



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING  
OF MONDAY, JUNE 19, 2023  
AT 200 HIGHLANDS BOULEVARD DRIVE**

**CALL TO ORDER**

Alderman Ottenad called the Regular Board of Aldermen Meeting to order at 7:00 p.m.

**ROLL CALL AND STATEMENT OF QUORUM**

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

**APPROVAL OF THE MINUTES**

**June 5, 2023 Regular Board of Aldermen Meeting**

Alderman Dodge made the motion to approve the minutes of the Monday, June 5, 2023, Regular Board of Aldermen Meeting. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

**ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA**

Alderman Dodge made the motion to approve the Order of Items on the Agenda, as presented. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

**CONSIDERATION OF PETITIONS**

**Liquor License Renewal**

City Clerk Melugin explained that this was the annual renewal of liquor licenses in Manchester. She continued the City Clerk's Office reviewed the submitted documentation and the Police Department had completed all required background investigations and recommend the approval of the 28 license renewals.

Alderman Baumann made the motion to approve the renewal of the Liquor Licenses. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

**Comments from the Public**

None

**REPORTS FROM THE MAYOR**

None

**REPORTS FROM THE CITY ADMINISTRATOR**

### Mid-Year Capital Projects Report

Director Tate updated the Board of Aldermen on ongoing and upcoming projects in the City of Manchester, including the pedestrian improvements on Carman Road, pedestrian improvements on Manchester Road, La Bonne Parkway reconstruction, pedestrian improvements and road resurfacing on Hanna Road, stormwater projects, street/slat replacements, and mud jacking projects. Director Tate answered the Board's questions clarifying timelines on projects and potential future projects.

### List of Paid Bills (Warrant dates of 06-05-2023 to 06-18-2023)

There were no questions.

### **Reports from the Committees**

#### Planning and Zoning Commission

Alderman Nolte stated that the Planning and Zoning Commission did not meet.

#### Veterans Commission

Alderman Huether stated that the Veterans Commission would meet next on June 27<sup>th</sup> at 5pm.

#### Audit and Finance Committee

Alderman Baumann stated that the Audit and Finance Committee did not meet.

#### Tree Advisory Board

Alderman Dodge stated that the Tree Advisory Board did not meet.

#### Homecoming Committee

Alderman Ottenad stated that the Homecoming Committee met on June 14<sup>th</sup> and voted on the Festival Honors. The Committee voted that the Citizen of the Year would be Jessica Green, Business of the Year would be Hough Orthodontics, the Serving our Students honoree would be Laura Cleer, and the Parade Grand Marshal would be Gina James, the Parkway School District Step Team lead. The 2023 Homecoming parade is scheduled for Saturday, September 9<sup>th</sup> at 10am. This year, the parade winners will be announced on Sunday at 1:30pm. The next Homecoming Committee meeting is scheduled for July 19<sup>th</sup> at 6:30pm at the Parks office.

#### Annexation Update

Alderman Dodge reported that there would be upcoming canvassing and open house dates for educating on annexation. He continued that the main points focused on are better services, lower costs, and decisions made here mean money stays here in the community.

### **ACTION ON OLD BILLS**

None

### **INTRODUCTION OF NEW LEGISLATION**

#### Resolution No. 23-0933

*2023 Concrete Sidewalk Slab Elevation Correction Project*

Alderman Baumann read Proposed Resolution No. 23-0933, entitled: "A RESOLUTION

AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH LIFT RITE, INC. IN AN AMOUNT NOT TO EXCEED TWO HUNDRED TWENTY-FOUR THOUSAND SEVEN HUNDRED FIFTY DOLLARS AND ZERO CENTS (\$224,750.00) FOR CONSTRUCTION OF IMPROVEMENTS KNOWN AND REFERRED TO AS THE 2023 SIDEWALK SLAB ELEVATION CORRECTION PROJECT WITH CITY OPTION FOR TWO ADDITIONAL YEARS,” by title only.

Alderman Baumann made the motion for approval of Resolution No. 23-0933. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

Resolution No. 23-0934

*Motor Control Center at the Aquatics Center*

Alderman Toben read Proposed Resolution No. 23-0934, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO EXECUTE A CONTRACT AND EXPEND THE SUM OF EIGHTY-FOUR THOUSAND NINE HUNDRED DOLLARS AND NO CENTS (\$84,900.00) TO GUARANTEE ELECTRICAL CONSTRUCTION COMPANY FOR A NEW MOTOR CONTROL CENTER AT THE AQUATICS CENTER IN 2024,” by title only.

Alderman Toben made the motion for approval of Resolution No. 23-0934. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

Resolution No. 23-0935

*Construction Services for Timberleigh/Brookvale Stormwater Improvement Project*

Alderman Dodge read Proposed Resolution No. 23-0935, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH L. KEELEY CONSTRUCTION GROUP, INC. IN AN AMOUNT NOT TO EXCEED ONE HUNDRED EIGHTEEN THOUSAND EIGHT HUNDRED EIGHTY-TWO DOLLARS AND SEVENTY SEVEN CENTS (\$118,882.77) PLUS A TEN (10) PERCENT CHANGE ORDER IN THE AMOUNT OF ELEVEN THOUSAND EIGHT HUNDRED EIGHTY-EIGHT DOLLARS AND TWENTY ONE CENTS (\$11,888.21) FOR UNFORESEEN CONDITIONS FOR CONSTRUCTION OF STORMWATER IMPROVEMENTS IN THE AREA OF TIMBERLEIGH COURT AND BROOKVALE TERRACE PROJECT,” by title only.

Alderman Dodge made the motion for approval of Resolution No. 23-0935. The motion was seconded by Alderman Baumann and carried unanimously, with no objections from any members of the Board of Aldermen.

Resolution No. 23-0936

*Engineering Design Services for Channel D Country Stone Project*

Alderman Huether read Proposed Resolution No. 23-0936, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH STOCK & ASSOCIATES CONSULTING ENGINEERS, INC. IN AN

AMOUNT NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00) TO PROVIDE THE CITY WITH ENGINEERING DESIGN SERVICES FOR THE CHANNEL D – COUNTRY STONE – HUNTINGTON HILL STREAMBANK RESTORATION PROJECT IN THE CITY OF MANCHESTER,” by title only.

Alderman Huether made the motion for approval of Resolution No. 23-0936. The motion was seconded by Alderman Baumann and carried unanimously, with no objections from any members of the Board of Aldermen.

Resolution No. 23-0937

*Destruction of City Documents*

Alderman Nolte read Proposed Resolution No. 23-0937, entitled: “A RESOLUTION AUTHORIZING THE CITY CLERK OF THE CITY OF MANCHESTER, MISSOURI TO DESTROY CERTAIN RECORDS IN ACCORDANCE WITH APPLICABLE RETENTION SCHEDULES,” by title only.

Alderman Nolte made the motion for approval of Resolution No. 23-0937. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

BILL NO. 23-2501

*Utility Gross Receipts Tax*

City Administrator Klocke explained that recently the Missouri Public Services Commission approved Missouri American Water for a rate increase that exceeded 7%. When rates increase, municipalities can adjust their rate so that the rate increase does not bring in additional revenue or maintain their rate as per state statute. He continued that Manchester has precedent in maintaining the rate in times when utilities have increased over 7%.

Alderman Toben read Proposed Bill No. 23-2501 entitled: “AN ORDINANCE DECLARING THE MAINTAINING OF THE CITY OF MANCHESTER’S UTILITY GROSS RECEIPTS TAX RATE AT ITS CURRENT RATE,” by title only.

Alderman Toben stated Emergency Legislation has been requested. Alderman Toben made the motion for approval of emergency legislation. The motion was seconded by Alderman Huether.

A poll of the Board showed:

Alderman Ottenad – aye

Alderman Nolte – aye

Alderman Dodge – aye

Alderman Huether – aye

Alderman Toben – aye

Alderman Baumann – aye

Alderman Toben read for the second time Bill No. 23-2501, entitled: “AN ORDINANCE DECLARING THE MAINTAINING OF THE CITY OF MANCHESTER’S UTILITY GROSS

RECEIPTS TAX RATE AT ITS CURRENT RATE,” by title only.

Alderman Toben made the motion that Bill No. 23-2501, become Ordinance No. 23-2385. The motion was seconded by Alderman Baumann.

A poll of the Board showed:

Alderman Dodge – aye

Alderman Baumann – aye

Alderman Toben – aye

Alderman Huether – aye

Alderman Nolte – aye

Alderman Ottenad – aye

Alderman Ottenad announced that the motion passed 6 to 0, with no objections from any members of the Board of Aldermen.

BILL NO. 23-2502

*Final Plat/Lot Consolidation for 720 and 726 Hanna Road*

Alderman Dodge read Proposed Bill No. 23-2502 entitled: “AN ORDINANCE APPROVING A FINAL PLAT (LOT CONSOLIDATION) FOR 720 HANNA ROAD AND 726 HANNA ROAD, LOCATOR NUMBERS 24Q530839 AND 24Q44592 IN THE CITY OF MANCHESTER, MISSOURI, SUBJECT TO CERTAIN CONDITIONS,” by title only.

Alderman Dodge stated Emergency Legislation has been requested. Alderman Dodge made the motion for approval of emergency legislation. The motion was seconded by Alderman Huether.

A poll of the Board showed:

Alderman Huether – aye

Alderman Ottenad – aye

Alderman Nolte – aye

Alderman Toben – aye

Alderman Baumann – aye

Alderman Dodge – aye

Alderman Dodge read for the second time Bill No. 23-2502, entitled: “AN ORDINANCE APPROVING A FINAL PLAT (LOT CONSOLIDATION) FOR 720 HANNA ROAD AND 726 HANNA ROAD, LOCATOR NUMBERS 24Q530839 AND 24Q44592 IN THE CITY OF MANCHESTER, MISSOURI, SUBJECT TO CERTAIN CONDITIONS,” by title only.

Alderman Dodge made the motion that Bill No. 23-2502, become Ordinance No. 23-2386. The motion was seconded by Alderman Huether.

A poll of the Board showed:

Alderman Nolte – aye

Alderman Dodge – aye

Alderman Ottenad – aye

Alderman Huether – aye  
Alderman Baumann – aye  
Alderman Toben – aye

Alderman Ottenad announced that the motion passed 6 to 0, with no objections from any members of the Board of Aldermen.

BILL NO. 23-2503

*Approving the Site Plan for 720 Hanna Road*

Alderman Huether read Proposed Bill No. 23-2503 entitled: “AN ORDINANCE APPROVING A FINAL SITE DEVELOPMENT PLAN FOR 720 HANNA ROAD WITHIN THE R-4 RESIDENTIAL ZONING DISTRICT, CITY OF MANCHESTER, MISSOURI TO ALLOW THE CONSTRUCTION OF SITE IMPROVEMENTS AT HANNA WOODS ELEMENTARY SCHOOL,” by title only.

Alderman Huether stated Emergency Legislation has been requested. Alderman Huether made the motion for approval of emergency legislation. The motion was seconded by Alderman Baumann.

A poll of the Board showed:

Alderman Toben – aye  
Alderman Nolte – aye  
Alderman Ottenad – aye  
Alderman Dodge – aye  
Alderman Baumann – aye  
Alderman Huether – aye

Alderman Huether read for the second time Bill No. 23-2503, entitled: “AN ORDINANCE APPROVING A FINAL SITE DEVELOPMENT PLAN FOR 720 HANNA ROAD WITHIN THE R-4 RESIDENTIAL ZONING DISTRICT, CITY OF MANCHESTER, MISSOURI TO ALLOW THE CONSTRUCTION OF SITE IMPROVEMENTS AT HANNA WOODS ELEMENTARY SCHOOL,” by title only.

Alderman Huether made the motion that Bill No. 23-2503, become Ordinance No. 23-2387. The motion was seconded by Alderman Baumann.

A poll of the Board showed:

Alderman Baumann – aye  
Alderman Toben – aye  
Alderman Nolte – aye  
Alderman Ottenad – aye  
Alderman Dodge – aye  
Alderman Huether – aye

Alderman Ottenad announced that the motion passed 6 to 0, with no objections from any members of the Board of Aldermen.

## **MISCELLANEOUS**

### **Comments from the Public**

None

Alderman Ottenad reminded everyone that the Board of Aldermen meeting on July 3, 2023, had been canceled and the next meeting would be July 17, 2023.

## **ADJOURNMENT**

There being no further business, Alderman Nolte made the motion to adjourn. The motion was seconded by Alderman Baumann and carried unanimously. The meeting adjourned at 7:31 p.m.