



**MINUTES OF THE PUBLIC HEARING OF  
MONDAY, AUGUST 2, 2021  
2022 COMMUNITY DEVELOPMENT  
BLOCK GRANT ALLOCATION**

**CALL TO ORDER**

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

**ROLL CALL AND STATEMENT OF QUORUM**

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

**PUBLIC HEARING**

The following notice of the public hearing was then read:

“The City of Manchester, Missouri will hold a public hearing to discuss the estimated allocation of \$24,300 in Community Development Block Grant (CDBG) funds which will become available after January 1, 2022. The public hearing will be held at 7:00 p.m. on Monday, August 2, 2021 at the Manchester Justice Center, 200 Highlands Boulevard Drive, Manchester, MO 63011.”

Speaking as a proponent, Interim City Administrator Justin Klocke stated this allocation is for \$24,300, there are several items that this allocation could be used for around the City. In the past, the City has used these funds for the St. Louis County’s Home Improvement Program. He reached out to the County and has had great participation by our residents with this program.

***COMMENTS FROM OPPONENTS, QUESTIONS OR COMMENTS FROM THE PUBLIC***

There were no opponents, or questions or comments from the public.

Alderman Toben asked if the funds go directly to St. Louis County. Interim City Administrator Klocke answered they are distributed from HUD to St. Louis County. St Louis County will hold on to the funds until used. Alderman Toben wanted to make sure the funds are being used by many residents. Mayor Clement stated there have been many residents that have approached the County with hopes to use the funds.

**ADJOURNMENT**

Mayor Clement closed the public hearing at 7:07 p.m.





**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING  
OF MONDAY, AUGUST 2, 2021  
BY VIDEO CONFERENCING ON ZOOM  
AT 200 HIGHLANDS BOULEVARD DRIVE**

**CALL TO ORDER**

Mayor Mike Clement called the Regular Board of Aldermen Meeting to order at 7:08 p.m.

**ROLL CALL AND STATEMENT OF QUORUM**

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

**APPROVAL OF THE MINUTES**

*July 19, 2021 Board of Aldermen Regular Meeting*

Alderman Ottenad made the motion to approve the minutes of the Monday, July 19, 2021 Board of Aldermen Regular Meeting. The motion was seconded by Alderman Toben and carried unanimously, with no objections from any members of the Board of Aldermen.

**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 Toben and carried unanimously, with no objections from any members of the Board of Aldermen.

**CONSIDERATION OF PETITIONS**

*Sergeant Promotion Ceremony - Detective Todd Clark*

Chief of Police Scott Will congratulated Sergeant William "Todd" Clark. Detective Clark was promoted to Sergeant. He has been with the Manchester Police Department since January 2015. Congratulations Sergeant Clark.

*Consideration of New Liquor License*

Alderman Toben made the motion to approve the two submitted liquor licenses. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Alderman.

*Comments from the Public*

There were none.

## **REPORTS FROM THE MAYOR**

### Mayoral Reports

Mayor Clement acknowledged the City has just started the school supply drive. There are four drop off locations. It is a much-needed drive for back-to-school supplies. Mayor Clement stated that August 3<sup>rd</sup> is National Night Out. Mayor Clement wanted everyone to know that Flags of Valor has two more upcoming work sessions on Wednesday and Saturday. Mayor Clement invited everyone to Director of Public Works Bob Ruck's retirement party. It is being held on Friday, August 6 at Paul Schroeder Park. It will be held in Pavilion 1 from 3:30 to 6:30. Also that evening there will be a concert featuring "Trilogy" starting at 7:00 p.m.

## **REPORTS FROM THE CITY ADMINISTRATOR**

### Municipal Court Report - Court Administrator Massey-Skaggs

Court Administrator Colleen Massey-Skaggs stated that it has been a challenging year and a half for the Courts. They shut down in March of 2020 and by June of 2020 they resumed court operations virtually, and it has gone reasonably well. It did cause a considerable backlog. She is happy to report as of the beginning of July they are back to in person court proceedings.

### List of Paid Bills (Warrant dates of 07-19-2021 to 08-02-2021)

There were no questions.

## **REPORTS FROM COMMITTEES**

### Planning and Zoning Commission

Mayor Clement stated they did not meet.

### Veterans Commission

Alderman Huether stated they did not meet. She said the Flags of Valor is still in the process of completing the flags for Art Hill.

### Homecoming Committee

Alderman Ottenad stated they did not meet but the next meeting is August 18 at 6:30 p.m. at the Park Office.

### Audit and Finance Committee

Alderman Toben stated they did not meet.

### Tree Advisory Board

Public Works Director Tyler Jaycox stated they did not meet.

## **ACTION ON OLD BILLS**

None.

## **INTRODUCTION OF NEW LEGISLATION**

**BILL NO 21-2442 - PERSONNEL MANUAL AND CHAPTER 135 FINANCE AND PURCHASING**

## AMENDMENT

Alderman Ottenad read Proposed Bill NO 21-2442, entitled: "AN ORDINANCE AMENDING SECTION III CODE OF CONDUCT IN THE PERSONNEL MANUAL AND CHAPTER 135 OF THE CODE OF ORDINANCES RELATING TO FINANCE AND PURCHASING IN THE CITY OF MANCHESTER, MISSOURI", by title only.

Alderman Ottenad asked about Section One and the Prohibition against Partisan Political Activity for employees besides first responders. City Attorney Rost answered that an employee can engage in political activity when they are not on work hours or on work property.

Nothing further at this time.

### *RESOLUTION NO 21-0829 - 2022 COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION*

Alderman Huether read Proposed Resolution NO 21-0829, entitled: "A RESOLUTION OF THE CITY OF MANCHESTER BOARD OF ALDERMEN ENDORSING THE 2022 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM MUNICIPAL APPLICATION.

Alderman Huether made the motion for approval of Resolution NO 21-0829. The motion was seconded by Alderman Ottenad and carried unanimously, without any objections from any members of the Board of Aldermen.

### *RESOLUTION NO 21-0830 - 2021-2022 WINTER SEASON ROAD SALT PURCHASE*

Alderman Toben read Proposed Resolution NO 21-0830, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO EXPEND THE SUM OF SIXTY-TWO THOUSAND EIGHT HUNDRED EIGHTY-SEVEN DOLLARS (\$62,887.00) FOR THE PURCHASE AND DELIVERY OF ROAD SALT FOR THE 2021-2022 WINTER SEASON FOR USE BY THE CITY OF MANCHESTER", by title only.

Alderman Toben made the motion for approval of Resolution NO 21-0830. The motion was seconded by Alderman Huether and carried unanimously, without any objections from any members of the Board of Aldermen.

### *RESOLUTION NO 21-0831 - 2021 STREET AND SIDEWALK TREE PRUNING CLEARANCE WORK PROJECT*

Alderman Toben read Proposed Resolution NO 21-0831, entitled: "A RESOLUTION ACCEPTING THE BID OF OMNI TREE SERVICE, INC. IN AN AMOUNT NOT TO EXCEED FORTY-FOUR THOUSAND NINE HUNDRED DOLLARS (\$44,900.00) FOR TREE PRUNING SERVICES IN VARIOUS LOCATIONS THROUGHOUT THE CITY OF MANCHESTER", by title only.

Alderman Toben made the motion for approval of Resolution NO 21-0831. The motion was seconded by Alderman Ottenad and carried unanimously, without any objections from any members of the Board of Aldermen.

## RESOLUTION NO 21-0832 – MUNICIPAL PARK GRANT APPLICATION ENDORSEMENT

Alderman Baumann read Proposed Resolution NO 21-0832, entitled: “A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE ST. LOUIS COUNTY MUNICIPAL PARKS GRANT COMMISSION FOR RENOVATION OF PAUL SCHROEDER PARK PLAYGROUND”, by title only.

Alderman Baumann made the motion for approval of Resolution NO 21-0832. The motion was seconded by Alderman Huether and carried unanimously, without any objections from any members of the Board of Aldermen.

## RESOLUTION NO 21-0833 – TELEPHONE SYSTEM AND EQUIPMENT PURCHASE

Alderman Hudson read Proposed Resolution NO 21-0833, entitled: “A RESOLUTION ACCEPTING THE BID OF METROPARK COMMUNICATIONS, INC. IN THE AMOUNT OF THIRTEEN THOUSAND SIX HUNDRED THIRTEEN DOLLARS (\$13,613.00) FOR THE PURCHASE OF A PHONE SYSTEM AND ASSOCIATED ACCESSORIES AND EQUIPMENT, AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ISSUE A PURCHASE ORDER THEREFOR, AND AUTHORIZING MONTHLY RECURRING CHARGES RELATED TO THE PHONE SERVICE”, by title only.

Alderman Hudson made the motion for approval of Resolution NO 21-0833. The motion was seconded by Alderman Ottenad and carried unanimously, without any objections from any members of the Board of Aldermen.

## MISCELLANEOUS

### Comments from the Public

There were none.

## EXECUTIVE SESSION

Alderman Ottenad read “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 (610.021(1) RSMo), Hiring, Firing, Disciplining, or Promoting of Employee(s) (Section 610.021(3) RSMo).

Alderman Ottenad made the motion to go into closed session. The motion was seconded by Alderman Toben and carried unanimously, without any objections from any members of the Board of Aldermen.

A poll of the Board showed:

Alderman Huether – aye

Alderman Nolte – absent

Alderman Hudson – aye  
Alderman Toben – aye  
Alderman Baumann – aye  
Alderman Ottenad – aye

Mayor Clement stated the vote to go into closed session passed 5 to 0, with one absent.

**ADJOURNMENT**

There being no further business, Alderman Toben made the motion to adjourn. The motion was seconded by Alderman Ottenad and carried unanimously. The meeting adjourned at 8:05 p.m.