled: "A RESOLUTION AMENDING SECTION IX OF PAID LEAVE (NON-WORK) IN THE PERSONNEL MANUAL OF THE CITY OF MANCHESTER", by title only.

Alderman Huether made the motion for approval of Resolution #21-0801. The motion was seconded by Alderman Toben and carried unanimously, without any objections from any members of the Board of Aldermen.

d. RESOLUTION NO 21-0802 - SPECIAL USE EXTENSION AUTHORIZATION - 25 STONEGATE PLAZA

Alderman Toben introduced Resolution #21-0802, entitled: "A RESOLUTION AUTHORIZING AN EXTENSION OF TIME FOR THE EXPIRATION OF A SPECIAL USE PERMIT FOR 25 STONEGATE CENTER", by title only.

Alderman Toben made the motion for approval of Resolution #21-0802. The motion was seconded by Alderman Huether and carried unanimously, without any objections from any members of the Board of Aldermen.

11. MISCELLANEOUS

a. Comments from the Public

There were no comments from the Public.

12. EXECUTIVE SESSION

- a. Notice is hereby given that pursuant to Section 610.021 RSMo of the Missouri Open Meetings and Records Law and subject to a motion duly made and adopted, the Board of Aldermen will hold a closed meeting for the purpose of dealing with matters relating to one or more of the following: Legal actions,

causes of action, litigation or privileged communications between the City's representatives and its attorney (Section 610.021(1) RSMo); leasing, purchasing or sales of real estate (Section 610.021(2) RSMo).

Alderman Hamill made the motion to go into Closed Session: Pursuant to Section 610.021 (1), and Section 610.021 (2) of the Revised Statutes of the State of Missouri.

The motion was seconded by Alderman Huether.

A poll of the Board:

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

Mayor Clement stated the vote passed 5 – 0 to go into a Closed Session, with no objections from the Board, and one absent.

## 12. ADJOURNMENT

There being no further business, Alderman Hamill made a motion to adjourn. The motion was seconded by Alderman Ottenad and carried unanimously. The meeting adjourned at 7:56 p.m.

Respectfully submitted,  
Michelle Melugin  
Deputy City Clerk

**Note:** This is a journal of the Board of Aldermen meeting held Monday, April 5, 2021, (Summary); not a verbatim transcript. If a recording of the meeting is desired, please contact City Hall.

